

Board Liaison Report

November 12, 2020

Town Hall:

- As you know, I have been digging into and organizing the numbers for our town hall project with the help of Linda and Tom Shuey. We have discovered enough increases (many due to delays from COVID, etc.) that it is clear we need to bring the Bond amount back to the voters. We announced that last week, and also that we would have an informational meeting to go over the specifics of the project as they are now for the public on November 19th. However, it is clear that isn't enough time for me and those helping to be able to get true and accurate numbers. So, I am asking that we move this meeting to December 3rd.
- I want to take this opportunity to introduce our concept for a new "project management team" for this project. Mike, Linda, and I met with Messina Builders on Tuesday. They are still very much on board with the project and are helping us get new estimates from their preferred vendors that they have relationships with. The management team we are proposing:
 - Rebecca: lead on communication with State and other important entities
 - Linda: lead on organizing and understanding estimates and bids, etc...
 - Mike: will be our Selectboard contact and will be the one verifying ALL town hall related costs before they go in the warrants
 - Tom Shuey: will consult with us to make sure we are understanding all of the construction/builder needs
 - Messina Builders: will play a more active role in getting everything organized, and will be the project managers once we have broken ground
- Lastly, I would like to ask the Board to approve hours for Tom Shuey to help with this process. I don't anticipate many hours needed, but I would like to start having a weekly meeting to check-in on the project's progress. This will ensure a streamlined process with full transparency and accuracy for all aspects.

New Historical Grant:

- The BCRC alerted me to a new historical preservation grant opportunity, so I am going to apply for the Church with the same information we sent for the other one.

Parks and Rec:

- We had a special meeting on Tuesday evening to discuss the possibility of a tree lighting on the "Town Green". There is a lot of enthusiasm for this potential event, and so I have been tasked with asking for Board approval. The idea is to hopefully find donations/funding for lights for the large spruce, and then have a community tree lighting on November 28 at 5pm. Outdoor events of up to 150 people are still allowed. We are discussing having both an in-person lighting, but also livestreaming it on facebook. We also have a volunteer who is creating a map of homes

that have holiday decorations so people can do holiday light tours throughout the season. We are also reaching out to the school and Oak Hill to see if the children might want to make ornaments to help decorate. More on ACCD guidelines next...

ACCD Guidelines and Updated Workplace Guidelines:

- The BCRC reached out to share the updated ACCD workplace guidelines. The BCRC has made a decision that for now with rising Covid cases they will not longer be having in-person meetings unless absolutely necessary. They re-iterated requirements for wearing masks, etc... Most important recommendations as follows:
- Use of shared workspaces, desks, offices, etc. is discouraged to the maximum extent practicable.
- Face-to-face staff meetings should be limited, and physical distancing must be observed.
- Consider staggered work shifts, break times, etc. and expanding hours to reduce number of individuals working together and reduce contact with members of the public.
- To the extent possible, provide access to hand washing and/or hand sanitizer for vendors, and customers.
- Limit staff travel between multiple sites.
- Ensure a safe process to receive supplies and deliveries.
- Consider accommodations for employees at higher risk from COVID-19 infection (as currently defined by the CDC) to work remotely or have a job tasks that minimize public interaction.
 - **I am asking the Board to have a discussion about our town offices and how we are going to go forward in how we arrange work times/cautionary procedures/etc... Once we decide what we are doing going forward, I would like to write an update and send to all town departments so we are all on the same page.**