BOARD OF SELECTMEN
Special Meeting
Tuesday, March 24, 2020
Recorded Via Zoom Teleconference

SELECTMEN PRESENT: J. Christopher Kervick, Paul Harrington, Scott Storms

ALSO ATTENDING REMOTELY: Doug Glazier, Carl Landolina (Town Attorney), and a Reporter from the Journal Inquirer

CALL TO ORDER:
First Selectman J. Christopher Kervick called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE:
The Pledge of Allegiance was observed.

PUBLIC INPUT: None

APPROVAL OF THE MARCH 3, 2020 REGULAR MEETING MINUTES:
Selectman Storms moved to accept the March 3, 2020 Regular Meeting Minutes as published. Selectman Harrington seconded the motion. All were in favor. Motion carried.

CORRESPONDENCE: None

OLD BUSINESS: None

NEW BUSINESS:

a. Coronavirus Update:

Selectman Kervick stated that the Director of Emergency Management met several times with Unified Command with updates and preparation in case for the COVID-19. The Town has been in regular contact with the North Central Connecticut Health District Director. On March 19, 2020, Selectman Kervick stated he received confirmation of the first positive case in Windsor Locks for COVID-19. On March 21, 2020, there was confirmation of a second resident testing positive.

Selectman Kervick stated that residents should presume more cases exist. People should use social distancing to help to prevent transmission. If residents need medical care they should contact their Primary Care Provider for further instructions.

The Selectmen discussed rotating town employee’s work schedules to keep them from exposure of the entire staff. The Selectmen agreed to close Town Hall temporarily on Fridays until further notice, and that employees would continue to work from home.
Employees were acknowledged for their extra efforts over the past few weeks, and also to the volunteers for their assistance with food deliveries for the schools, Senior Center, and Social Service Department.

Food and monetary donations can be made to the Windsor Locks Food Shelf by contacting Social Services at (860) 627-1446, Ext. 304.

For Information/Wheel on Wheels program, please contact the Senior Center at (860) 627-1425.

For anyone looking to Volunteer for tasks, please forward your contact information to selectman1@wlocks.com

Selectman Kervick believed that the same budget process that the town has always followed will proceed even though the manner in which meetings are held might have to be modified. The plan is to continue the budget process as usual.

b. Board & Commission Meetings:
Selectman Kervick stated that all Board & Commission Meetings will be held via teleconference using Zoom until further notice. All Boards & Commissions have received an email with the procedure instructions. The minutes and an audio recording of the meetings will be posted on the Town’s website.

APPOINTMENTS, RE-APPOINTMENTS, RESIGNATIONS: None

TAX REFUNDS: None

PUBLIC INPUT: (via Chat)
The Journal Inquirer Reporter- shared that the Proclamation directing citizens to ring their bells from 8:00 p.m. to 8:02 p.m. as a community has spread to other towns.

Doug Glazier- inquired on the location of the Selectmen during the meeting.

SELECTMEN’S COMMENTS:
Selectman Kervick shared his knowledge of local history and stated that Windsor Locks has faced numerous periods of suffering, but has always prevailed by coming together as a community.

Both Selectmen Harrington and Storms commended Selectman Kervick on his quick response and due diligence during this time.

EXECUTIVE SESSION RE: PENDING LITIGATION:
Selectman Storms moved to enter into Executive Session at 6:52 p.m. to discuss pending litigation with Countryside Apartments vs. The Town of Windsor Locks, and to invite the Town Attorney to attend via conference call. Selectman Harrington seconded the motion. All were in favor. Motion carried.

Selectman Kervick moved to re-enter into Regular Session at 7:09 p.m.

Selectman Storms moved to allow the Town Attorney to settle Countryside Apartments vs. The Town of Windsor Locks in the manner discussed in Executive Session. Selectman Harrington seconded the motion. All were in favor. Motion carried.
ADJOURNMENT:
There being no further discussion or information to come before the Board of Selectmen,

A motion to adjourn the meeting at 7:11 p.m. was made by Selectman Harrington and seconded by Selectman Storms. All were in favor. Motion carried.

Respectfully submitted,

Rachel DeAlfi

Rachel DeAlfi
Recording Secretary