HAMPDEN TOWN COUNCIL

FY22 BUDGET WORK SESSION

HAMPDEN MUNICIPAL BUILDING

AGENDA

WEDNESDAY **May 5, 2021** **6:00 P.M.**

1. Call to Order

2. Review of Town Manager FY22 Budget

   a. Administration
   b. General Assistance
   c. Elections
   d. Town Council
   e. Outside Agencies
   f. County Tax

3. Adjourn

The next budget meeting will be held on Monday May 10th at 6:00 p.m.

FOR THOSE THAT WISH TO PARTICIPATE IN THE REMOTE HAMPDEN COUNCIL MEETING ON MAY 05, 2021 AT 6:00 PM YOU MAY PHONE IN USING THE FOLLOWING NUMBER (FOLLOWED BY THE PIN #)

1-414-909-4730 PIN 280 821 186#

OR-

FROM A LAPTOP OR A DESKTOP, YOU MAY GO TO THIS URL: https://meet.google.com/dns-ejvb-cmf?hs=122&authuser=0 AND JOIN US THAT WAY

INSTRUCTIONS ARE POSTED WITH THE AGENDA AND SEPARATELY ON THE TOWN CALENDAR AT WWW.HAMPDENMAINE.GOV

Using Google Meet to Participate in Hampden Town Council Remote Meetings

How to join:

1. Town Council members will receive an email or a Google Calendar invite with a link to join the meeting.
2. People interested in joining will need to go to the link posted on the town events calendar at www.hampdenmaine.gov.
3. Anyone can also join for audio-only participation by calling the number provided on the town events calendar and then entering the PIN provided followed by the # symbol.

Protocols for Remote Meetings:

1. Log in or call in at least 5 minutes before scheduled start of meeting.
2. For the audio portion, use either your phone or your computer microphone, not both.
3. Mute your phone or computer mic unless speaking. Remember to un-mute if you want to speak. To mute or unmute in Google Meet, click on the little microphone icon at the bottom of the screen; note you may need to move your mouse pointer around the bottom of your screen to get the bottom bar to appear.
4. Speak up if using a computer microphone or if using the speaker function on your telephone.
5. Do not rustle papers in front of your mic unless it's muted. Please minimize background noise.
6. If you're referring to a document, identify it including page or sheet number.
7. If using the video function, have a light source in front of you if possible. Try to avoid backlighting.
8. If you want to look good, have your camera mounted at eye level or above. Look at yourself on screen to check the lighting, camera position, what's in the background, etc. In Google Meet, you can do this "video check" when you open the program before you join the meeting.
9. If you are participating by audio only, identify yourself when speaking.
10. ALL votes will be by roll call.
11. After the meeting is adjourned, click on the red phone icon on the bottom bar to leave the meeting, or (obviously) just hang up the phone if that is how you are participating.

For detailed instructions on using Google Meet, please refer to their website:

support.google.com/a/users/answer/9282720?hl=en