

**TOWN OF GILFORD  
BOARD OF SELECTMEN  
MEETING MINUTES  
MARCH 13, 2020**

At 4:30 pm, Chairman Grenier convened a public meeting of the Board of Selectmen in the 1<sup>st</sup> floor conference room of Town Hall. Board members in attendance: Chairman Richard Grenier, Vice-Chairman Dale Channing Eddy and Clerk Gus Benavides.

Also in attendance: Town Administrator Scott Dunn, Fire Chief Stephen Carrier, Town Clerk-Tax Collector Danielle LaFond, Director of Planning & Land Use John Ayer, Deputy Fire Chief/Health Officer Brad Ober, and Head Mechanic Roger Weeks.

S. Dunn gave the Board a brief summary of State Government and US Center for Disease Control recommendations for dealing with the coronavirus. He suggested the Town's priorities should be (1) employee health & safety and (2) continuity of municipal operations.

S. Carrier recommended the Town take actions based upon the actual symptoms of people and not exclusively on risk factors.

Following additional discussions with input from most of the staff members in attendance, the Board made the following decisions by unanimous consensus:

1. The Town Hall is to be closed to all outside groups effective immediately until further notice.
2. Town employees shall not be allowed to travel out-of-state on Town business until further notice.
3. Town employees (other than public safety officials) may politely and discretely refuse to provide services to any person who is obviously sick with Covid-19 symptoms such as runny nose, coughing, sneezing, shortness of breath or fever. Signs are to be put up at Town building entrances asking people who are sick to not enter the premises.
4. The Town shall not prohibit employees from working in the event they have been exposed to a person infected with Covid-19 while traveling or coming into contact with a family member unless (1) they show signs of sickness or (2) are required to be quarantined by a federal or state mandate. Employees returning to work from a vacation or out-of-state travel shall meet privately with their department manager (or designee) to discuss their health status before they are allowed to resume their regular duties.
5. Employees who have been diagnosed with Covid-19 or quarantined by a government order shall be paid their regular base wages in full without using their personal leave time. All other requests for employee wages to be paid without

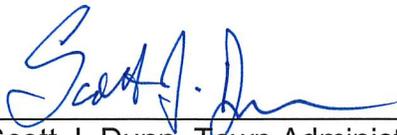
using personal leave time shall be handled on a case-by-case basis by the department manager.

6. The Town shall strictly enforce its current policy of sending employees home if they are sick.
7. The Town shall place a high priority on sanitizing work places and promoting social distancing for public meetings in accordance with CDC guidelines.
8. There are no current plans to close the Town Hall or allow employees to work from home.

It was recognized this situation is constantly changing as new information becomes available and the need for containment of this virus infection evolves.

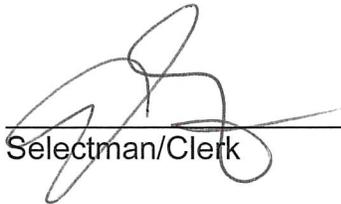
D. Eddy made a motion to adjourn the meeting at 5:20pm, seconded by G. Benavides and passed with all in favor; (3-0).

Respectfully submitted,



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Scott J. Dunn, Town Administrator

Approved by the Board of Selectmen on the 25<sup>th</sup> day of MARCH, 201~~9~~<sup>20</sup>,  
ATTEST:



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Selectman/Clerk