

Corona Virus- Daily Update

Michael T. Paulhus, Town Manager

Monday, March 23, 2020

Police Department:

1. Chief Halloran in briefing with CT chief's regarding Covid-19 and law enforcement issues
2. Deputy Chief briefing with municipal department heads and EOC director
3. Tactical communications upgrade communications for interoperability

Fire Department:

1. Participated in COVID-19 video and loaded to Fire Facebook page
2. Numerous emails to staff, ESDHD, and Medical Director on classes, equipment and supplies
3. Phone conversation with 2 citizens regarding PPE donations

Town Hall – Closed to the Public

➤ Assessor:

1. Reviewing EO 7I on procedural relief for municipalities related to assessment deadlines
2. Clerk is set up to work from home beginning on 3/24

➤ Building Department:

1. No meetings or code consultations other than via email or phone
2. Residents are asked to delay non-essential projects, all permitting will be done on-line
3. No interior residential inspections will be done until safe to do so

➤ Central Services- Purchasing:

1. Tracking cleaning supplies and monitoring those orders and will dispense on arrival

➤ Economic Development:

1. Eco Dev set up to operate remotely
2. Solar energy VNM project - remote coordination by Eco Dev with UI
3. Eco Dev participating with DECD with daily updates and with US Dept. of Commerce

➤ Elections- Registrar of Voters:

1. Collaborating with Town Clerk and State regarding Primary

➤ Engineering Department:

1. Working remotely. Assigned Call Before You Dig (CBYD) markouts to contractor (Veolia)
2. Attended tele-meeting with town hall staff, building dept staff

➤ Finance Department:

1. Status Quo

➤ Planning & Zoning:

1. Canceled Planning and Zoning Meeting scheduled for 3/19/2020 and Wetlands Meeting scheduled for 3/25/2020 due to COVID-19, agenda items will not be able to be addressed due to cancellation.

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➤ **Tax Collector:**

1. Demand notices were sent to all 2018 GL delinquent accounts.

➤ **Town Clerk:**

1. Status Quo

Library System- Atwater Library & Smith Library: Closed to the Public

1. Reporting staff working on collection maintenance activities and program planning
2. Developing plans and procedures for full-time staff to work from home starting March 24, 2020
3. Communicating with part-time staff the governor's message of 'Stay safe, stay home'

Senior Center/ Community Center/ Parks and Recreation: Closed to the Public

1. Communicating with general public concerning use of recreation facilities
2. Communicating with municipal, state and national officials
3. Coordinating resources for food service and delivery with Board of Education officials

Public Works Department:

1. The department is stressing social distancing for all work inside or out
2. Continuing with daily sanitizing of facility, trucks and equipment.

Social Services:

1. Continue to be active on CHIP Board and COPE Board, receiving guidance from local, state, and federal governing agencies
2. Improving central communication modalities and communicating with other Towns
3. Seeking assistance within the healthcare community for resources and supplies