

Board of Selectmen Emergency Meeting Minutes

VIA Zoom Teleconference

March 18, 2020

Attendance: Administrative Assistant, Jenna Domer; Chair Ryan Fowler, Selectmen, C. Wayne Miller and Selectman, Ron Shorey.

Roll call taken by Jenna Domer listing all Board of Selectmen as present and voting.

Ryan called the meeting to order at 1:02pm.

New Business: COVID-19 preparation and response

The BOS stated the Office will be closed to the public for two weeks tentatively reopening to the public on April 6, 2020. Jenna will coordinate with the Town Clerk, TC/Treasurer and Deputy Town Clerk on a rotating in office schedule. AA will work remotely most days from home and go in to the office 1-2 times a week to conduct business, retrieve mail etc. A voicemail will be left on the office answering machine directing them to the AA's email, Ryan and Ron's phone number and the Town website for information and updates.

The Town Meeting House is closed all upcoming events for the month of March and April are canceled.

AA will update the website on a regular basis to alert all to any changes to Town business as the situation is fluid. Special links will also be placed on the website for information and ease of access.

Ryan will inquire with the Town Clerk as to if her planned retirement will still commence on March 29, 2020 for budgeting purposes.

The Town Meeting will be postponed until further notice. The Board of Selectmen and Town Clerk will hold the meeting on March 28, 2020 opening the meeting, electing a moderator and quickly moving to adjourn the meeting effectively canceling the meeting, NO ACTION WILL BE TAKEN. The meeting will be rescheduled after the Governor has called for the emergency to end. The notice will be placed on the website, on the bulletin boards at the Town Office and TMH and the TMH door as directed by legal counsel. The Town will operate under the 2019 approved budget until the emergency is over and a new Town Meeting has taken place approving the 2020 budget.

The BOS will hold their regularly scheduled meetings via teleconference or meeting outside of the Town Office in the Town Office parking lot. Emergency Meetings will be called as needed during the pandemic.

The CEO is working remotely and may receive requests for any CEO information via a direct email link on the website.

Ryan will notify Town Officials of these changes via email.

The Board of Selectmen voted to reappoint all officials for a term of one year as follows:

Jenna Domer, AA to the Select Board, FOAA Officer

Troy Morse, Road Commissioner

C. Wayne Miller, EMA Director, GA Officer and Constable

Cynthia Eaton, Animal Control Officer

Arthur Dunlap, CEO and alternate LPI

Kathiann Shorey, Health Officer

Patricia Patnaude, TC/Treasurer and Constable

Janet Mahannah, Cemetery Sexton

David Frum, Budget Committee Member

Prentiss Kimball, LPI

Any adjustment to term lengths will be completed after the Governor has ordered the emergency to end.

Wayne made a motion to appoint all the individuals stated above for a term of one year, Ron 2nd the motion and it was approved unanimously.

Announcements- The next BOS meeting is scheduled for Tuesday, March 24, 2020 at 6pm via teleconference. The meeting will be posted on the website listing a call-in number and meeting id for public participation.

Ryan made a motion to adjourn at 1:38pm, Ron 2nd the motion and it was approved unanimously.

Respectfully submitted,

Jenna Domer

Administrative Assistant to the Select Board