Present for the Board of Selectmen: David Sampson, Michael Miller, Robert George, Shira Hacket, Charles Holden, George Dunham, Town Manager; Heather Harper, Assistant Town Manager
Others Present: Rep. Randy Hunt

Mr. Sampson opened the meeting Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, M.G. c 30A, 18 and the Governor’s March 15, 2020 Order imposing strict limitation of the number of people that may gather in one place, this meeting of the Town of Sandwich Board of Selectmen will be conducted via remote participation to the greatest extent possible. Special information and the general guidelines for remote participation by the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town’s website, at 222.sandwich mass. org. For this meeting, members of the public who wish to listen and watch the meeting may do so via the Sandwich Community Television website, at www.sandwichtv.org. No in-person attendance of members of the public will be permitted but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. IN the event that we are unable to do so, despite best efforts, we will post on the Town’s website an audio or video recording, transcript, or other comprehensive record of the proceedings as soon as possible after the meeting. Thank you for your consideration and understanding during this unique public health emergency.

Mr. Sampson also announced that the Selectmen reorganization that would normally occur at this meeting has been postponed until after Town Meeting.

Mr. Sampson called the attendance at the Zoom meeting by roll call.

PLEDGE OF ALLEGIANCE

REVIEW AND APPROVAL OF MINUTES

Mr. Miller moved that the minutes of April 30, 2020 be approved as submitted. Seconded by Mr. George and approved unanimously by roll call vote.

PUBLIC FORUM

None.

TOWN MANAGER REPORT

1. The next Finance Committee meeting will be on May 26, 2020 at 7:00 PM via Zoom. The next Board of Selectmen meeting will be on May 28, 2020, mainly to finalize the Town Meeting Warrant and receive an update on the COVID-19 issues.

2. Bids have been opened for the high school parking repaving project. Lawrence-Lynch was the low bidder at $310,000, which also includes sidewalk and drainage issues, among others. They were also the low bidder for the County bid. This will bring the total cost of the project to approximately $675,000.
CORRESPONDENCE/STATEMENTS/ANNOUNCEMENT

Mr. Holden attended the School Committee meeting. It appears that this will be a challenging year, but he believes the School Committee members are up to the challenge. Congratulations to elected members of the Board of Selectmen – Michael Miller and Robert George.

STAFF MEETING

COVID-19 Reopening Plans – State Representative Randy Hunt spoke to the Board about the Governor’s reopening plans announced this week (see details in agenda packet). The re-opening will take place over four phases, with the first phase beginning on May 19. The State Legislature and Administrators will be monitoring the Massachusetts statistical data associated with COVID-19 as the State progresses through the phases. Representative Hunt wants to make the public aware that he posts a “Situation Report” every night at 10 PM through Facebook. The Facebook site link is: Randy Hunt – MA State Rep. He presented a slide show highlighting the important information that is on his site.

The situation report begins with the current statistical information about new and total cases, deaths, and testing in Massachusetts, along with any actions taken at the State level that day and other helpful links. At present, the 7-day weighted average of positive tests is down to 9% – 10%, hospitalizations are decreasing, there is better surge capacity, and the 3-day average number of deaths is decreasing – all indicators are doing well. He also highlighted the Massachusetts COVID-19 Dashboard of Public Health data, which is updated on the Mass.gov website, along with other data updated weekly (on Wednesdays). The Dashboard looks at six indicators to measure progress: Positive test rate, deaths, number of patients in the hospitals, healthcare system readiness, testing capacity, and contact tracing capacity. Each of these indicators is highlighted in traffic light colors – green = positive indicators, yellow = good progress, and red = negative trend. Currently, test rate and testing capacity are green, and the others are yellow. Having red indicators could mean backing up on the reopening until the indicator is under control. These indicators are also in graph form. There is less testing on weekends, so the percentage of positive tests can be higher then.

The Dashboard itself also addresses statistics by county in numbers and rates per 100,000, as well has specific hospital data from around the State.

Mr. Hunt also presented a slide detailing what is projected to reopen in each of the phases. There will be a minimum of three weeks between phases in order to measure progress. The first phase is May 18 to June 1 and has information about what businesses can expect; the right side of the slide has links to informational flyers for employers and employees. It is unlikely that Phase 4 will be reached until there is an effective treatment or vaccine.

He then briefly showed information that is in the Governor’s report related to specific areas for reopening and phases when they can occur. The slides addressed the following: beaches, parks, municipal spaces, outdoor adventures, fishing/hunting, camping, youth programming, and sports. A letter and details have been sent to recreation departments. Guy Boucher has participated in the plan development and these activities will need to be overseen by Dave Mason and Dave DeConto.

Questions from the Board: Mr. Hoctor questioned how tourists testing positive will be counted – here or at their home town. Mr. Hunt responded that they are counted in the Cape numbers, but because all are reported to the State, their home community will also be notified. Even if they are from elsewhere, exposure
tracing will need to happen here. Mr. Miller asked whether most of the cases on the Cape have been in
nursing homes. Mr. Hunt responded that about 60 to 65% have been older than 80 or in facilities. Mr. George
asked how to police people who are not wearing masks. Mr. Hunt responded that is up to the stores to
enforce the policy, but hopes people will comply. Mr. Holden asked if there is a plan for broad-based testing.
Mr. Hunt responded that testing will be critical for tracing and also for identifying those with antibodies.
Whether people are becoming immune is unknown for certain. The standards for obtaining tests is relaxing a
bit; using pharmacies to test or self-swab might soon be available. Mr. Miller wondered if the decrease in the
number of daily tests is because there are not enough people or if there is a shortage of supplies. Mr. Hunt
also reported that there is a bill before the Legislature to reduce the liquor permitting process in order for
restaurants to expand to outdoor seating.

OLD BUSINESS

COVID-19 Update: Mr. Dunham stated that the Governor’s report is difficult to interpret relative to municipal
offices and the <25% limit, but he is going ahead with reopening some Town offices. Ms. Harper said that
there will be a building walk-through to determine whether they are ready to open – notices, marks on the
floor for distancing, sanitizers, separation protection for staff. The offices will be fogged for sanitation.
Buildings being considered are Town Hall, Annex, and Jan Sebastian Way. There will be staggered staffing, and
only staff required to meet the public will be in the buildings. Plans for certification and training are in place. If
problems arise, the buildings can be closed again. The other offices will remain closed. The process will be
adaptive directed to safety. The public should attempt to do business remotely before coming to an office.
There will not be facilities at the beaches; Mr. Dunham will find out about the facility at Ryder beach.

FY ’21 Budget: The budget revenue and expense forecast has been designed to achieve a greater balance
going forward. The CIPC approved the revised capital budget. Hopefully the adjustments will be enough to
compensate for any State cuts; area of most concern is Chapter 70. The Finance Committee will be asked to
re-vote the budget at its upcoming meeting.

Town Meeting: Final decision about holding Town Meeting will be made next week. The list of Warrant articles
is ready – there are 15. The signature page will need to be signed, as the Warrant must be posted by Friday.
The COVID Team will walk through the school to see how it can be set up for safety. Other towns also want to
have Town Meetings before the end of June. If anyone has any changes to the Warrant, let Mr. Dunham know.

Other Matters not Reasonably Anticipated: None.

NEW BUSINESS

Warrant: Mr. Dunham has signed the vendor warrant.

Other Matters not Reasonably Anticipated: None.

PUBLIC FORUM

No questions received from the public.

CLOSING REMARKS

Mr. Holden wanted to remind people that the true meaning of Memorial Day should be respected. Mr. Hoctor
asked whether all the petitioners have agreed to moving the petitions to the next Town Meeting; Mr. Dunham
has talked to one, and will contact the others, but they are all aware. Mr. George wanted to know if anyone
had reached out to the Legion about the memorials – there will be wreaths placed. Mr. Sampson congratulated all those who were elected and Mr. White for the election process.

ADJOURNMENT

The meeting adjourned at 6:05 PM.

Respectfully submitted,

[Signature]

Kathleen Coggeshall

Supporting Documents:

1. Email from K&P re: Governor Issues Reopening Plan and Related Executive Order
2. COVID-19 Order 33 (9 pages)
3. Reopening Massachusetts (2 pages)
4. Reopening: Mandatory Safety Standards for Workplaces (2 pages)
5. 5/18/2020 Safer at Home Advisory (5 pages)
6. Exec Office of Energy and Environmental Affairs Beaches Guidelines for Managers Date May 18, 2020
7. Town of Sandwich COVID-19 Re-Open (7 pages)
8. Cancellations and Closures recommended by the Town of Sandwich Covid-19 Command Team
9. Opening Approach – General
10. Employee Testing
11. Employee Training
12. Email from G. Dunham re: COVID-19 Issues and Impacts – Building & Office Closure until 5/18/2020
13. PPE Protocol (3 pages)
14. State Golf Course Operational Guidelines May 7, 2020
15. Sandwich Hollows Golf Club COVID-19 Operating Procedures
16. MA COVID-19 Checklist (2 pages)
17. Phase II-Town Hall
18. Projected General Fund Revenues and Expenses – FY21
19. FY21 General Fund Operating Budget Totals (2 pages)
20. COVID-19 Impacted Capital Budget
21. Recommended Financial Motions for Board of Selectmen Meeting May 28, 2020
22. DLS An Act to Address Challenges Faced by Municipalities and State Authorities Resulting from COVID-19 (4 pages)
23. Annual Town Meeting Warrant Monday, June 15, 2020
24. Index of Warrant Articles