

Warren Selectboard  
Emergency Meeting  
March 19, 2020  
Warren Town Hall  
3:00 PM

Actions Taken To Be Approved

Cancel Non-Essential Meetings  
Close Town Office and Library except by Appointment  
~~Suspend non-essential budgeted spending~~  
Allow staff to work remotely  
Allow EMD to collaborate with Valley Efforts  
Announce a planned meeting for the express purpose of taking calls from Warren Residents on  
COVID-19 efforts and plans

Approve ~~Liquor License Second Class – East Warren Community Market~~  
Approve ~~Purchase to Order Truck – Money All Ready in Capital – Time Sensitive~~

Other Business

**Warren Selectboard**  
Minutes of 03/19/2010  
Warren Municipal Parking Lot  
3:00 PM

**Members Present:** Andrew Cunningham, Chair, Bob Ackland, Vice Chair, Luke Youmell, Camilla Behn and Randy Graves via Phone.

**Others Present:** Tony TV 44/45, Cindi Jones

**Public Comment** – None – Outside Emergency Meeting.

Mr. Cunningham started the discussion with that this is an emergency meeting to ratify a number of decisions arrived at with the help of Town Personnel over the last few days.

**Closed Town Offices and Library except by announcement** - Mr. Cunningham made the motion due to the Covid-19 crisis, we will close the Town Offices and Library appointment with Town Clerk and Librarian respectively, second by Mr. Ackland. All in Favor: VOTE: 5-0.

Mr. Cunningham commented that the board is closing the offices for the safety of the staff, public and with consultation with the staff. Mr. Ackland commented that salary staff has been enabled to work remotely as needed or come in if they need to use the equipment.

**Suspend non-essential budget spending** – Motion by Mr. Cunningham to suspend non-essential budgeted spending to conserve financial resources, second by Mr. Ackland. All in Favor: VOTE: 5-0.

Mr. Cunningham, commented that we will still purchase things that are needed but suspend purchasing non-essential things.

**Non-essential Meetings** – Motion by Mr. Cunningham to cancel all non-essential meetings of Town Commissions and Boards until such time as gatherings are permitted, second by Ms. Behn. All in Favor: VOTE: 5-0.

Ms. Behn asked for clarification if this would be visited weekly. Mr. Cunningham commented that he would still like to hold meetings so that they can keep the taxpayers informed that they were still on the job.

**-Emergency Management Director** (jeff Campbell) to collaborate with the Valley wide efforts now underway with other EMD's –

Motion by Mr. Cunningham to allow Jeff Campbell, EMD, to collaborate with the other Valley wide EMD's, second by Mr. Youmell. All in Favor: VOTE: 5-0.

**Approval of Liquor License Renewal for School House Market** – Motion by Mr. Ackland to approve the Liquor License Renewal for School House Market, second by Mr. Youmell. All in Favor: VOTE: 5-0.

**Approval of Minutes for March 10, 2020** – Motion by Mr. Youmell to approve the Minutes of March 10, 2020, second by Ms. Behn. All in Favor: VOTE: 5-0.

**Approval of Town Truck Bid** – Mr. Cunningham commented that this expenditure is on the replacement truck schedule for the Western Star and the Town has received 4 bids from Charlebois, Clarks, Sheldon Trucks and J&B Trucks. A lot of time and meetings with representatives has been put in researching this truck over the past 8 weeks. The Town has the money in the Capitol Truck Reservices to purchase this truck and lock in the pricing. In placing the order now, we would see this truck in September/October for the winter season while we can still use the current Western Star for spring/summer work. The prices ranged from a high of \$166,740.00 to the lowest of \$138,840.00 which includes the body as well.

Motion by Mr. Ackland to go ahead with the truck purchase of \$138,840.00 with J&B Trucks, second by Ms. Behn. All in Favor: VOTE: 5-0.

Mr. Ackland asked about the last item on the agenda: Announce a planned meeting for the express purpose of taking calls from Warren Residents on the COVID-19 efforts and plans. Mr. Cunningham commented that they were not ready to schedule a date yet as they did not want to over load the public. There are many sources of information with links on the Town Website and the Mad River Response Team does have a face book page for updates. The Board plans on looking into possibly emailing questions to a member of the staff, or using a program Zoom or Free Conference Call. Com. We will plan on having meetings if we can find a space and method for allow public participation in concordance with the OML. We are waiting on legislative updates.

**3:30 PM** – Motion by Mr. Ackland to adjourn, second by Mr. Youmell. All in Favor: VOTE: 5-0.

Minutes Respectfully Submitted by,  
Cindi Jones, Warren Town Administrator

The Warren Selectboard

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Andrew Cunningham, Chair

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Bob Ackland, Vice Chair

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Luke Youmell

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Randy Graves

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Camilla Behn