



**Office of the Board of Selectmen
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NEWTON BOARD OF SELECTMEN
DATE: WEDNESDAY, MARCH 18, 2020
TIME: 6:00PM

LOCATION: NEWTON TOWN HALL, 2 TOWN HALL ROAD

PUBLIC MEETING MINUTES

I. Call to Order

This meeting was held to bring the Selectmen and public up to date on the COVID-19 virus. The meeting was held via conference call. In attendance at the Town Hall in the Selectmen's Office was Selectman Gonyer and Secretary Morin. On the phone was Selectmen Burrill, Foote and Michaels. Selectman Charles R. Melvin Sr. and Town Administrator Wrigley were excused this evening. The public session was audio taped. The public meeting minutes were transcribed and typed by Secretary Morin.

Other conference call attendees were: Mike Pivero, Tina O'Rourke, Shanti Wolph, Chief Alcadinho, Chief Jewett, Trisha McCarthy, Terry Caswell and members of the public,

Chairman Burrill called the meeting to order at 6:02pm.

II. Scheduled Business

A. Update – COVID-19 virus

Chairman Burrill explained the reason for the meeting was to bring the Board and public up to date on guidelines to combat the spread of the COVID-19 virus.

Mrs. McCarthy briefed the Board with new updates from the State conference call held earlier today. Governor Sununu issued an executive order under RSA 141 for restaurant and bars and RSA 21:41 restricting public gatherings. On March 19, 2020 at 12:00pm there will be an RSA 91-A conference call for Board of Selectmen, Land Use Boards and any board that holds public meetings.

ACTION ITEM: If the public are allowed in the building, the Board will need to determine if the building needs to be cleaned.

The emergency protocols for transportation have been updated. If a First Responder is exposed to COVID-19 while on a call, they will have the option to self-quarantine for 14 days at home. If they choose to not go home, a place will need to be provided for them.

An updated message is going out to all healthcare providers to ensure they know the correct protocols to follow.

A new protocol for dispatch will be deployed Friday to help determine if a patient may have been exposed to the virus.

There is no "shelter in place" being implemented at this time.

ACTION ITEM: Chief Alcainho to send out HIPAA regulations to First Responders and Police Department.

Chairman Burrill stated that Town employees that are not able to work due to shutdown are to submit timesheets with comment stating "COVID-19"

Chairman Burrill asked Selectman Foote if he has placed an order for supplies. Selectman Foote responded that they have emailed the State and filled out the Federal survey for supplies. Chairman Burrill asked Selectman Foote to take point on ordering supplies.

Chairman Burrill asked about custodial duties for Tony Romanoski. Secretary Morin stated that he is doing minimal cleaning at the Town Hall. Chief Jewett stated that Tony does not need to clean the Police Station. Secretary Morin will inform Tony to fill out his timesheet with the comment "COVID-19".

Selectman Gonyer stated that we will need to rotate a Selectman to be present in the Town Hall for these meetings. Selectman Michaels stated that there is no requirement for a Selectman to be present in the Town Hall. What is required, is a town employee be present to ensure the minutes are recorded. Chairman Burrill stated that we don't need to make a decision for the Board's April 7th meeting at this time. Chairman Burrill agreed that the Board should rotate having a Selectman at the Town Hall for these calls. Selectman Gonyer stated that it should be a Selectman as it is a Board meeting. Mrs. McCarthy stated that the answer to who needs to be at the Town Hall might be answered in the call with the DOJ and NHMA on March 19, 2020 at 12:00pm. Chairman Burrill will be at the Town Hall on Friday, March 20, 2020 if needed.

Selectman Michaels asked if the Town Hall has duct work. Secretary Morin stated there was no duct work.

Chief Alcainho asked how a Public Safety Employee will be compensated if they need to be quarantined.

ACTION ITEM: Chairman Burrill will speak with Town Administrator on how to compensate.

Selectman Michaels asked Chief Alcainho if they had enough supplies. Chief Alcainho stated that it will depend on how many calls they take. Chief Alcainho stated that the department is trying to curtail the number of First Responders entering a home/business to limit the number of employees exposed.

Road Agent Mike Pivero stated that the Highway Department is not really affected by this situation.

Road Agent Pivero suggested that the Board come up with several plans to stay ahead of the issue.

ACTION ITEM: Board of Selectmen to consider long term response to situation.

Selectman Michaels asked Mrs. McCarthy to expand on her comment about safety housing for First Responders. Mrs. McCarthy stated that the State has setup places for them to go should they not want to self- quarantine at home. Chief Jewett stated that he spoke to the High School and they will be setting up cots for any members of the Fire, Police and EMS that need a place to go. They will allow them to use the showers and gym if needed. Road Agent Pivero stated that if the situation worsens, the High School is the regional shelter. At that point, we will need a secondary shelter that is not the Police or Fire Station.

ACTION ITEM: EMD to research secondary shelter for First Responders.

Chief Jewett provided the Transfer Station with masks.

III. Adjourn

Selectman Michaels moved to adjourn at 6:42pm. Seconded by Selectman Gonyer with a unanimous roll call vote.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary