



**State of Vermont
Public Utility Commission**

MEMORANDUM

To: Parties in Public Utility Commission Cases
From: Anthony Z. Roisman, Chair 
Re: Changes to Public Utility Commission Operations Due to COVID-19 Outbreak
Date: March 17, 2020

As you know, both the State of Vermont and the federal government have declared a state of emergency due to the outbreak of the new coronavirus known as COVID-19. The Vermont Public Utility Commission (“Commission”) recognizes the importance of helping to slow the spread of COVID-19 in Vermont to protect vulnerable Vermonters. The Commission also is committed to carrying out our statutory functions in a timely manner during the current health emergency. To facilitate these two goals, the Commission is taking the following steps:

- All public hearings and public information sessions scheduled through the end of April are postponed pending further order of the Commission.
- All scheduling conferences, status conferences, oral arguments, and workshops will be held via teleconference or webinar until further notice.
- Decisions about whether to hold currently scheduled evidentiary hearings by webinar or teleconference or to postpone them will be made on a case-by-case basis.
- The Commission discourages parties and members of the public from coming to the Commission’s offices if they have other ways to communicate with the Commission. ePUC (the Commission’s online filing system) will be maintained as usual and will remain available for normal Commission business.
- Until further notice, in the handful of remaining legacy (paper) cases that are not in ePUC, the Commission will consider a filing to be made on the date the filing is emailed to the Commission at puc.clerk@vermont.gov if the filing is emailed during regular business hours. Filings emailed after regular business hours will be considered filed with the Commission on the next business day. Filers must follow up by mailing the required number of paper copies to the Commission. If a filer is not able to email a filing, the Commission will consider a filing to be made on the postmark date of the filing, as long as the postmark date is a business day. If the postmark date is not a business day, the filing will be considered filed with the Commission on the next business day.
- The Commission’s main phone number will continue to be answered, although because most employees will be working remotely, the Commission encourages people to contact the Commission via email at puc.clerk@vermont.gov.