

SELECT BOARD MEETING MINUTES
May 15, 2020

There was a special safety meeting of the Select Board held Friday, May 15, 2020 at 4:30 p.m. The meeting was held by remote teleconference.

PRESENT: Tom Brady, Chair; and Cindy Silver and Kevin Meehan, members comprising a quorum of the board.

ALSO PRESENT: Kathi Marshall, Assistant to the Select Board. Jimmey Howland also joined the meeting.

Tom Brady called the meeting to order at 4:37 p.m. and read the following statement:

As Chair of the Jefferson, New Hampshire Select Board I find that due to the state of emergency declared by the governor as the result of the COVID-19 pandemic and in accordance with the governor's emergency order #12 pursuant to executive order 2020-04 this public body is authorized to meet electronically. Please note that there is no physical location to observe and listen contemporaneously to this meeting which was authorized pursuant to the governor's emergency order. However, in accordance with the emergency order I am confirming that we are:

- A. Providing public access to the meeting by telephone, and we are utilizing a telephone service so all members of the Town of Jefferson Select Board have the ability to communicate contemporaneously during this meeting through this platform. And the public has access to listen and, if necessary, to participate in this meeting by dialing the following phone number: 1-866-678-6823 and needing ID number 8959399 followed by the pound (#) sign.
- B. Providing public notice of necessary information for accessing the meeting. We previously gave notice to the public of the necessary information for accessing the meeting including how to access the meeting telephonically. Instructions have also been provided through the Town of Jefferson's website www.jeffersonnh.org
- C. Providing a mechanism for the public to alert the public body during the meeting if there is a problem with access. If anybody has a problem please call 586-4553 or e-mail towwnofjefferson@myfairpoint.net.
- D. During the meeting if the public is unable to access the meeting. In the event the public is unable to access the meeting they will be adjourned and rescheduled.

Please note that all votes that are taken during this meeting will be done by a roll call vote, so let's start the meeting by taking roll call attendance: Chair, Tom Brady, "present." Select Board member Cindy Silver, "present." Kevin Meehan, Select Board Member, "present."

Safety Issues at the Transfer Station

In preparation for the meeting, Kathi checked with Gorham and Lancaster as to their current safety procedures at their transfer stations. She said in Lancaster they used to come up to your vehicle and help you throw your garbage into the compacter, but they do not do that now. They wear gloves and masks and tend to supervise things more. They will help if needed for someone who cannot do it themselves. Dennis said he has sent home an employee who was in the high risk group so he would be safe. They are taking recyclables and wear gloves.

In Gorham their staff, which is much larger, has been divided into two groups. One group works one day, the other group works the next. That way if someone gets sick they don't risk the entire staff which would really harm their business. They all wear gloves and masks. In addition they use disinfecting spray on all recyclables before they are sorted or handled. That way, if there are dangerous germs on the items, they will be disinfected. And if the gloves touch the items they will come away with disinfectant as opposed to germs which could live on the gloves for awhile. They do not handle cash.

Cindy asked about the town of Whitefield. Kathi said she did not contact Whitefield, but she would call them Monday.

Kevin and Cindy both commented on the fact that Berlin had a much larger business than we have and we didn't necessarily have to go to that extreme. Tom asked what we could do to better protect our staff.

They all agreed that the employees should wear gloves and face masks. Cindy asked if they should help people unload their rubbish, or not. In any case she felt the masks were essential. Tom felt they probably shouldn't handle other people's trash. He felt we should limit their exposure if possible. Cindy and Kevin agreed. Kevin said if someone was disabled or elderly, they should either stay in their car and let the attendants handle it, or open their trunk and stay in their car.

Tom asked if the Transfer Station had any disinfectant on site. Cindy said the town should supply that to them. Tom said expenses for those things are covered under the COVID-19 reimbursement. Kathi mentioned she ordered some spray sanitizer that kills the Corona virus. She also had the two large cans of Clorox Disinfectant Spray that Tom had gotten for her.

Jimmy Howland joined the discussion at 5:00 p.m. Kathi said she would leave some disinfecting spray in the mailbox for Jimmy so he could pick it up before he went to the transfer station on Saturday morning.

Tom filled Jimmy in on what the board was discussing in order to protect he and Bruce while working at the transfer station. Tom said they would prefer that attendants did not handle other people's garbage unless absolutely necessary. Jimmy agreed.

Cindy asked if they had a lot of elderly people who needed help unloading their trash. Tom said it was okay for their own protection, that transfer attendants no longer open any bag. Cindy and Kevin agreed.

Tom asked Jimmey if they had gloves, and Jimmey said they have older ones that are not in great shape. Kathi said she had a box of large latex-free gloves but wondered if they would fit Jimmey and Bruce. She said she could order them. Jimmey said Chris gave them face masks, so they have those. Tom told Jimmey to call Kathi if there was anything they needed at the transfer station for their protection.

Tom wondered if we should restrict the number of vehicles at the top of the transfer station so there weren't so many people trying to get out of their cars. Cindy thought it was a good idea. Jimmey said sometimes they get too many. Kevin thought two or three would be fine, but no more than three. Jimmy thought limiting it to three would be acceptable.

Tom said we would need a sign at the entrance of the transfer station to let people know only three vehicles past that point. The sign should also include that everyone should maintain a 6-foot distance, and children should remain in the vehicle. Only one person should dispose of trash. Tom said it should also include that all recycling should be sorted prior to coming to the transfer station. Kathi said she would see about ordering the sign.

Cindy asked if there was anything else Jimmey could think of they might need. He said if they have the sign, the masks, gloves and disinfectant that things would be in good order. Cindy thanked Jimmey and Bruce for all they do at the transfer station.

Kevin said they should be sure to follow the new guidelines going forward to protect themselves and to protect the public. Tom agreed and said for Jimmey to call if there is anything he needs to share or to order.

Adjournment: Kevin made a motion to adjourn the meeting. Cindy seconded the motion. Tom took a roll call vote. Cindy voted "aye," Kevin voted "aye," and Tom voted "aye." The motion carried.

The meeting adjourned at 5:40 p.m.

The next meeting of the Select Board will be Monday, May 18, 2020 at 6:30 p.m. for a safety meeting, to be followed at 7:00 p.m. by the regular Select Board meeting; both by remote conference call.

Respectfully submitted,