

Town of Norwich
Agenda for Selectboard Special Meeting March 17, 2020
Multi-Purpose Room, Tracy Hall, 300 Main Street, Norwich, VT

Agenda Item	Action	Packet Materials	Expected start & end time
1-Approval of the agenda	Chair: will be asked to add or remove agenda items	n/a	6:30 - 6:35 (5 minutes)
2-Public comment	Public invited to speak to any item not on the agenda	n/a	6:35 - 6:45 (to completion)
3-Information on virus mitigation from Vermont Emergency Management and Vermont Department of Health	Board to determine if additional actions by the Town are warranted	due to ongoing, daily changes packet info may not be available but verbal update will be provided	6:45 – 7:00 (15 minutes)
4-Upholding Open Meeting Law (OML) during likelihood of teleconferencing, update from Vermont League of Cities and Towns(VLCT) and Sec. of State	Acknowledgement by Board of OML requirements	Memo from VLTC and Sec of State-chair	7:00 - 7:15 (15 minutes)
5-Options for conference call services and accommodating for the public's use	Board to decide on conference call service to be used to facilitate public engagement	Information on Skype/Zoom/other options-vice chair	7:15 - 7:45 (30 minutes)
6-Briefing on Continuity of Operations plan	Board to be updated on plan. Discussion will include supply inventory and options for re-supply of essential products including cleaning supplies and Personal Protective Equipment (PPE).		7:45 - 8:30 (45 minutes)

<p>7-Town plans to support residents in case of significant self isolation cases (phone trees to check-in, financial assistance)</p>	<p>Identify plans in place at this time and how to coordinate/expand efforts. What other plans need to be put in place at least on contingency basis. (Need flip-chart and markers.) Send info out via recognized sources and determine who will do.</p>		<p>8:30 - 9:00 (30 minutes)</p>
<p>8-What else are we not thinking of?</p>	<p>Identify possible gaps in our plan</p>	<p>n/a</p>	<p>9:00 - 9:15 (15 minutes)</p>
<p>9-Adjourn</p>			<p>9:15</p>