Town of Farmington Board of Selectmen Public Meeting Minutes Wednesday, March 25, 2020

Board Members Present:

Others Present:

Arthur Capello, Town Administrator Tim Brown

Paula Proulx, Chairman Neil Johnson, Vice Chairman Dave Connolly TJ Place Gerry Vachon

1). Call to Order:

Chairman Proulx called the meeting to order at 6 p.m.

2). Pledge of Allegiance:

All present stood for the Pledge of Allegiance.

3). Public Input:

Town Administrator Arthur Capello said that Governor Sununu signed an Executive Order changing the rules in regards to RSA 91-A and public meetings. He said one of the requirements is to provide a phone number so that viewers can call in during the meeting with questions and/or comments during the public comment portion of the agenda.

He said that number is 755-9934.

Consensus of the board was to allow residents to call in during the public input portion of the meeting and at end of the public meeting.

Mr. Capello said the Governor has also limited the number of people at gatherings to 10 people so the audience members physically present will be limited to 10 people. He said if the board agrees he felt there was enough room in the Selectmen's Chambers to allow them to practice the recommended social distancing between the attendees.

Consensus of the board was to allow up to 10 people to attend board meetings at this time.

4). COVID 19 Update:

Mr. Capello said he requested this meeting to discuss potential changes to the office hours for Town depts. due to the COVID 19 virus. He requested that the Municipal Office be kept open but to restrict it to business by appointment only.

He explained that anyone wishing to conduct business at the office must call ahead to the particular dept. and make an appointment with them to come into the office. He said this will help limit the access to the building and that if the board approved his request he planned to install a wireless door bell outside the front door.

Mr. Capello said that all of their e-mail addresses and phone numbers have been updated on

the Town website and proposed that the by appointment only restriction begin on Monday, March 30 to allow for time to get the word out about the changes to residents.

He said the other change would require the staff at the Transfer Station to wear N95 masks and gloves.

Chairman Proulx asked how he planned to get this information out to people.

Mr. Capello said they would send out an e-mail blast from the Town website to subscribers and put a notice on the Town website and the Face book page. He provided the board with copies some of ideas on how to adjust services to limit exposure to the virus for the protection of the public and the staff.

Chairman Proulx said the handout states the DPW and the Water/Wastewater Depts. is closed until further notice and asked if they will continue to staff those depts.

Mr. Capello said any business conducted with those depts. will be by appointment only and that he is not proposing to send any staff members home at this point because there is enough work to keep everybody going.

Chairman Proulx asked what type of structure would be used if something needed attention from the Wastewater Dept.

Mr. Capello said there are some masks and gloves available for staff use and that a shipment of those items was expected to come in this week. He said that when the Fire Chief was placing the order he asked him to order enough to supply the staff in each building if needed.

Chairman Proulx asked if everyone has been trained in the proper usage of these items.

Mr. Capello said the Highway Dept., Health Officer and Transfer Station staff is familiar with the correct usage and the rest of the staff will be trained on the proper use of gloves/masks.

Chairman Proulx asked if it would be prudent to have the staff meet with the Fire Chief/ Emergency Management Director for training on the proper use of gloves and masks and to sign a form stating they attended the session and understand the instructions.

Mr. Capello said it would be prudent and is something they will do.

Mr. Vachon said that the Town Clerk's office has a Plexiglas barrier but they handle money and checks and asked if they would be required to wear gloves.

Mr. Capello said they will be required to wear gloves.

Chairman Proulx said that the staff will be here in all depts.

Mr. Capello said that is correct and he planned to have a non-public session with the board regarding this issue.

Chairman Proulx said the Town Attorney has advised that the board does not have to adopt a formal policy for this situation but should confirm that there is a plan in place and they will move forward with that plan. She asked Mr. Capello what he needed from the board.

Mr. Capello asked for a motion to approve going to appointments only starting Monday, March 30, 2020 for the foreseeable future.

Motion: So moved by Mr. Connolly and seconded by Mr. Place.

Discussion: Mr. Johnson asked for the intent of going to appointments only.

Mr. Capello said it is intended to try to limit potential exposure to the virus and to encourage people to do conduct more business online.

Mr. Johnson asked if this would be for all Town depts. and if it had anything to do with the restriction on the number of people allowed in the building at one time.

Mr. Capello said the by appointment only requirement applies to all depts. and has nothing to do with the number of people in the building.

Mr. Johnson asked if everyone who comes into the building has to have an appointment.

Mr. Capello said that is the plan although initially some people may not be aware of the change and will be allowed into the building for services.

Mr. Johnson said he understood the reason for doing this but he still has a major concern with limiting access to the government offices. You are locking the door and not letting anyone come in without an appointment and that is a fundamental problem for me he said.

Chairman Proulx agreed but this is being done to make sure everyone, including the people coming in are safe and that everything gets done- as long as we don't turn people away.

Mr. Johnson took on the role of the Devil's Advocate and said this is not protecting anyone because someone could make an appointment or show up without an appointment and come in with the virus and transmit it to someone else. He said the only exception might be the Town Clerk's Office which sometimes has a line of people which could violate having no more than 10 people in one place.

Chairman Proulx said this is probably not an issue with the DPW but she was unsure as to if they could apply the new requirements to some depts. and not to the others.

Mr. Capello said there are a limited number of people that go to the DPW. He said he agreed with Mr. Johnson but they sometimes get several people in the Planning and the Building Inspector's offices. If someone comes in here with the COVID we all will have problems he said. Mr. Capello said he proposed they restrict all depts. to by appointments only for the sake of consistency and asked if the board wished to apply the change to only those depts. in the Municipal Office Building.

Mr. Johnson said he didn't think there were a lot of public visitors to at the other Town buildings with the exception of the Police Dept. and visitors there are restricted to lobby area. Chairman Proulx said she didn't think it would hurt those depts. either way they decide because they don't get that many people there anyway but she would feel better if there was some consistency for all the depts.

Mr. Johnson added there were some corrections that need to be made to the handout they received if it is intended to be distributed publically.

Mr. Capello said this was put together on the fast track as an internal document and he did not intend to distribute it. He said he would put something together for publication on the Town website notifying people of the change to business by appointment only starting Monday.

Chairman Proulx asked Mr. Capello to notify the board if they start having a lot of appointments and having to put some of them off so they could address it because she didn't want to create a "situation".

Mr. Capello said he didn't like having to lock the doors but he was trying to do what is best for the public and the staff.

Mr. Johnson said he sees this as having a major impact on the Welfare and Town Clerk's offices. Mr. Capello said people are doing a lot of things online with the Town Clerk/Tax Collector's Office and there is also a plan to have a runner to pick up the forms/payments, etc. outside, bring them inside for processing and then return the materials to the residents outside. He said there is not a lot of welfare work right now due to the Executive Orders not to evict people or shut off their utilities. There may be an onslaught when this is over but it is not as bad as one might think right now he said.

Chairman Proulx suggested they should use this time to prepare a plan to make sure that is covered in case there is a surge in welfare activity when the virus issue subsides.

Mr. Capello said he has already frozen the budget except for essential items because of the potential for additional costs not knowing what the federal government plans to do about reimbursements of those costs. The Governor has already stated there will be a revenue shortfall due to the reduction in the amount of the rooms and meals tax and the gasoline tax coming in and I am trying to be overly cautious he said.

Chairman Proulx said that the freeze is a good idea in case they have a need for more welfare money than was budgeted as they can't refuse to do it if the person qualifies.

Mr. Vachon said the Town Clerk's office knows approx. how long it takes to register a vehicle, etc. and asked if the depts. would set their appointments based on the average amount of time it takes to complete a transaction in their dept.

Mr. Capello said the Town Clerk sets her own schedule and he does not have any control over it but that is what he thinks she will do. He said he thought that the Building Inspector/CEO would probably have appointments every 15 minutes minus the time he is out doing inspections. My goal is to have one appointment every 15 minutes for all depts. with the exception of the welfare dept. where it could take up to an hour depending on the situation he said. Mr. Vachon said he was looking for management of the appointments so they can get everyone in and out quickly and not have any dead spaces where no one is scheduled to come in. <u>Vote</u>: The motion passed 5-0.

5). Irving Oil Purchase Agreement:

Mr. Capello said he contacted Irving Energy to get a price quote for heating oil for the next heating season and received a quote of \$1.70 a gallon but the offer must be accepted by midnight tonight. He said he sees the price increasing once the economy improves and asked the board to authorize him to sign the agreement which will run from August 1, 2020 to May 31, 2021.

Chairman Proulx asked if he contacted the library and the school district about the agreement. Mr. Capello said he did not contact the library but he included them in the agreement as is done each year. He said the school district has not purchased oil jointly with the Town for the past few years and he believed the School Board has already put their oil purchase out to bid. School Board member Tim Brown said the heating oil contract has gone out to bid and the bids must be received by March 31.

Mr. Johnson described the decision on whether to accept this price as a "crap shoot" because the price is trending down severely right now.

Mr. Vachon agreed and said it could go down to \$1 a gallon next winter or it could be \$3 a gallon and it's a chance they have to take. We could lock in and get a good rate or not he said. Chairman Proulx asked for the price per gallon the Town is paying now.

Mr. Capello said it is \$2.27 per gallon now.

Motion: (Johnson, second Place) to waive the bid process requiring 3 bids passed 5-0.

<u>Motion</u>: (Johnson, second Place) to accept the Irving heating oil bid in the amount of \$1.699 per gallon for up to 17,737 gallons for the Town and the Farmington Library and to authorize the Town Administrator to sign the agreement;

Discussion: Mr. Connolly asked if the effective dates for the contract should be included in the motion.

Mr. Capello said the effective dates are included in the contract.

Chairman Proulx asked to have a copy of the fixed price supply agreement attached to these minutes for the record as this topic may arise again if the price goes down further in the future. **Vote**: The motion passed 5-0.

6). Amendment to Personnel Policy:

Mr. Capello said following conversations with Chairman Proulx and the Town Attorney he is proposing a temporary change to sick leave section of the Personnel Policy manual because of the issues with the COVID 19 virus. He then read the proposed change aloud (See attached). Mr. Capello said this would also cover the Town if someone was been around someone who was undiagnosed with the virus and would give the Town the legal authority to require the doctor's note.

Mr. Vachon said the symptoms of COVID-19 mimic the symptoms of allergies and asked if a person is not running a fever but has allergy symptoms if they would be required to produce a doctor's note to come back to work.

Mr. Capello said they would not be required to produce a doctor's note as a fever is one the symptoms of COVID-19 as listed by the CDC.

<u>Motion</u>: (Vachon, second Place) to adopt the temporary policy concerning COVID-19 as read by the Town Administrator passed 5-0.

Chairman Proulx asked that a copy of the personnel policy change be attached to the minutes.

7). Additional Board Business:

<u>Generator Testing</u>- Chairman Proulx asked if the generator located at the high school used during emergency sheltering has been tested on a regular schedule.

Mr. Capello said the generator is brought to the school to be tested yearly and is stored at the DPW garage.

8). Public Input:

Chairman Proulx asked if anyone wished to call in with any questions or comments. Mr. Capello repeated the phone number to call. There were no calls received from the viewers.

9). Non-Public Session A:

<u>Motion</u>: (Johnson, second Place) to enter non-public session under RSA 91-A: 3 II (a, c) Compensation, Reputation passed 5-0 by a roll call vote (Proulx, Johnson, Connolly, Place, Vachon-yes) at 6:35 p.m.

Motion: (Johnson, second Place) to come out of non-public session passed 5-0 at 7:10 p.m.

10). Non-Public Session B:

Motion: (Vachon, second Connolly) to enter non-public session under RSA 91-A: 3 II (c)Reputation passed 5-0 by a roll (Proulx, Johnson, Connolly, Place, Vachon-yes) at 7:10 p.m. Motion: (Place, second Connolly) to come out of non-public session passed 5-0 at 7:17 p.m. Motion: (Place, second Johnson) to seal the minutes as disclosure would adversely affect the reputation of a person other than a member of the board passed 5-0 by a roll call vote (Proulx, Johnson, Connolly, Place, Vachon-yes).

11). Next Meeting: Monday, March 30, 2020

12). Adjournment:

Motion: (Place, second Johnson) to adjourn the meeting passed 5-0 at 7:17 p.m.

Respectively submitted Kathleen Magoon, Recording Secretary

Paula Proulx, Chairman

Neil Johnson, Vice Chairman

Dave Connolly

TJ Place

Gerry Vachon

Irving Energy Commercial Fixed Price Supply Agreement

SELLER - Irving Energy ("Irving") 190 Commerce Way

Portsmouth, NH 03801

Contact: Tara Frost Phone: 1-603-559-8834 Email: cpp@irvingoil.com Fax: 1-888-235-1444

 PURCHASER - Town of Farmington ("Customer")

 356 Main St
 Acct #:

 Farmington, NH
 00000

 Delivery Location:
 all

 Contact:
 Arthur Capello

 Email:
 farmingtonta@metrocast.net

 Phone:
 603-755-2208
 Fax:

262146

CONTRACT PRICE EFFECTIVE DATE: August 1, 2020

In consideration of the mutual covenants and agreements hereinafter set forth, Highlands Fuel Delivery, LLC (dba Irving Energy) ("Irving") and Customer, intending to be legally bound, agree as follows (the "Agreement"). Irving agrees to sell and deliver to Customer and Customer agrees to purchase and accept delivery from Irving at Customer's delivery location(s) stated below (the "Delivery Location(s)"), the volumes (collectively the "Total Product Volume") of petroleum products stated below (the "Product"). The price applicable to the Total Product Volume shall be the Contract Price per gallon (the "Contract Price") stated below. The Contract Price is exclusive of Taxes and Fees (as designed in Section 1 of the attached General Terms and Conditions, which Taxes and Fees shall be paid by the Customer).

PRODUCT:	Heating Oil
TOTAL PRODUCT VOLUME (GAL.):	17,737
CONTRACT PRICE (PER GAL.):***	\$1.699
PAYMENT TERMS:	Net 30 (payment due 30 days from invoice date)

***This price is only guaranteed if the Customer accepts this Agreement (as detailed below) by 11:59 P.M. EST on March 25, 2020 If Irving receives Customer's accepted Agreement after that time, Irving may (but shall not be required to) accept this Agreement.

		Gallons by	Product	Delivery			Gallons by	Product	Delivery
Account Name	Account #	Account	Code	Location	Account Name	Account #	Account	Code	Location
FARMINGTON LIBRARY ASS	3172547	0	08	all	0	0	0		0
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0	0	0		0	0	0	0		0
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0	0	0		0	0	0	0		0
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)	0	0		0	0	0	0		0
)	0	0		0	0	0	0		0
)	0	0		0	0	0	0		0
)	0	0		0	0	0	0		0
)	0	0		0	0	0	0		0
)	0	0		0	0	0	0		0
0	0	0		0	0	0	0		0

Additional Customer Accounts (if any) shall be noted by an incorporated written Attachment B to this Agreement. The following table represents Customer's good faith estimate as to its monthly Product lifting schedule:

Total Gallons	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21
17,737	110	454	1,183	2,003	2,862	3,400	2,896	2,570	1,556	702	0	0

This agreement shall be deemed finalized and binding only after this Agreement has been accepted by Customer and Irving (either electronically or physically, as provided below) and customer successfully completes Irving's credit approval process. This Contract Price will be effective as of the Contract Price Effective Date above and shall expire on May 31, 2021 , or when the Total Product Volume has been delivered, whichever comes first ("the Pricing Term"). This Agreement expressly includes by reference the General Terms and Conditions attached hereto as Attachment A and (if applicable) Attachment B. If this Agreement was provided by lrving to Customer by fax, Customer may accept this Agreement by physically signing below and returning it to Irving by fax, and Irving's acceptance shall be shown by Irving physically signing below and transmitting the fully signed agreement to Customer at the Customer's fax or e-mail address noted above. If this Agreement has been provided to Customer by e-mail from Irving, it may be accepted by Customer electronically in accordance with directions set forth in Irving's e-mail, with no physical signature required, and may be accepted by Irving in a subsequent e-mail to Customer.

Irving Energy	Town of Farmington
By:	By (Required):
Printed Name:	Printed Name (Required): Artu-r Czpello
Date: 3-25-20	Title: Town Azministratur Date (Required): 3-25-20
For Internal Use Only TC1: 0 Plan Code: UC19 136	608 MD Purchase: P Contr #: GB02621462-08

ATTACHMENT A - GENERAL TERMS AND CONDITIONS

1. PRICE; VOLUME MEASUREMENT; TAXES AND FEES; TITLE; PAYMENT; CREDIT

The Contract Price shall apply to the Total Product Volume (as identified on first page of this Agreement) only, and shall only be valid during the Pricing Term. The price for any Product in excess of the Total Product Volume, and/or delivered after the expiration of the Pricing Term, shall be equal to the applicable variable price as reflected by Irving's records on the day of delivery. Total Product Volume shall be measured by truck meter at time of delivery, converted to a 60° Fahrenheit temperature corrected measurement (except where prohibited by law). In addition to the Contract Price, Customer is responsible for and agrees to pay any government taxes, duties and fees now existing or hereafter arising, relating to the storage, production, sale, transportation, delivery, or use of the Product (collectively, the "Taxes and Fees"), **except that Vermont Customers with aggregate tank capacity of 2,000 gallons or less shall not pay government fees**. Title to and risk of loss of all Product(s) delivered hereunder shall pass to the Customer upon leaving the permanent hose connection of Irving's delivery truck. Customer shall pay invoices for Product when due and any invoices not paid when due shall be subject to service and late payment charges of one and one half (1.5%) per month (18% per annum) from the date due. Customer may choose to pay by preauthorized electronic debit. Nothing in this Agreement shall be construed as obligating Irving to extend credit to Customer. Irving's credit terms and election to extend credit to Customer may be modified or revoked at any time by Irving, in Irving's absolute discretion.

2. PERIODIC DELIVERY

Product will be delivered on an Automatic Delivery or Will Call Delivery basis as requested by Customer. For accounts existing prior to the date this Agreement is finalized, delivery will continue according to the existing method applicable to each account until Customer requests a change in delivery method. NOTE: accounts operating on an Automatic Delivery basis when the end of the Pricing Term and the exhaustion of the Total Product Volume have occurred will continue to receive deliveries of Product on an Automatic Delivery basis, and Customer will pay for all such deliveries, unless and until Customer instructs Irving to discontinue Automatic Delivery and Irving has a reasonable opportunity to implement the change. "Automatic Delivery" means Irving will schedule Product delivery based on consumption data calculated by Irving. "Will Call Delivery" means Customer will call Irving to schedule delivery based on an as-needed basis. Irving shall have a reasonable time to respond to a Will Call delivery request and to any requested change in delivery method. Regardless of delivery method, Irving cannot guarantee that Customer will not run out of Product. Irving shall not be obligated to supply Customer with Product (and may allocate Product to Customer and Irving's other customers in its sole discretion) if any condition beyond the control of Irving (including, without limitation labor disturbances, shortage of equipment, labor, materials or Product) affects Irving's ability to perform any of its obligations under the Agreement.

3. LIQUIDATED DAMAGES FOR UNDERLIFTING

If Customer takes delivery of less than 95% of the Total Product Volume during the Pricing Term or refuses to purchase Product from Irving as required under this Agreement (each an "Underlift"), then Customer shall pay to Irving a fee as liquidated damages (the "Fee"). The Fee shall be based on the Underlift gallons and shall be an amount equal to the number of the Underlift gallons multiplied by the difference (in no event less than zero) between: (a) the Contract Price plus \$0.30, and (b) the average Irving Commercial Portsmouth, New Hampshire Rack price from the Contract Price Effective Date to (a) the date of termination of this Agreement by Irving, or (b) the expiration date of said Pricing Term, if earlier, or (c) said Contract Price Effective Date, if later (for the avoidance of doubt, in case (c) said average price is a single price: the price on the Contract Price Effective Date). The parties agree that the Fee is a reasonable estimate of Irving's damages and is not intended to be a penalty. Irving shall also be entitled to recover any Collection Expenses (defined below) associated with collecting the Fee, but Irving shall not be entitled to recover and other monetary damages by reason of Customer's failure to purchase the Total Product Volume beyond the Fee.

4. COMPLIANCE WITH LAWS

The Customer shall comply with all applicable laws relating to the Product and shall maintain the Delivery Location such that delivery does not pose an unreasonable risk of harm to persons, property or the environment. Irving shall have the right, but not the obligation, to inspect any tank into which Customer proposes Irving deliver Product. Any such inspection shall be for Irving's sole benefit and Customer shall not be entitled to rely on any such inspection for any purpose.

5. SPECIFICATIONS; WARRANTIES; LIABILITY LIMITATION

Irving warrants that the Product sold hereunder shall meet Irving's specifications in effect at the time and place of delivery. No other warranties, whether expressed or implied, whether of merchantability, fitness for a particular purpose or otherwise (except as to title) shall apply to Product sold hereunder. Under no circumstances shall: (1) Irving's responsible for any consequential, incidental, special, or punitive damages to Customer arising from or relating to Irving's performance or non-performance of this Agreement; or (2) Irving's liability arising from this Agreement exceed the amount actually paid to Irving by Customer during the Pricing Term of this Agreement. Customer warrants that Customer has all requisite power and authority to enter into and perform Customer's obligations under this Agreement, and that there are no contracts (including, but not limited to contracts with any other supplier of Product) orders, or other matters which would prevent Customer from fulfilling its obligations under this Agreement.

6. INDEMNITY

The Customer shall release, indemnify, and hold harmless Irving and its affiliates, all their directors, officers, shareholders, employees, and agents from and against any and all claims, losses, damages, and expenses (including attorney and other legal fees and expenses), however arising out of (1) Customer's acts, negligence, or willful misconduct, or (2) Customer's breach of this Agreement.

7. SUSPEND OR TERMINATE

Customer may not terminate this Agreement until the end of the Pricing Term, and may not use another supplier of Product until the Total Product Volume has been delivered. Irving may, in its sole discretion, without prejudice to any other additional rights, remedies, or claims that it may have under this Agreement or otherwise, suspend or terminate this Agreement if: (1) Customer breaches any of its obligations under the Agreement; (2) if Irving has a reasonable belief that Customer is anticipatorily rejecting any part or all of Customer's obligation to purchase and accept the Total Product Volume under the terms of this Agreement; or (3) Customer becomes insolvent or files for bankruptcy or is, in Irving's reasonable opinion, expected to be unable or unwilling to pay its debts generally as the same become due. In the event of termination for any of the foregoing reasons, the Customer shall pay the Fee (as described in Section 3 above). Customer agrees to reimburse Irving for all collection expenses, including attorney and other legal fees or costs, arising from this Agreement (including those arising in any bankruptcy proceeding) (collectively the "Collection Expenses").

8. NOTICE BY CUSTOMER OF ALLEGED BREACH

Customer shall give Irving immediate notice and a detailed description of any alleged breach or error by Irving arising from this Agreement to the following address: Irving Energy, Attn: Contract Administration, 201 Crown Street, Saint John NB E2L 5E5.

9. ASSIGNMENT/WAIVER/OTHER IMPORTANT TERMS

Any assignment of this Agreement without Irving's written consent shall be void; Irving may withhold such consent in its sole discretion. Customer shall pay Irving for all amounts due under this Fuel Agreement, regardless of whether such Fuel Agreement contemplates Product delivery to, or use by, other parties. There are no third party beneficiaries to this Fuel Agreement. Irving's rights under this Agreement shall not be affected by any previous waiver or course of dealing. Any litigation arising from the subject matter of this Fuel Agreement may only be brought in a state or federal court located in the state of the Delivery Location, and shall be governed by and interpreted in accordance with the laws of the state of the Delivery Location, exclusively, without giving effect to its principles of conflict of laws. This written Agreement constitutes the entire agreement between the parties on the subject of this Agreement. No amendment to this Agreement shall be effective unless in a writing signed and delivered by Irving. Irving and Customer each warrant that they have caused this Agreement to be accepted by their duly authorized representatives. This Agreement is entered into exclusively for business purposes and for no personal, family or household purposes. Capitalized terms in these General Terms and Conditions not otherwise defined herein shall have the meaning set forth on the first page of this Agreement.

ATTACHMENT B

Additional Accounts

Account Name	Account #	Gallons by Account	Product Code	Delivery Location
0	0	0	Code	0
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0	0	0		0
0	0	0		0
0	0	0		0
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		Gallons by	Product	Delivery	
Account Name	Account #	Account	Code	Location	
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A Bicentennial Community

1798 - 1998

Town of Farmington Office of the Town Administrator 356 Main Street Farmington, NH 03835 Phone: (603) 755-2208 · Fax: (603) 755-9934

March 25, 2020

As part of the Boards precautions to help stop the spread of Covid-19 the board is amending the following section of the personal policy manual by adding the following provision I) Time-off Benefits section.h sick leave to include the following:

As a result of the COVID-19 Crisis, for the next 30 days, a doctor's note allowing you to return to work will be required to come back to work if you have been sick with COVID-19 symptoms as listed by the CDC or were in contact with anyone who has been sick with COVID-19 symptoms as listed by the CDC. This change is subject to revocation or extension at any time during the 30 days.

Chairmen - Board of Selectmen

Vice Chair Board of Selectmen Selectman

Selectmen

electmen