

## MINUTES OF COMMUNITY ADVISORY RESPONSE TEAM April 2, 2020

**Committee Attendees:** Bev Johnson, Mary Holt, Donna Damon, David Hill, Melissa Yosua-Davis, Leila Bisharat, Eliza Jane Adams, at large; Ann Kirkpatrick, School; Denise Hamilton, Library; Marjorie Stratton, Town; Carol Sabasteanski, CTC.

**Public Attendees:** John Holt, Kevin Paradise, Ruth?, Jackie Trask

**Melissa: Church - Food Pantry** Melissa Updated the group.

**Communication:** Bev commended Leila and Erika for doing a fabulous job on the first update. Leila commended Gloria and Marjorie for their efforts re: the first update. Questions arose as to where the update would be posted, how easy it will be to access, and because things were happening so fast that perhaps we need Erika to be the keeper of another WEB site/WIX. The purpose of the committee is to help the Town office staff, not make more work for them. Although Gloria is happy to do updates, Marjorie would prefer another WEB site. Updates should be timely – as soon as possible. Eliza Jane felt the TOCI should have all of the information displayed in a way that dates the entries and shows the past posts. Donna suggested that the messages be as simple as possible. She mentioned that the Selectmen were meeting every Wednesday so there should be an update every Thursday as well as the updates when new information needs to be disseminated. The Selectmen's post would include resolutions and include decisions that passed related to covid-19. Having the facts posted will dispel rumors. It was decided that we would not include the names of individuals for contacts; instead, an email address. Marjorie suggested that everything be sent to her re: links for non-profits. Leila suggested that Marjorie shouldn't have to worry about this, and supported a specific email.

**Bev, Donna, Melissa, and Leila summarized the discussion: One address; one person making updates; needs to happen quickly; changes have to be submitted in proper prose; reviewed for errors and appropriateness, several eyes should review before publication. Leila suggested that the committee work with the Town Office staff to figure out a process.**

**Donna: BOS –** Donna referred to a memo that she had sent the committee highlighting what had happened at the BOS meeting March 25. She and David stated that the Selectmen's resolutions passed 3/25/20 should be printed as passed. The update also included action items, as well as input from Jay Corson, who had submitted a memo. It was decided not to use citizens' names in the updates unless they were contacts.

**Thoughts for Update:** Congregating at Chandler's Wharf waiting for groceries needs a protocol re: social distancing. Leila will do it. Eliza suggested that signs in plastic be posted at the Wharf.

**Transportation:** Donna had reached out to Polly Wentworth re: CBL. She will ask Polly to contact Leila with updates.

**Carol Sabastianski: CTC –**

- Barge has been approved by insurance company to carry passengers for Covid-19 testing.
- Bus service ends April 7
- One car/family at Cousins
- Staff at Cousins all day
- No 2:00/3:45 boats
- Working on solving emergency transport issue full time
- Developing policies re: social distancing on the wharf
- Reviewing various protocols with crew
- Will no longer sell one way tickets to limit day trippers

Leila and David commended Carol's communication; Carol will share G suite (mass text/email) with Leila;

Committee discussed limiting off-island contractors. Marjorie stated that we have no authority to keep people out but can provide strong suggestions. Swans Island asked islanders to put off jobs until the pandemic is over. Donna asked the committee to develop a statement. David stated, "Committee is a great service to the Town." Updates need to be timely and sent out to Town and Committee for review.

**Donna: Outreach –**

- Summer people have been reaching out to make sure we are ok. They want to stay connected. We should stay connected with our summer friends, many of whom are in the "hot spots".
- Some people on the island are anxious. They are responding positively to outreach. **We need to send out positive messages like we've got this.** Donna asked the committee to email her with ideas of ways to connect with and/or support those who may be worried.
- Donna suggested that committee members send notes or emails to keep folks connected.

**More WEB site discussion:** Melissa suggested a square graphic that could be clicked to go to Town Web site. Perhaps an online "Newsletter" format might be more user friendly than various levels of links? David suggested one source of information. Looking to committee for a recommendation.

**Town Notification of Committee Meetings date/time/ should be sent to Chris Auffant. Mary Holt will do this from now on.**

**Eliza Jane: The drive around wave has been postponed until after the pandemic.**

**New Issues:**

**Jackie:** Non-residents coming in their own boats. Donna stated that it would be difficult to monitor. She felt that we have no idea how many people may be here. Some islanders are asking that season residents who are coming to the island register with the Town so they can be reminded of self quarantining for two weeks and we will know they are here. Denise felt rescue needed to now who was on island. **Melissa suggested that the BOS should deal with this issue.**

**Melissa: Next Steps**

- On island mailing – Communications folks will discuss
- Do we want a phone tree? Leila will discuss with Communication folks.
- Donna will send out last minutes and Selectmen's statement

**Next Meeting: April 5, Palm Sunday 2 3 Mary will contact Christine to post**

**Meeting began at 1 – ended at 2:15 pm**

**Respectfully submitted by Mary Holt and Donna Damon**