

TOWN OF EPSOM
BOARD OF SELECTMEN MEETING MINUTES
April 1, 2020 AT 10:30 AM

Virginia Drew
Cheryl Gilpatrick
Hugh Curley – via phone

Approved: **Curley/Drew**
Vote: 3-0 in Favor

Staff Present: Nancy Wheeler

Virginia called the emergency meeting to order at 10:30AM.

Motion by: Cheryl to enter into non-public at 10:30, per RSA 91-A:3, II (b). **Second by:** Hugh.

Motion passed by Roll call vote: Cheryl-Yea, Hugh-Yay, Virginia - Yay.

Motion by: Cheryl to exit non-public at 10:55. A decision was made. **Second by:** Hugh.

Motion passed by Roll call vote: Cheryl-Yea, Hugh-Yay, Virginia - Yay.

Motion by: Cheryl to seal the minutes. **Second by:** Hugh.

Motion passed by Roll call vote: Cheryl-Yea, Hugh-Yay, Virginia - Yay.

The Board briefly discussed extending timeframe to keep the Town office closed to the Public.

Motion by: Cheryl to extend the closure of the Town Offices to the public until the Governor makes changes to the Executive Order. **Second by:** Hugh.

Motion passed by Roll call vote: Cheryl-Yea, Hugh-Yay, Virginia - Yay.

Virginia provided the Board and Nancy with an update on the COVID-19 conference call she participated in on Tuesday regarding the legality of meetings and asked the other Board members to review the ideas of using a virtual platform such as Zoom, Google Meetings, or Microsoft for future meeting during the pandemic.

Nancy noted folks are still coming in for marriage licenses and other items that the TC/TC has been able to handle, as well as other items that she, herself, has been able to take care of in regards to information requests received by phone.

Virginia noted the PD is working with a local campground on an issue with a resident.

Virginia also noted that one of the issues that came up during the conference call was discussion about playgrounds and parks, and that currently the State is not recommending they be closed, but do recommend putting up warning or caution signs. Cheryl also noted that she had sent information via Nancy regarding what our border towns are doing for their parks and playgrounds. All of the information was reviewed and the Board agreed on the wording Cheryl put together for Gary to hang in the Park. Nancy will prepare the signs and let Cheryl know when they are ready.

Motion by: Cheryl to allow the posting of the COVID-19 caution signs at Webster Park.

Second by: Hugh. **Motion passed by Roll call vote:** Cheryl-Yea, Hugh-Yay, Virginia - Yay.

The Board also reviewed the idea of putting together all of the information Nancy has gathered, and Decision made by the Board, into one policy document, similar to the one Chichester is using, for adopting Emergency Policies in Response to COVID-19. This would help with any future disaster or emergency situation and the Board agreed it would be beneficial.

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Nancy stated she spoke with Lisa Weaver about taking on the job of the Recording Secretary for BOS meetings. Lisa agreed and Nancy will contact her to set up a time for her to come in and sign employment documents. Cheryl will try to get her laptop set up with the recorder and have it ready for Lisa to use.

Virginia thanked Cheryl for all her hard work in respect to the extra secretarial duties she has been doing, as well as Nancy for the additional work she has been performing in the absence of the Board not having an Administrative Assistant. Hugh agreed.

Motion by: Cheryl to adjourn at 11:10. **Second by:** Hugh. **Motion passed:** 3-0 in favor.