

Town of Danville
Selectboard Emergency Meeting Minutes
March 24, 2020
Danville Town Hall (6:30 pm)

Board Members Present: Ken Linsley

Board Members Present Using Zoom: Eric Bach, Kellie Merrell, Kristin Franson and Henry Pearl

Others Present: Audrey DeProspero, Troy Cochran, Keith Gadapee, and Glenn Herrin

Others Present Using Zoom: Sarah Welch, Doug Carter, Sharon Daniell, Mike Walsh, Wendy Somers, Dave Schilling and Danielle's IPad (person did not self-identify)

1. **Meeting was called to order** by Chair Ken Linsley at 6:32 pm.

Ken Linsley explained the reason for the meeting – COVID-19 preparedness.

Glenn Herrin discussed healthvermont.gov noting the latest information and updates on the COVID-19 situation could be found there. He suggested putting that link on the Town's website.

Eric Bach discussed preventative measures for COVID-19 noting it was a highly contagious virus and persons should adhere to the six foot distance as a precaution.

Glenn Herrin noted Governor Scott's order goes into effect 5pm tomorrow through April 15.

Dave Schilling discussed issues around isolation noting counselors and teachers were checking in on students. Children are social creatures and are beginning to feel stuck. The school is distributing 115 meals through the Lunch Program, there is pick and delivery service. Information for this can be found on the school's website.

Kristin Franson inquired if there was a list for people to sign up and volunteer.

Dave Schilling noted people were signing up via signupgenius.com

Eric Bach inquired if there was something the Town could do similar to the School to help vulnerable folks get their necessities and how could the Town identify the vulnerable population as social isolation is a problem.

Glenn Herrin discussed Pandemic worksheet in regards to jobs, duties, etc.:

- Incident Commander defaults to Selectboard Chair however it can be a rotation position
- Town rolls – sharing informational resources such as 211 or direct contact person
- Emergency Operations Center (EOC) could be at the School or at Town Hall. It could be one person attending to phones. High School students could possibly do.
- Create an At Risk List – every two days someone calls the person on the list or brings supplies. Put list on Front Porch Forum and Town website.

Dave Schilling discussed utilizing College students from the lobby or gym area to make calls.

Kellie Merrell encouraged all to use electronic communications when possible. She noted Google Docs could be used for tracking purposes.

Further discussions were on:

- Creating resource page with links
- Highway Department using social distancing and planning for additional support if folks fall ill.
- Collecting list of volunteers. Incident Commander could appoint a person to collect information and coordinate with school.
- Residents – expectations: hygiene, distancing, self-isolate if sick, call 911 if sick, 211 if need informational help, call EOC (Emergency Operations Center) or enroll in at Risk List.
- Distance socializing and socializing at a distance
- Farmers – making sure there is a plan if they get sick. There is a list of volunteers on Northeast Organic Farming Association.

Incident Commander – Eric Bach
Manager of At Risk List – Kristin Franson
Volunteer Coordinator – Doug Carter
Public Information Officer – Audrey

2. **Adjourn** – *Motion by Eric Bach, 2nd by Kellie Merrell to adjourn at 7:55 p.m. All in favor.*

Minutes taken by Audrey DeProspero submitted March 26, 2020 at 12:52 pm.