

PPL Trustee Meeting
December 10, 2020

I. Call to Order

- a. Attending: Diane Lynch, Winnie Hohlt, Quentin Blaine, Winnie Hohlt, Amey Bailey, Charlene Whitman
The meeting officially began at 4:13.
- b. Minutes from 11/19/2020 were reviewed. Quentin moved to accept, seconded by Amey and all in favor with no changes.
- c. Correspondence: none.
- d. Public Comment: no public.

II. Reports

- a. Financial: Quentin reported on his financial statements. Quentin reviewed his usual financial report and an additional document which is a report for the town report, detailing the year's finances.
- b. Director's report:
 - Diane reviewed her report as submitted.
 - Diane reported that there were no gifts/donations this month.
 - Statistics were pretty good considering opening hours and change back to curbside service only. The downloadable option is being more widely used at this time.
 - Staff is managing despite shortages in staff due to Tanya's maternity leave, folks trying to take their due vacation time, etc.
 - The town contractor, MRI is working with all town employees to review wages and classifications. There was discussion about "overtime" in the budget and why the library would need which precipitated the conversation about either moving those funds (3000) to another place or renaming it to more accurately describe the need (previously paid to Tom and for PSU interns).
 - Diane reviewed current curbside service as described in her report.
 - Given the discussion last month about enhancing access to children's books, Diane has been reading and enjoying more. A good COVID pick me up!

III. Action Items:

- **Action Items:** those needing motions and vote: Will the Trustees accept the revised Pandemic Policy? YES/ NO
- Group agreed to approve all but wording related to a "brief and temporary closure" which is tabled until the next meeting.

V. New Business

Will we pay employees who have been asked NOT to come to work due to COVID-19 related reasons?

FFCRA (Families First Coronavirus Act) is a federal program that pays FT employees up to 2 weeks/80 hours or PT employees a prorated number of hours if they need to take time off for COVID purposes like quarantine or family care for COVID purposes. This benefit can be used only once and appears to be coming to an end at year's end. We have a PT employee that has already used this benefit. She had a rapid test on Monday, which turned up negative. She reported that she felt unwell, and was told by medical personnel that there can be false negatives. She was given the nasal version of the test that is supposed to produce a result in 3-5 days. In the meantime, she does not have sick time to use. She does have 2 days of vacation that she had planned to use at month's end. In consulting with Town Hall about the matter, they urged us to consider that what we do for one person we must consistently do for all from here forward.

The trustees discussed the question and agreed to pay the employee in the current situation and draft a policy as an extension of FFCRA with specific criteria in which, when asked to NOT return to work, the employee could be compensated to some defined degree and limitation. We want to encourage employees to do the right thing in terms of public health, rather than be tempted to return to work out of fear of financial hardship. The trustees agree it is wise to reward proactive precaution. The trustees will review the draft policy at the next meeting.

Trustee terms? *Winnie, Bridget and Charlene are up according to Town Clerk Charline is fulfilling Joan's expiring term. Winnie will check in with Josie to determine the window in which each will need to express a desire to run to town hall.*

- Bridget motioned to move into non-public session, seconded by Quentin and all in favor at 5:18pm.
- Bridget motioned to return to public session, seconded by Quentin to return to public meeting at 5:52 pm. All in favor.

Next meeting January 21st, 4:00 pm

Bridget motioned to adjourn, seconded by Winnie and all in favor.

Meeting adjourned at 5:55 pm.

Respectfully submitted,
Bridget Powers