

**TOWN OF NORTHFIELD, VERMONT  
SELECT BOARD SPECIAL MEETING  
Minutes of May 7, 2020**

- I. ROLL CALL.** Select Board Chair K. David Maxwell, Board members Julie H. Goodrich, Nathaniel Miller, Charles Morse, and John Stevens. Also present was Town Manager Jeff Schulz.

Chair Maxwell called the meeting to order at 6:00 p.m. In keeping with Governor Phil Scott's COVID-19 "stay at home" directive, the meeting was held remotely.

- II. PUBLIC PARTICIPATION (SCHEDULED):** None.

**III. DISCUSSION**

**COVID-19 Update.** Manager Schulz presented a COVID-19 update stating that Governor Scott has amended his COVID-19 executive order to allow additional businesses to open with restrictions. The number of Vermont COVID-19 cases statewide has stabilized. Municipal Staff continues to work a rotating shift and the Town offices remain closed to the public. Staff will discuss and consider possible changes to both arrangements next week and after May 15, 2020.

Select Board member Morse asked about the COVID-19 issue in Northfield and what the Town Manager is hearing and observing. Jeff Schulz responded that fortunately there are no reported cases of COVID-19 in Northfield. He added that he relies primarily on the Ambulance Director/Health Officer Lawton Rutter and the Police Chief for information and both are not reporting major concerns noting that for the most part residents are not congregating in large groups. However, others in the community have reported many residents and employees in the stores are not wearing masks.

Select Board member Goodrich asked about the Town's progress with the State of Vermont's required COVID-19 training. Schulz noted that all employees have received the required training materials and acknowledged receipt and having read the materials – a certificate for each employee has been placed in the employee's file. Staff has placed the required "do not enter if you have respiratory issues" signs on all entrances to all municipal buildings.

- IV. PUBLIC PARTICIPATION (UNSCHEDULED).** There was none.

- V. EXECUTIVE SESSION.** Motion by Board member Morse, seconded by Board member Stevens, to go into executive session, in accordance with 1 VSA 313 (a)(1), in order to discuss a personnel matter with Manager Schulz present. **Motion passed 5-0-0.**

The Board went into executive session at 6:18 p.m.

Motion by Board member Morse, seconded by Board member Goodrich to come out of executive session. **Motion passed 5-0-0.**

The Board came out of executive session at 8:10 p.m. No action was taken.

- VI. ADJOURNMENT.** Motion by Board member Goodrich, seconded by Board Miller, to adjourn. **Motion passed 5-0-0.**

The Board adjourned at 8:11 p.m.

Respectfully submitted,

*Jeff Schulz*

Jeff Schulz, Acting Clerk

These minutes were approved at the regular meeting of May 12, 2020.