



Warner Board of Selectmen

Meeting Minutes

Tuesday, April 7, 2020

APPROVED

1. Preamble

Chairman Carson read the following into the record:

Good evening, as Chair of the Selectboard, I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of Town of Warner government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

At this time, I also welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting.

Please note that all votes that are taken during this meeting shall be done by roll call vote.

2. Public Session

Attendance by teleconference: Selectman Clyde Carson – Chairman, Selectman Judy Newman-Rogers, Selectman Jonathan Lord and Town Administrator - Diane Ricciardelli

Others participating: Tim Allen (Highway Dept), Kelly Henley (Bookkeeper), Varick Proper (Transfer Station , Amanda Raymond (resident), Bixby (resident)

3. Highway Department

A. Tim Allen, is informing the Board about the protective measures he is taking at his department. Tim read the following into the record:

1. Social Distancing – 6'
2. No more than one person in a vehicle
3. Wash hands frequently, for 20 seconds, front and back of hands, thumbs, between fingers
4. Latex Gloves where needed
5. Building has signs in break room, bathroom, and office, informing people of actions to take
6. Facility doors have been locked at all times
7. Warning signs at entry doors for public entry
8. All vehicles are wiped down in cab after each day
9. Have N95 masks and cloth masks on hand. Hand sanitizer, Lysol spray and paper towels
10. Break room, Bathroom and office cleaned every Friday
11. Tim Hayes, Building Maintenance, sprays all door ways and contact points twice a day with disinfectant
12. Work schedule includes essential maintenance, winter sand, sweeping, drainage, grading etc.
13. No plans for major projects until virus threat is over
14. Dump truck purchase on hold until the virus threat is over
15. All deliveries from outside vendors are to be deposited in cold storage buildings with marked door
16. Any person or persons that are feeling ill or The Director feels they are all will be sent home with pay
17. Phone calls in place of face-to-face meetings whenever possible
18. Director communicates with team the previous night so that people can start work first thing without having to meet

B. Clyde talked about the legislation that was passed which allows for the municipality to pay employee's 2/3rds of their pay if they are out of work for Covid19 reasons. The question to the Board: Will the Town cover the remaining 1/3rd of the employee's pay? In the legislation, the remaining 1/3rd would be covered by the employee. If the Town does cover the remaining 1/3rd, the Town will not be reimbursed. Both Jonathan and Judy are in favor of the Town covering the remaining 1/3rd.

Board Action

Chairman Carson made a motion to provide full payroll coverage for employees that are on leave because of Covid19. Selectman Newman-Rogers seconded the motion. Roll call vote: Carson - yes, Newman-Rogers - yes, Lord - yes. **Motion passes.**

C. When an employee leaves for confirmed Covid19 reasons, the employee cannot return to work until after the 14-day quarantine period is completed.

D. Clyde said the next question is, does the employee continue to accrue earned time if they are on a Covid19 leave. The Board agreed an employee would continue accruing earned time during their Covid19 leave. Clyde confirmed with the Bookkeeper, Kelly Henley, that she will be able to track the Covid19 expenses by having the employees mark on their time sheet, Covid19 time. Supporting documentation for a Covid19 leave will be followed up.

Board Action

Chairman Carson made a motion for employees on Covid19 leave, they will continue to accrue earned time. Motion was seconded. Roll call vote: Carson - yes, Newman-Rogers - yes, Lord - yes. **Motion passes.**

E. Public Comments

A. Amanda Raymond talked about what Primex (Insurance company) is offering to pay. Clyde said it's not up to Primex, it is the Town that is covering the Covid19 employee 100%.

B. Tim Allen confirmed with the Selectmen that they are all in favor of the protective measures that are being taken at the Highway Department. The Board agreed.

4. Fire Department

A. Diane read the following into the record from Fire Chief Sean Toomey:

Just to summarize our call earlier here is a brief summary of the FD response to COVID-19:

1. Suspended meetings and training's to limit exposure. We are communicating critical items using our messaging system, email and phone calls.
2. We have limited our medical call response to trained medical providers and officers to limit exposure.
3. We are keeping aware of guidance from the State and CDC and making necessary changes.
4. We were able to obtain additional PPE through direct purchase, State cache and citizen donations. We are very appreciative of the support of our community.
5. Participate in the weekly EMD calls.
6. We have posted the fire station to remind staff not to enter if they are not feeling well.
7. We pushed out PSA on social media regarding calling 911.

B. Clyde said he spoke with the Fire Chief earlier today and Sean said the fire department staff has been adhering to the new standards. Clyde also talked Police Chief, Bill Chandler who told Clyde all vehicles have emergency outfits and the Police Department has taken similar measures in terms of sanitation.

5. Transfer Station

Varick Proper said the public has adapted fairly smoothly and have started to use the facility during the extra hours that are now in place. The crew is social distancing and taking necessary sanitary measures.

6. Additional Measures

Clyde said he would like to meet again in about 2 weeks and review the measures in place or take additional measures.

7. Executive Order #25

Clyde said this order deals with abatements on the interest on unpaid taxes. He feels the order needs better clarification and some re-writing.

8. Adjourn

A motion was made and seconded to adjourn at 6:09 pm. Roll call vote: Carson - yes, Newman-Rogers - yes, Lord - yes.

Board of Selectmen
Clyde Carson – Chairman
Judith Newman-Rogers
Jonathan Lord

Recorder of the minutes: Mary Whalen