



**TOWN OF MADAWASKA**  
328 St. Thomas Street Suite 101, Madawaska, Maine 04756  
207-728-6351

**Madawaska Board of Selectmen Emergency Meeting Minutes**  
**Madawaska Town Office Council Chambers, Public Participation Via Zoom**  
**Friday December 18, 2020 at 12:00 pm**

**SELECTMEN PRESENT:** Doug Cyr, Laurie Gagnon, Jason Boucher, Daniel Daigle, and Manon Raymond

**TOWN MANAGER:** Gary M. Picard

**RECORDING SECRETARY:** Nathalie Morneault

**OTHERS PRESENT:** None

**Chairman Doug Cyr calls the meeting to order at 12:00 p.m. and established a quorum with Selectmen Laurie Gagnon, Jason Boucher, Daniel Daigle, and Manon Raymond.**

- **Pledge of Allegiance.**
- **Public Participation; closed to in person participation, participation via written comments.**

This portion of the meeting is to allow the public to inform the Board regarding their concerns. During Board of Selectmen meetings held via Zoom, persons interested in addressing the Board shall do so by submitting written comments to the Town Manager no later than noon on the day of the Board Meeting. Comments received will be distributed to the Board and read aloud. Please be advised that individuals addressing concerns will be placed on the Board's next regular meeting agenda unless the issue addressed is one of an emergency nature. The Chairperson or Acting Chairperson will use his/her discretion as to whether action on any particular issue should be taken at this meeting. Items regarding personnel issues or town employees cannot be discussed in open session.

*No Public Comments were submitted.*

**ARTICLES OF BUSINESS**

**Article 1** To Consider Municipal Government Public Facilities Coronavirus Preparedness Plans.

This plan is presented to the board in response to the increase cases of COVID in the county. In order to protect the employees and allow services/transactions to continue without completely shutting down offices/buildings.

- Public Facilities – Town Office will Close to the public, continue with same hours of 8 to 4, use of drop box, online payments, phone, and mail. It will be to the Town Manager discretion for future arrangements.
- Update Website with CDC coronavirus links and building closure
- Recreation Department – follow suit with the school. No indoor ice rink, work on an outdoor rink at the public own risk with signs, no staff will be outdoors. Fitness Center to close until further notice.
- Town Employee Guidelines – Personal Safety, Protection, Social Distancing, Self-Quarantine Guidelines
- Emergency Services – Closed to all public, BMV driving test will be moved to the Boy Scout Building on 11<sup>th</sup> Ave.
  - Fire – EMS- Police Department – No change in operations – No public allowed in the facility
- Code Enforcement – Permitting will be done by mail, phone, or e-mail.
- General Assistance Applications done by mail, phone or e-mail.
- Sewer Department – No public allowed in the facility.
- Board Meetings – Zoom ready, could use the safety complex for more room.



**TOWN OF MADAWASKA**  
**328 St. Thomas Street Suite 101, Madawaska, Maine 04756**  
**207-728-6351**

- Board of Appeals will need to meet in the next 30 days for public hearing/meeting.

**12:15 P.M.**      **Jason Boucher motions to approve as written the preparedness plan. Laurie Gagnon seconds the motion. All board members are in favor and motion carries.**

**Article 2**      Other Business, Board Member Updates.

Daniel Daigle asked for 3 things to be on the agenda.

1. For an executive session according to 1 MRSA §405 Discipline / Personnel.
2. Asked if the Chair and Town Manager discussed his post. Requested an executive session for another discipline action. Town Manger would like this to be made public.
  - Town Manger excused himself from the meeting.
3. Social Media – Town Employee bashed a local business. Would like another executive session for discipline.

Adjournment

**1:00 P.M.**      **Jason Boucher motions to adjourn. Laurie Gagnon seconds the motion. All board members are in favor and motion carries.**