



# TOWN OF NEW CASTLE

200 South Greeley Avenue, Chappaqua, New York 10514 • (914) 238-4771 • Fax (914) 238-2537 • cpapes@mynewcastle.org

Town Clerk/Receiver of Taxes

**Christina Papes**

(914) 238-7269

Deputy Town Clerk

**Lauren M. Cascone, MPA**

(914) 238-7272

Deputy Receiver of Taxes

**Patricia Antonucci**

(914) 238-4773

**Instructions for the public to access Town Board meeting remotely:**

**NOTICE IS HEREBY GIVEN** that Town Board Meeting will be held on Tuesday, December 7, 2021 at 7:00pm, which will be preceded by a Work Session at 6:30pm and an Executive Session at 6:00pm or as soon thereafter, in-person at ***New Castle Town Hall, 200 South Greeley Avenue, Chappaqua, New York***, and via videoconference and teleconference. Information concerning in-person meeting attendance and applicable COVID-19 regulations will be available on the Town website at [www.mynewcastle.org](http://www.mynewcastle.org).

**PLEASE TAKE FURTHER NOTICE** that the public can attend the Town Board Meeting or watch the live meeting on YouTube at [www.youtube.com/c/nccmc](http://www.youtube.com/c/nccmc), or through the Zoom App. Comments can be 1) made in-person during public comment, 2) made live via Zoom, or 3) sent in advance of the meeting or during the meeting to [publiccomment@mynewcastle.org](mailto:publiccomment@mynewcastle.org). To the extent one does not have access to the internet and is unable to attend the meeting in-person, comments can also be made by no later than 4:00pm of the day of the meeting to the Town Clerk at (914) 238-4772.

**INSTRUCTIONS TO ACCESS MEETING VIRTUALLY:** If you have a computer, tablet or smartphone, you can register, log in and see the video and hear the audio of the live session. Zoom's chat facility will be available during the public comment portions of the meeting. We'll provide brief instructions on using chat during the meeting.

We will also have a dial-in number for you to call if you don't have a computer, or have problems with your computer's audio:

**Access by phone:** +1 646 518 9805

**Enter Webinar ID:** 857 9169 1360 Followed by #

(to raise digital hand to speak, dial \*9, to unmute the microphone, dial \*6)

Make sure to register in advance for this webinar:

[https://us02web.zoom.us/webinar/register/WN\\_0Ma0ZJk9TD2sPYa1i-T3UA](https://us02web.zoom.us/webinar/register/WN_0Ma0ZJk9TD2sPYa1i-T3UA)

1. You will need to provide your name and email address when registering so we can send a confirmation email to you containing the web address and phone number for joining the webinar.
2. On Tuesday evening, log in with your computer and if needed, your telephone. You'll be placed on hold until the meeting starts.