DRAFT MINUTES

LIBERTY SELECTBOARD

November 30, 2020 6:00 PM

 Melinda Steeves, 1st Selectman

 Carrie Peavey, 2nd Selectman

Duane Jewett, 3rd Selectman

 **Town Officials:** Town Administrator Beth Cohen, Clerk/Tax Collector Gail Philippi, Emergency Medical Director Elise Brown, Health Officer Jordan Ray

1. **Open Select Board Zoom Meeting:** 6:00 pm
2. **Approve Minutes:** November 23, 2020 approved after change to number regarding Mr. Wade Knowlton Supplemental Bill amount.
3. **Officials/Public Comments –**

**Discussion of Covid** emails, cleaning, following protocols for Town Office and Local Business, testing/quarantine procedure, number of people allowed and airflow in Town Office. EMD Brown encouraged persons concerned with another person’s non-compliance may contact Sheriff’s Office.

1. **Business:**
	1. **FEMA Grant** – EMD Brown reports she received questions and has emailed for support to be able to meet the December 15th deadline for response.
	2. **Municipal Grant –** All going well. Previous months wages attributed to Grant may be submitted by clearly stating the month they were worked.
	3. **Revision –** Waiting for quote from John Luft for entire system
	4. **Phone System –** Ooma installation in process. Internet problems keeping set up from being completed. TA Cohen to speak with Ooma regarding internet issues/effects. Selectman Peavey has a personal appointment for Consolidated work to be done on December 10th, perhaps they will swap hers with our December 22nd appointment.
	5. **Website –** 5Leaf has dropped out of the running. Mr. Meadows emailed we are waiting for responses from the other designers to make appointments for interviews and viewing of their websites.
	6. **Knowlton FoA request** – Garnett says if numbers coincide to send the letter to Mr. Knowlton. Select Board signed the letter. Copy of his file will be sent with the letter to Wade. Letter only will be sent to Lee Knowlton. TA Cohen to wait to mail until Garnett gives the go ahead.
	7. **Digital Mapping** –TA Cohen to call CAI for anticipated completion date.
	8. **Sand Shed** – Waiting to hear from Insurance. TA Cohen to check with them if no answer by Monday, December 7th.
2. **11th Hour:**

Kitchen cleanliness, garbage, mice in Town Office and Community Center. Selectman Peavey put poison in both places. Shelly Simmons should be cleaning every other week.

1. **Warrant: Approved.**
2. **Adjournment: 6:49 PM**

**Respectfully submitted,**

**Beth Cohen Town Administrator**