



BOARD OF SELECTMEN

TOWN HALL • 525 WASHINGTON STREET • WELLESLEY, MA 02482-5992

MARJORIE R. FREIMAN, CHAIR
 THOMAS H. ULFELDER, VICE CHAIR
 ELIZABETH SULLIVAN WOODS
 LISE M. OLNEY

FACSIMILE: (781) 239-1043
 TELEPHONE: (781) 431-1019 x2201
WWW.WELLESLEYMA.GOV

MEGHAN C. JOP
 EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

SELECTMEN'S MEETING REVISED AGENDA ONLINE REMOTE MEETING 4:00 pm Monday, June 8, 2020

Revised

<https://www.wellesleymedia.org/live-streaming.html>

View of TV on Comcast 8/Verizon 40

1. 4:00 Call to Order – Open Session
2. 4:01 Executive Session
 - Executive Session under M.G.L. c. 30A, §21(A), exemption #2 – to discuss strategy with respect to contract negotiations with nonunion personnel (Fire Chief Richard DeLorie)
 - Executive Session under M.G.L. c. 30A, §21(A), exemption #3 – to discuss negotiation strategy with respect to the Wellesley Free Library Associations.
3. 5:01 Citizen Speak
4. 5:03 Announcements
5. 5:05 Vote Secretary for Board of Selectmen
6. 5:10 Discuss and Vote Fire Chief's Contract
7. **5:20** Vote to Appoint Election Workers
Vote to Appoint Registrar of Voters
8. **5:30** **Discuss and Vote Support for Municipal Vulnerability and Preparedness Grant**
9. **5:45** Annual Town Meeting Preparation
 - Discuss and Vote Article 5 Wellesley Free Library Association
 - Discuss and Vote Delayed Zoning Articles to Fall STM 20
10. **6:10** **Special Town Meeting Preparation**
 - **Discuss and Vote Amendment to STM Warrant**
11. **6:25** Discuss and Vote Unforeseen Measures of COVID-19 Outbreak
 - Discuss and Vote Parking Enforcement Plan
 - **Discuss and Vote Temporary Outdoor Dining Permitting Plan**
12. **6:40** Executive Director's Update
 - Vote to Accept Gifts
13. **6:45** Liaison Update
14. **6:50** New Business and Correspondence

[Please see the Board of Selectmen's Public Comment Policy](#)

Next Meeting Dates SUBJECT TO CHANGE

Monday, June 15, 2020 Virtual Meeting

REMOTE MEETING PROTOCOL

The online meeting will also be streaming live on above link and will be telecast live on Comcast channel 8 and Verizon channel 40. Residents seeking to participate in Citizen Speak or any other agenda item should email

sel@wellesleyma.gov prior to the meeting and a number will be assigned for speakers. All residents seeking to participate shall call into 781-489-7525 (Conference Line) and await the announcement of your assigned number to speak. Individuals wishing to participate who have not received a number shall be asked at the end of the agenda item if they would like to speak before the Board moves on to the next agenda item.

Board of Selectmen Calendar – FY20

<i>Date</i>	<i>Selectmen Meeting Items</i>	<i>Other Meeting Items</i>
ON HOLD COVID-19	Legislative Update – Peisch, Rausch, Creem at Approve Sustainable Building Guidelines Traffic Committee: 1. College Heights Stop Sign 2. Linden/Rockland Stop Sign Wellesley Country Club One Day Request (done last year – 5/6/19) Mike’s Garage – Lic. App ClassII Auto Annual Appointments	
6/8 <i>Monday</i>	Meeting Approve Election Workers Approve Library Contract – Exec. Session Approve ATM Location or Remote Approve Rick Contract – Exec. Session Parking Meter Plan Gifts – Community Grant for Rec.; cinema grant youth commission	6/13 Town Election
6/15 <i>Monday</i>	Meeting Approve Wellesley Country Club Change Officers/Directors (posted in paper) Public Hearing on Verizon Ascertainment (posted in paper) HDC Appointment Minutes – 5/19 & 5/27 Easement Approval – Carisbrooke. 1/12 th Budget Approval (In Case)	Boards Evaluations of Exec. Director (Send to Tom Harrington) and Chiefs (Send to Meghan/Amy) due 5/15.
6/22 <i>Monday</i>	ATM – location tbd	
6/29 <i>Monday</i>	Meeting Personnel Evaluations – Exec. Director and Chiefs Hanover Right of Way Improvements –Williams St.	
7/3 <i>Friday</i>	TOWN HALL CLOSED – JULY 4TH OBSERVED	Summer Hours start this week
7/7 <i>Tuesday</i>		
7/14 <i>Tuesday</i>		
7/21 <i>Tuesday</i>		
7/28 <i>Tuesday</i>		
8/4 <i>Tuesday</i>		

6/6/2020

8/11 Tuesday		
8/18 Tuesday		
8/25 Tuesday		
9/1 Tuesday		
9/7 Monday	TOWN HALL CLOSED – LABOR DAY	Summer Hours end this week
9/8 Tuesday		
9/14 Monday		

Notes

Quarterly updates

- *Traffic Committee (Deputy Chief Pilecki)*
- *Facilities Maintenance (Joe McDonough)*

3. **Citizen Speak**
4. **Announcements**
5. **Vote Secretary for Board of Selectmen**

With Jack's departure the position of Secretary is vacant. The Board under the Town Bylaws must have a Chair, Vice Chair and Secretary. The Board will need to vote Beth or Lise in as Secretary.

MOTION:

MOVE to vote _____ as Secretary.

6. **Discuss and Vote Fire Chief's Contract**

Pending discussion of Chief DeLorie's contract in Executive Session, the Board would vote approval of the contract in open session.

MOTION

MOVE to approve a three-year contract beginning July 1, 2020 for Fire Chief Richard DeLorie with an FY21 salary of _____

7. **Vote to Appoint Election Workers**
Vote to Appoint Registrar of Voters

Election Workers List for the June 13th election provided by K.C.

Board of Registrars Appointments – Mary Toby Sullivan (D) and Jane Kettendorf (R) – expired 4/30/20; have notified the Clerk of interest in being reappointed. Three-year term – 4/30/23

MOTIONS

Move to appoint Election Workers for the June 13, 2020 Town Election as submitted.

Move to appoint Mary Toby Sullivan and Jane Kettendorf to the Board of Registrars for terms to expire on April 30, 2023.

<u>Names</u>	<u>Role</u>
Diane Hall	Warden/Clerk
Jayne Moore	Warden/Clerk
Helen Hamel	Warden/Clerk
Lucy Kapples	Warden/Clerk
Joan Savitt	Warden/Clerk
Dennis Viechnicki	Warden/Clerk
Jelesia Jones	Warden/Clerk
Diane Hemond	Warden/Clerk
KC Kato	Warden
Michael D'Ortenzio	Warden
Terry Connolly	Warden
Cheryl Maloney	Teller
Christine Kehoe	Teller
Juliana Benitez	Teller
Janice Coduri	Teller
Barbara McMahan	Teller
Mary McMahan	Teller
Ann Marie Gross	Teller
Kathy Nagle	Teller
Maureen Selvidge	Teller
Sarah Nocka	Teller
Erin Kelly	Teller
Liz Kelley	Teller
Alissa Keene	Teller
Dave Keene	Teller
Alan Ditrich	Inspector
Johanna Perlmutter	Inspector
Andrew Silk	Inspector
Kyle Shoulkin	Inspector
Nadine Richards	Inspector
Lilly Patneaude	Inspector
Abby Braatz	Inspector
Jonah Tobin	Inspector
Zach Stoudemire	Inspector
Caroline Rogers	Inspector
Jonathan Nicolas	Inspector
Melinda Rayburn Smith	Inspector
Chris Wargo	Inspector
Linda Perlmutter	Inspector

<u>Names</u>	<u>Role</u>
Shannah Frambes	Inspector
Angela Jones	Inspector
Diane Impallaria	Inspector
Jake Wexelblatt	Inspector
Eleanor Medley	Inspector
Hannah Medley	Inspector
Aaron Wolfson	Inspector
Elizabeth Fulham	Inspector
Nate Lanza	Inspector
Elissa Moy	Inspector
Terry Moy	Inspector
Cay Meagher	Inspector
Renee Spencer	Inspector

Cimarron Buser	Inspector - EV
Cindy Buser	Inspector - EV
Julia Clapham	Inspector - EV
Rebeckah Clapham	Inspector - EV
Susan Clapham	Inspector - EV
Jay Hamel	Inspector - EV
Maggie Hamel	Inspector - EV
Crown	Inspector - EV
Mary Crown	Inspector - EV
Becca Cahaly	Inspector - EV
Joe Cahaly	Inspector - EV
Maura Renzella	Inspector - EV
Suzy Littlefield	Inspector - EV
Anna Liss-Roy	Inspector - EV
Tanya Roy	Inspector - EV

Meagher, Cathryn

From: Kato, K.C.
Sent: Friday, June 5, 2020 10:18 AM
To: Meagher, Cathryn
Subject: Re: election worker list
Attachments: Election Staffing 06132020.pdf

Here you go. Here's the list for the 6/13/2020 election.

If they could also do their Board of Registrars Appointments. Mary Toby Sullivan and Jane Kettendorf for complete term (I think they are 3 year terms).

KC

KC Kato

Wellesley Town Clerk

Vote Safe! Vote from Home!
Request a mail-in ballot for the 2020 Local Town Election

Wellesley Town Hall
525 Washington Street
Wellesley, MA 02482
phone: 781-431-1019, ext. 2252

When responding, please be advised, the Town of Wellesley and the Secretary of State have determined that email could be considered a public record.

From: Meagher, Cathryn <cmeagher@wellesleyma.gov>
Sent: Friday, June 5, 2020 10:16 AM
To: Kato, K.C. <kckato@wellesleyma.gov>
Subject: RE: election worker list

[It didn't come](#)

From: Kato, K.C.
Sent: Friday, June 5, 2020 9:30 AM
To: Meagher, Cathryn <cmeagher@wellesleyma.gov>
Subject: Re: election worker list

I'll send now.

KC

KC Kato

Wellesley Town Clerk

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Request a mail-in ballot for the 2020 Local Town Election

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525 Washington Street
Wellesley, MA 02482
phone: 781-431-1019, ext. 2252

When responding, please be advised, the Town of Wellesley and the Secretary of State have determined that email could be considered a public record.

From: Meagher, Cathryn <cmeagher@wellesleyma.gov>
Sent: Friday, June 5, 2020 9:08 AM
To: Kato, K.C. <kckato@wellesleyma.gov>
Subject: election worker list

Hey KC
When do you think you'll have the info for FNM?
☺ thanks,
Cay

Cathryn Meagher
Executive Assistant
Town of Wellesley
525 Washington Street
Wellesley, MA 02482
(781) 431-1019 ext: 2219

8. Discuss and Vote Support for Municipal Vulnerability and Preparedness Grant

Marybeth Martello and Laura Olton will be joining the Board to seek endorsement of the grant application to the Municipal Vulnerability Preparedness Action Grant for Community Engagement in Climate Action and Resilience. The Grant is the Phase 2 Grant to the MVP plan that was a town-wide plan completed this past year. The Phase 2 focuses on the action steps needed to implement the recommendations of the MVP. This is a highly competitive grant. The Capital Plan has funding for the Climate Action Plan. This Grant would allow for a portion of those funds to be required for up to a \$125,000 study. As part of the application, support from Town departments is critical. Amy prepared a letter on behalf of our office and Marybeth has received letters of support from NRC, DPW, Building, Police, and others.

MOTION

MOVE to approve the grant application and support letter for the Municipal Vulnerability and Preparedness Grant.

DRAFT

**Summary of MVP Action Grant Proposal
Community Engagement for Climate Action and Resilience**

Wellesley's Sustainable Energy Committee (SEC) and Natural Resources Commission (NRC) are preparing a grant application entitled, "**Community Engagement for Climate Action and Resilience**," for submission to the Commonwealth's Municipal Vulnerability and Preparedness (MVP) Action Grant Program. The grant application seeks approximately \$100,000 to fund an innovative program to augment the community's efforts to mitigate climate change and build resilience in the face of its impacts, especially for the town's most vulnerable populations. A **Climate Action and Resilience Plan** is the centerpiece of this proposal. This planning process will equitably engage a community-wide group of stakeholders to develop greenhouse gas emission goals, identify mitigation and resilience-building actions, prioritize these actions and delineate resources for and potential barriers to their implementation. This process will also establish an implementation timeline, metrics of success and a public dashboard so that the community can track progress toward goals. The resulting Plan will provide a detailed roadmap to guide Wellesley's responses to climate change through 2050.

Development of a Climate Action and Resilience Plan and its implementation requires Wellesley to leverage existing organizations and resources to strengthen and build communication channels and engagement tools for use within and across municipal, residential, commercial and college sectors. To meet this need, the project will develop a **Communication and Engagement Network**. This Network addresses a top priority action identified through Wellesley's MVP planning process: improve town-wide communication to prepare for the threats that climate change poses to our community. This Network will serve critical long-term purposes by providing a platform for future outreach and action, not only for climate change mitigation and resilience, but also in the areas of emergency preparedness and public health.

The **Tree Canopy Pilot** will generate a model for translating planning into action while addressing sustainable landscaping and stormwater management, top priorities identified in Wellesley's MVP planning process. This pilot will employ scientific data and community engagement to enhance the town's tree canopy by planting new trees in locations that optimize their environmental and health benefits and their utility for community members, especially those most at risk. The pilot will also inform development of bylaw proposals aimed at preserving and ensuring no net loss of tree canopy. The pilot will establish a new, science and community-driven approach to annual tree distribution that will enhance, not only the tree canopy itself, but also the many benefits this canopy provides.

TOWN OF WELLESLEY



MASSACHUSETTS

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MEGHAN C. JOP
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT SERVICES

June 8, 2020

Kara Runsten, MVP Program Manager
Executive Office of Energy and Environmental Affairs
100 Cambridge Street, Suite 900
Boston, MA 02114

Dear Ms. Runsten,

As the chief elected official in the Town of Wellesley, I acknowledge and accept the following:

- The Town of Wellesley commits to match, at minimum, 25% of total project cost using cash or in-kind contributions (or a combination of the two) and acknowledges that the funding under this grant will be provided on a reimbursement basis.
- All matching funds provided by the Applicant or direct project partners are in the process of being approved.

Thank you for your consideration. Please let me know if you have questions.

Sincerely,

Marjorie R. Freiman
Chair, Wellesley Board of Selectmen

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EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT SERVICES

June 8, 2020

Kara Runsten, MVP Program Manager
Executive Office of Energy and Environmental Affairs
100 Cambridge Street, Suite 900
Boston, MA 02114

Dear Ms. Runsten,

I am pleased to submit this letter of support for the Town of Wellesley's MVP Action Grant application. Wellesley has been committed to addressing climate change and promoting sustainability for more than a decade, establishing the Town's Sustainable Energy Committee (SEC) in 2010 and reaching our first greenhouse gas emissions reduction goal in 2013. Throughout the past ten years, the SEC has organized numerous initiatives to reduce the Town's greenhouse gas emissions and build resilience to climate change. The SEC has worked with the Board of Selectmen and Town departments, as well as with community organizations, to make important strides in areas such as energy efficiency, energy system resilience, residential solar, sustainable buildings, food waste diversion and food rescue. The MVP planning process last fall played a critical role in beginning a town-wide conversation about Wellesley's vulnerabilities to climate change and the key resilience-building actions we must take.

This proposal follows on the MVP planning process in taking the Town's sustainability and resiliency work to an entirely new level. The Climate Action and Resilience Plan, supported by a strong communication and engagement program, will broaden participation in climate change preparedness efforts across all municipal departments and community sectors, including vulnerable populations. The process will create a much-needed comprehensive, strategic plan for addressing mitigation and resilience and will build connections in our community that will benefit, not only our climate change work, but also our approach to public health and emergency preparedness.

Ultimately, climate change requires action and the Tree Canopy Pilot will allow us to test a process for translating planning into action. Wellesley's MVP planning program highlighted Wellesley's tree canopy as a vulnerable, highly valued resource in our community. We look forward to drawing on the best available science and community engagement methods and to the ways this pilot will inform implementation of our full Climate Action and Resilience Plan. The Board of Selectmen is excited about the many short and long-term benefits this MVP project will provide our community.

Thank you for considering Wellesley's proposal.

Sincerely,

Marjorie R. Freiman
Chair, Wellesley Board of Selectmen

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MEGHAN C. JOP
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT SERVICES

June 4, 2020

Ms. Kara Runsten, MVP Program Manager
Executive Office of Energy and Environmental Affairs
100 Cambridge Street, Suite 900
Boston, MA 02114

Dear Ms. Runsten,

We are writing to express our wholehearted support for the Town of Wellesley's Municipal Vulnerability and Preparedness (MVP) Action Grant Program application to the Executive office of Energy and Environmental Affairs. Wellesley has been committed to addressing climate change and promoting sustainability for many years through our Sustainable Energy Committee (SEC) and Natural Resources Commission (NRC). Funding of this grant application, entitled "Community Engagement for Climate Action and Resilience", will allow the Town to continue its work in these vitally important areas.

For the past ten years, the SEC has pursued the Town's greenhouse gas emissions reduction goal and has worked with various departments, including the Board of Selectmen, and community organization throughout Wellesley to make progressive progress in areas such as energy efficiency, energy system resilience, sustainable buildings and food waste diversion and rescue.

We believe the MVP project will take the SEC's work to an entirely new level. The Communication and Engagement Network will provide a critical platform for SEC outreach and for facilitating the SEC's work to lower emissions and build resilience across all sectors and vulnerable populations. In identifying, prioritizing and timing climate-related goals and actions, the CARP process will produce an essential roadmap for the SEC and other Town departments. The Tree Canopy Pilot will expand the Town's reach by engaging people at the neighborhood-scale while empowering them to make decisions based on their needs and on data regarding Wellesley's tree canopy and its human and environmental benefits.

The MVP project will help Wellesley build, strengthen, and augment ongoing efforts throughout the Town to mitigate climate change and build a resilient community. It will also provide long-term communication, emergency preparedness and public health support essential for Wellesley's ability to address emergencies and to protect and bolster the resilience of all community members, especially those who are most at-risk.

Thank you for your time, attention, and careful consideration of this grant proposal. Please do not hesitate to contact us with any questions or concerns.

Sincerely,

Meghan Jop
Executive Director

Amy Frigulietti
Amy Frigulietti
Assistant Executive Director

9. Annual Town Meeting Preparation

- Discuss and Vote Article 5 Wellesley Free Library Association

Pending discussions in Executive Session.

MOVE to approve the tentative agreements with the Wellesley Free Library Associations

SENATE No. 2680

The Commonwealth of Massachusetts

**In the One Hundred and Ninety-First General Court
(2019-2020)**

An Act relative to municipal governance during the COVID-19 emergency.

Whereas, The deferred operation of this act would tend to defeat its purpose, which is to protect forthwith both public health and the viability of town meetings in the face of the state, national and global public health emergencies existing as a result of the COVID-19 pandemic, therefore it is hereby declared to be an emergency law, necessary for the immediate preservation of the public health and convenience.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

1 SECTION 1. (a) Notwithstanding section 13 of chapter 39 of the General Laws or any
2 other general or special law, charter provision or by-law to the contrary, a town not having a
3 representative town meeting form of government may act by vote of its select board, in
4 consultation and with the approval of the town moderator, to prescribe the number of voters
5 necessary to constitute a quorum at any town meeting held from the governor’s March 10, 2020
6 declaration of a state of emergency until 30 days after the termination of the state of emergency
7 at a number that is less than the number that would otherwise be required by law, town by-law or
8 town charter; provided, however, that the number of voters necessary to constitute a quorum
9 shall not be less than 10 per cent of the number that would otherwise be required.

10 (b) The select board shall publish notice of its intention to consider an adjustment of town
11 meeting quorum requirements under this section not less than 7 days before the vote of the select
12 board. The select board shall provide for adequate means of public access that will allow
13 interested members of the public to clearly follow the deliberations of the select board on making
14 a quorum adjustment as those deliberations are occurring.

15 (c) Not less than 10 days after a vote of the select board to adjust the quorum requirement
16 under this section, the town clerk shall notify the attorney general of the adjusted quorum
17 requirement.

18 (d) A town meeting held pursuant to this section shall take up only those matters related
19 to their budget or necessary to meet a federal deadline and shall not include warrant articles other
20 than those adopted by the select board.

21 (e) All actions taken pursuant to this section are hereby ratified, validated and confirmed
22 to the same extent as if the town meeting had been conducted in accordance with all other
23 applicable laws, charter provisions, ordinances and by-laws.

24 SECTION 2. (a) Notwithstanding any general or special law, charter provision, ordinance
25 or by-law to the contrary, during the governor's March 10, 2020 declaration of a state of
26 emergency, if the moderator in a town having a representative town meeting form of government
27 determines that it is not possible to safely assemble the town meeting members and interested
28 members of the public in a common location while complying with any applicable state or local
29 orders, directives or guidance concerning public assemblies, the moderator may request that the
30 select board of the town call for a representative town meeting to be held through remote
31 participation, including, but not limited to, by means of a video or telephone conferencing

32 platform. Such a request by the moderator to the select board shall be in writing and shall
33 include, but not be limited to: (i) the moderator's determination and request to hold a town
34 meeting through remote participation in accordance with this section; (ii) the video or telephone
35 conferencing platform the moderator has determined to use to hold the town meeting; (iii)
36 confirmation that the moderator has consulted with the local disability commission or
37 coordinator for Americans with Disabilities Act compliance; and (iv) a certification that by the
38 moderator that: (A) the moderator has tested the video or telephone conferencing platform; and
39 (B) the platform satisfactorily enables the town meeting to be conducted in substantially the
40 same manner as if the meeting occurred in person at a physical location and in accordance with
41 the operational and functional requirements set forth in this section.

42 A video or telephone conference platform used by a town meeting for remote
43 participation under this section shall, at minimum, provide for: (i) the moderator, town meeting
44 members, town officials and any other interested members of the public to identify and hear the
45 moderator and each town meeting member who attends and participates in the remotely-held
46 town meeting, as well as any other individuals who participate in the remotely-held town
47 meeting; (ii) the ability to determine whether a quorum is present; (iii) a town meeting member,
48 town official or other individual to request recognition by the moderator without prior
49 authorization; provided, however, that, to the extent technologically feasible, the request is
50 visible or audible to the public in real time and upon review of the recording of the town meeting
51 proceedings, preserved according to subsection (h); (iv) the moderator to determine when a town
52 meeting member wishes to be recognized to speak, make a motion, raise a point of order or
53 object to a request for unanimous consent; (v) the moderator to recognize a town meeting
54 member, town official or other individual to speak and to enable that person to speak; (vi) the

55 ability to conduct a roll call vote; (vii) any interested members of the public to access the
56 meeting remotely for purposes of witnessing the deliberations and actions taken at the town
57 meeting; and (viii) the town meeting to be recorded. Registered voters residing in the town
58 wishing to participate in a remote town meeting conducted pursuant to this section shall submit a
59 request to participate to the town clerk not less than 48 hours in advance of the town meeting.
60 Upon receipt of the request and verification of the requester's voter registration status, the clerk
61 shall provide to the requester instructions for participating in the remote town meeting.

62 (b) Not later than 10 business days following receipt of a written request by the
63 moderator under subsection (a), the select board shall vote to determine if the town meeting shall
64 be held remotely by means of the video or telephone conferencing platform requested by the
65 moderator.

66 (c) If the select board votes to approve the request of the moderator for remote
67 participation at a town meeting and the select board has already issued a warrant calling a town
68 meeting to be held not later than June 30, 2020, the select board shall, at the same meeting of the
69 board, approve and issue, in consultation with the moderator, a notice that expressly states: (i)
70 that the town meeting shall be held remotely by means of the video or telephone conferencing
71 platform requested by the moderator; (ii) the date and time of the meeting; and (iii) any
72 information necessary for the moderator, town meeting members, town officials and interested
73 members of the public to access and attend the town meeting remotely.

74 The notice issued by the select board shall be: (i) accompanied by the written request of
75 the moderator submitted to the select board under subsection (a); (ii) filed and posted in
76 accordance with the requirements of subsection (b) of section 10A of chapter 39 of the General

77 Laws; (iii) distributed to each town meeting member; and (iv) publicly posted not less than 10
78 days before the scheduled date of the remote town meeting. The notice may include a date, time
79 and place for the town meeting to be resumed if the town meeting does not vote to continue the
80 town meeting remotely as required under subsection (f).

81 (d) If the select board votes to approve the request of the moderator for remote
82 participation at a town meeting and the select board has not yet issued a warrant for a town
83 meeting, the select board shall approve and issue a warrant for the town meeting that expressly
84 states: (i) that the town meeting shall be held remotely by means of the video or telephone
85 conferencing platform requested by the moderator; (ii) the date and time of the meeting; and (iii)
86 any information necessary for the moderator, town meeting members, town officials and
87 interested members of the public to access and attend the town meeting remotely.

88 The warrant issued by the select board shall be: (i) accompanied by the written request of
89 the moderator submitted to the select board under subsection (a); and (ii) filed in accordance
90 with section 10 of chapter 39 of the General Laws, all other applicable laws and any relevant
91 provision of the town charter or by-laws. The warrant may include a date, time and place for the
92 town meeting to be resumed if the town meeting does not vote to continue the town meeting
93 remotely as required under subsection (f).

94 (e) Not later than 5 business days after a vote of the select board to approve the
95 request of the moderator to hold a town meeting remotely pursuant to subsection (c) or (d), the
96 town clerk shall submit a certified copy of the vote of the select board and of the written request
97 of the moderator to the attorney general.

98 (f) Before taking any other vote at a representative town meeting held through remote
99 participation under this section, the town meeting members present and voting at the meeting
100 shall vote on whether or not to continue conducting the town meeting remotely by means of the
101 chosen video or telephone conferencing platform. If the town meeting votes to continue
102 conducting the town meeting remotely, then the town meeting shall proceed by remote
103 participation to address the articles included in the warrant. If the town meeting does not vote to
104 continue conducting the town meeting remotely, then the town meeting shall be adjourned to the
105 date, time and place specified in the notice or warrant under subsection (c) or (d). If no date, time
106 and place has been specified in the notice or warrant, the town meeting shall immediately be
107 dissolved without taking any votes on any other matters and the select board may call the town
108 meeting pursuant to a new warrant that provides for the town meeting to be held in person at a
109 physical location in accordance with section 10 of chapter 39 of the General Laws, all other
110 applicable laws and provisions of the town charter and by-laws.

111 (g) A vote taken at a representative town meeting held through remote participation
112 pursuant to this section shall be taken by any means that the moderator determines accurately
113 and securely records the votes of those entitled to vote at the meeting, including, but not limited
114 to, a roll call vote, electronic voting, voting by ballot, voting by phone or any combination
115 thereof. The vote of each town meeting member on a roll call vote shall be recorded and kept
116 with the minutes of the town meeting.

117 (h) A representative town meeting held remotely pursuant to this section shall be
118 recorded and the recording shall be preserved and made publicly available on the town's website
119 for not less than 90 days after the conclusion of the town meeting.

120 (i) All actions taken pursuant to this section are hereby ratified, validated and confirmed
121 to the same extent as if the town meeting had been conducted in accordance with all other
122 applicable laws, charter provisions, ordinances and by-laws.

123 SECTION 3. Notwithstanding section 9 of chapter 39 of the General Laws or any other
124 general or special law, charter provision, ordinance or by-law to the contrary, during the
125 governor's March 10, 2020 declaration of a state of emergency, a select board, in consultation
126 and with the approval of the town moderator, may vote to hold town meeting outside the
127 geographic limits of the town if the board determines that it is not possible to adequately conduct
128 town meeting in a location within the geographic limits of the town in a manner that ensures
129 health and safety; provided, however, that a meeting for the election by ballot of federal, state or
130 other officers or the determination of other matters that are to be determined by ballot at an
131 election shall be held within the geographic limits of the town. The select board shall publicly
132 post notice of the location of town meeting to be held outside the geographic limits of the town
133 not less than 10 days before the date of the meeting. Nothing in this section shall supersede or
134 otherwise affect the validity of any a special law, charter or by-law in place before the
135 governor's March 10, 2020 declaration of a state of emergency that provides for holding town
136 meeting outside the geographic limits of the town.

137 SECTION 4. Notwithstanding section 32 of chapter 44 of the General Laws or any other
138 general or special law, charter provision or ordinance to the contrary, if the mayor of a city is
139 unable, as a result of the governor's March 10, 2020 declaration of a state of emergency, to
140 submit an annual budget for fiscal year 2021 to the city council within 170 days as required by
141 the first paragraph of said section 32 of said chapter 44, the time periods and deadlines set forth
142 in said section 32 of said chapter 44 for the mayor and city council to act on the annual budget

143 shall be extended until 60 days after the termination of the declaration of the state of emergency;
144 provided, however, that within 30 days after the termination of the declaration of emergency or
145 on July 31, 2020, whichever is earlier, the mayor shall submit to the city council the annual
146 budget for fiscal year 2021 for the purposes of said section 32 of said chapter 44 and the time
147 periods and deadlines set forth in said section 32 of said chapter 44 shall, if not inconsistent with
148 this section, otherwise thereafter apply; and provided further, that notwithstanding said section
149 32 of said chapter 44 to the contrary, the mayor may submit to the city council a continuing
150 appropriation budget for the city on a month-by-month basis for a period not to exceed 3 months
151 if the city has not approved an annual budget for fiscal year 2021 by June 30, 2020, as a result of
152 the governor's March 10, 2020 declaration of a state of emergency.

153 SECTION 5. (a) (1) Notwithstanding sections 52 and 56 of chapter 41 of the General
154 Laws, a city or town may approve a payment for the period beginning on or after March 10, 2020
155 through the remainder of fiscal year 2020 on an existing service contract for school or education-
156 related services entered into by the school committee or a service contract renegotiated or
157 modified by the school committee in order to maintain the availability of and access to the
158 services secured under the underlying contract between the parties; provided, however, that: (i)
159 the underlying service contract was in effect before March 10, 2020 and the service contractor
160 was unable to perform services under the contract as a result of the governor's March 10, 2020
161 declaration of a state of emergency or the outbreak of the 2019 novel coronavirus, also known as
162 COVID-19; and (ii) there are sufficient unencumbered available funds remaining for such
163 payment in the appropriation for the purpose.

164 (2) Before any payment, the service contractor shall present to the approving authorities
165 set forth in subsections (b) and (c), a sworn statement reporting grants, discounted loans or other

166 financial support that the service contractor has received from a state, federal or local
167 government as a result of the COVID-19 outbreak or, if the service contractor has not received
168 any such grants, discounted loans or other financial support, affirming that the service contractor
169 has not received, and shall not receive thereafter, any such grants, discounted loans or other
170 financial support. The sworn statement shall include an attestation of compliance with section 7.
171 The payment to the service contractor shall not exceed the amount to which the service
172 contractor was eligible under the service contract and shall be consistent with said section 7.

173 (b) In a city, the payment set forth in subsection (a) shall be approved by: (i) the school
174 committee; (ii) a city auditor, accountant or other officer having similar duties; and (iii) the chief
175 executive officer of the city as defined in Fifth B of section 7 of chapter 4 of the General Laws.

176 (c) In a town, the payment set forth in subsection (a) shall be approved by: (i) the school
177 committee; (ii) a town accountant or other officer having similar duties; and (iii) the chief
178 executive officer of the town as defined in Fifth B of section 7 of Chapter 4 of the General Laws.

179 (d) This section shall not apply to tuitions and rates set by the bureau of purchased
180 services within the operational services division pursuant to section 22N of chapter 7 of the
181 General Laws, which are set and are non-negotiable for fiscal year 2020.

182 SECTION 6. (a) (1) Notwithstanding sections 52 and 56 of chapter 41 and section 16A of
183 chapter 71 of the General Laws, a regional school district may approve a payment for the period
184 beginning on or after March 10, 2020 through the remainder of fiscal year 2020 on an existing
185 service contract for school or education-related services entered into by the regional school
186 district or a service contract renegotiated or modified by the regional school committee in order
187 to maintain the availability of and access to the services secured under the underlying contract

188 between the parties; provided, however that: (i) the underlying service contract was in effect
189 before March 10, 2020 and the service contractor was unable to perform services under the
190 contract as a result of the governor's March 10, 2020 declaration of a state of emergency or the
191 outbreak of the 2019 novel coronavirus, also known as COVID-19; and (ii) there are sufficient
192 unencumbered available funds remaining for such payment in the appropriation for the purpose.

193 (2) Before any payment, the service contractor shall present to the approving authorities
194 set forth in subsection (b), a sworn statement reporting grants, discounted loans or other financial
195 support that the service contractor has received from a state, federal or local government as a
196 result of the COVID-19 outbreak or, if the service contractor has not received any such grants,
197 discounted loans or other financial support, affirming that the service contractor has not received,
198 and shall not receive thereafter, any such grants, discounted loans or other financial support. The
199 sworn statement shall include an attestation of compliance with section 7. The payment to the
200 service contractor shall not exceed the amount to which the service contractor was eligible under
201 the service contract and shall be consistent with said section 7.

202 (b) The payment set forth in subsection (a) shall be approved by the regional school
203 committee and a business manager, assistant superintendent for business or other employee with
204 title of similar import and responsibilities as those of a town accountant.

205 (c) This section shall not apply to tuitions and rates set by the bureau of purchased
206 services within the operational services division pursuant to section 22N of chapter 7 of the
207 General Laws, which are set and are non-negotiable for fiscal year 2020.

208 SECTION 7. Payments made to service contractors under sections 5 and 6 shall not
209 exceed the amount to which the service contractor was eligible under the service contracts

210 through which payments are made less the amount the service contractor received in grants,
211 discounted loans or other financial support that the service contractor has received or expects to
212 receive from a state, federal or local government as a result of the COVID-19 outbreak.

213 SECTION 8. This act shall expire 35 days after the termination of the governor's March
214 10, 2020 declaration of a state of emergency and such expiration shall not affect the validity of
215 any vote or action taken by a select board or town meeting pursuant to this act.

- Discuss and Vote Delayed Zoning Articles to Fall STM 2020

With the delay of the Zoning Articles, the Planning Board has resubmitted per MGL c.40A, Section 5 adoption the zoning articles for the October STM to the Board of Selectmen. The statute requires the Board to acknowledge the submittal and transfer the articles to the Planning Board for review and a public hearing. The Planning Board has formally resubmitted these articles to the Board.

*MGL c.40A Section 5. Zoning ordinances or by-laws may be adopted and from time to time changed by amendment, addition or repeal, but only in the manner hereinafter provided. Adoption or change of zoning ordinances or by-laws may be initiated by the submission to the city council or board of selectmen of a proposed zoning ordinance or by-law by a city council, a board of selectmen, a board of appeals, by an individual owning land to be affected by change or adoption, by request of registered voters of a town pursuant to section ten of chapter thirty-nine, by ten registered voters in a city, by a planning board, by a regional planning agency or by other methods provided by municipal charter. **The board of selectmen or city council shall within fourteen days of receipt of such zoning ordinance or by-law submit it to the planning board for review.***

MOTION

MOVE to acknowledge receipt of the proposed zoning articles for the October STM and to transfer said articles to the Planning Board for review.

I have attached a new print version of the motions. This version of the motion includes a reduction of Great Plain Avenue from \$3.1M to \$2.75 M. Apparently there was some confusion on the incorporation of additional sources of funds. This reduces the overall project cost by \$300,000. The motions reflect the appropriate number.

We are still awaiting some additional language on Article 27 Easements. That will be ready Monday. Our intent is to print the motions on Monday and have Advisory send them with their mailing on Tuesday. We will put the formal motion package (properly spaced with signature block) online on Monday.

10. Special Town Meeting Preparation

- Discuss and Vote Amendment to STM Warrant

This article is no longer needed with the anticipated approval of the Remote Participation Legislation.

11. Discuss and Vote Unforeseen Measures of COVID-19 Outbreak

- Discuss and Vote Parking Enforcement Plan

In discussions with Lieutenant Showstead, the following Parking Enforcement Plan is proposed to balance the return to work of our parking meter attendants and the back to business initiatives. We propose the following:

- Begin enforcement of parking lots July 1, 2020.
 - Traffic and Parking always contemplated removal of the Cale Machines in the lots effective June 30, 2020. With COVID-19 this is even more important. Effective July 1, 2020 only mobile apps for Pay-by-Phone, Passport/Park Boston will be allowed. There will no longer be debit card or cash allowed. The meters have all been updated with appropriate stickers and signage. Informational campaign will begin upon the Board's approval.
- Propose to bag the 2-hour street meters for "free parking" until September 1, 2020 similar to Christmas. We will have the meter attendants patrol and ticket cars that park longer than 2 hours to prevent all day parking in the spots and to encourage turnover. This will also allow smoother transition for curb side pickup for retail and restaurant establishments.

Motion:

MOVE to approve free parking at 2-hour street meters until August 31, 2020.

- **Discuss and Vote Temporary Outdoor Dining Permitting Plan**

On Monday (June 1st) the Governor issued an Order clarifying the Phase II reopening plan including information for restaurants to begin outdoor patio service and guidance for the temporary expansion of the licensed premises to serve alcohol. Beth, Amy and I had a meeting to form a restaurant reopening committee that includes Chief Pilecki, Mike Grant, Don McCauley, Lenny Izzo, Holly Detroy, Vivian Zeng, Fire Lieutenant Steve Mortarelli and Cay to formulate the safest and easiest way to work with our restaurants during Phase II. Tomorrow the Governor will announce the start date of Phase II and we anticipate that date to be June 8th.

Governor Baker and the Alcoholic Beverages Control Commission (ABCC) also expedited the process for expansion of premises for the sale of liquor, enabling local approval to suffice for restaurants to more fully utilize adjacent and nearby public and private outdoor spaces. I have included the ABCC Advisory and Patio Guidelines. Cay reached out to other license professionals across the state to see how they were moving forward with applications and the permitting process.

Cay and Vivian worked together using forms received through their outreach as well as state guidance to create an application (also attached). The form was vetted and revised based on feedback from the committee. The applications will be reviewed on a case by case basis by the committee and a permit will be issued for the temporary outdoor space. Information, guidance, and applications were sent to the restaurants on Tuesday evening and the information was posted on the reopening webpage under the Health Department. We have several restaurants that have expressed interest in expanding their outdoor patio and we expect creative ideas. I have included the draft temporary permit.

While public hearings are not required for the temporary patios, in order to expedite the permitting process, I am asking the Board to delegate to me the authority to issue the permits after the applications are fully reviewed by the committee. Per Cay's outreach, turnaround time on applications varies throughout communities, several have a one-day turnaround expectation. Many other communities have granted authority for this process to the Town Manager.

We have asked Town Counsel to weigh in on our application and temporary permit. Town Counsel advises that because Wellesley issues liquor licenses pursuant to a special act and has not adopted Chapter 138, the Board has the Authority to vote to temporarily supersede the current Rules and Regulations Governing Alcoholic Beverages regarding alcohol service and outdoor patio food and beverage service. He advises that the Board may authorize the Executive Director to approve the temporary patio application based on the committee's feedback. Town Counsel did state that should an applicant request the use of Town owned land, the Town should issue a license for the use, and the authorizing Board should not charge for the use of the land. If the outdoor space is privately owned, the applicant should confirm that they have control over that space. He also emphasized that the Town should receive a new insurance certificate to cover the additional area added to the licensed premises.

For restaurants that have a licensed patio not wishing to expand their space, the Health Department will be reviewing their reopening plan.

On Friday the committee received four applications, Papa Razzi, Café Mangal, Smith & Wollensky, and Alta Strada. We expect to have applications from Juniper and others before the weekend is over. Papa Razzi's proposal includes using land that is part of their lease. The application would be a change in how they use the space they have been given permission but are awaiting a written statement. Overall, they propose to use the exterior of the premises facing Washington Street and wrapping toward the parking area; using a total of 3 tables and 9 chairs. For barriers to distinguish the area as private dining, Papa Razzi proposes using planter boxes and moveable stands with retractable belts (similar to those found at a bank). Building, Fire, and Police have already signed off on this application.

Café Mangal submitted their plan, which includes using the parkland behind their restaurant. We have forwarded the proposal to Brandon to review and discuss with the NRC at their meeting on June 11th. The Café Mangal proposal includes using approximately 1,584 square feet, 10 tables and 20 chairs. One item missing from the application was acknowledgement that the neighboring businesses had reviewed and approved of their plan; we have asked for that to be submitted before a decision can be made. Café Mangal does not hold an alcohol license and therefore does not intend to serve or sell alcohol outdoors.

Smith & Wollensky propose using the brick sidewalk behind the building beside the parking area. They are proposing 8 tables with up to 32 chairs and would close the tables at “dusk”. They do intend to open up the front already licensed outdoor seating area as well to maximize their space. They have submitted letters of acknowledgment from their direct abutters including Fiorella’s.

Alta Strada has sent a preliminary application that is missing several elements needed for review including table and chair numbers, they currently estimate between 5-8 tables. They are proposing using the back sidewalk space behind the building abutting the parking lot. The application did not list the exact square footage nor did it include letters or acknowledgement from immediate abutters. We have asked them about their lighting plan as they propose being open through 10:30pm. We expect to have a more robust application supplement by the end of the weekend.

Below is a motion prepared by Town Counsel

MOVE that the Wellesley Board of Selectmen as the liquor licensing authority of the Town hereby votes to temporarily supersede its Rules and Regulations Governing Alcoholic Beverages for the purpose of delegating to Executive Director Meghan Jop its authority to sign an issue amended licenses to expand a licensee’s licensed premises to include outdoor seating. No further action is required by this Board.



OFFICE OF THE GOVERNOR
COMMONWEALTH OF MASSACHUSETTS
STATE HOUSE • BOSTON, MA 02133
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CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

**ORDER CLARIFYING THE PROGRESSION OF THE COMMONWEALTH'S
PHASED WORKPLACE RE-OPENING PLAN AND AUTHORIZING
CERTAIN RE-OPENING PREPARATIONS AT PHASE II WORKPLACES**

COVID-19 Order No. 35

WHEREAS, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus ("COVID-19");

WHEREAS, on March 11, 2020, the COVID-19 outbreak was characterized as a pandemic by the World Health Organization;

WHEREAS, the Federal Centers for Disease Control have advised that COVID-19 is spread mainly by person to person contact and that the best means of slowing the spread of the virus is through practicing social distancing and protecting oneself and others by minimizing personal contact with environments where this potentially deadly virus may be transmitted;

WHEREAS, on March 23, 2020, in order to restrict all non-essential person-to-person contact and non-essential movement outside the home as a means of combatting the spread of COVID-19 within the Commonwealth, I issued COVID-19 Order No. 13, which designated certain COVID-19 Essential Services, as defined in the Order, temporarily closed the brick-and-mortar premises of businesses and organizations that do not provide COVID-19 Essential Services, and prohibited gatherings of more than 10 people;

WHEREAS, on March 31, 2020, April 28, 2020, and May 15, 2020, I issued COVID-19 Orders No. 21, 30, and 32, respectively, which extended the period in which COVID-19 Order No. 13 would continue to restrict the operation of businesses and organizations that do not provide COVID-19 Essential Services;

WHEREAS, recent public health data indicate continued improvement in key areas of measurement as a result of the extraordinary efforts of health care providers in the Commonwealth and the public's unselfish compliance with the restrictions imposed in COVID-19 Order No. 13 and other measures implemented in response to the COVID-19 health crisis;

WHEREAS, on May 18, 2020, I issued COVID-19 Order No. 33, which authorized the re-opening of certain brick-and-mortar premises designated as "Phase I" workplaces ("Phase I enterprises"), subject to the requirement that all such workplaces comply with workplace safety rules and standards implemented to protect against the risk of the COVID-19 virus and which otherwise further extended the period in which COVID-19 Order No. 13 will continue to restrict the operations of businesses and organizations that do not provide Essential Services or that have not been designated as Phase I workplaces;

WHEREAS, a sustained trend of improvement in public health data will permit a continuing, carefully phased relaxation of certain restrictions that COVID-19 Order No. 13 has placed on businesses and other organizations, provided that any adjustment can only be maintained or expanded on the basis of continuing improvements in the public health data, and further provided that any adjustment must reflect the reality that the Commonwealth remains in the midst of a public health emergency, as demonstrated by reporting from the Department of Public Health that as of May 31, 2020, 1,824 persons remain hospitalized in the Commonwealth as a result of COVID-19 and 436 of these patients are receiving treatment in intensive care units;

WHEREAS, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise any and all authority over persons and property necessary or expedient for meeting a state of emergency, including but not limited to authority over assemblages in order to protect the health and safety of persons, transportation and travel by any means or mode, regulating the sale of articles of food and household articles, variance of the terms and conditions of licenses and permits issued by the Commonwealth or any of its agencies or political subdivisions, and policing, protection, and preservation of public and private property;

NOW, THEREFORE, I hereby order the following:

1. Advance Preparations by Phase II Enterprises

Beginning immediately, businesses and other organizations that are included within Phase II of the re-opening plan, as defined in Section 2 below, may open their physical workplaces and facilities ("brick-and-mortar premises") to workers for the purpose of preparing for a Phase II re-opening when authorized. In preparing their premises for re-opening, Phase II businesses and other organizations ("Phase II enterprises") must at all times comply with all generally applicable COVID-19 workplace safety rules and any relevant sector-specific COVID-

19 workplace safety rules issued pursuant to Section 2 of COVID-19 Order No. 33 or otherwise by the Department of Labor Standards (“DLS”), the Department of Public Health (“DPH”), or any other agency authorized to issue similar health and safety rules.

Phase II enterprises may not open their premises to customers and the public generally until authorized to do so by subsequent Order.

2. Designation of Phase II Enterprises

Phase II enterprises are businesses or other organizations that meet each of the following conditions:

They are

- not currently permitted to open their premises as an Essential Service or Phase I enterprise pursuant to Section 1 of COVID-19 Order No. 33;
- not closed by any COVID-19 Order separate from or in addition to COVID-19 Order No. 13;
- not excluded or excepted from the terms of this Order in Section 4; and
- not designated on the chart below as a Phase III or Phase IV enterprise.

	All Phase II, III, and IV enterprises will be required to comply with general and, where applicable, sector-specific COVID-19 workplace safety rules administered by DPL, DPH, and local boards of health. Workplace safety rules will include a variety of mandatory context-specific COVID-19 safety measures such as occupancy limitations, operational modifications, social distancing rules, and specialized cleaning requirements.
Phase II	<p>Enterprises that meet all of the conditions specified above and including</p> <ul style="list-style-type: none"> • Retail Stores including stores in enclosed shopping malls • Restaurants providing seated food service prepared on-site and under retail food permits issued by municipal authorities pursuant to 105 CMR 590.000, including beer gardens/wineries/distilleries meeting these criteria • Hotels, motels, inns, and other short-term lodgings (no events, functions, or meetings) • Limited organized youth and adult amateur sports activities and programs—no contact and no games or scrimmages, and indoor facilities limited to youth programs • Professional sports practice and training programs—no inter-team games and no admission for the public • Personal Services provided at a fixed place of business or at a client location <ul style="list-style-type: none"> ○ Step 1: Services involving no close personal contact (photography, window washers, individual tutoring, home cleaning, etc.) ○ Step 2: Services involving close personal contact (massage, nail salons, personal training for individuals or no more than 2 persons from same household, etc.) • Non-athletic instructional classes in arts/education/life skills for youths under 18 years of age in groups of fewer than 10 • Driving schools and flight schools • Outdoor historical spaces—no functions or gatherings and no guided tours • Funeral homes—increased capacity to permit 40% occupancy for one service at a time within the facility

	<ul style="list-style-type: none"> • Warehouses and distribution centers • Golf facilities including outdoor driving ranges • Other outdoor recreational facilities <ul style="list-style-type: none"> ○ pools, playgrounds and spray decks ○ mini golf, go karts, batting cages, climbing walls, ropes courses • Post-Secondary/Higher Ed/Vocational-Tech/Trade/Occupational Schools <ul style="list-style-type: none"> ○ for the limited purposes of permitting students to complete a degree, program, or prerequisite for employment, or other similar requirement for completion, for summer youth programming including athletic facilities, and any necessary supporting services • Day Camps including sports and arts camps • Public libraries
Phase III	<ul style="list-style-type: none"> • Post-Secondary/Higher Ed/Vocational-Tech/Trade/Occupational Schools—general operations • Casino gaming floors • Horse racing simulcast facilities (no spectators) • Indoor recreational and athletic facilities for general use (not limited to youth programs) • Fitness centers and health clubs including <ul style="list-style-type: none"> ○ cardio/weight rooms/locker rooms/inside facilities ○ fitness studios (yoga, barre, cross-fit, spin classes, general fitness studios) ○ indoor common areas ○ indoor swimming pools ○ indoor racquet courts and gymnasiums ○ locker rooms/shower rooms ○ excluding saunas, hot-tubs, steam rooms • Museums • Indoor historic spaces/sites • Aquariums • Outdoor theatres and performance venues of moderate capacity • Indoor theatres, concert halls, and other performance venues of moderate capacity • Sightseeing and other organized tours (bus tours, duck tours, harbor cruises, whale watching) • Fishing and hunting tournaments and other amateur or professional derbies • Weddings/events/gatherings in parks, reservations, and open spaces with allowance for moderate capacity • Overnight camps • Indoor non-athletic instructional classes in arts/education/life skills for persons 18 years or older • Indoor recreational businesses: batting cages, driving ranges, go karts, bowling alleys, arcades, laser tag, roller skating rinks, trampolines, rock-climbing <p>This listing is subject to amendment.</p>
Phase IV	<ul style="list-style-type: none"> • Amusement parks, theme parks, indoor or outdoor water parks • Saunas, hot-tubs, steam rooms at fitness centers, health clubs, and other facilities • Bars, dance clubs, and nightclubs—venues offering entertainment, beverages, or dancing and not providing seated food service prepared on-site and under retail food permits issued by municipal authorities pursuant to 105 CMR 590.000 • Beer gardens/breweries/wineries/distilleries not providing seated food service prepared on-site and under retail food permits issued by municipal authorities pursuant to 105 CMR 590.000 • Large capacity venues used for group or spectator sports, entertainment, business, and cultural events including

	<ul style="list-style-type: none"> ○ Theaters and concert halls ○ Ballrooms ○ Stadiums, arenas, and ballparks ○ Dance floors ○ Exhibition and convention halls ● Private party rooms ● Street festivals and parades and agricultural festivals ● Road races and other large, outdoor organized amateur or professional group athletic events <p>This listing is subject to amendment.</p>
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3. Rules for Phase II Limited Organized Sports Activities and Programs

Amateur Sports: Effective immediately, organizers of sports activities and programs for youths and adults and facilities that host such programs or activities may open their premises to employees to begin preparations, consistent with the provisions of Section 1, for authorized Phase II activities. In addition to complying with generally applicable COVID-19 workplace safety rules, organizers of sports activities and programs for youths and adults and facilities that host such programs or activities shall be subject to the following directives during Phase II:

- a. Programs for contact sports must limit activities exclusively to no-contact drills and practices. Programs for no contact sports where ordinary play allows for social distancing may include ordinary play.
- b. Games, scrimmages, and tournaments shall not be permitted for any organized sports activities.
- c. Programs must separate participants into groups of no more than 10 participants, including coaches and staff.
- d. Indoor athletic facilities shall be open and available exclusively for the use of supervised sports programs, including sports camps, for youths under the age of 18.

The Secretary of the Executive Office of Energy and Environmental Affairs (“EEA”) shall issue guidance to implement these directives and all generally applicable COVID-19 workplace standards for organizers of youth and adult sports programs and operators of facilities that host those programs. Organizers of youth and adult sports programs shall follow the EEA guidance; provided, however, that when the program is governed by formal league rules or other binding agreements or affiliations, the organizer shall comply with any COVID-19 and other health and safety rules applicable under those authorities. The requirements of items (a) – (d) above shall apply in all circumstances.

Professional Sports: Effective immediately, professional sports organizations may open their premises to employees and other workers for the activities provided for in Section 1 and may also open their premises to employees for on-premises athletic practices and training,

subject to adoption of COVID-19 health and safety rules implemented under the authority of formal league rules or other binding agreements or affiliations.

Professional sports organizations may not engage in inter-team games within the Commonwealth and may not open any facilities within the Commonwealth to the public until further Order.

4. Preparations and Accommodation for Outdoor Restaurant Dining Service

Restaurants will be authorized to provide outdoor table service at the commencement of Phase II of the Commonwealth's phased re-opening of workplaces. If the public health data reflects continued positive progression, restaurants will be authorized at a later date and by a subsequent Phase II Order to commence indoor table service. In each case, restaurants will be required to comply with sector-specific COVID-19 workplace safety rules for restaurants.

"Outdoor table service" shall mean service that is provided outside the restaurant building envelope, whether on a sidewalk, patio, deck, lawn, parking area, or other outdoor space. Outdoor table service may be provided under awnings or table umbrellas or other cover from the elements, provided, however, that at least 50 percent of the perimeter of any covered dining space must remain open and unobstructed by any form of siding or barriers at all times.

Notwithstanding the provisions of chapter 40A of the general laws, or any special permit, variance or other approval thereunder, or any other general or special law to the contrary, a city or town may approve requests for expansion of outdoor table service, including in the description of licensed premises as described below. Prior to such approval, the mayor, select board, or chief executive as established by charter or special act, shall establish the process for approving such requests. Such process need not comply with the notice and publication provisions of section 11 of chapter 40A.

Any such approval may be exercised immediately upon filing of notice thereof with the city or town clerk, without complying with any otherwise applicable recording or certification requirements.

In order to provide improved opportunities for outdoor table service, for any type of license that permits the sale of alcoholic beverages for on-premises consumption, a local licensing authority ("LLA") may grant approval for a change in the description of the licensed premises for the purpose of permitting outdoor alcohol service as the LLA may deem reasonable and proper, and issue an amended license to existing license holders, without further review or approval by the Alcoholic Beverages Control Commission ("ABCC") prior to issuance. Upon approval of an amended license, the LLA shall provide notice of the amended license to the ABCC. Nothing in this Order shall prevent the ABCC from exercising its statutory or regulatory enforcement authority over any such amended license issued.

On November 1, 2020 or the date this Order is rescinded, whichever is sooner, any approval issued under this Section, including any amended license issued by an LLA as a result of this Order, shall automatically revert back to its status prior to the approval of the change for expansion of outdoor table service or in the description of a licensed premises.

5. Sector-Specific Rules

The Director of Labor Standards and the Commissioner of Public Health shall issue, subject to my approval, COVID-19 workplace safety rules for certain, specific Phase II enterprise workplace sectors (“Sector-Specific Rules”) to address the particular circumstances and operational needs of those specific workplace sectors. These Phase II Sector-Specific Rules shall supplement the generally applicable COVID-19 safety rules applicable to all workplaces in the Commonwealth. Phase II enterprises shall adopt and comply with all Sector-Specific Rules applicable to their workplaces.

6. Limitations on Gatherings

A Phase II enterprise that is authorized to open its brick-and-mortar premises to workers under the terms of this Order shall not be subject to the 10-person limitation on gatherings established in Section 3 of COVID-19 Order No. 13 in its normal operations of those premises; provided, however, that Phase II enterprises must comply with the social distancing requirements in the Commonwealth’s generally applicable COVID-19 workplace safety rules, any more specific limitations on gatherings and meeting sizes included in any applicable Sector-Specific Rules, and any other similar restrictions specified in this Order.

Section 3 of COVID-19 Order No. 13 shall otherwise remain in effect for businesses or organizations not permitted to open their brick-and-mortar premises as COVID-19 Essential Services, or Phase I or Phase II enterprises.

4. Exceptions

This Order shall have no application to any of the following businesses, organizations, workplaces, or facilities:

- a. Any municipal legislative body, the General Court, or the Judiciary
- b. Federal governmental entities
- c. Any health care facility or provider licensed by the Department of Public Health or the Board of Registration in Medicine
- d. Any of the following workplaces or facilities with specialized functions and populations:
 - Public and private elementary and secondary (K-12) schools
 - Residential and day schools for special needs students

- Licensed, approved, or exempt child care programs and any emergency child care centers and emergency residential programs operating under emergency authorization
- Facilities operated by the Department of Correction or any Sheriff
- Facilities operated or licensed by the Department of Mental Health or the Department of Developmental Services
- And any other facilities or workplaces that the Commissioner of Public Health may in writing exempt from the terms of this Order

This Order is effective immediately and shall remain in effect until rescinded or until the state of emergency is ended, whichever occurs first.

Given in Boston at 2:20 PM this 1st day
of June, two thousand and twenty



CHARLES D. BAKER
GOVERNOR
Commonwealth of Massachusetts



*Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, Massachusetts 02150*

Jean M. Lorizio, Esq.
Chairman

**ALCOHOLIC BEVERAGES CONTROL COMMISSION ADVISORY REGARDING
LOCAL LICENSING AUTHORITIES' APPROVAL OF OUTDOOR SEATING**

On June 1, 2020, Governor Charlie Baker issued an Order Clarifying the Progression of the Commonwealth's Phased Workplace Re-Opening Plan and Authorizing Certain Re-Opening Preparations at Phase II Workplaces, which, in part, details the process for reopening establishments for on-premises consumption. The text of the Governor's Order can be found [HERE](#).

When the Governor declares that the Commonwealth has entered Phase II of its reopening plan all licensees for on-premises consumption of alcohol may commence outdoor table service only. Indoor service will remain prohibited until further order from the Governor.

The Governor's Order also grants the local licensing authorities ("LLA") the authority to expand alcohol licensees' licensed premises for outdoor seating in an expedited process.

Pursuant to the Governor's Order, on application from a licensee that serves alcohol for on-premises consumption¹, the LLA may alter the description of the licensee's licensed premises to expand for outdoor seating that the LLA deems "reasonable and proper." The LLA does not need to comply with M.G.L. c. 138, § 15A, and therefore does not need to provide advance notice to abutters or hold a public hearing on the application. LLAs must continue to follow the ABCC's guidelines issued in 2015 for the approval of outdoor seating, which can be found [HERE](#).

ABCC approval is not required on these applications. Upon approval from the LLA the LLA may issue the amended license forthwith. The LLA must provide notice by mail to the ABCC on all application approvals. For further guidance on the process of approving and issuing these amended licenses LLAs should consult with their counsel.

Please be aware that all expanded premises approved pursuant to this Order are only effective through November 1, 2020, or until the Order is rescinded, whichever is sooner, and revert to their original licensed premises on that date.

The ABCC continues to retain supervision and oversight of all alcohol licensees, including those that expand their licensed premises pursuant to this Order. As always, all licensees must ensure that they comply with the laws of the Commonwealth of Massachusetts, and that sales of

¹ This includes restaurants, bars, hotels, general-on-premises, clubs, war veterans' clubs, continuing care retirement communities, pub-brewers (M.G.L. c. 138, §§ 12 and 19D), farmer-series pouring permits, and manufacturers' pouring permits (M.G.L. c. 138, §§ 19(b), 19B(n), 19C(n), and 19E(o)).

alcoholic beverages take place only as authorized by federal, state, and local law. All questions should be directed to Executive Director Ralph Sacramone at (617) 727-3040 x 731.

(Issued June 1, 2020)



*Commonwealth of Massachusetts
Department of the State Treasurer
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114*

Deborah B. Goldberg
Treasurer and Receiver General

Kim S. Gainsboro, Esq.
Chairman

**ALCOHOLIC BEVERAGES CONTROL COMMISSION ADVISORY REGARDING
GUIDELINES FOR EXTENSION OF PREMISES TO PATIO AND OUTDOOR AREAS**

On July 28, 2015, at a public meeting, the Alcoholic Beverages Control Commission approved amendments to its "Guidelines for Extension of Premises to Patio and Outdoor Areas." These amended guidelines supersede the previously issued Guidelines from August 22, 1989. A copy of the amended Guidelines are attached to this Advisory.

As a reminder, all licensees must ensure that they are in compliance with the Laws of the Commonwealth of Massachusetts and that sale of alcoholic beverages take place only as authorized by applicable law. Questions concerning this Advisory can be directed to Ralph Sacramone, Executive Director of the Massachusetts Alcoholic Beverages Control Commission at (617) 727-3040 x 731.

(Issued August 6, 2015)



*Commonwealth of Massachusetts
Department of the State Treasurer
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114*

Deborah B. Goldberg
Treasurer and Receiver General

Kim S. Gainsboro, Esq.
Chairman

**GUIDELINES FOR EXTENSION OF PREMISES TO
PATIO AND OUTDOOR AREAS**

1. Alcoholic beverages cannot be served outside of a licensed establishment unless and until an application to extend the licensed premises has been approved.
2. An application to extend the premises must describe the area in detail, including dimensions, seating capacity, and maximum occupancy.
3. The premises must be enclosed by a fence, rope, or other means to prevent access from a public walkway.
4. The outdoor area must be contiguous to the licensed premises with either (a) a clear view of the area from inside the premises, or, alternatively (b) the licensee may commit to providing management personnel dedicated to the area.
5. The applicant must have a lease or documents for the right to occupy the proposed area.
6. The licensing authorities should consider the type of neighborhood and the potential for noise in the environs.
7. Preferred are outdoor areas where alcohol is served to patrons who are seated at the tables and where food is also available.



Public Health
Prevent. Promote. Protect.
Wellesley Health Department

TOWN OF WELLESLEY HEALTH DEPARTMENT

Annie F. Warren Building
90 Washington Street
Wellesley, MA 02481
Tel: 781-235-0135

www.wellesleyma.gov/health

Date: June 2, 2020

To: Food Establishments

From: Wellesley Health Department

Re: Re-opening Requirements and Outdoor Seating Plan Review

This is a preview of the mandatory safety standards, recommended best practices and a checklist for restaurants. Restaurants may not provide any service beyond carry-out or delivery until specifically authorized to do so in Phase 2 of the State's Re-Opening Plan. Currently, there is no official reopening date for Phase 2.

Outdoor dining will begin at the start of Phase 2. Indoor dining will resume later on during Phase 2, based on public health data. Please see attached COVID-19 Executive Order No.35 for details. In both outdoor and indoor dining cases, restaurants will be required to comply with sector-specific COVID-19 workplace safety rules for restaurants.

General business guidance

All businesses must meet these requirements before reopening:

- ✓ [COVID-19 control plan template](#) – Template that satisfies the written control plan requirement for self-certification. This must remain on site for review if requested by the Board of Health.
- ✓ [Compliance attestation poster](#) – Poster that customer facing businesses are required to print, sign, and post in an area within the business premises that is visible to workers and visitors
- ✓ [Employer and Worker posters](#) – Posters that businesses can print and display within the business premises to describe the rules for maintaining social distancing, hygiene protocols, and cleaning and disinfecting

As an **employer**, you must:

- ✓ Require masks, coverings, and gloves for all employees
- ✓ Provide handwashing supplies and capabilities
- ✓ Sanitize high touch areas, such as workstations, equipment, doorknobs, restrooms

Restaurant Sector-specific protocols

- ✓ Must review and comply with the [mandatory safety standards](#)
- ✓ Restaurant-specific [checklist](#) to aid with your reopening plans

Temporary Outdoor Seating Permitting

In an effort to support local restaurants, a multi-departmental committee has been established to review temporary outdoor seating proposals. Temporary outdoor seating permits are given on a case-by-case basis pending approval from the Health Department and Selectmen's Office.

See the attached Temporary Outdoor Seating Permit Application.

Temporary outdoor seating permits are subject to strict adherence to social distancing and other preventative COVID-19 practices. Please submit your completed Temporary Outdoor Seating Permit Application to cmeagher@wellesleyma.gov and allow several days to process your request.

For additional resources visit:

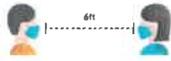
- Reopening Massachusetts: mass.gov/info-details/safety-standards-and-checklist-restaurants
- Find Supply Vendors: mass.gov/info-details/reopening-purchasing-hygienic-or-protective-supplies-for-the-workplace
- Town of Wellesley COVID-19 Information Hub: [Wellesleyma.gov/Coronavirus](https://wellesleyma.gov/Coronavirus)
- MA Department of Public Health: mass.gov/guides/information-on-the-outbreak-of-2019-novel-coronavirus-covid-19
- CDC Reopening Guidance: <https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html>
- FDA COVID-19 Best Practices: <https://www.fda.gov/food/food-safety-during-emergencies/best-practices-retail-food-stores-restaurants-and-food-pick-up-delivery-services-during-covid-19>



These workplace safety standards for restaurants are posted in advance of the Governor's initiation of Phase 2 to allow restaurants time to prepare to operate in compliance with these mandatory health and safety standards. Restaurants may not provide any service beyond carry-out or delivery until specifically authorized to do so in Phase 2 of the Commonwealth's Workplace Re-Opening Plan. The Governor will initiate Phase 2 of the Re-Opening Plan by formal Executive Order and only following a careful review of public health data.

Restaurants may provide outdoor table service at the commencement of Phase 2 of the Commonwealth's Reopening Plan. Restaurants will be authorized at a later date and by a subsequent Phase 2 Order to commence indoor table service if the public health data reflects continued positive progression

MANDATORY SAFETY STANDARDS



SOCIAL DISTANCING

When indoor table service is permitted, restaurants are encouraged to structure operations to operate as much as possible through outdoor table service and to strictly limit indoor table service in order to assure effective compliance with social distancing requirements and to limit activities within confined spaces

Restaurants must comply with the following sector specific social distancing rules for providing dining services in all customer seating areas:

- Tables must be positioned so to maintain at least a 6 foot distance from all other tables and any high foot traffic areas (e.g., routes to bathrooms, entrances, exits); tables may be positioned closer if separated by protective / non-porous barriers (e.g., structural walls or plexi-glass dividers) not less than 6 feet high installed between tables and high foot traffic areas
- The size of a party seated at a table cannot exceed 6 people
- Restaurants may not seat any customers at the bar, but subject to any applicable building and fire code requirements, bar areas may be re-configured to accommodate table seating that complies with all spacing and other requirements in these COVID-19 safety standards
- All customers must be seated; eat-in service to standing customers (e.g., around bar areas) is prohibited
- Restaurants may provide carry-out or delivery service, but all safety standards for table separation, size of party, and hygiene must be maintained for any indoor or outdoor table seating that is available to carry-out patrons
- All other amenities and areas not employed for food and beverage service (e.g., dance floors, pool tables, playgrounds, etc.) must be closed or removed to prevent gathering of customers

Ensure separation of 6 feet or more between all individuals (workers, vendors, and customers) unless this creates a safety hazard due to the nature of the work or the configuration of the workspace:

- Close or reconfigure worker common spaces and high density areas where workers are likely to congregate (e.g., break rooms, eating areas) to allow 6 feet of physical distancing; redesign work stations to ensure physical distancing (e.g., separate tables, stagger workstations on either side of processing lines so workers are not face-to-face, use distance markers to assure spacing including in the kitchen area)
- Establish directional hallways and passageways for foot traffic if possible, to minimize contact (e.g., one-way entrance and exit to the restaurant). Post clearly visible signage regarding these policies
- Prohibit lingering in common areas (e.g., waiting areas, bathrooms) and ensure social distancing in common areas by marking 6 feet spacing with tape or paint on the floor and signage
- All customer-facing workers (e.g., servers, bus staff) must minimize time spent within 6 feet of customers

Designate assigned working areas to workers where possible to limit movement throughout the restaurant and limit contact between workers (e.g., assigning zones to servers)

Stagger work schedules and staff meal and break times, regulating maximum number of people in one place and ensuring at least 6 feet of physical distancing

Minimize the use of confined spaces (e.g., elevators, vehicles) by more than one individual at a time

Require face coverings for all customers and workers at all times, except where an individual is unable to wear a face covering due to medical condition or disability

Recommended best practices

Improve ventilation for enclosed spaces where possible (e.g., open doors and windows)

Customers may remove face coverings while seated at tables



HYGIENE PROTOCOLS

All workers must wash their hands frequently, and table servers must wash their hands or apply hand sanitizer between each table interaction

Ensure access to handwashing facilities on site, including soap and running water, and allow sufficient break time for workers to wash hands frequently; alcohol-based hand sanitizers with at least 60% alcohol may be used as an alternative

Alcohol-based hand sanitizers with at least 60% alcohol should be made available at entrances, exits, and in the dining area

Supply workers at workplace location with adequate cleaning products (e.g., sanitizer, disinfecting wipes)

Post visible signage throughout the site to remind workers and customers of hygiene and safety protocols

Self-serve, unattended buffets, topping bars, drink stations, and other communal serving areas must remain closed

Condiments and similar products (e.g., salt, pepper, and salad dressing) should not be pre-set on tables and should instead only be provided upon request either in single-serving portions (e.g., individual packages or cups) or in serving containers that are sanitized between each use



MANDATORY SAFETY STANDARDS



HYGIENE PROTOCOLS

Menus must be one of the following: 1) paper, single-use menus disposed after each use, 2) displayed menu (e.g., digital, whiteboard, chalkboard), 3) electronic menus viewed on customers' phones / mobile devices

Utensils and place settings must be either single-use or sanitized after each use; utensils should be rolled or packaged. Tables should not be pre-set to reduce opportunity for exposure

Tables and chairs must be cleaned and sanitized thoroughly between each seating



STAFFING & OPERATIONS

When possible, reservations or call ahead seating should be encouraged; managers must ensure that diners waiting for tables do not congregate in common areas or form lines

Restaurants may not provide customers with buzzers or other devices to provide alerts that seating is available or orders are ready; restaurants should instead use no-touch methods such as audio announcements, text messaging, and notices on fixed video screens or blackboards

Provide training to workers on up-to-date safety information and precautions including hygiene and other measures aimed at reducing disease transmission, including:

- Social distancing, hand-washing, and requirement and proper use of face coverings
- Modifying practices for serving in order to minimize time spent within 6 feet of customers
- Self-screening at home, including temperature or symptom checks
- Reinforcing that staff may not come to work if sick
- When to seek medical attention if symptoms become severe
- Which underlying health conditions may make individuals more susceptible to contracting and suffering from a severe case of the virus

Restaurant operators should establish adjusted workplace hours and shifts for workers to minimize contact across workers and reduce congestion at entry points

Limit visitors and vendors on site; shipping and deliveries should be completed in designated areas

Workers should not appear for work if feeling ill

Restaurants must screen workers at each shift by ensuring the following:

- Worker is not experiencing any symptoms such as fever (100.3 and above), cough, shortness of breath, or sore throat;
- Worker has not had 'close contact' with an individual diagnosed with COVID-19. "Close contact" means living in the same household as a person who has tested positive for COVID-19, caring for a person who has tested positive for COVID-19, being within 6 feet of a person who has tested positive for COVID-19 for 15 minutes or more, or coming in direct contact with secretions (e.g., sharing utensils, being coughed on) from a person who has tested positive for COVID-19, while that person was symptomatic
- Worker has not been asked to self-isolate or quarantine by their doctor or a local public health official
- Workers who are sick or feeling ill must be sent home.

Anyone showing signs of illness may be denied entry

If the employer is notified of a positive case at the workplace, the employer should notify the local Board of Health (LBOH) where the workplace is located and work with them to trace likely contacts in the workplace and advise workers to isolate and self-quarantine

Notify workers that they may not work if they test positive for COVID-19 (they should be isolated at home) or are found to be a close contact of someone with COVID-19 (they should be quarantined at home)

Testing of other staff may be recommended consistent with guidance and / or at the request of the LBOH. Post notice to workers and customers of important health information and relevant safety measures as outlined in government guidelines

Post notice to workers and customers of important health information and relevant safety measures as outlined in the Commonwealth's [Mandatory Safety Standards for Workplace](#)

Designate the Person in Charge (105 CMR 590) for each shift to oversee implementation of the guidelines in this document

Restaurants will be allowed to maximize outdoor dining space, including patios and parking lots where available, where municipal approval is obtained

Recommended best practices

When taking reservations and when seating walk-in customers, restaurants should retain a phone number of someone in the party for possible contact tracing

Encourage use of technological solutions where possible to reduce person-to-person interaction (e.g., contactless payment, mobile ordering, text on arrival for seating)

Workers who are particularly high risk to COVID-19 according to the Centers for Disease Control (e.g., due to age or underlying conditions) are encouraged to stay home or arrange an alternate work assignment

Workers are strongly encouraged to self-identify symptoms or any close contact to a known or suspected COVID-19 case to the employer

Encourage workers who test positive for COVID-19 to disclose to the employer for purposes of cleaning / disinfecting and contact tracing



MANDATORY SAFETY STANDARDS



CLEANING & DISINFECTING

Clean commonly touched surfaces in restrooms (e.g., toilet seats, doorknobs, stall handles, sinks, paper towel dispensers, soap dispensers) frequently and in accordance with CDC guidelines

Keep cleaning logs that include date, time, and scope of cleaning

Conduct frequent disinfecting of heavy transit areas and high-touch surfaces (e.g., doorknobs, elevator buttons, staircases)

Implement procedures to increase cleaning / disinfecting in the back-of-house. Avoid all food contact surfaces when using disinfectants. Food contact surfaces must be cleaned and sanitized before use with a sanitizer approved for food contact surfaces. Non-food contact surfaces must be frequently cleaned

In the event of a presumptive or actual positive COVID-19 case of a worker, patron, or vendor, the restaurant must be immediately shut down for 24 hours and then must be cleaned and disinfected in accordance with current CDC guidance before re-opening



These workplace safety standards for restaurants are posted in advance of the Governor's initiation of Phase 2 to allow restaurants time to prepare to operate in compliance with these mandatory health and safety standards. Restaurants may not provide any service beyond carry-out or delivery until specifically authorized to do so in Phase 2 of the Commonwealth's Workplace Re-Opening Plan. The Governor will initiate Phase 2 of the Re-Opening Plan by formal Executive Order and only following a careful review of public health data.

Restaurants may provide outdoor table service at the commencement of Phase 2 of the Commonwealth's Reopening Plan. Restaurants will be authorized at a later date and by a subsequent Phase 2 Order to commence indoor table service if the public health data reflects continued positive progression



SOCIAL DISTANCING

Ensure >6ft between individuals

- When indoor table service is permitted, restaurants are encouraged to structure operations to operate as much as possible through outdoor table service and to strictly limit indoor table service in order to assure effective compliance with social distancing requirements and to limit activities within confined spaces
- Restaurants must comply with the following sector specific social distancing rules for providing dining services in all customer seating areas:
 - Tables must be positioned so to maintain at least a 6 foot distance from all other tables and any high foot traffic areas (e.g., routes to bathrooms, entrances, exits); tables may be positioned closer if separated by protective / non-porous barriers (e.g., structural walls or plexi-glass dividers) not less than 6 feet high installed between tables and high foot traffic areas
 - The size of a party seated at a table cannot exceed 6 people
 - Restaurants may not seat any customers at the bar, but subject to any applicable building and fire code requirements, bar areas may be re-configured to accommodate table seating that complies with all spacing and other requirements in these COVID-19 safety standards
 - All customers must be seated; eat-in service to standing customers (e.g., around bar areas) is prohibited
 - Restaurants may provide carry-out or delivery service, but all safety standards for table separation, size of party, and hygiene must be maintained for any indoor or outdoor table seating that is available to carry-out patrons
 - All other amenities and areas not employed for food and beverage service (e.g., dance floors, pool tables, playgrounds, etc.) must be closed or removed to prevent gathering of customers
- Ensure separation of 6 feet or more between all individuals (workers, vendors, and customers) unless this creates a safety hazard due to the nature of the work or the configuration of the workspace:
 - Close or reconfigure worker common spaces and high density areas where workers are likely to congregate (e.g., break rooms, eating areas) to allow 6 feet of physical distancing; redesign work stations to ensure physical distancing (e.g., separate tables, stagger workstations on either side of processing lines so workers are not face-to-face, use distance markers to assure spacing including in the kitchen area)
 - Establish directional hallways and passageways for foot traffic if possible, to minimize contact (e.g., one-way entrance and exit to the restaurant). Post clearly visible signage regarding these policies
 - Prohibit lingering in common areas (e.g., waiting areas, bathrooms) and ensure social distancing in common areas by marking 6 feet spacing with tape or paint on the floor and signage
 - All customer-facing workers (e.g., servers, bus staff) must minimize time spent within 6 feet of customers
- Designate assigned working areas to workers where possible to limit movement throughout the restaurant and limit contact between workers (e.g., assigning zones to servers)
- Stagger work schedules and staff meal and break times, regulating maximum number of people in one place and ensuring at least 6 feet of physical distancing
- Minimize the use of confined spaces (e.g., elevators, vehicles) by more than one individual at a time
- Require face coverings for all customers and workers at all times, except where an individual is unable to wear a face covering due to medical condition or disability
- Improve ventilation for enclosed spaces where possible (e.g., open doors and windows)
- Customers may remove face coverings while seated at tables



HYGIENE PROTOCOLS

Apply robust hygiene protocols

- All workers must wash their hands frequently, and table servers must wash their hands or apply hand sanitizer between each table interaction
- Ensure access to handwashing facilities on site, including soap and running water, and allow sufficient break time for workers to wash hands frequently; alcohol-based hand sanitizers with at least 60% alcohol may be used as an alternative
- Alcohol-based hand sanitizers with at least 60% alcohol should be made available at entrances, exits, and in the dining area



HYGIENE PROTOCOLS

Apply robust hygiene protocols

- Supply workers at workplace location with adequate cleaning products (e.g., sanitizer, disinfecting wipes)
- Post visible signage throughout the site to remind workers and customers of hygiene and safety protocols
- Self-serve, unattended buffets, topping bars, drink stations, and other communal serving areas must remain closed
- Condiments and similar products (e.g., salt, pepper, and salad dressing) should not be pre-set on tables and should instead only be provided upon request either in single-serving portions (e.g., individual packages or cups) or in serving containers that are sanitized between each use
- Menus must be one of the following: 1) paper, single-use menus disposed after each use, 2) displayed menu (e.g., digital, whiteboard, chalkboard), 3) electronic menus viewed on customers' phones / mobile devices
- Utensils and place settings must be either single-use or sanitized after each use; utensils should be rolled or packaged. Tables should not be pre-set to reduce opportunity for exposure
- Tables and chairs must be cleaned and sanitized thoroughly between each seating



STAFFING & OPERATIONS

Include safety procedures in the operations

- When possible, reservations or call ahead seating should be encouraged; managers must ensure that diners waiting for tables do not congregate in common areas or form lines
- Restaurants may not provide customers with buzzers or other devices to provide alerts that seating is available or orders are ready; restaurants should instead use no-touch methods such as audio announcements, text messaging, and notices on fixed video screens or blackboards
- Provide training to workers on up-to-date safety information and precautions including hygiene and other measures aimed at reducing disease transmission, including:
 - Social distancing, hand-washing, and requirement and proper use of face coverings
 - Modifying practices for serving in order to minimize time spent within 6 feet of customers
 - Self-screening at home, including temperature or symptom checks
 - Reinforcing that staff may not come to work if sick
 - When to seek medical attention if symptoms become severe
 - Which underlying health conditions may make individuals more susceptible to contracting and suffering from a severe case of the virus
- Restaurant operators should establish adjusted workplace hours and shifts for workers to minimize contact across workers and reduce congestion at entry points
- Limit visitors and vendors on site; shipping and deliveries should be completed in designated areas
- Workers should not appear for work if feeling ill
- Restaurants must screen workers at each shift by ensuring the following:
 - Worker is not experiencing any symptoms such as fever (100.3 and above), cough, shortness of breath, or sore throat;
 - Worker has not had 'close contact' with an individual diagnosed with COVID-19. "Close contact" means living in the same household as a person who has tested positive for COVID-19, caring for a person who has tested positive for COVID-19, being within 6 feet of a person who has tested positive for COVID-19 for 15 minutes or more, or coming in direct contact with secretions (e.g., sharing utensils, being coughed on) from a person who has tested positive for COVID-19, while that person was symptomatic
 - Worker has not been asked to self-isolate or quarantine by their doctor or a local public health official
 - Workers who are sick or feeling ill must be sent home.
- Anyone showing signs of illness may be denied entry
- Encourage workers who test positive for COVID-19 to disclose to the employer for purposes of cleaning / disinfecting and contact tracing. If the employer is notified of a positive case at the workplace, the employer should notify the local Board of Health (LBOH) where the workplace is located and work with them to trace likely contacts in the workplace and advise workers to isolate and self-quarantine
- Notify workers that they may not work if they test positive for COVID-19 (they should be isolated at home) or are found to be a close contact of someone with COVID-19 (they should be quarantined at home)



STAFFING & OPERATIONS

Include safety procedures in the operations

- Testing of other staff may be recommended consistent with guidance and / or at the request of the LBOH. Post notice to workers and customers of important health information and relevant safety measures as outlined in government guidelines
- Post notice to workers and customers of important health information and relevant safety measures as outlined in the Commonwealth's [Mandatory Safety Standards for Workplace](#)
- Designate the Person in Charge (105 CMR 590) for each shift to oversee implementation of the guidelines in this document
- Restaurants will be allowed to maximize outdoor dining space, including patios and parking lots where available, where municipal approval is obtained
- When taking reservations and when seating walk-in customers, restaurants should retain a phone number of someone in the party for possible contact tracing
- Encourage use of technological solutions where possible to reduce person-to-person interaction (e.g., contactless payment, mobile ordering, text on arrival for seating)
- Workers who are particularly high risk to COVID-19 according to the Centers for Disease Control (e.g., due to age or underlying conditions) are encouraged to stay home or arrange an alternate work assignment
- Workers are strongly encouraged to self-identify symptoms or any close contact to a known or suspected COVID-19 case to the employer



CLEANING & DISINFECTING

Incorporate robust hygiene protocols

- Clean commonly touched surfaces in restrooms (e.g., toilet seats, doorknobs, stall handles, sinks, paper towel dispensers, soap dispensers) frequently and in accordance with CDC guidelines
- Keep cleaning logs that include date, time, and scope of cleaning
- Conduct frequent disinfecting of heavy transit areas and high-touch surfaces (e.g., doorknobs, elevator buttons, staircases)
- Implement procedures to increase cleaning / disinfecting in the back-of-house. Avoid all food contact surfaces when using disinfectants. Food contact surfaces must be cleaned and sanitized before use with a sanitizer approved for food contact surfaces. Non-food contact surfaces must be frequently cleaned
- In the event of a presumptive or actual positive COVID-19 case of a worker, patron, or vendor, the restaurant must be immediately shut down for 24 hours and then must be cleaned and disinfected in accordance with current CDC guidance before re-opening

**BOARD OF SELECTMEN**

TOWN HALL • 525 WASHINGTON STREET • WELLESLEY, MA 02482-5992

TELEPHONE: (781) 431-1019 EXT 2219

FACSIMILE: (781) 239-1043

TEMPORARY OUTDOOR SEATING PERMIT APPLICATION:

This guidance is a step-by-step instruction manual if you would like to use land adjacent to your restaurant to allow for outdoor dining to increase business activity and revenues in a safe and responsible way during the COVID-19 pandemic. We understand that this is a challenging time and are open to creative proposals as long as they are thoughtfully prepared and complete. We intend to partner with our restaurants to refine the proposals – thank you for your flexibility and patience as we approach this next phase.

This application will be submitted to cmeagher@wellesleyma.gov in the Selectman's Office. She will share your application with the following Town agencies:

Health Department, Planning Department, Building Department, Police and Fire Departments

For additional information regarding COVID safety and sector-specific guidance for reopening, go to: <https://www.mass.gov/info-details/reopening-massachusetts>

REQUIRED DOCUMENTS

- I. **Basic Information** – fill out the attached form and include it with your submittal.
- II. **Letter of Permission**, if applicable – If the space is not owned by the restaurant, submit a letter of permission from the owner of the space indicating permission to use it for outdoor dining.
- III. **Letter(s) of Acknowledgement**, if applicable – If other businesses and/or residents share the use of the space, submit letter(s) of acknowledgement of this plan from all other users.
- IV. **Plan** – submit a drawing showing the space you would like to use for outdoor dining that includes the following information:
 - a. Outdoor site plan showing entry/exit points for your establishment.
 - b. Dimensions of the entire outdoor space.
 - c. Dimensions of the portion of space to be used for outdoor dining. Include the number of spaces that will be used for dining.
 - d. Layout of tables and chairs.

NOTE: Tables must be 6' apart to facilitate social distancing.
Patrons must be seated; eat-in service to standing customers is prohibited.
 - e. Dimensions of tables.
 - f. Photo or description of barriers to be used to prevent access from public walkway and/or protect diners from vehicular traffic.

BASIC INFORMATION

1. Business name:

2. Business address:

3. Business phone number:

4. Owner/manager:

5. Owner/manager email address:

6. 24-hour emergency contact number (In case of issues outside of normal business hours):

7. Business hours of **outdoor** operation:

8. Who owns the space you are intending to use?

If the business owner is not the owner of the space, submit a letter from the owner authorizing the use of the lot by the restaurant.

9. How many OTHER businesses share the space besides the restaurant?

If the restaurant is not the only user of the space, the other users of the lot must indicate their knowledge and support of the use of the lot for outdoor dining by submitting signed acknowledgement of the restaurant's plans.

10. How many tables and chairs would you like to put in the outdoor dining area? _____

Tables must be at least 6' apart to facilitate social distancing.

Patrons must be seated; eat-in service to standing customers is prohibited.

11. Will you be serving alcohol in the outdoor dining area? YES NO

If YES, contact cmeagher@wellesleyma.gov in the Selectman's Office regarding the process to extend your premises to allow the sale and consumption of alcohol in the outdoor dining area.

12. Will you be using a tent? YES NO

If YES, contact Michael Grant mgrant@wellesleyma.gov in the Building Department for tent permit requirements. NOTE: At least 50% of the perimeter of any tent space must remain open and unobstructed by any form of siding or barriers at all times.

OUTDOOR DINING COVID-19 SAFETY PROTOCOL PLAN

I. Social Distancing. Check the boxes to certify that you have:

- Ensured that all persons, including employees and customers in the outdoor dining area, remain at least six feet apart to the greatest extent possible.
- Established protocols to ensure that employees can practice adequate physical distancing.
- Posted signage for safe physical distancing.
- Required face coverings or masks for all employees that cover their mouth and nose.

II. Hygiene Protocols. Check the boxes to certify that you have:

- Provided hand washing capabilities throughout the workplace.
 - Ensured frequent hand washing by employees and provided adequate supplies to do so.
 - Provided regular sanitization of high touch areas, such as workstations, equipment, screens, tables and chairs, perimeter barriers, doorknobs, restrooms.
 - Implemented additional procedures. Please describe them here:
-

III. Staffing and Operations. Check the boxes to certify that you have:

- Provided training for employees regarding the social distancing and hygiene protocols.
 - Ensured employees who are displaying COVID-19-like symptoms do not report to work.
 - Implemented additional procedures. Please describe them here:
-

IV. Cleaning and Disinfecting. Check the boxes to certify that you have:

- Established and maintained cleaning protocols specific to the outdoor dining area.
 - Ensured that when an active employee is diagnosed with COVID-19, cleaning and disinfecting is performed
 - Prepared to disinfect all common surfaces at intervals appropriate to said workplace.
 - Implemented additional procedures. Please describe them here:
-
-

Signature of Owner/Manager

Print Name

Date

**AFFIDAVIT
OUTDOOR DINING COVID-19 SAFETY PROTOCOL**

I, _____ (write name) being the owner or manager of
_____ (name of restaurant) located at
_____ Wellesley, MA, acknowledge and accept the
responsibilities of maintaining a clean and safe outdoor dining experience for guests and for staff in
the outdoor dining area through the diligent adherence to the Outdoor Dining COVID-19 Safety
Protocol Plan submitted along with any and all mandatory state safety standards for workplaces and
outdoor dining.

Signature of applicant

Date

Print Name

Temporary Outdoor Seating Permit issued under Governor Baker's June 1, 2020 Executive Order

THE COMMONWEALTH OF MASSACHUSETTS

Town of Wellesley

This permit shall be considered verification that:

IS HEREBY GRANTED TEMPORARY LICENSE

To conduct outdoor dining services in the area of: _____

_____ not previously authorized as part of the duly licensed premises. This temporary permit does not grant the licensee authority to do business not previously licensed by The Commonwealth of Massachusetts or The Town of Wellesley.

Hours of Operation:

Monday – Thursday: _____

Friday – Saturday: _____

Sunday: _____

THIS PERMIT EXPIRES: November 1, 2020; unless earlier revoked by The Town of Wellesley as the Local Licensing Authority, Executive Order of the Governor, The Massachusetts Alcohol Control Commission, or any agent thereof.

The Wellesley Board of Selectmen as the Licensing Authority hereby approves this permit

Wellesley Executive Director: _____

Wellesley Health Department: _____

Wellesley Police Department: _____

Wellesley Fire Department: _____

Wellesley Building Department: _____

Wellesley Planning Department: _____

Temporary Outdoor Seating Permit issued under Governor Baker’s June 1, 2020 Executive Order

THE COMMONWEALTH OF MASSACHUSETTS
Town of Wellesley

Governor Baker declared that the Commonwealth has entered Phase II of its reopening plan and all licensees for on-premises consumption of alcohol may commence ***outdoor table service only***. The Governor’s Order grants the local licensing authorities (“LLA”) the authority to expand alcohol licensees’ licensed premises for outdoor seating in an expedited process. Pursuant to the Governor’s Order, on application from a licensee that serves alcohol for on premises consumption, the LLA may alter the description of the licensee’s licensed premises to expand for outdoor seating that the LLA deems “reasonable and proper.” The LLA does not need to provide advance notice to abutters or hold a public hearing on the application. LLAs must continue to follow the ABCC’s guidelines issued in 2015 for the approval of outdoor seating. ABCC approval is not required on these applications. Upon approval from the LLA the LLA may issue the amended license forthwith. The LLA must provide notice by mail to the ABCC on all application approvals. Please be aware that all expanded premises approved pursuant to this Order are only effective through November 1, 2020, or until the Order is rescinded, whichever is sooner, and revert to the original licensed premises on that date. The ABCC continues to retain supervision and oversight of all alcohol licensees, including those that expand their licensed premises pursuant to this Order. As always, all licensees must ensure that they comply with the laws of the Commonwealth of Massachusetts, and that sales of alcoholic beverages take place only as authorized by federal, state, and local law.

This permit shall be considered verification that:

IS HEREBY GRANTED TEMPORARY LICENSE

To conduct outdoor dining services in the area of: _____

_____ not previously authorized as part of the duly licensed premises. This temporary permit does not grant the licensee authority to do business not previously licensed by The Commonwealth of Massachusetts or The Town of Wellesley.

Hours of Operation:

Monday – Thursday: _____

Friday – Saturday: _____

Sunday: _____

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The Wellesley Board of Selectmen as the Licensing Authority hereby approves this permit

Wellesley Executive Director: _____

Wellesley Health Department: _____

Wellesley Police Department: _____

Wellesley Fire Department: _____

Wellesley Building Department: _____

Wellesley Planning Department: _____

12. Executive Director's Update

Vote to Accept Gifts

Wellesley Recreation Department \$14,500 Movie Operating Costs – Fund for Wellesley COVID-19 Relief Fund Grant

Wellesley Recreation Department \$30,000 – Kiwanis Club Mobil Movies Gift

Motion:

MOVE to accept the grant of \$14,500 from the Fund for Wellesley COVID-19 Relief Fund to the Wellesley Recreation Commission and to accept the gift of \$30,000 for the Mobile Movie Theater from the Kiwanis Club to the Recreation Commission.

<i>Wellesley COVID-19 Relief Fund Grants</i>	<i>Amount</i>	<i>Description</i>	<i>Received</i>	<i>BOS Approval</i>	<i>Posted to Munis</i>	<i>GL Expense Account</i>
Week 6 - June 1, 2020						
Wellesley Housing Authority	\$ 1,500.00	Splash Pads				
Wellesley Recreation Department	\$ 14,500.00	Movie Operating Costs				
Total:	\$ 16,000.00					

Meagher, Cathryn

From: Frigulietti, Amy
Sent: Thursday, June 4, 2020 2:51 PM
To: Meagher, Cathryn
Cc: Jop, Meghan
Subject: FW: PO request for Open Air Cinema LLC

Correction – BOS only needs to accept the 30K gift from Kiwanis. The other amount is the amount being covered by the Youth Commission.

Amy M. Frigulietti, MPA
Assistant Executive Director
Town of Wellesley
525 Washington Street
Wellesley, MA 02482
afrigulietti@wellesleyma.gov
781-431-1019 Ext. 2205
www.wellesleyma.gov

This is a Town of Wellesley email account. The substance of this message, including attachments, is a matter of public record.

From: Renzella, Maura <mrenzella@wellesleyma.gov>
Sent: Thursday, June 4, 2020 2:48 PM
To: Frigulietti, Amy <afrigulietti@wellesleyma.gov>
Subject: Re: PO request for Open Air Cinema LLC

The actual quote is for \$33350. Youth Commission is covering the amount above \$30,000 from a gift account. Make sense?

Thanks,
Maura

Maura B. Renzella
Youth Director, Wellesley Youth Commission
525 Washington Street
Wellesley, MA 02482
781-446-6274
mrenzella@wellesleyma.gov



Think Green... please don't print this e-mail unless it's absolutely necessary.

When responding, please be advised that the Town of Wellesley and the Office of the Secretary of State for the Commonwealth of Massachusetts has determined that email could be considered a public record.

From: Frigulietti, Amy <afrigulietti@wellesleyma.gov>
Sent: Thursday, June 4, 2020 2:45 PM

To: Renzella, Maura <mrenzella@wellesleyma.gov>

Subject: RE: PO request for Open Air Cinema LLC

I will have Cay add this to the Board's agenda for Monday to accept these gifts. What is the \$3,350.00 for?

Amy M. Frigulietti, MPA

Assistant Executive Director

Town of Wellesley

525 Washington Street

Wellesley, MA 02482

afrigulietti@wellesleyma.gov

781-431-1019 Ext. 2205

www.wellesleyma.gov

This is a Town of Wellesley email account. The substance of this message, including attachments, is a matter of public record.

From: Renzella, Maura <mrenzella@wellesleyma.gov>

Sent: Thursday, June 4, 2020 1:39 PM

To: Lopes, Rachel <rlopes@wellesleyma.gov>

Cc: Chin, Matthew <mchin@wellesleyma.gov>; Beth Sullivan Woods <bsullivanwoods@wellesleyma.gov>; Frigulietti, Amy <afrigulietti@wellesleyma.gov>

Subject: PO request for Open Air Cinema LLC

Rachel,

Could you please create a PO for \$33,550 for the purchase of a mobile cinema system from Open Air Cinema LLC (V# 380018). Below are the account and amount distributions:

Recreation- Kiwanis	29630159-557010	\$30,000
Mobil Movies Gift		
Youth Commission	29542150-557010	\$3,350.00

Could you also confirm for me once the PO has been created I can email it over to Open Air to place the order?

Thanks,

Maura

Maura B. Renzella

Youth Director, Wellesley Youth Commission

525 Washington Street

Wellesley, MA 02482

781-446-6274

mrenzella@wellesleyma.gov

 Think Green... please don't print this e-mail unless it's absolutely necessary.

When responding, please be advised that the Town of Wellesley and the Office of the Secretary of State for the Commonwealth of Massachusetts has determined that email could be considered a public record.

13. Liaison Update

14. New Business and Correspondence

- ❖ **Building Department Memo re: Building Inspection and Permit Activity**
- ❖ **HUB Happenings – MetroWest Regional Transit Authority**

Hub Happenings

MetroWest Regional Transit Authority & Kiessling Transit

A Note from the Administrator

By: Ed Carr, MWRTA

The Newsroom is an American television political drama series created and principally written by Aaron Sorkin that premiered on HBO in 2012, and concluded in 2014, consisting of 25 episodes over three seasons. My favorite episode was called "The Greater Fool." The title of the episode alludes to the "greater fool theory", which simply said, is an economic understanding that there is always someone who will overpay for something in the market because he/she is speculating that the commodity will be worth a lot more in the future.

Additionally, there are people in the market who are ready, willing, and able to sell something to those fools who will overpay.

At one point in the show, Slone, the economist, alludes to the "Greater Fool Theory" as what made America great, because there were people (fools) with huge egos who were self-delusional enough to think they could create a great country even though at a great cost. These patriots thought that they could succeed where many others had failed. They were willing to invest themselves, not for themselves, but for everyone else, to make America great. So they built a government from the bottom up. They could be found at the Green Dragon Tavern in Boston, Tunn Tavern in Philadelphia, at Gettysburg, First Battle of the Marne, Iwo Jima, Chosin Reservoir, Khe Sanh, Iraq and Afghanistan. And finally, here we are today.

Greater fools can be found putting out fires, upholding the law, teaching children, caring for the elderly, sick, and dying. Some, not all, can even be found in other public services as well as government. They are the greater fools needed to make America great. They work for the greater good because they are greater fools. Greatness cannot be had without them.

JUNE BIRTHDAYS

Craig Coleman, MWRTA

Paula Doucette, MWRTA

Lisa Long, MWRTA

Gerry Hartwell, MWRTA

Bill Cote, MWRTA

Natalia Rivera, MWRTA

David Costa, KTI

Arris Sharpe, KTI

Marie Duffy, KTI

Jime Lee, KTI

Jose Pirella, KTI

Ivan Ortiz, KTI

Jason Perez, KTI

HOLIDAYS & EVENTS

June 6th, D-Day

June 14th, Flag Day

June 19th, Juneteenth

June 20th, Summer Solstice

June 21st, Fathers Day

Pride Month

Asian Pacific American
Heritage Month



Veterans Memorial / May 2020

MetroWest Regional Transit Authority

"In remembrance of those who gave the supreme sacrifice"

Photo by Eva Willens, MWRTA

Travel Training

By: Ieshia Price

In light of everything going on, MWRTA wants to provide some resources to individuals who may need them.

If you feel that you need help or to talk to someone, please visit the links below and/or call your health care provider.

<https://libguides.framingham.edu/c.php?g=775493&p=5562784>

<https://www.mass.gov/files/documents/2019/02/19/Combined-2019-Multicultural-Directory-v2.pdf>

Gandhi

By: Ed Carr, MWRTA

The morning after my wife and I watched Boston's George Floyd protest demonstration unfold on TV turning into a riot of unnecessary violence and vandalism, I am truly saddened by how divided our country still is. I have lived through the social revolution of the sixties where Vietnam veterans were spit upon, called baby killers, and generally humiliated for participating in service to our government during those years.

After being inebriated and drugged out for many years afterward, I woke up with just a great big hate for our country and its institutions as well as an unquenchable hopelessness... that is, until someone led me into public service.

Today, I am very much reminded of the scene in the movie Gandhi where a man (a Hindu) who had just lost his son to the violence of the civil unrest resulting from the division of India into religious regions in 1947, comes to Gandhi, asking for peace of mind. How does he stop his own hatred for Muslims? How can he ever forgive the murderers for killing his son? How can he forgive?

Gandhi's answer to the man was that he should find a Muslim orphan and raise him as his own... but to also raise him as a Muslim.

You must be the change you wish to see in the world. – Mahatma Gandhi

The best way to find yourself is to lose yourself in the service of others. – Mahatma Gandhi

The film covers Gandhi's life from a defining moment in 1893, as he is thrown off a South African train for being in a whites-only compartment with a valid ticket, until his death in 1948.

Our friend Marty Cohen from the MetroWest Health Foundation offers this view:

“The events of the last two weeks – the killing of George Floyd in Minneapolis by police, Amy Cooper's deliberate false accusations and threats against a black bird watcher in New York's Central Park, and the murder of Amaud Abrey, a black jogger in Georgia – serve as evidence that we are a long way away from an equal and just society for all. These events underscore that racism and white privilege continue to dehumanize and devalue people of color. For the MetroWest Health Foundation, they also serve to embolden us to continue our efforts to address inequities and disparities in all that we do.

The violence we have seen erupt across the country is a result of the frustration and anger that so many feel, but violence is never the answer. Rather, the answer lies in speaking out against racism – how it has evolved, how it has become institutionalized across large segments of our society and what can be done to break the cycle of hate and bigotry.

That conversation needs to start in every household, and there is no better time than during this “stay-at-home” quarantine period to talk as a family about race and racism. Talk to your kids. Make sure they understand what is being protested in cities across the country and why. Honest discussions about race and racism are not easy conversations to have, so here are some resources to aid in those discussions:

<https://www.embracerace.org/resources/teaching-and-talking-to-kids>

<https://healthychildren.org/english/healthy-living/emotional-wellness/building-resilience/pages/talking-to-children-about-racial-bias.aspx> “

All links to resources provided in this edition of the newsletter can be found at www.MWRTA.com on the homepage.

Service Updates

By: Emily Van Dewoestine, MWRTA

Effective June 1, 2020 MWRTA will add frequency to the Routes 2 and 10 during peak morning and evening times, and resume additional frequency on the 4 North during peak morning and evening times. Due to social distancing regulations, MWRTA has reduced the capacity of the Fixed Route buses by half. Schedules for these routes can be found at www.MWRTA.com, or at the Blandin Hub. The Route 2 will be ending service at 6:25 PM, 4 North will end at 6:27 PM, and the Route 10 will end at 5:52 PM until further notice.

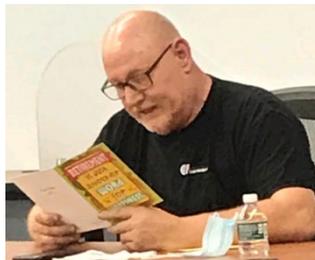
On June 1, 2020 MWRTA will also launch its first ever phone App called CATCH! The app will be available for download on both the Apple and Google Play stores. The app will feature all of MWRTA's Fixed Route and Commuter Shuttle schedules, an improved real-time tracking feature of all MWRTA Fixed Route buses, as well as correlating MBTA train & Subway routes, and will have a live chat feature where riders can chat with MWRTA dispatchers for up-to-the-minute bus information. MWRTA is excited to have the app now fully available to public and invites anyone to download and use the app to get information and ask questions. The app will also feature a feedback page for users to leave feedback on both the app and MWRTA bus service. We hope you take some time to download our app and begin using it – for any questions regarding the app, please email Info@mwrt.com.

If you have any questions or concerns regarding bus service, please call (508) 935-2222. Riders can find service updates at www.MWRTA.com or on Twitter @MWRTA.

Blandin Updates

By: Eva Willens, Joy Glynn & Paula Doucette, MWRTA

MWRTA celebrated the retirement of vehicle maintenance technician Ron Whitaker, on Friday, May 15th. Wishing Ron the very best in his retirement, you will be missed!



On May 18th, Governor Baker initiated Phase 1 of Reopening Massachusetts. As Massachusetts continues to reopen, we all need to continue to use common sense and practice:



Social Distance



Face Covering



Frequent hand washing



Stay home if sick

For history enthusiasts June 14th is Flag Day. It commemorates the adoption of the flag on June 14, 1777 by resolution of the Second Continental Congress. In 1916, President Woodrow Wilson issued a proclamation that officially established June 14th as Flag Day. Although Flag Day is not a federal holiday, many states celebrate Flag Day as a state holiday and many cities hold celebrations. Unfortunately, this year's celebrations will most likely be interrupted, due to keeping with the safety guidelines of social distancing.

Quincy, MA has had an annual Flag Day parade since 1952 and claims it "is the longest-running parade of its kind" in the United States. Here is the link for the 2019 parade:

https://www.youtube.com/watch?v=v1e3v_SsRtw



MWRTA would like to honor two of our employees who are graduates of the Class of 2020!

Natalia Rivera graduated from Keefe Tech in Framingham, and Al Phillips graduated from Ashland High School. Natalia and Al have been hardworking and conscientious employees of the MWRTA and we are proud to have them on our team!

In the Fall, Natalia will attend Becker College to become a Veterinarian, and Al will pursue a career in Criminal Justice.

We'd like to wish both of them a big congratulations, and acknowledge all of the hard work they put in to achieve this. **GREAT WORK GRADUATES!!!**

Framingham Intermodal

By: David Scott, MWRTA

On Thursday, May 7th, there was a flyover by the military airmen over Framingham to show support for our front line workers. Doctors, nurses, police, and fire departments are all heroes in my mind. But then I had a thought about my fellow workers. You deserve high praise too, just the same. So to the drivers, the mechanics, the dispatchers, and administration – nice job! The flyover is for you – well done and stay safe!

If you have any questions, comments, or suggestions about Framingham Intermodal, please email parking@mwrta.com or call us at (508) 283-5080.



Distracted Driving

By: Dinyar Sepai, KTI

Have you experienced distracted driving? "Not me! But, it's the other guy at fault."

A commercial driver survey, of 350 participants, was conducted by Harris Interactive in 2020, pertaining to driver safety. The CDL drivers averaged 7.5 driving hours per day, delivering construction material, local goods, and food.

The results:

- 81% agree that distracted driving is on the rise; however, "it's the other guy" at fault
- 72% agree that commercial driver peers are safe drivers
- 70% agree that blind spots are a contributing factor in impaired driving safety
- 74% agree that the worse drivers tend to drive convertibles
- 62% agree that the second group of the worse drivers, drive sports cars

Reference: "Truckers say distracted driving is on the rise." By Dave Wickenhauser, Wed, April 22, 2020 posted on www.TruckingTruth.com

Safety

By: Giovanni Fleurancois, KTI

"One small thing that's worked for me is making the effort to look up. There's a physiological change that happens to your mind and body when you look up. It's easy to look down all day and be solemn. Instead, take a moment to look up and smile. Even with all that's going on, with our finances affected and our loved ones living in fear, we each have something for which to be grateful."

-Dr. Wayne Pernell, coach, San Francisco Bay Area, CA.

Veterans

By: John MacGillivray, Veteran

As the summer approaches and we inextricably move toward emerging from our coronavirus cocoon, I cannot help but mourn the loss of those who lost their battle with this virus – especially our veterans!

Memorial Day was observed this past month (May). On this day we remember our deceased veterans. Given the constraints imposed by the need to social distance, many folks conducted their observances privately. One such person – Senate President Karen Spilka – quietly and unobtrusively placed American flags in front of the Liberty Trees that are dedicated to deceased veterans in Framingham. Others were able to ride in caravans with pickup trucks displaying American flags and playing patriotic music. And others just quietly and reflectively thought about their deceased loved ones.

During June we will observe D-Day (75th anniversary) on June 6th. This battle was won by American and British soldiers who refused to quit. They overcame staggering odds and continued to fight until democracy triumphed over fascism. On June 14th, we will observe Flag Day. This is a day to proudly display your American flag. If you have any unserviceable flags, please bring them to MWRTA headquarters at 15 Blandin Ave – you can deposit the flags at Customer Service so that they may be retired in a reverential manner.

Finally, please know that every city and town has a Veterans Service Officer who is there to help veterans and dependents of veterans. During this crisis, if you or a loved one need financial or medical help, please know that under the provisions of Massachusetts General Laws, Chapter 115, there is a Veterans Service Officer in every city and town to help you.

Stay well and stay safe!

Maintenance

By: Bruce Willens, MWRTA

Hi All,

So good news! The numbers are going down, I'm sure everyone knows at least one person who has tested positive, please be careful and social distance. Maintenance has finished installing the curtains on the fixed route side and is working on a more permanent install (Plexi-Glass) but, unfortunately all the Plexi-Glass we try to purchase is on back order. We are also looking to start modifying Demand Response vehicles as soon as we can get material. I am also working with the bus builders on our 2021 procurement and delivery dates for 16 new vehicles.

Be Safe!

Bruce

In coordination with MassDOT, MWRTA has a new survey for both riders and non-riders to provide feedback and suggestions.

MWRTA appreciates all feedback received and uses feedback and suggestions to create a better, more efficient bus system for all individuals. MWRTA is looking for information such as, what about our bus system works for you? What doesn't work for you? What can we do with our bus routes to make them better serve you, in an efficient and effective way?

To take this survey, please follow the link below, or visit www.MWRTA.com/Survey . Participants will have the option at the end of the survey to enter into a raffle to win a \$50 Amazon gift card.

<https://www.surveymonkey.com/r/MWRTASurvey>



We want to hear from you!

**Your feedback is valuable. Help us to
create a better, more efficient service
by taking our survey!**

www.MWRTA.com/Survey

Puzzle Corner

By: Kathy Cibelli, MWRTA

Please enjoy these puzzles provided by Kathy of the MWRTA Call Center!

Answers to the puzzle are on the next page.

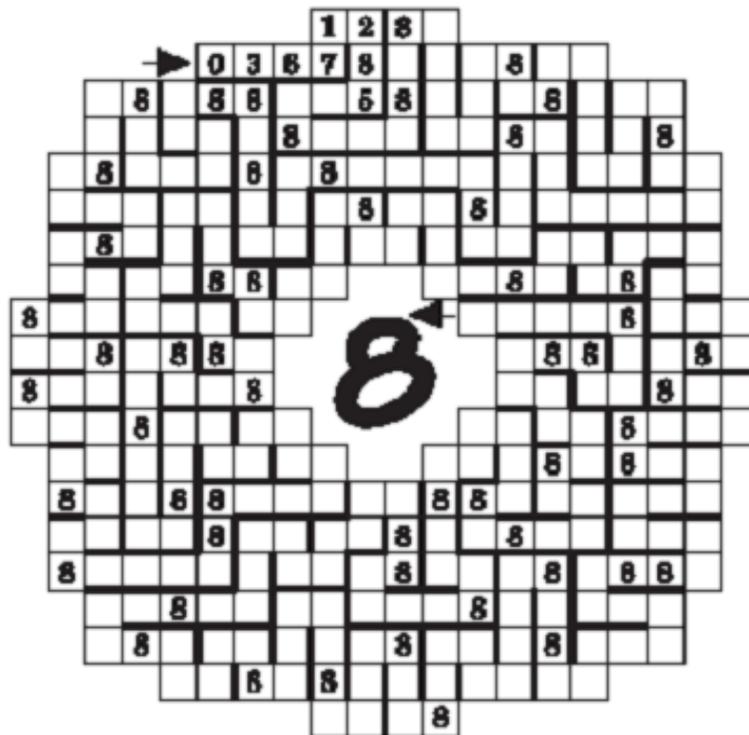


EIGHT BALL

Starting at the arrow near the top of the eight ball, see if you can wend your way to the arrow pointing to the 8 in the center by entering the given numbers into the diagram in a continuous chain; that is, the last digit of each entry is the first digit of the next. The correct route through the diagram is marked by heavy lines. All of the 8s have been entered for you, as has the first number in the chain.

Solution is on the next page.

08671285	18424389	30880751	58080951	73890186	85803403
05012322	18557428	36984816	58438200	77219643	86313241
05846311	18931866	40848502	61042878	77839845	86608537
08842509	21988616	43218081	62093728	81331380	88104934
14171088	23264885	49218147	64908810	82153862	91208908
14326195	26128437	54385170	67095921	82389017	99083683
18106034	30194899	54782398	70820258	85202138	99535494



Jop, Meghan

From: Grant, Michael
Sent: Thursday, June 04, 2020 3:33 PM
To: Jop, Meghan
Subject: Building Department Activity

Meghan

Here are some numbers for May. These numbers are the total for all permit types.

Inspections 328
Permit issued 210

Michael Grant
Inspector of Buildings/Zoning Enforcement Officer
525 Washington Street
Wellesley, MA 02482
mgrant@wellesleyma.gov

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