

## Agenda Summary

June 24, 2019

Agenda Item No. 3c

### July 5<sup>th</sup> Non-essential Office Closing

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Summary: July 4<sup>th</sup> falls on a Thursday this year and a number of employees want to take July 5<sup>th</sup> off.

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: Move to authorize the closing of non-essential buildings on July 5<sup>th</sup> (Library, Water, Sewer, Akeley, Rec Center, Highway, Stowe Arena) and to allow non-essential to take the day off if they choose to use earned time off with the understanding that employees that choose to come to work may do so, but the buildings will not be open to the public.