

Selectboard Present: Alexander Meisner, Chair; Heath Cummings

Selectboard Absent: Tracy Rogers

Board of Health Present: Bob MacEwen, Chair; Dan Gray; David Balk; Phil Baker; Dr. Flora Sadri

Also Present: Sandra L. Wood, Town Secretary; Caty Kostecki, Bd of Health Administrative Asst.; Tyler Bourbeau, BNCTV

Others Present: via speakerphone Town Administrator Andrea Llamas; Town Clerk Dan Campbell; Police Chief Rob Leighton; Fire Chief/EMD Skip Dunnell; EMS Chief Mark Fortier; Highway Superintendent Tom Walker; Dr. Ruth Potee

#### EMERGENCY MEETING

- Called to order and entered an unplanned session pursuant to Massachusetts General Law Chapter 30A section 18
- Declaration of Emergency
  - Declaration read
  - On a motion by Meisner, seconded by Cummings the board voted to enter the Town of Northfield into a Declaration of Emergency because of the COVID19 virus effective immediately.
- Preparations, assessments and actions concerning the COVID19/CORONAVIRUS outbreak and steps to ensure the safety of the public
  - Dr. Potee summarized events in Europe and cautioned on the lack of medical supplies available to all medical facilities and personnel.
  - The spread of the virus is through contact of respiratory droplets and lasts on surfaces from 12 hours to days
  - Solutions of bleach, 20%, to water, 80% are effective for surface cleaning but break down quickly and need to be re-made often. Any soap with water is effective.
  - EMS Chief Fortier requested those with symptoms call their primary care personnel for advisement and not the ambulance due to protective medical supply shortage.
  - Fire Chief/EMD Dunnell reported TRIAD has shut down. Local list of TRIAD residents to be forwarded to the Senior Center Director for contacting participants by phone. Neighbors @ Home organization should also only contact by phone
  - Chief Dunnell will forward Declaration of Emergency to MEMA. Llamas requested all departments keep logs on use of trucks and equipment to file for reimbursement after the crisis has ended.
  - Llamas will contact Senior Center Director
  - Chief Leighton is restricting access to the police department and is following pandemic protocol. FID applications and renewals will be handled through the mail.
  - Town Clerk Dan Campbell reported the Non-Partisan Caucus has been canceled and discussed postponing the annual election. Dog licensing has been extended to April. If the election is postponed, those whose terms are due to expire will remain active until an election is held to fill the position and oath of office is taken.

- Chief Dunnell reported Thomas Aquinas College students are staying on campus and not leaving for spring break.
- Restricting access to public buildings
  - The Board of Health voted in favor of closing the Dickinson Library to the public for three (3) weeks starting March 17, 2020
  - The Board of Health voted in favor of closing the Town Hall to the public for three (3) weeks starting March 17, 2020
  - On a motion by Meisner, seconded by Cummings the board voted to close the Dickinson Library to the public for three (3) weeks starting March 17, 2020
  - On a motion by Meisner, seconded by Cummings the board voted to close the Town Hall to the public for three (3) weeks starting March 17, 2020
  - On a motion by Meisner, seconded by Cummings the board voted to restrict public access to the Fire Department to essential personnel only
  - On a motion by Meisner, seconded by Cummings the board voted to restrict public access to the Highway Department to essential personnel only
- Other topics deemed necessary by the Selectboard
  - Walker asked for guidance from Llamas on conducting interviews for the Wastewater Treatment plant Supervisor position. Phone interviews will be done and when final candidates are selected, one on one interviews can be scheduled.
  - MacEwen requested assistance for potable water for washing hands at the Transfer Station. Highway Dept. may be able to assist with request.

On a motion by Meisner, seconded by Cummings the board voted to adjourn at 6:52pm

Recorded by Sandra L. Wood, Secretary

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Selectboard Clerk

3/30/2020  
Date Approved