SPECIAL BARRE CITY ENERGY COMMITTEE MEETING
Wednesday, June 3, 2020 at 5:30 pm

Remote Participation via ZOOM
Join via computer, tablet or smartphone: https://zoom.us/j/97589461116
Meeting ID: 975 8946 1116
Dial in via phone: +1 929 205 6099; Access ID: 975 8946 1116
New to Zoom? Download the app at least 5 minutes before the meeting begins:
https://zoom.us/

1. Call to Order – 5:30 p.m.

2. Adjustments to the Agenda

3. Visitors and Communications (for something not on the agenda)

4. Old Business

    a.   Review of efforts made with ongoing work

    b.   Review of the collective results to date

5. New Business

    a.   Annual appointment: Term expiration for Phil Cecchini June 30, 2020 – renew
            for new two year term?

    b.   Reelection of officers: Chair and Vice Chair

6. Adjourn

Persons with disabilities who require assistance or special arrangements to participate in meetings are
encouraged to contact Janet Shatney at (802) 477-1465 or PPADirector@barrecity.org at least three (3)
business days prior to the meeting for which services are requested.

Video Conferencing Etiquette:

- ➢ Download the e-meeting app before the meeting and test your technology (camera/microphone)
- ➢ Mute your cell phone
- ➢ Turn off notifications (ding!)
- ➢ Always assume your microphone is on
- ➢ Be courteous to other participants
- ➢ Give your full attention to others as you do when in the same room
- ➢ Raise your hand or say "question" or "comment" then wait to be recognized by the Chair
- ➢ Speak clearly
- ➢ Keep body movements minimal
- ➢ Move and gesture slowly and naturally
- ➢ Maintain eye contact by looking into the camera when speaking
- ➢ Dress appropriately
- ➢ Make the session animated - please keep your video on
- ➢ Be yourself and have fun!

- ➢ Don't make distracting sounds
- ➢ Don't shout
- ➢ Don't make distracting movements
- ➢ Don't interrupt other speakers
- ➢ Don't carry on side conversations
- ➢ Don't wear "noisy" jewelry
- ➢ Don't cover the microphone or camera
- ➢ Don't be distracted by eating, drinking, checking email, Web surfing or texting