

Town of New Scotland  
Special Board Meeting  
03/20/2020

The following Town Officials were in attendance:

Supervisor:	Douglas LaGrange
Councilperson:	Adam Greenberg
	Bridgit Burke
	William Hennessy
Highway Superintendent:	Kenneth Guyer
Town Clerk:	Diane Deschenes
Town Attorney:	Michael Naughton
Absent: Councilperson:	Daniel Leinung

**1. Call to Order**

Supervisor LaGrange called the conference call meeting to order at 1:00 PM. Supervisor LaGrange said that he would update the Board quickly. He was in on a conference call with the County right after the Governor spoke. A lot of the stuff going on is because there are low amounts of tests available. A lot of times they are primarily assuming COVID-19 infection in people that show the obvious signs of it and sending them to quarantine. There is discussion that there might be a total 100% shutdown including essentials to some levels but that hasn't come through yet. He asked again about being notified of cases. The County Executive said that if he hasn't gotten a call, we're in good shape. As they come in, we are going to get notified and he will pass those notifications on to us.

Here at Town Hall Mrs. Kavanaugh is working at home today. Mrs. Boehlke is in her office. Mrs. Miller is catching up on billing and stuff. In the Building Department starting on Monday Mrs. Glath will be here in the morning. Mrs. Latham will be in during the afternoon. He thinks it's important that we discuss what we feel appropriate with Mr. Hensel. Councilperson Burke said that since we're not in Executive Session we should talk about that. Supervisor LaGrange said that he doesn't think it's an issue for Executive Session. It's how we are dealing with an employee that comes back from vacation. Supervisor LaGrange added that it's a procedural matter. Councilperson Burke suggested talking about it in general. Attorney Naughton thought that that was a good idea. Supervisor LaGrange said that we have that issue to discuss. He'd like the Board's thoughts. His immediate thought was that we'd take advantage of the situation in the sense that we're sending people home. In this case it's precautionary. Do we want to say stay home or come out and not interact with anyone? The two employees can go their separate directions and still get things done. He thinks that that was Councilperson Greenberg's suggestion. Councilperson Greenberg said that, again, he's not saying he's an expert, but in terms of water treatment it needs to be done. If Mr. Green can do it without Mr. Hensel he doesn't necessarily have a problem with that. If we need Mr. Hensel to do somethings that hasn't been done for a week that only he knows how to do, then he thinks we need to keep him quarantined so to speak at work where he doesn't come in contact with anybody else or share a vehicle. Supervisor LaGrange said that they don't have to share a vehicle. Mr. Green can use the pickup and Mr. Hensel can use the van. Councilperson Greenberg said that he may not be up to date on the most recent directive. What did the Governor say? Attorney Naughton said that the Governor had a speech today where he said it's 100% reduction now in workforce except for essential workers. Councilperson Greenberg said, going back to what Councilperson Hennessy was saying, we need to know who's essential and who isn't. Councilperson Burke thought that the memo that Councilperson Leinung sent around today did a good job of detailing what's essential and what's not. Attorney Naughton agreed. Supervisor LaGrange said that that doesn't include the things he mentioned the other day: government, grocery stores and the like. Councilperson Burke asked if government is a generic essential? Supervisor LaGrange said that that's how they term it in the notice on March 16, 2020. Councilperson Burke said that she didn't think that the one that was issued yesterday had it like that. Attorney Naughton said that it's not a blanket for government. It has to be tied to an essential function. Essential functions include water, safety and that kind of thing. Councilperson Hennessy said that he doesn't know if we're going to reopen this, but Supervisor LaGrange sent that memo out saying department heads will decide that. It's kind of a done deal unless we want to reopen it. Councilperson Burke felt that the Board should reopen it because she doesn't think department heads have complete discretion. If we're going to state it that way we should give them at least parameters with which they are making that decision. Attorney Naughton added that the 100% thing is effective tomorrow. Town Clerk Deschenes said that she read that it's effective Sunday night at 8 PM. Councilperson Hennessy said that maybe this 100% directive alters the thinking on what we want

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to do for essential and non-essential. If the majority wants to reopen that, it will take more discussion then, not just in this phone call.

Attorney Naughton said that the way he looks at it, it's more of an interpretation of the Governor's order in relation to our specific town, the size of our town, the needs of our town, and the workforce we have. We had a conference call among the lawyers of his firm yesterday when it was still not at a 100% directive but it still involved essential services. We kind of talked about what we were seeing in different towns and how different towns were treating it. One of his partners pointed out that one of his towns has a very limited workforce period, and usually the highway folks are the ones that take care of all the things that get done. There were occasions, this is more downstate actually, where the highway crew was en masse calling in saying they wouldn't be in because they were sick. There became issues under the Taylor Act. They've since kind of backed off that position. That will give you kind of a range of possibilities out there that could happen, and what we basically talked about was it's going to be on a case by case basis about who gets what done at a town and what is considered essential to keep the basic infrastructure of the town running. He tends to agree that the idea is to keep people separated personally. If someone were out in a park doing work on a field, they are not going to be flouting the intent of the directive but is it essential that a baseball field be stripped? Probably not. Is it essential if people get cut at one of the parks? Probably not. If you really want to lock it down like the Governor is trying to do by keeping people home, he thinks we would be interpreting the essential people in a more narrow sense than we might have done a couple of days ago. It doesn't bother him that a memo went out from the Supervisor saying what the game plan was. The Governor's order trumps that so we now have to adjust to that. He doesn't have any specific recommendations for what we would, do but we should be looking at the kind of things that really are essential: keeping the water on, making sure the sewers work, and making sure the highways are passable. If trees come down, you have to get people out there to do it. We have to be ready for snowstorms. There might be a storm on Monday. That is also about Highway Superintendent Guyer making sure people are separated.

Councilperson Burke said that she agrees with everything said. She does think that we have to think about social services so the senior program to some extent should be packing up food to bring around to people. That would qualify as an essential service. Supervisor LaGrange added paying our bills and collecting checks. There are services out there with the building department doing inspections and stuff without interaction. Councilperson Burke said that she didn't know that the building department doing inspections is considered essential right now. Supervisor LaGrange said that it is to the economy. Councilperson Burke added that clearly the economy isn't trumping things. Supervisor LaGrange said that the whole thing that the Governor is trying to do obviously is to keep interaction to a minimal and to still move forward with our lives. The Board has to come up with where we are going to expose ourselves or someone else to possible infection.

Attorney Naughton asked to go back for a minute. None of these people who are building houses in our town are essential services. If there are 4-5 guys on a building site right now, they are not supposed to be doing that. He agrees that it's hurtful to the economy and it's hurtful to an individual contractor to have the job grind to a halt because Building Inspector Cramer is not able to go out there and do an inspection for the various phases of the job. It's a problem for them. The folks that are building these homes, and he's all for it to keep the economy going, but it's not essential right now. He does think there are ways for Building Inspector Cramer to work around that. It's not going to be business as usual. He could make sure the job site is empty and then walk the job site with a punch list. Supervisor LaGrange said that that's what he is still doing. Attorney Naughton said that that could work. This crew might be two people but it's not up to us to police all of that. He thinks we could kind of chill out a little bit here. We could spend a lot of time figuring out every development but then we get another directive. He thinks that there is a way to be somewhat flexible, but at the same time the idea of this is to comply with the Governor's order because we are a government agency and we're supposed to do that. He thinks that while this is being implemented in our state, most of these things are non-essential. He gave another example, including have the Town Clerk collecting tax checks on March 20. It could be that she could go in every other day for 15 minutes and do whatever she has to do. She could input it later and she could deposit it later. Even the banks are going to be not exactly functioning. All of these things are going to shut down for a little while and he thinks that we ought to try to follow this directive as best we can. No one likes the fact that you are paying employees to sit around but you know that a lot of people are. Councilperson Burke said that she agreed with Attorney Naughton. She thinks it might be useful to frame what we're talking about. One thing that's not clear to her is that information that she needs is the

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extent to which people are coming into work still because they enjoy working at the office rather than at home because they really can't get anything done at home. They might not have access to certain websites or whatever. Supervisor LaGrange said that Mrs. Kavanaugh has taken files home. She is going to continue to work with the previous grants and getting the information together and out for those. She's been working on a lot of other things like that. Payroll is Monday. A lot of that she can do from home but she's got to get the timecards. Highway Superintendent Guyer has delivered the highway time cards to her house in the past. She's able to do that from her house. So those are provisions we can make. We are trying to get something together with BAS to get Mrs. Boehlke set up from home so she can continue with her stuff there. That would be primarily working on the Annual Update Document. We have the normal billing that's coming in and going out that Mrs. Miller takes care of much of the time. Councilperson Burke asked if that could happen the way Attorney Naughton was describing the Tax Collector process? She could stop in once every other day to pick up the bills. Town Clerk Deschenes felt that she really had to come in. As long as she's coming in to get the bills she might as well stay and do it rather than to try and put everything together. It's just easier to stay here. Attorney Naughton asked if we were letting people into Town Hall? Supervisor LaGrange said that that stopped on Tuesday. Town Clerk Deschenes said that even for somebody like Mrs. Latham in Assessing who is working on sales doesn't want to take those files home. You'd have to pull all of those files and she has children at home. It doesn't always work. Councilperson Burke said that she thinks we are making a distinction between what's essential and non-essential. If it falls within non-essential we should be thinking about how we make it happen at home. Supervisor LaGrange said that that's what we've been trying to do. He knows that Councilperson Burke is not here all the time, but that's one of the things we did. He determined with Mrs. Latham that with the workload to keep things going because the final rolls are to be set now a half day home and a half day here is going to suffice. The Assessor hasn't been in but he's been working from home. He gets her materials and she processes those. There are still STAR questions and stuff that comes in from seniors. Mrs. Latham is trying to figure out how best to deal with it. Councilperson Burke said that her thought was to change our guidance so that it's consistent with the current numbers and we let each department head make the decision. We give them the guidance of what's essential and non-essential. Supervisor LaGrange added that he doesn't know that it's his place even as much as he knows about every department to be able to say from afar what's essential and what's not. It's still something the department head is going to have to take under strong consideration and basically with our blessing. They have to determine essential and non-essential in those terms. Councilperson Burke said that what she is saying is that we have to give them the definitions. When we think about our jobs we tend to put more in the essential category than that current definition does because it's essential to get work done. Town Clerk Deschenes said that from her office it would be whatever she thinks we need to get done like putting the water bills in and putting the tax bills in but maybe not staffing the office all day. We can come in and check the telephone messages once a day and maybe enter those things, but we don't need to sit here all day long. Councilperson Burke said that she absolutely doesn't think she should be staffing all day. That seems completely unnecessary. Councilperson Hennessy said that, in light of what Supervisor LaGrange has out there, can we say that it's not so much an essential employee as an essential duty. Non-essential duties do not need to be taken care of clearly in the office. An essential duty would be 2-4 hours a day for the Clerk to come in and deal with the incoming bills, log them, and leave. Mrs. Latham she's not sure about. Some of those duties may not be required right now. Maybe they can be postponed until April 1<sup>st</sup>. Duties of the Building Inspector are kind of a grey area. Part of her thinks that there are essential components to that duty and there should be some part-time there that they do come in. Supervisor LaGrange said that he likes that. Attorney Naughton said that we could probably get a plan as this looks now. Maybe a plan could be developed. The final product here today he doesn't really see in a memo. It's probably more of a conference call with him and the department heads and going over things. The main message here is that we have to comply with the Governor. It's not going to be convenient and we have to look at what is an essential duty. The folks might be called on because of a snowstorm or a windstorm that knocks trees down. They are essential and they need to be ready to be called up at any day. It's not a vacation. They should be near their phones and ready. We can let some of these employees (Mr. Hensel and Mr. Ryan) figure it out among themselves. Supervisor LaGrange said that that's something he's going to have to tell them. He's going to tell Mr. Hensel that he has to stay home for a week unless there is something like a water break that we have to bring him in on. He will get paid but he has to stay home for the week.

Councilperson Burke said that on the financial issue we don't have to get into it today, but she does think we should be thinking about whether people are still working or if they are not should we be encouraging them to apply for unemployment benefits; are they quarantined; do we care if they can somehow turn this

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into a windfall. They're not working, getting paid, and they end up getting a second job. Attorney Naughton said that there are parts of the Executive Order that addresses some of these things. Even the private sector, depending on how big your company is, has to give people for example in a certain size 10 days and not go against their accrued sick time and vacation. If you're a bigger company you have to give them 15 days. We don't need to get into that right now. We're telling them that they need to stay home like the Governor's office said. There are going to be lots of details to fill in that they haven't thought through. Some of these things already have glaring holes, but people are just trying to do things quickly and we'll figure out some of the fixes. Councilperson Burke said that she agrees that we should decide it today but she does think it's something we should be thinking about in the event that this goes on for a longer period of time which none of us knows. Then we may want to try to protect the town's budget. Unemployment or if people get a second job anyway is something that should be discussed. In an ideal world where money didn't matter to the Town she would say you just keep on paying everyone but there is a point where we should probably be considering that. She just wanted to plant that seed. Supervisor LaGrange said that it's something to think about in the long term. There is no question about that. We are in good shape with fund balances and our budget. All of these folks are budgeted for the year so we have that luxury. We're good that way but long term, if it turns into something ridiculous, he would assume we'll get some clarification from higher up, something to do with unemployment or maybe the Federal Government might reimburse us for employees staying home outside of the budget. It's great to think about and great to be aware of but we're in good shape either way.

Supervisor LaGrange asked if anyone had anything else on that topic. If not, he had some updates for the Board. Attorney Naughton said that he thinks generally Supervisor LaGrange has been coordinating with Supervisor Barber and Supervisor VanLuven. Councilperson Greenberg also has a pretty good pipeline to Supervisor VanLuven. He thinks we should continue to coordinate with our neighbors and see what they are doing and try to stay somewhat consistent with what our neighbors are doing being mindful that we are a smaller town and don't have the capability.

Supervisor LaGrange said that the three of the supervisors have been in contact for the last three days pretty much every day either through telephone calls, texts, emails, or a mixture of all three. They've been helpful. We've been bouncing off each other. In a couple of instances one has been doing something that the other hasn't, including us, and the others thought it was a great idea and also went with it. It's just been working out real well. They've been very accommodating in those discussions. Councilperson Greenberg asked what we have been doing that they haven't and vice versa. Supervisor LaGrange said that he was afraid someone would ask. He'd have to go back through his texts and stuff. For instance, Guilderland was going to roll with their highway department as is. Mr. VanLuven had talked to Mr. Barber before we had gotten together. This was earlier in the week. He mentioned what they were going to do and then when Mr. Barber called Supervisor LaGrange we were discussing that. He mentioned what we had started to do. He discussed it with his highway department and they started to move in our direction, similar to the two of us. He just found out this morning that they both went with a state of emergency declaration. He understood where it came from. They were only notified because it was through the police department and they were asked to join in at a town level. He actually has one in front of him right now that he used. It's the general declaration and that he filled in our information if he decides to go that route which he thought would be prudent. They are often considered when reimbursements come down. He thinks it's probably something we should do. It also gives us the opportunity to suspend certain restrictions and things like that when it comes to the public and getting things in on time, many different things. You would have to read the whole list of things. There are probably three or four different things that we've bounced off each other that we were doing and they weren't or vice versa. Unless he goes back to his emails and texts, he can't identify individual things right off the top of his head other than those two.

Councilperson Greenberg asked what have he has heard from the fire chiefs? Supervisor LaGrange said that he hasn't heard a word other than they are taking precautions. They are not having meetings. They are trying to keep a loose training up. That was from New Salem. He hasn't talked to Onesquethaw. The only reason he heard from New Salem was that Mr. Shufelt stopped here with the LOSAP material. Supervisor LaGrange met him at the door and gave him the audit we received recently. He told him that at that time that's what they were doing. He hasn't had occasion to talk to Onesquethaw lately. Attorney Naughton said that he was kind of thinking more about what they were doing to volunteer to help out and pitch in. Supervisor LaGrange said it was nothing out of the ordinary. He knows they are conscious of checking on neighbors and things like that. He hasn't heard any set policy per se.

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Councilperson Hennessy asked for clarification regarding the Guilderland highway workforce. Highway Superintendent Guyer said that they are starting at the end of the workday today. He spoke with the Highway Superintendent this morning. They are still on course to go with a split crew on Monday. He did ask after this meeting if Supervisor LaGrange would let him know if anything changed on New Scotland's end. Guilderland is still planning a split crew in some fashion starting today at the end of the day. He did speak with Mark Dorsey from Bethlehem a little while ago. As of yesterday they had a meeting and they were going to do some sort of a split crew. As of this morning they changed positions on that. Mr. Dorsey said that they will have an on-call foreman like they do all year round. The foremen rotate. They are on call. They will be notified of an incident and the foreman on call will check it out and then he will determine if it's something he can handle on his own or along with the Highway Superintendent. If not, they will call in a crew to deal with it. So, as of this morning the Town of Bethlehem Highway Superintendent said that the general highway crew will be staying home and they will be on call 24/7 for emergencies. Supervisor LaGrange added that they hadn't entertained it early in the week. He thinks that again is where the conversations between the towns made him aware.

Councilperson Hennessy said to be clear is Bethlehem's highway department home? Highway Superintendent Guyer said that they will be. Councilperson Hennessy asked if Guilderland will go with a split crew? Highway Superintendent Guyer said that that's correct.

Supervisor LaGrange said that he hadn't talked to the Supervisor in Coeymans since he was elected but he does have another topic to tell the Board about that he wants to call him about.

Highway Superintendent Guyer said that this is kind of apples to oranges when we talk about DPW compared to highway. The crew size varies, as well. He spoke to the Village of Altamont this morning. They are going in two men on a crew, and they are going in because they have water and sewer. It has to be dealt with daily so they are going in for that. The rest of the DPW crew will be home unless they have a water break or a snowstorm. He also spoke to Mr. Hotaling in Voorheesville this morning. Larry and Brett are going to be going in doing sewer and water. He said that Mike and Van will be home on call unless we have snow, a tree down, or whatever the emergency may be. Some of our neighbors up on the hill were attempting earlier in the week to do a split crew. Their crew is the Town of Westerlo and the Town of Rensselaerville. They are five-man crews to start with and they don't have water and sewer. They have decided to stay home except for emergencies only. He has not checked with any of the bigger neighbors like the Town of Colonie to see what's going on there.

Supervisor LaGrange said, on a side note, that he got a call yesterday from Tom Cotrofeld. This is what I was going to call Coeymans about. Mr. Cotrofeld is in charge of contracts and the like for the Sheriff's department. Last year we were hit with a tremendous increase for EMT and ALS programs as were the other communities at some level. We as a whole took the hit and we made it clear that that was a one-time thing, we weren't going to take that hit again, and we were going to pursue getting it on the County tax roll. Mr. Cotrofeld called yesterday. He wanted to know about the breakdown between the Village and Town for the EMT service. Supervisor LaGrange said that this has to stay with a modest 2% increase and we can't get into increases like last year. We are all trying to work toward this going on the County tax bill. Mr. Cotrofeld got short with him and he quieted right down. This morning after he got some of the other stuff out of the way he started an email to him. Those who are involved with the Sheriff's EMT program and the other municipalities reiterated all of this stuff and strongly suggested that we will not do any increase over 2% and that it would be his recommendation with all that's going on with COVID-19 and everything else that they pause and stay where they are this year and realize that it's going to take a while, with all of this going on, to get the legislation through. He will send the Board a copy of that email once he finishes it to keep you in the loop. He doesn't know what kind of reaction he's going to get. He was made aware that he was going to be sending it out soon and it gave him the opportunity to do this. Councilperson Burke said that that sounds good. Supervisor LaGrange said that he thinks the only new supervisor in the affected towns is Coeymans. He thinks everyone else is the same. Knox is the only one that doesn't have any participation. In Bethlehem, they use the ALS program. Coeymans uses the ALS program and the other four or five of us use both programs. He doesn't know if the supervisor in Coeymans knows the history and that's why he was going to call him.

Attorney Naughton said, just to get back to how to communicate this out to everyone, is everyone pretty much in agreement that it's not so much a memo or an email, it's a call with Supervisor LaGrange and

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the department heads? Councilperson Burke said that that's fine but she thinks circulating to them the last Governor's order makes sense. Supervisor LaGrange said that we can do that of course and really you have three department heads on right now. She would just have to speak with Building Inspector Cramer and Assessor McGuire. Councilperson Greenberg said that there is Courts but they're handling their personnel already. Councilperson Burke said that she doesn't understand what the law of the policy did so far. Supervisor LaGrange said that that was what the Board requested. Councilperson Burke asked if the Board feels the need for more than the one sheet or what is the role of this more elaborate document? Supervisor LaGrange said that he thinks, like with a lot of things right now with this issue that's on top of us, it's making us aware of possible shortcomings that we weren't prepared for. He doesn't think it's necessary right now that we have that because of the way things have unfolded. He thinks to tidy it up and have a plan like that ready regardless of COVID-19 or any other type of situation we run into like this it will be good to have in it our back pocket in the future to pull out in a more immediate fashion to deal with something like this quicker and cleaner. Councilperson Burke asked if this is a disaster plan? Supervisor LaGrange said that that's what he was thinking. Highway Superintendent Guyer said that he has a question and he just learned of this this morning. Has anybody heard of anything called a COOP? He believes it's a Community Operational Plan. Attorney Naughton said that it's ringing a bell. Highway Superintendent Guyer said that he believes from the information he was given it's something a municipality is supposed to have in effect which he believes came after 911. I just learned about it this morning. Superintendent Guyer said that it doesn't ring a bell with him. Town Clerk Deschenes said her either. Councilperson Burke said that she's not familiar with that acronym. She is familiar with each different level of government supposed to be having a disaster plan. Town Clerk Deschenes said that we do have a disaster plan. Councilperson Burke wondered if this is just highlighting things that should be added to the disaster plan rather than using a separate document? Highway Superintendent Guyer said that he's not sure what it entails. He was asked this morning about going to our COOP to utilize that and he had no idea what was being asked of him, but it's some sort of plan. Councilperson Burke said that she's really talking about the specific thing that Supervisor LaGrange has drafted and she said I'd work on. She really can't work on a document unless she's very clear what the objective is. She knows this was initially Councilperson Hennessy's idea. He put a lot of input into what the one pager should say. Councilperson Hennessy said that his desire is to be as clear as possible. He thinks the Clerk commented that there was some confusion going into that earlier. He just thinks people need a little more clarity instead of having every day to come into a department head and ask should I be here or not. Right now there are mandatory quarantines and voluntary quarantines. The county has preliminary quarantine guidelines. They are directing that but what is the protocol and if it has to do with exposure to someone who has tested positive then we write that down? What about people that are two people removed, even if they're essential. Should they stay away? This is what Mrs. Kavanaugh had the question about the other day. He has no problem being clear and concise. If we change it weekly that's okay; the plans are dynamic in this world. All of this stuff has changed daily. He doesn't think Supervisor LaGrange should have to be responsible for everything here. The Town Board certainly can't because we're not there, but if Doug has clear direction on a plan then he doesn't have to worry about one person versus another. Councilperson Hennessy added that Highway Superintendent Guyer is in his own department and legally there are some things we can and can't direct him on because the Highway Superintendent has that jurisdiction, but this is the Town of New Scotland and we keep that stuff together as much as we can. We're so small we all work together. He just thinks it's better for everyone involved. It has nothing to do with authority or liability. Councilperson Burke said that from Councilperson Hennessy's perspective does a more detailed document specific to this instance clarify what some of these terms mean and how we are responding to them? Councilperson Hennessy said that that's what he would think and what the plan would hopefully be. Frankly, he thinks Mrs. Kavanaugh would be very helpful for this. She's essentially the Human Resource Director and this is more about her role than anyone. Supervisor LaGrange said that she already has been. Yesterday we discussed a lot of this stuff. We dispersed the one document this morning. Again, he wants to make sure that everyone knows this was borrowed from Bethlehem and he's been adapting it to New Scotland. There are a lot of things done different, of course. He sent it on to Councilperson Burke for her input. He really thinks that we're dealing with this specific issue at the moment but a document like that can be easily tailored to any type of pandemic situation. It might not fit into every situation. He thinks this could be specific to this situation but still cover general pandemics for the future. This might not be a once-in-a-lifetime thing.

Councilperson Hennessy said that the CDC was prepared for all of this. They have all this stuff in their library. Their library just talks about a flu. Coronavirus is flu and a lot of their stuff is based on that. It's generic and it will cover more than COVID-19.

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Attorney Naughton said that his thinking on this document is that when he heard about it it's like creating an outline for writing your term paper. If you do it in an outline fashion it will kind of force you to think through how it's going to work with each department and the resources you have. He's not worried about it being some kind of fancy memo. If you have an outline of how it's going to work and you talk it through with the folks who are the department heads, it will then allow everyone to be on the same page. It will help with your communication and the group understanding of how it's going to work. It may also help you discover if there are holes in the plan. He thinks it might be something that's more about a worksheet outline for the Board to implement a plan. The other things he needed to say is that we are having these emergency calls because this is unfolding and there is really no time for regular noticing of special meeting and that sort of thing. With a new order coming out from the Governor at 10AM it's good to do these calls and it's good to react, but we need to start putting into place a plan for trying our best under these circumstances to comply with the Open Meeting law and allow for public participation. He suggests that we use Zoom as a platform so if we do have someone at home that is somewhat tech savvy to help us set that up we're going to probably need this in the coming weeks. The other boards may need this. In terms of public meetings and trying to get things done, we have to lower our expectations about how many things are going to happen and probably running a public hearing in the next couple of weeks. It's just not going to happen because the public participation is not going to happen. If we do have a situation where we can do our Town Board meeting and there is a way for us to put it up on the web, when it's going to happen, and how you call in for whatever platform we use, that will be a good thing. Then we can get back to noticing meetings even if it's on short notice.

Supervisor LaGrange said that he had his first experience with Zoom yesterday. It was a four-hour discussion on the LED lighting. It worked very well. He will look into those opportunities. Attorney Naughton thought it was a minimal cost. There is a free platform but it's probably worth paying for whatever it is that we do. It's a monthly charge and you probably get a little better service if you are paying.

2. Adjournment

Supervisor LaGrange made a motion to adjourn, seconded by Councilperson Greenberg. The meeting adjourned at 2 PM.

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Diane R. Deschenes, Town Clerk