

Special Selectboard Meeting

May 2, 2016

4:30 PM

FEMA CLOSEOUT PLAN

1. Hired Justine Farrow \$14/hr. approx. 14 hours per week – May & June (possibly July)
2. Identified Projects for Justine
 - a. Pull & photocopy checks
 - b. Selectboard Minutes
 - c. Data Entry to FEMA Spreadsheets
 - d. Separate/organize emails
 - e. Photocopy information
3. Sara and Nancy dedicated to work on FEMA only: Wed-Fri
4. Marie coming into the office on Thurs. early at 10 AM (versus 12 PM)
5. FEMA Projects for closeout
 - a. R4A Wheelerville Road
 - b. R10 Wheelerville Road
 - c. R11 Alternate Project Notch Road
 - d. R12 Alternate Project Bridge 22
 - e. R13 Medway
 - f. R13A Medway Temporary Bridge
 - g. R15 Woodward
 - h. R17 Wright Road
6. We are delegating as much work as we can to others – in doing so we need your support that non-essential work will have to wait.
7. Our access to EMMIE has been removed- working with FEMA to reestablish access
8. Questions?