Selectmen’s Meeting Summary  
Monday, March 16, 2020 @ 4 p.m.  
Life Safety Complex  

| Chairman Ken Ross-Raymond       | Present   |
| Selectman John W. Herbert       | Present   |
| Selectman Jim Hoyt              | Absent    |
| Town Administrator April Rollins| Present   |
| Municipal Assistant Jill Colardeau | Absent |

**Others Present:** Bill MacDuffie Jr., Mac MacDuffie, Tom Ciccarello and Chuck Bodien

**Visitors:** Pete Ballou and Sharon MacDuffie

Chairman Ross-Raymond opened the meeting at 4:00 p.m. and thanked Lt. Ciccarello for attending this meeting today. Lt. Ciccarello stated as of right now the COVID-19 virus is not in Merrimack County but mostly in the Dartmouth/Seacoast Regions. Lt. Ciccarello noted the virus has the same symptoms as influenza and typically the virus will slow down as the outside temperatures increase but that has not been the case due to some cases in New Zealand. Lt. Ciccarello explained that the elderly are more clinically concerning than children and it has been confirmed that the virus is not air born. Lt. Ciccarello stated the virus can last from 7 to 10 days on hard surfaces, so bleach, soap and hand sanitizer are recommended. Lt. Ciccarello noted that surgical masks are not helpful unless the individual is already sick. A screening facility has been set up at Penacook Family Physicians but you will not be able to be seen without a recommendation from your primary care physician (PCP).

The Selectmen agreed to allow the closure of the Town Offices effective March 18th until further notice but will still hold a brief meeting the night of the 18th and suspend all of the activities at the Town Hall until further notice. Residents will be asked to contact the Town Offices by e-mail, regular mail and phone. TA Rollins will issue a press release to include the Tax Collector. TA Rollins noted that the Town Clerk has drafted a separate press release that includes procedures for motor vehicle registrations. There was a brief discussion regarding checking in on neighbors and elderly residents. TA Rollins was designated the point of contact for any questions and/or concerns. TA Rollins was asked to contact the Franklin VNA, Meals on Wheels and the Merrimack Valley School District to see how their programs are functioning and how many Salisbury residents are being served. Chief MacDuffie stated Fire/EMS would be conducting business as usual.

**Adjournment:** Selectman Herbert made a motion to adjourn the meeting at 5:31 p.m. Chair Ross-Raymond seconded. All voted in favor.

**Next Meeting:** March 18, 2020 at 6 p.m. at the Academy Hall

Respectfully submitted:  
April Rollins, Town Administrator

Meeting Summary reviewed and accepted at the March 18, 2020 meeting.

Selectmen, Town of Salisbury  
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