



BOROUGH OF FAIR HAVEN PUBLIC NOTICE

PLEASE BE ADVISED THAT THE MARCH 23, 2020 FAIR HAVEN COUNCIL MEETING WILL BE “BROADCASTED” FROM FOREFRONT, 810 RIVER ROAD, FAIR HAVEN, NJ. DUE TO THE CORONAVIRUS AND THE NEED FOR SOCIAL DISTANCING, THE MEETING WILL BE AVAILABLE TO THE PUBLIC IN A LIVE FEED THROUGH ZOOM.

THE MEETING WILL BEGIN AT ITS NORMAL TIME OF 7:00 P.M.

BELOW IS THE LINK TO ACCESS THE MEETING. I HAVE ALSO PROVIDED INSTRUCTIONS ON HOW TO OBTAIN REMOTE ACCESS:

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://forefront.zoom.us/j/771684511>

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 558 8656 or +1 312 626 6799 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 9128 or +1 253 215 8782

Webinar ID: 771 684 511

International numbers available: <https://forefront.zoom.us/j/771684511>

ALLYSON M. CINQUEGRANA, RMC/CMR
BOROUGH CLERK



WELCOME TO FAIR HAVEN'S REMOTE ACCESS COUNCIL MEETING

REMOTE ACCESS **BY PHONE ONLY**

- a) You will hear Council and hear Attendees' Questions
 - b) You will not be able to 'Raise Your Hand' and ask a question
 - c) You will start the log-in process again if you entered wrong # or connection is not good
- **Smart Phone** (2 steps)
 - 1) Press 'One Tap Mobile' – click Borough's Meeting link on their website from your Smart Phone.
You will automatically access to: Meeting Phone # and Meeting ID
 - 2) If prompted, press #
 - 3) You will be able to 'Raise Your Hand' and ask a question
 - **Non-Smart Phone** (3 steps)
 - 1) Enter Meeting Phone #
 - 2) When prompted, Enter Meeting ID
 - 3) Press #, If prompted, press # again

REMOTE ACCESS **WITH PC, LAPTOP or TABLET** *** Preferred Option ***

- a) You will hear and see Council and hear Attendees' questions
 - b) You will have 'Raise Your Hand' option and be able to ask a question. You will have to hover over or touch your screen to see the 'Raise Your Hand' Icon. It is at bottom of the screen (on some devices, it may be at the top of your screen)
- **Your Device – Using its Speaker and Microphone** (3 steps)
 - 1) Click on Borough's Council Meeting's Remote Access URL
or copy URL link into your browser
 - 2) Download/run Zoom app (few seconds) on your device
 - 3) When prompted, Your Name and Email, press Enter
 - 4) You are now in the Meeting – you will see & hear Mayor and Council Panelists
 - **Your Device – Has No Speaker and Microphone** (4 steps)
 - 1) Same steps as above...and in addition:
 - 2) Dial-in provided Meeting Number with Your Phone (to hear & speak)
On your Device, you will see and be able to 'Raise Your Hand' for a question
 - **Meeting Governance**
 - a) If you come early, you will be placed in a "waiting room" until meeting starts
 - b) You will join 'muted' – only Mayor can 'unmute/mute' during Public comments
 - c) You press 'Raise Your Hand' icon if you have a question, Mayor will see your request
When 'unmuted', do not forget to activate your microphone when asking the question
After your time for a question, Mayor will 'mute' you back
If you want to be 'seen' while asking your question, then activate your webcam

PLEASE MAKE SURE YOUR MICROPHONE IS WORKING ON YOUR DEVICE (PHONE OR PC) SO YOU CAN BE HEARD, WHEN CALLED UPON.

The meeting is recorded and available to Public