



**CITY of BEVERLY
HISTORIC DISTRICT COMMISSION**

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CITY OF BEVERLY
FILED AND RECORDED
CITY CLERKS OFFICE

2020 JUL 14 P 3:23

Mayor

*Michael P. Cahill
Chairperson
William Finch*

Members

*Suzanne LaMont
Caroline Baird Mason
Wendy Pearl*

MEETING NOTICE

Thursday, July 23, 2020

7:00 p.m.

PLEASE SEE BELOW FOR INSTRUCTIONS ON HOW TO REMOTELY ACCESS MEETING

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 23, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Beverly Historic District Commission will be conducted via remote participation to the greatest extent possible. No in-person attendance of members of the public will be available, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the City's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting. **Please see below for detail on accessing the meeting remotely.**

AGENDA

- Call to Order
- 1. Informal Review – 35 Front Street – Robert Tolan – Window replacements
- 2. Approval of minutes
 - a. May 28, 2020
- 3. New/Other Business
 - Other discussion or action items related to Commission business, if any
- 4. Adjournment

REMOTE PUBLIC ACCESS TO THIS MEETING WILL BE PROVIDED IN THE FOLLOWING MANNER:

1. Access through the Google Hangouts Meet application. This application will allow users to view the meeting and request comment using the Chat function. **Pursuant to Open Meeting Law, M.G.L. c. 30A, §20, the Chair may elect to recognize public comment submitted through the Chat function at appropriate points in the meeting.** If any member of the public would like to submit a comment prior to the meeting, or would like to make it known prior to the meeting that he/she would like to comment on any item on the agenda, individuals should submit comments or requests to Associate Planner Emily Hutchings at ehutchings@beverlyma.gov.
 - a. **Google Hangouts Meet meeting login instructions:**

- i. For computers, browse to the following web address: www.meet.google.com/rho-imnr-eap
- ii. For mobile devices (tablets and iPhones/smartphones):
 1. Please go to either 'Google Play' [Android] or the iOS 'App Store' [iPhones and iPads] and download the free program 'Hangouts Meet by Google'.
 2. Allow the program to access your device's camera and microphone.
 3. Then click 'Enter a meeting code' and type in 'rho-imnr-eap.' Then click 'Ask to join.' A facilitator will enable you to enter the meeting.

b. Telephone: For standard telephones and cell phones:

1. Dial the number 1-636-649-4628.
 2. When prompted, enter the PIN: 517 411 862#. A facilitator will enable you to enter the meeting.
2. **Applicants and/or representatives required to appear before the Historic District Commission must make arrangements to present remotely as there is not a physical meeting location. Documentary exhibits and/or visual presentations must be submitted 5 business days in advance of the meeting to ehutchings@beverlyma.gov, so that they may be displayed for remote public access viewing.**