

THE COMMONWEALTH OF MASSACHUSETTS

BRISTOL SS

At an emergency meeting of the Bristol County Commissioners holden via teleconference on Go-To-Meeting within and for the County of Bristol on the nineteenth day of March A.D., 2020 by successive adjournments from the September term of the previous year.

Present: Commissioner Paul B. Kitchen, Chairman, Commissioner John R. Mitchell and Commissioner John T. Saunders.

The meeting was called to order at 6:09 pm

Also joining via teleconferencing: County Administrator, Maria Gomes, Superintendent Adele Sands and Business Manager Derek Costa

The COVID -19 Pandemic has caused strain on local, state and federal governments and their day to day operations.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, the following was voted: In response to Governor Charlie Baker's Declaration of Emergency for the Commonwealth of Massachusetts, the Bristol County Commissioners declare that immediately, and effective today, March 19, 2020, a state of emergency is declared to exist in Bristol County due to the COVID-19 pandemic.

This declaration has been issued to help prepare, give the County the administrative capability to adapt county operations, and ensure the allocation of more resources as it relates to COVID-19 (Novel Coronavirus).

On the motion, Roll Call:

Mr. Saunders	yes
Mr. Mitchell	yes
Mr. Kitchen	yes

Chairman Kitchen asked Superintendent Sands to explain closures and operations at the Bristol County Agricultural High School.

Adele Sands stated that the Governor ordered the closure of all schools through April 7, 2020. Custodians are still working. Those that are able to operate remotely are doing so. Superintendent Sands is at the administrative offices Monday, Wednesday and Fridays. Kerri is working in the office on Tuesdays and Thursdays because she is unable to do so remotely. Teachers were allowed to briefly return to the building to pick up what they needed in order to conduct distance learning. Gilbert Hall is closed and is being cleaned. Ryan has worked out a schedule to care for the animals and to clean facilities. A detailed email called the "Administrative Plan" had been sent out to the Board of Trustees and staff people.

County Administrator Gomes explained that the custodians are all working since staff is still reporting at the court houses, but they are closed to the public. The Facilities Superintendent, Scott Aguiar will have the discretion to manage his staff and stagger operations as needed. The County Treasurer's Office and the County

Commissioner's Office will have individuals working remotely and alternating days in the office. The buildings are all closed to the public.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to give the Facilities Superintendent, Scott Aguiar the discretion to manage his staff and stagger operations as needed.

On the motion, Roll Call:

Mr. Saunders yes
Mr. Mitchell yes
Mr. Kitchen yes

In order to address this COVID-19 crisis, emergency purchases were needed to maintain operations and allow remote access to enable staff to continue to work in the County Treasurer's Office and the County Commissioner's Office.

Upon motion of Commissioners Mitchell, seconded by Commissioner Saunders, it was voted to ratify the previous verbal approval to grant the emergency request of Bristol County Treasurer Christopher Saunders to purchase two (2) Lenovo Chromebook for \$742.69 for a total of \$1,485.38 from Best Buy. This purchase is being made as a result of the COVID-19 crisis and the Declaration of a State of Emergency declared by Governor Baker on March 12, 2020.

On the motion, Roll Call:

Mr. Saunders yes
Mr. Mitchell yes
Mr. Kitchen yes

Upon motion of Commissioners Mitchell, seconded by Commissioner Saunders, it was voted to authorize County Administrator Gomes to purchase two (2) laptops, along with the necessary programming, to be utilized by staff people at the office that will allow them to work remotely and continue the daily operations of processing payroll and accounts payable warrants. Said expense should be approximately \$1500.00

On the motion, Roll Call:

Mr. Saunders yes
Mr. Mitchell yes
Mr. Kitchen yes

A motion was made by Commissioner Mitchell, seconded by Commissioner Saunders to go into emergency executive session for the purpose of collective bargaining. Chairman Kitchen announced that they would not be returning to open session.

On the motion, Roll Call:

Mr. Saunders yes
Mr. Mitchell yes
Mr. Kitchen yes

Meeting adjourned to Executive Session at 6:29 pm.