



TOWN OF WAYLAND

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To: All Businesses and Residents
From: Town Administrator and Health Director
Date: May 21, 2020
Re: Governor Baker's State Reopening plan - Phase I

On Monday, Governor Baker released a four-phased strategy to reopen businesses and activities while continuing to fight COVID-19. Slowing the spread of COVID-19 continues to require all of our cooperation. The plan to reopen the economy safely requires that everyone do their part, and we expect most people will be diligent about keeping themselves and their neighbors safe and healthy. Phase I of the Governor's reopening plan begins on May 25.

Permitted Activities

During Phase 1 most existing restrictions, advisories and guidance continue in place but there are now exceptions for certain activities that can resume safely.

What restrictions and advisories continue in place?

- All individuals remain subject to the existing order limiting gatherings to no more than 10 persons, except in unconfined outdoor spaces. The restriction on gathering size is enforceable by the local board of health. This limitation does not apply to workplaces authorized to operate, but more specific capacity and meeting rules will apply.
- The face covering order continues to be in full effect. This means that all individuals are required to wear a face covering in most places when outside of the home. The requirement to wear a face covering is enforceable by the local board of health.

What Can Individuals Do?

- A new **"stay safer at home"** advisory instructs individuals to stay at home unless engaging with newly opened activities, as a way to continue limiting the spread of COVID-19.

What Can Businesses Do?

- Essential services currently operating must come into compliance with new workplace safety standards and other Phase 1 requirements for their industry sector by May 25.
- In addition, the businesses listed in the table below will be permitted to resume operations on May 18 or May 25. **All other businesses and workplaces remain closed through Phase 1.** No business is required to reopen and may not reopen until it is ready.

<u>May 18</u>	<u>May 25</u>
<ul style="list-style-type: none"> ▪ Essential businesses already operating must self-certify and comply with applicable standards by May 25 or July 1. ▪ Manufacturing ▪ Construction ▪ Retail curbside pickup only ▪ Places of worship (40% occupancy limit) ▪ Firearms retailers and shooting ranges(due to a federal court ruling) 	<ul style="list-style-type: none"> ▪ Laboratories and life sciences facilities ▪ Offices limited to < 25% maximum occupancy; work from home strongly encouraged. ▪ Car Washes exterior and self-service only ▪ Hair salons/barber shops by appointment only ▪ Pet grooming by appointment (curbside drop-off and pick-up) ▪ Certain outdoor recreational facilities and activities

- All operating businesses must comply with general mandatory workplace safety standards as well as sector-specific workplace standards and protocols where applicable. Note that some specific sector and workplace standards and protocols are mandatory (actions that “must” be taken), while others are best practice guidance (actions that “should” be taken).

Enforcement of Workplace Safety Standards – Self-Certification Required Prior to Reopening

- Only services and businesses specifically designated for reopening can operate in Phase 1. In order to open or continue operation, all businesses must:
 - Develop a written COVID-19 safety plan outlining how they will prevent the spread of COVID-19.
 - Self-certify that they will operate in compliance with all applicable and mandatory workplace safety standards.
 - Post the self-certification on site for employees and customers to see.
 - Produce this self-certification, to the Wayland Health Department prior to reopening. Failure or refusal to produce the self-certification is grounds for enforcement action.
- Workplace safety standards are enforced jointly by the Wayland Board of Health and the Massachusetts Department of Labor Standards. Enforcement can be initiated by either the Wayland Board of Health or DLS, whichever entity is called in first by a person filing a complaint. DLS and each municipal authority shall uniformly apply any enforceable COVID-19 workplace safety rule.
- The Wayland Board of Health and Massachusetts Department of Public Health retain all authority they have under current public laws to regulate and inspect under chapters of the State Sanitary Code.

Escalating Enforcement

- The goal of enforcement will be to educate and promote compliance. Enforcement escalation for any particular business will follow the escalation grid below. Upon issuance of each escalation measure, the enforcement authority will allow at least 24 hours for the business to make necessary changes prior to a subsequent inspection.

Verbal consultation & redirection	1 time before escalation to next level
Written redirection	1 time before escalation to next level
Fines up to \$300	first fine: \$100 before escalation to the next level second fine: \$200 before escalation to the next level third fine: \$300 before escalation to the next level
Cease & Desist letter	1 time

- Neither DLS nor the local board of health has authority to close a business for violation of a COVID-19 workplace safety standard. If applicable, they may revoke a permit or close a business pursuant to other regulations or local ordinances. Where continued non-compliance with a COVID-19 workplace safety standard warrants the closing of a business, the local board of health or DLS must first seek a court injunction.

Important information for re-opening buildings that have been vacant

Many businesses are closed or have significantly reduced business during the COVID-19 outbreak. Please find important guidance below for re-opening plans regarding any buildings that may fall into this category. The concerns are primarily around stagnant or standing water that can cause conditions that increase the risk for growth and spread of Legionella and other bio-film associated bacteria. Below is information and guidance on measures to take prior to reopening a business and building.

- CDC webpage: <https://www.cdc.gov/coronavirus/2019-ncov/php/building-water-system.html>
8 steps to take – all involved cleaning, flushing, maintaining, etc.
- COVID-19 Guidance for Building Water Systems
<https://www.cdc.gov/coronavirus/2019-ncov/php/building-water-system.html>

Helpful Links to Reopening Documents and Materials

Link to the Reopening Massachusetts website:

<https://www.mass.gov/info-details/reopening-massachusetts>

Link to the Reopening Massachusetts Plan:

<https://www.mass.gov/doc/reopening-massachusetts-may-18-2020/download>

Link to the Mandatory Safety Standards for all workplaces:

<https://www.mass.gov/info-details/reopening-mandatory-safety-standards-for-workplaces>

Links to the sector specific requirements for what's allowed to reopen on May 18:

Construction

<https://www.mass.gov/lists/safety-standards-for-construction>

Manufacturing

<https://www.mass.gov/lists/safety-standards-for-manufacturing>

Places of Worship

<https://www.mass.gov/lists/safety-standards-for-places-of-worship>

Links to the sector specific requirements for what is reopening on May 25:

Offices

<https://www.mass.gov/lists/safety-standards-for-office-spaces>

Labs

<https://www.mass.gov/lists/safety-standards-for-laboratories>

Hair Salons & Barbershops

<https://www.mass.gov/lists/safety-standards-for-hair-salons-and-barbershops>

Car Washes

<https://www.mass.gov/lists/safety-standards-for-car-washes>

Pet Grooming

<https://www.mass.gov/lists/safety-standards-for-pet-grooming-services>

Links to the business compliance documents:

State guidance on municipal enforcement of COVID-19 orders

<https://www.mma.org/wp-content/uploads/2020/05/State-Guidance-to-Municipalities-on-COVID-19-Order-Enforcement-Final.pdf>

Compliance attestation poster

<https://www.mass.gov/doc/compliance-attestation/download>

COVID-19 control plan template

<https://www.mass.gov/doc/covid-19-reopening-control-plan-template/download>

Employer poster

<https://www.mass.gov/doc/employer-reopening-poster/download>

Employee poster

<https://www.mass.gov/doc/employee-reopening-poster/download>

Links to updated (May 18) state guidance on outdoor recreation, beaches, campgrounds, boating, hunting, fishing, campgrounds, facility restrooms and more:

<https://www.mass.gov/info-details/executive-office-of-energy-and-environmental-affairs-eea-covid-19-guidance-documents#parks,-open-space,-and-outdoor-education-programs->

We continue to urge all residents to evaluate their own health and determine if they are feeling mildly ill with a head cold, headache, cough, sniffles and/or experiencing any CDC identified symptoms of COVID-19, which include fever, cough, and shortness of breath. If you are feeling any symptoms, please contact the Wayland Health Department at the **Coronavirus Hotline 508-358-6805** and your primary care physician for guidance. If you or anyone in your family has any symptoms of being ill, we advise you to stay quarantined at home until you are feeling better and follow up with the Wayland Health Department and your primary care physician as needed.

The Town will also provide general help for residents who may need assistance obtaining basic and important life necessities, such as food or medications, by calling **508-358-7701**.