Selectmen’s Emergency via Telephone March 16, 2020 8:00am Memorial Hall

Select Board Chair, Matthew Marchese and Town Administrator placed a call to Bob Manners in Oklahoma. Andrew Baker was unavailable.

Order of Business:

Members of the Board declared a State of Emergency for Shelburne.

The Select Board closed all town-owned buildings are to the public effective immediately (including libraries and the Cowell Gymnasium). Staff will report to work and will continue to assist the public via telephone, email, or US Postal Service. Employees displaying signs of illness must stay at home. Any employee who is uncomfortable reporting to work may utilize available personal, sick, or vacation time.

Should the pandemic escalate, the Board will evaluate the availability of a secure VPN network for essential employees so to allow remote access from home.

The Board authorized the formation of an Emergency Management Task Force to continually monitor the Coronavirus, and provide the public up-to date information. Further, the Board authorized the task Force to expend up to $1,000 for emergency response related supplies.

With the exception of the Select Board, Emergency Management Task Force, and the Board of Health, the Select Board has suspended all public meetings and hearings until further notice while the town considers alternative meeting avenues. Detailed accounts of these meetings will be recorded and posted to the Town’s website as soon as reasonably possible.

The Senior Center although closed to the public, will offer transportation service for those in need of medication, food, or transportation to a medical appointment.

The Town transfer station will remain open until further notice however, we ask residents to maintain the required 6’ social distance from others, do not congregate while at the site.

Residents should continue to call 911 in the event of a medical or police emergency. For non-emergency public safety concerns, residents should continue to call Shelburne Control Dispatch Center at (413) 625-8200 or Shelburne Police at (413) 625-0304.

Following the meeting, Chairman Marchese and the Town Administrator will create a memorandum for staff, town officials, boards, and committees as well as a statement for a town-wide message to residents. The Town will also update the town’s website frequently.

Bob Manners presented a blanket motion to approve all of the measures discussed above. Matthew seconded the motion. Motion passed 2 to 0.

Adjournment: Bob presented a motion to adjourn at 8:30 am. Chairman Marchese seconded the motion. Motion passed 2 to 0.

Selectmen’s Emergency Meeting via Telephone March 16, 2020 10:00am Memorial Hall

Select Board Chair, Matthew Marchese and Town Administrator placed a call to Bob Manners in Oklahoma and to Andrew Baker in Shelburne. Erring on the side of caution, Chairman Marchese wanted to make sure that the full Board was supportive of the delineated emergency measures discussed and approved at the Board’s 8:00 am meeting.

Chairman Marchese stated each of the measures discussed and approved at the earlier meeting. He also indicated that Town Counsel, Donna MacNicol would send out suggested guidelines to her member towns later this week.

Chairman Marchese also reported that our Emergency Management Director, Chris Myers is working with Regional Agencies with the hopes of acquiring Pandemic Emergency Protective Equipment for emergency responders.

Following the discussion, the Board called for a second vote including all members.

Bob presented a motion to approve all emergency measures as discussed. Andrew seconded the motion. Motion passed unanimously.

Adjournment: Bob presented a motion to adjourn the teleconference meeting at 10:15 am. Andrew seconded the motion. Motion passed unanimously.

Respectfully submitted,

Terry Narkewicz

Town Administrator