

**VIRTUAL SELECTBOARD MEETING
THURSDAY, MARCH 26, 2020
MEETING MINUTES
VIRTUAL MEETING – 7 P. M.**

Present were Chair Andrea Miles, Vice Chair Jeff Cyr, Clerk Christopher Geraghty, member Sarah Etelman, member Bruce Forcier, and Town Administrator Michael J. Sullivan

CALL TO ORDER

Miles called the meeting to order at 7 p.m.

COVID-19

Sullivan overviewed the impact of COVID-19 on the Town's functions and detailed how the Town was responding. Virtual meetings were being held in accordance to state requirements and were only being conducted to allow for essential functions, such as simply continuing previously scheduled public meetings and hearing. Scheduling of Town Meeting would be impacted and the Board could consider pushing the date back at a future meeting.

Town Hall was closed to the public and Town Hall employees with ability to work from home were doing so. Some staff remained at Town Hall to perform essential functions. The Deputy Town Administrator was working on developing and implementing a work plan to ensure that those essential functions were being performed in a manner that ensured employee's safety. Construction and associated inspections were being performed in accordance with the Governor's guidelines. Tracking mechanisms were in place to monitor spending associated with the pandemic.

Confirmed cases of Coronavirus had been observed amongst Town residents and Town staff. The Emergency Management Director (EDM) was working with regional agencies to track the virus and was in daily communication with essential Town and Municipal agencies. The EDM was able to allocate necessary personal protective equipment to the police, fire and inspection departments if needed.

The impact on the transfer station and trash collection were addressed. The Town was engaged in communications with Republic Services and yard waste collection would be postponed. It was noted that a conditional offer of employment was offered to Chris Bouchard for Department of Public Works Director.

Forcier noted that an emergency appointment was made by the South Hadley-Easthampton Veteran's Service Board to appoint a new Veteran's Agent.

ADJOURN

Cyr motioned to adjourn the meeting. Etelman seconded. All in favor. The meeting adjourned at 8:11 p.m.

**RESPECTFULLY SUBMITTED,
DRAFT
Colleen Canning, Senior Clerk**