

## **Select Board Meeting Minutes-May 6, 2020**

### **Present:**

**Selectwoman: Jennifer L. Locke**

**Selectman: Harry McGovern (absent)**

**Selectwoman: Denise Cartwright**

**Administrative Assistant: Robyn Gilmartin**

**Gayle Clement (Town Clerk)**

**Marilyn Booth (Emergency Management Director)**

Meeting began virtually via zoom at 7:00pm.

Timber warrant was signed.

Checks were signed.

Health Officer id card was distributed to Jennifer Locke, Deputy Health Officer id card was distributed to Harry McGovern.

Marilyn has contacted Paul Hatch to arrange for PPE for elections. She will be working with Judy Boulet, Town Moderator as well as Gayle Clement, Town Clerk to develop a protocol to ensure safe election practices.

Three requests for street numbers on newly purchased properties have been received, Robyn will present the needed information to assign these numbers next week.

Emergency order #40 extends states closures due to the Covid-19. A motion was made by Harry to continue the Town buildings closure until further notice. This motion was seconded by Jennifer. By unanimous vote this motion passed. The Town buildings will remain closed until further notice. Robyn will update the notices on the door as well as the Grange outdoor sign.

Denise Cartwright will act as ex-officio to the Planning Board. Robyn will notify Brenda Dodge, Chair of the Planning Board.

The Board reviewed a Subdivision for Map 2 Lot 36 owned by Springvale Farms.

A lot merger was reviewed by the Board for Map2 Lot 7 & 8 owned by Springvale Farms.

Robyn will continue working with Heidi Sagar, Town Treasurer to learn deposit procedures.

Robyn will continue establishing documentation procedures for covid-19 government reimbursements.

A motion was made by Jennifer to go into closed session to discuss personnel issues, motion was seconded by Denise. By unanimous vote the meeting entered closed session.

At 8:10 the meeting came out of closed session. A motion was made by Denise to seal the minutes, seconded by Harry, with all voting aye, the minutes will be sealed.

**There being no further business, the meeting adjourned at 8:15 p.m. The foregoing minutes were approved on May 13, 2020, by the following members of the Select Board:**

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**Jennifer L. Locke**

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**Harry McGovern**

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**Denise Cartwright.**