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June 16, 2020

NOTICE REGARDING THE JUNE 24, 2020, SPECIAL TOWN BOARD MEETING

Friends:

I want to provide you with important details regarding the upcoming June 24, 2020, Special Town Board Meeting, which I have called because the June 11, 2020 Regular Meeting needed to be canceled due to COVID-19- related complications. As we did in the case of the April 2020 and May 2020 Regular Meetings, we will be deviating from some of our usual procedures in light of the ongoing COVID-19 pandemic, the resultant State and Federal emergency declarations, limitations on the size of gatherings, and the continued closure of the Town Offices to the general public.

More specifically, although this Special Meeting will be conducted in-person by the Town Board, it will not be open to the public. However, the meeting will be livestreamed on Facebook Live at the following link:

<https://www.facebook.com/Town-of-Brunswick-1958731039228711/Pref=bookmarks>

Only the Town Board Members, the Town Clerk, our attorneys, and a staff member to effectuate the meeting livestream, will be permitted to attend. There will be deviations from the normal meeting seating arrangements to comply with social distancing and other guidelines aimed at limiting the potential for any spread of the COVID-19 virus among those attending. For the same reason, the meeting will be of an abbreviated format, lasting only as long as necessary to approve the warrants so we can pay our bills, and to conduct other timely and essential business. We will ask Town employees and officials who usually attend the monthly Meeting to submit their reports in writing.

In lieu of our normal public access opportunities at the beginning and the end of each Regular Meeting, we are offering members of the public the opportunity to submit written comments to the Town Board in advance of the meeting, or within five days thereafter, by e-mail (pherrington@townofbrunswick.org) or by regular mail to the Office of the Supervisor, 336 Town

Office Road, Troy, NY 12180. All such written comments will be provided to the Town Board Members and made a part of the public record of the meeting. An audio recording of the meeting will be posted on the Town's website, www.townofbrunswick.org, the day after the meeting. A transcript of the meeting will be prepared as soon as possible after the meeting.

We believe the foregoing measures are compliant with the Open Meetings Law in light of the Governor's Executive Order No. 202.1, which suspended various requirements of the Open Meetings Law due to the COVID-19 pandemic, and which has now been made effective through July 6, 2020.

We are hopeful that we will soon be able to resume our normal Town Board meeting format.

Thank you for your continued patience and understanding during these difficult times.

Sincerely,

A handwritten signature in cursive script that reads "Philip H. Herrington". The signature is written in black ink and is positioned above the printed name and title.

Philip H. Herrington
Supervisor