

TOWN OF SABATTUS

REMOTE PARTICIPATION POLICY

Adopted: September 15, 2026

Effective Date: September 15, 2026

1. Purpose

The Town of Sabattus values open and transparent government and encourages residents to attend public meetings whenever possible. The purpose of this policy is to establish clear expectations regarding attendance and participation at meetings of the Town's boards, committees, commissions, and other public bodies.

To ensure efficient meeting administration, maintain clear communication among participants, and provide equal opportunity for public involvement, the Town of Sabattus requires in-person attendance for all public meetings unless otherwise required by law.

2. Policy

Members of the Select Board, committees, commissions, boards, and appointed officials shall attend meetings in person.

Remote participation by members of municipal boards, committees, commissions, appointed officials, staff, applicants, or members of the public shall not be permitted.

No individual shall be considered present for purposes of quorum, voting, public comment, testimony, or participation through telephone, video conference, internet-based meeting platform, or any other remote communication method.

3. Meeting Viewing

To promote transparency and public access, the Town of Sabattus may record and/or livestream meetings through the Town's official YouTube channel or other Town-authorized media platforms.

The availability of a livestream or recording is provided solely as a convenience to the public and shall not be considered attendance at a meeting.

Individuals viewing a meeting remotely shall not be permitted to participate, vote, comment, ask questions, or otherwise engage in the meeting.

4. Public Participation

Members of the public wishing to address a board, committee, or commission during a meeting must be physically present at the designated meeting location.

Public comment periods, hearings, and other opportunities for public input will be conducted in accordance with applicable Town policies and Maine law.

5. Technical Issues

A failure or interruption of video recording, livestreaming, audio transmission, internet service, YouTube service, or other broadcasting technology shall not delay, suspend, cancel, or invalidate a meeting, provided all legal notice and meeting requirements have otherwise been met.

6. Exceptions

Nothing in this policy shall prohibit the Town from complying with any future federal or state law, Executive Order, court order, or declared emergency that specifically requires or authorizes remote participation.

Any exception to this policy shall require action by the Select Board or be otherwise required by law.

7. Responsibility

The Town Manager or designee shall be responsible for implementing this policy and ensuring that meeting notices accurately reflect the Town's in-person attendance requirements.

8. Severability

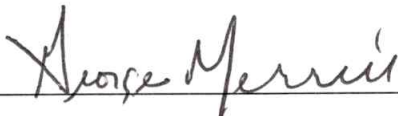
If any provision of this policy is held invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect.

9. Effective Date

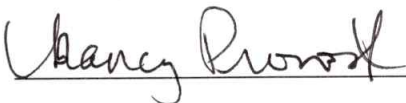
This policy shall become effective immediately upon adoption by the Town of Sabattus Select Board.

Select Board Adopted: September 15, 2026

Laura Clifford- Chair



George Merrill- Vice Chair



Nancy Provost



Rick Lacombe

Noel Hinkley