



## Selectmen Meeting Minutes 03-15-2020

### Approved Minutes

Present: Select board members Louise Lavoie Chairman, Charles Moser, Pete McGinnity.

Department Members: Emergency Management, David Baker; Fire/EMS, Chief Fred Greenwood; Police, Officer John Dube;

Call to order: 12:55 PM

The purpose of the meeting was to assess Town of Mason protocols to safeguard employees and responders, personal protective supplies equipment and general communication to residents.

- Dave has contacted the State Emergency Operations Center to request additional PPE supplies
- 911 is screening all medical call request for assistance for symptoms so EMS can be advised in preparation to responding
- EMS established protocol to manage current PPE supplies and plan to disinfect 1<sup>st</sup> responder personnel and vehicles
- Fire Dept has protocol to assist EMS if needed and disinfect turn out gear and inside of truck
- Police has plan to follow on medical calls and plan to disinfect cruisers and personnel.
- Town Offices – Mann House
  - Both offices will provide services via the protective door screens.
  - Residents will be asked to sign documents and submit payments at the door screen vs being invited into the TC/TX office.
  - Residents are encouraged to conduct routine business such as renewal of car registrations and dog licenses via US Mail.
  - All people will be encouraged not to enter the Mann House if they exhibit the following symptoms: fever, cough, and shortness of breath or difficulty breathing.
  - In order to minimize contamination in the Mann House additional measures are in effect.
    - The Library will be closed for the same period the School is closed
    - Planning Board, ZBA, Conservation Commission, Town Hall Restoration Committee meetings are on hold.
- Sanitation materials purchased for Town Elections and Town Meeting have been distributed to town departments. Additional supplies are being purchased.
- The BOS and Public Safety departments will continue to monitor the situation and communicate updates as necessary.
- David Baker, Emergency Management Director for Mason will be the focal point for all public communication via Mason web-site and TC/TX email distribution.

Louise Lavoie made the motion to adjourn, Fred Greenwood and Charles Moser seconded. All in favor, motion passed unanimous, meeting adjourned at 2:20 PM.

Minutes recorded by Louise Lavoie