

**4/16/2020 Town of Kennebunk Site Plan Review  
Board Meeting  
Instructions for Community Participation**

This meeting will be conducted using [Zoom](#), a web-based video conferencing tool, under [1 M.R.S.A. § 403-A](#), which authorizes the Town to hold remote meetings during the state of emergency declared by the Governor due to the outbreak of COVID-19.

**Time: Apr 16, 2020 7 PM Eastern Time (US and Canada)**

Ways to join:

- By computer or mobile device  
<https://us04web.zoom.us/j/474743558?pwd=S01ycnllMUo3STZHUW41Vk9VTkpLdz09> or go to **ZOOM** and enter the meeting ID 474-743-558
- By Phone 1 (929) 205-6099
- Password = 572062

Please take a minute to read these important Instructions before you join:

- **Please mute your audio and disable your video before joining**
- Here are some brief videos to help familiarize you with the Zoom platform
  - [Joining a Zoom Meeting](#) (brief instructional video)
  - [Video or Audio off by Attendee](#) (brief instructional video)
  - [Attendee Controls in a Meeting](#) (brief instructional video)
- **PUBLIC COMMENT:** If you wish to speak on an agenda item and you are:
  - **Joining via your computer or cell phone**
    - Please use the “raise your hand” feature by clicking “participants” (computer). The host will be notified and will identify you when it is your turn to comment.
  - **Joining via landline phone:**
    - The following commands can be entered using your phone’s dial pad while in a Zoom meeting. The host will be notified and will identify you when it is your turn to comment.
      - \*6 - Toggle mute/unmute
      - \*9 - Raise Hand

This meeting will be recorded and posted on our [website](#). We thank you in advance for your patience as we navigate our virtual meetings and welcome your feedback