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TOWN OF NEW WINDSOR

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Closed Session
March 16, 2020

Present: Mayor Roop, Council Members, Kimberlee Schultz, Terry Green, Dave Hoffman, Ed Smith and Ed Palsgrove (by telephone). Also present, Town Manager Dye, Town Clerk, Alban, Town Circuit Rider, Mike Reynolds and Town Attorney Ostrander.

A Motion by Councilmember Green, 2nd by Councilmember Hoffman and approval to enter into Closed session for the following items of discussion:

- **3-305(b) – (8) “To consult with staff, consultants or other individuals about pending litigation”** The Blue Ridge/College project Inv. #5 in the amount of \$188,054.55 is \$15,888.28 over remaining grant monies. A discussion resulted in a **Motion by Councilmember Green to pay the overage of \$15,888.28 on Invoice #5 to ECM from Town obligation money, 2nd by Councilmember Schultz. It was passed with a 4-0 vote, with Councilmember Palsgrove abstaining.**
- **3-305(b) – (10) “ To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans.**

A discussion on the COVID-19 virus pandemic resulted in the following actions. Should a executive order from Governor Hogan of Maryland for a quarantine, Mayor Roop will direct Town Clerk, Donna Alban to pay all employees for standard two week pay period of 80 hours for all full time employees and standard two week pay period of 55 regular hours for Part-time secretary-receptionist, Kalena Bartoszak with Town Manager to evaluate the situation and make a decision if necessary to modify work week days.

At 8:50 p.m. A motion to adjourn the closed session by Councilmember Smith, 2nd by Councilmember Green and approved 5-0.

Respectfully submitted,
Donna Alban
Town Clerk/Treasurer