

Final Minutes
SELECTBOARD, TOWN OF PAWLET
March 24, 2020

7:00 pm Virtually via Zoom with Selectboard Representation at Pawlet
Town Hall
Regular Meeting

Members in Attendance:

Mike Beecher - Virtual
John Malcolm - Virtual
Bob Jones – Pawlet Town Hall
Ed Cleveland – Virtual
Chuck Weeden - Virtual

Others in Attendance:

Kristin Powers
Bob Morlino
Keith Mason
Harry Van Meter
Deb Hawkins
Julie Mach
Jon Weiss

EVENT

1. Call to order at 7:32 pm
2. Pledge of Allegiance
2. Addition or Deletion of Agenda Items
 - a. Additions:
 - Bob Morlino
 - Budget Items from John M.
 - Remote work request from the Assessor's Office
 - Designate a Board member(s) to approve/sign orders during Covid-19.
 - Cleaning protocol while Town buildings are closed to the public
 - b. Deletions: None.
3. Introduction of those present by chairperson
4. Approval of minutes from previous meeting

- Motion made to approve the minutes of March 10, 2020 with an edit to item 8.
 - Mover: John Malcolm
 - 2nd: Ed Cleveland
 - Discussion: None.
 - Result: Approved (unanimous)
- 5. Pre-Requested Appearances by local citizens and visitors:
 - Bob Morlino – Updated the Board on the continuity of operations plan for Town employees. [Ms. Hawkins spoke to plan for the Town Clerk’s office. Ms. Mach spoke to plan for the Treasurer’s office. Mr. Mason spoke to the plan for the Highway Department]. Also spoke to Covid-19. Will continue to update the public daily as information becomes available.
- 6. Announcements:
 - Governor Phil Scott today issued a “Stay Home, Stay Safe” order and directed the closure of in-person operations for all non-essential businesses effective March 25, 2020 at 5:00pm.
 - The Senate voted today to pass an amendment to H.681 which would authorize public bodies, including local boards and commissions, to hold meetings remotely during the Covid-19 crisis. During the current declared emergency, a public body would not need to provide a physical location for an open meeting or need to have a person physically present.
- 7. Reports:
 - A. Zoning Administrator’s Report:
 - No report at this meeting.
 - Mr. Van Meter shared revisions are in the process in the ZA office.
 - B. Planning Commission’s Report:
 - Mr. Van Meter shared a report from the PPC.
 - C. Road Foreman’s Report:
 - Mr. Mason provided a report from the Highway Dept, included discussion regarding potential budget plan adjustments based on current economic state.
 - Please call or email the Highway department with any questions. Please do not visit the Highway building unannounced during this global pandemic.

D. Assessor Report:

- The Board reviewed the request for Ms. Lisa Wright to work remotely throughout the duration of the Covid-19 crisis.
 - Motion made to approve the remote work request.
 - Mover: John Malcolm
 - 2nd: Ed Cleveland
 - Discussion: None
 - Result: approved (unanimous)

E. Town Clerk's Memo:

- Ms. Hawkins shared operations updates for the Town Hall operations due to Covid-19, posted to all standard announcement locations.

F. Town Treasurer's Memo:

- The Board reviewed the report submitted by Ms. Mach. She shared operations updates as they regard to the Treasurer's Office.
- Motion made to appoint Bob Jones (primary) & Ed Cleveland (as an alternate) to approve and sign orders for payroll and operating expenses (warrants) on behalf of the Selectboard for the duration of Vermont's State of Emergency due to the Covid-19 crisis.
 - Mover: John Malcolm
 - 2nd: Chuck Weeden
 - Discussion: None
 - Result: Approved (unanimous)
- Mr. Jones signed the checks.
- The Board reviewed the warrants.
 1. Motion made to approve the warrants.
 2. Mover: Bob Jones
 3. Second: Chuck Weeden
 4. Discussion: None.
 5. Result: Approved (unanimous)

G. Emergency Management Director's Report:

- Mr. Morlino reviewed the EMD report earlier in the meeting.

- Added that the Town should keep track of costs associated with Covid-19 as certain expenses will be reimbursed via the govt.
- H. Health Officer's Report:
- Nothing to report.
- I. Waste Water Treatment Facility:
- Mr. Beecher shared that Ms. Marsano will be at the WWTF on April 8th at noon to discuss the feasibility study.
8. Old or unfinished business:
- Do we need to renew conflict of interest policy and purchasing? To be looked into and discussed next meeting.
 - Deb to mail overweight permits to Mr. Jones for off-site signing.
 - Mr. Jones inquired about Coronavirus risks at the WWTF. Mr. Beecher shared updated safety precautions and guidelines are being followed closely.
9. New Business:
- Re: cleaning Town buildings during Covid-19 closures – The Board unanimously approved the continued cleaning on the regular schedule, with the addition of the upstairs bathroom in the Town Hall.
10. Public Comment:
- None.
11. Motion made to Adjourn at 8:35 pm
- Mover: Chuck Weeden
 - Second: Ed Cleveland
 - Discussion: None.
 - Result: Approved (Unanimous)