Members Present via teleconference: Laura Chapman (Chair); Josh Laughlin (Vice Chair); David Babbitt (Clerk); Tom Goddard (Fire Station) and Karen Astley (Town Hall)

1. CALL TO ORDER: Laura Chapman, Chair called the meeting to order at 4:07 p.m. through GoToMeeting teleconference.

2. Emergency Management – Coronavirus (COVID-19): The Selectboard with the Emergency Management Director, Tom Goddard and Town Manager Karen Astley met to discuss actions that are currently happening in and for the community. The team is handling this pandemic on a day by day basis. New information will generate and be posted to the public as a Public Health Announcement.

Laura Chapman, Chairperson updated the team with the following information:

Given the extent of Tom Goddard’s work involvement as Emergency Director, Chair Chapman asked Vice Chair Laughlin if he would assist EMD, Tom Goddard. It is understood that Josh would take directive from the EMD. Josh agreed to do this as a Selectboard member to support the efforts within the Emergency Management capacity in this situation.

Tom Goddard, EMD reminded the Board that Putney has Mutual Agreements with other municipalities and states if there is a need for assistance or presence of personnel.

Laura Chapman made a motion to charge Josh with the duties as the liaison to Tom Goddard, EMD for purposes of reviewing and implementing Emergency Management protocol and assisting the Emergency Management Director as needed. Furthermore, to act as liaison between the Selectboard and the Emergency Management Director. David Babbitt seconded the motion. Motion passed.

A discussion relative to the impact on businesses in town especially our small businesses was held. Establishments which prepare and serve food have closed under the order of the Governor except for take-out. There is a deep concern for our businesses. Town Manager Astley would like to create a survey and work with Lysssa Papazian to get this survey out to the public. Town Manager Astley will research the State websites for additional guidance information for the businesses. We know there is Disaster Relief and other funding that should assist short-term.

Further discussion, the Board felt David Babbitt has business experience and he could assist with the help of the Town Manager by guiding concerned owners on how to proceed.

Laura Chapman made a motion to charge David Babbitt with the duties as the liaison and furthermore to act as liaison between the Selectboard and the business alliance group. Josh Laughlin seconded the motion. Motion passed.
Laura Chapman updated the team with the following information:
- Mutual Aid Survey has reached over 100 people thanks to the Putney Mutual Aid Group;
- Putney Foodshelf approximately 30 households being served; this may increase as the days go by;
- The Putney Foodshelf is utilizing “Best Practices” on how they give out food packages
  - Laura Chapman will touch base with the Foodshelf on current status

Josh Laughlin, Vice Chair made a motion to charge Laura Chapman with the duties as the liaison to the Putney Mutual Aid Group for purposes of streamlining communication amongst the groups. Furthermore, to act as liaison between the Selectboard and the Emergency Management Director. David Babbitt seconded the motion. Motion passed.

- Emergency Management Director, Tom Goddard
  - Statement from EMD “we are in a holding pattern” relating to activating any Pandemic Protocol.
  - Tom Goddard has a meeting Friday, March 20 with Landmark College
    - Landmark College students are home for vacation;
    - There are approximately 20 students on campus;
    - Town Manager Astley sent and read a partial email regarding Landmark’s intent with their students. Their vacation is extended until mid-April;
    - Greenwood School is on vacation;
  - Greenwood students are on vacation;
  - Grammar School is on vacation;
  - A question was raised whether the Governor’s Order was clear regarding “All Schools”. Tom will research and verify if this is just pre-k through 12 or not.

- Key Messages from today’s meeting:
  - Discussion on tertiary hospitals
  - As far as we know and have been told this pandemic is on an eight (8) week trajectory course;
  - Canadian Border is now closed as of this week;
  - The Selectboard will be releasing a Public Notice Announcement as early as Friday, March 20, 2020.
  - The next scheduled Selectboard meeting is March 25, 2020 at 5:30 pm in the Town Hall.

Josh Laughlin made a motion to adjourn the meeting at 5:38 pm; seconded by David Babbitt. Teleconference was ended.