

**MINUTES**

**SELECTMEN’S EMERGENCY MEETING  
TOWN HALL**

**March 17, 2020  
12:00 PM**

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**ATTENDEES:**

Leo Enos, Selectmen	Leon Rideout, Selectman	Shane Beattie, Selectman
Edward Samson, Town Manager	Charity Baker	Ben Gaetjens-Oleson
Randy Flynn, Fire Chief	Ted Joubert, Asst Fire Chief	Michael Kopp, Asst Fire Chief
Tim Charbonneau, Police Chief		

The meeting was called to order at 12:00 p.m. by Chairman Leo Enos.

**PLEDGE OF ALLEGIANCE**

**COVID-19 UPDATE/DISCUSSION**

This meeting was called to discuss closing the Town office to public traffic. It was expressed by EMD Benjamin Gaetjens-Oleson, it is time to consider closing the Town office to the public. Charity mentioned that most town’s have closed their offices to the public and making appointments by emergency only in light of what is going on with the Coronavirus. Extensions are being made on the State level regarding temporary plates which will make this process easier.

Leon expressed he doesn’t think it should be an immediate closure because people need time to plan and he would like to see what the plan in writing for each of the offices (town clerk, tax collector, welfare, etc.) before we close. Charity stated she will have a plan for her office written up by the end of the day for his approval. Ben asked, so does this mean the office is being closed to the public once a written plan is in place? It was the opinion of the board to close. They discussed, what is the best day to close and the board felt if notice goes out as soon as possible then Monday, March 23 is the close date.

**Motion made by Leon Rideout and seconded by Shane Beattie to close the Town office to the public effective March 23, 2020 until further notice. All in favor. Motion carried.**

It was asked what is going to happen for employees that need to be quarantined and not able to work as most are not able to go without a paycheck. The board understands the concern and will have the employees back and do what they can to make sure they are taken care of.

**Motion made by Leon Rideout and seconded by Shane Beattie to adjourn. All in favor. Motion carried.**

Respectfully submitted,

Charity M. Baker

Board of Selectmen

Date: \_\_\_\_\_

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Leo Enos

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Leon Rideout

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Shane Beattie