

MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 5/7/2020

SELECTMEN IN ATTENDANCE: George F. Miller, Chairman Wendy F. Cochrane, Member

TOPIC		ACTION
	Meeting Convened at 11:06am via Zoom	
Old Business	Board to discuss the vacation rollover for contracted employees within Town Hall. Mr Miller stated it is limited to the employees that we spoke about in regards to their contracts. Town Administrator stated the Board of Selectmen need to vote based on vacation that was discussed with the individual and conversation she had with board members separately.	Cochrane motion to ratify and/or approve the policy change in regards to FY20 for vacation time for the Treasurer and Accounting Departments, Miller 2 nd , voted. Cochrane motion to allow the Town Admin to rollover 1 week to be used by 12.31.2020 Miller 2 nd , voted.
New Business	Unanticipated by the Chair at the time of posting – Mr Miller discussed the new order that was issued by Governor Baker regards the wearing of face masks if you cannot practice social distancing. Mr Miller asked Ms Cochrane how she felt about her office since all other offices in Town Hall would be able to comply with the social distancing. Ms Cochrane felt her office desks are at least 6' apart from each other and they do daily cleanings as well as put rules in place of not sharing phones, desks, or office supply equipment etc. Mr Miller asked that she reached out to the BOH as they had some concerns with that office and to let them know that they are taking the necessary precautions. Mr Miller also stated that the Town of Westport is planning on opening back up to the public on May 18, 2020 and that we should be looking at that as well and see if it is a rolling opening, but that all employees should be returning to work as of May 18, 2020, as long as the Governor hasn't made any other restrictions or kept those restrictions in place even longer. Ms Cochrane stated the Town Clerk has order some plexiglass shields for the election and stated that offices with windows were welcome to them for when we did open to the public. Mr Miller stated we may need to have employees wear masks once we open to the public if a mask order is still in place.	Informational no actions needed.
	Adjourn	Cochrane motion to adjourn, Miller 2 nd , voted.

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George F. Miller, Chairman

Heather Martin-Sterling, Interim Town
Administrator

Wendy F. Cochrane, Member