

# TOWN OF CLINTON

## RESOLUTION NO. 18 OF 2020

### **TITLE: Resolution to designate essential Town of Clinton staff due to COVID-19 virus Town operations**

WHEREAS, the COVID-19 virus has imposed restrictions on the operation of Town government by Executive Orders by President Trump, Governor Cuomo, and Dutchess County Executive Molinaro.

WHEREAS, Town government must be available to provide essential services to the residents and the community.

WHEREAS, this Resolution defines the Town staff as essential and the mode of operation of Town government during this COVID-19 virus time.

WHEREAS, the following is a listing of essential workers by office/duty:

1. Town Supervisor
2. Town Clerk
3. Planning Board & ZBA
4. Zoning Administrator
5. Building Inspector
6. Assessor
7. Tax Collector
8. Court
9. Highway Department
10. Building Maintenance
11. Cemetery Maintenance
12. Park Maintenance
13. Park Director
14. TV operators
15. Town Complex and Rec Park Custodian
16. Dog Control Officer
17. Town Board

WHEREAS, the following is a listing of non-essential workers by duty until changed:

1. Rec Park Gate Guard
2. Lifeguards
3. Children summer camp staff

WHEREAS, these Town government restrictions apply until changed:

1. The Town office building doors will be locked
2. The staff will maintain the 6-foot social distance and use of face masks.
3. Any person wishing to meet with a staff member must wear a face mask.
4. The staff will work both at home where possible given the work needing to be done and also in the office when needed.
5. To contact the staff, you have several options; telephone, e-mail, regular mail, mail drop box on the porch of the Town Hall building, by appointments, and FAX. The telephone numbers and address are located on the Town web page [www.TownofClinton.com](http://www.TownofClinton.com).

6. All staff are requested to do sanitation of their office area, nearby bathrooms, and associated entry ways.

WHEREAS, this designation of essential staff takes effect on Monday, May 18, 2020 and for the Highway Department it began on Monday, May 11, 2020. The current mode of operation continues.

**NOW, THEREFORE BE IT RESOLVED** that the Town Board approves the designation of Town of Clinton essential staff and mode of operation as stated in the foregoing.

Approved by motion at a Town Board meeting held on May 12, 2020.



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Carol-Jean Mackin, Town Clerk