

Fayston Emergency Management Protocol

07/20/20

- The Town Clerk's office, Lister's office and Zoning office are open to the public by appointment ONLY until August 15, 2020. We will re-assess the date to re-open to the public as warranted.
- Employees will be in the office, in shifts, with no more than two per office at any time. Masks and sanitizing procedures will be strictly adhered to.
- All documents received (checks, recording documents etc.) will be put aside and not handled for 3 days, after that period they will be processed as usual.
- Notary and marriage license services are now available by appointment and conducted outside if at all possible.
- The Robert Vasseur Town Hall Meeting Room will be available to rent for meetings with attendees of no more than 10 at any one time. Covid 19 safety protocols will be expected from anyone entering the meeting room. No special events or parties are allowed at this time.
- Residents should send in dog renewals via email. No late fees will be assessed on dog renewals for 2020.
- For attorneys and title searchers:
 - We will remotely assist in any way possible and send any documents needed via email or mail. Please allow 24 hours to respond to any requests.
 - Appointments are available for attorneys, real estate agents, surveyors, appraisers and any others needing to do title research.
 - No one is allowed in the vault. Anything needed out of the vault will be handled by the Town Clerk or Assistant Town Clerk.
- The Road Department will continue to operate. The Town Garage is off limits to the public except for deliveries. The Road Crew will limit their overlapping time in the garage itself with Road Foreman delegating outside work to the crew as needed. Stuart is available at the Town via phone at 496-8827 or 498-8939.
- Employee vacation policy: Per the Governor's orders: "[Vermonters may travel outside of Vermont](#) to counties across New England and New York (as well as Pennsylvania, New Jersey, Delaware, Maryland, Washington, D.C., Virginia, West Virginia, and Ohio as of **July 1, 2020**) that have a similar active COVID-19 caseload to Vermont and return without quarantining if they do so in a personal vehicle."

A map showing those counties, updated weekly, can be found [here](#).

As such, employee vacations may include travel to approved counties so that upon their return, employees do not have to quarantine in Vermont for 14 days prior to their return to work. If travel includes counties that do not meet the State criteria for active COVID-19 caseloads, the employee will be required to quarantine in Vermont for 14 days prior to their return to work, using vacation, sick, or unpaid time. Or if the option is available they may take a COVID-19 test and if negative return to work immediately upon receiving that result.

- All protocols may be changed as the situation evolves.

Fayston Town Clerk: FaystonTC@madriver.com, 802-496-2454, x21
Fayston Asst Clerk: FaystonAC@madriver.com, 802-496-2454, x23
Fayston Lister: FaystonLister@madriver.com, 802-496-2454, x24
Fayston Zoning: FaystonZoning@madriver.com, 802-496-2454, x25
Fayston Garage: FaystonTownGarage@madriver.com, 802-496-8827
Fayston Conservation Commission : Faystonconservation@madriver.com