



Office of the
Town Administrator

Town Hall
65 North Main Street
West Bridgewater, MA 02379

TO: All West Bridgewater Residents

FROM: David Gagne, Town Administrator *DG*
Robert Casper, Health Agent *RC*

DATE: March 17, 2020

RE: Coronavirus – Advisory #1

Please be advised, the Town of West Bridgewater and its local leadership are taking several steps to prevent the spreading of the Coronavirus.

In addition to schools being closed for three weeks, we have restricted public access to all municipal buildings. The goal is to safeguard all employees while still delivering first rate services to our residents and businesses. The Town Hall, DPW and Water Department will remain closed to the public from March 16, 2020 through March 20, 2020. Services to residents will continue through the use of email and/or phone. Please refer to the Town's Website for department specific phone numbers and email addresses. Payments can be made online or using the drop off box located near the front entrance of the Town Hall.

The Council on Aging and the Library will remain closed to the public from March 16, 2020 to March 27, 2020. All programming/scheduled events have been cancelled for both locations, excluding the Meals on Wheels program. The COA will continue to provide individual services through the use of email and/or phone. The Library has established a pick-up/drop off process utilizing email/phone and a designated outside drop area. Public Safety buildings will remain operational as normal; lobbies will remain open for residents to access, but any other access to the buildings will remain unavailable.

We have requested that only Boards/Committees with statutory requirements meet during this time. Boards and Committees who continue to meet will use remote participation. Information on how to remote into a specific Board's/Committee's live teleconference will be noted on the respective agenda.

We continue to encourage residents to take every day preventative actions, including:

- o Cleaning your hands often by using soap and water for at least 20 seconds.
- o If soap and water are not available, use hand sanitizer that contains at least 60% alcohol
- o To the extent possible, avoid touching high-touch surfaces in public places – elevator buttons, door handles, handrails, handshaking with people, etc.
- o Use a tissue or your sleeve to cover your hand or finger if you must touch something

- Avoid touching your face, nose, eyes, etc.
- Practice routine cleaning of frequently touched surfaces (for example: tables, doorknobs, light switches, handles, desks, toilets, faucets, sinks, and cell phones)

Watch for symptoms including fever, cough, and shortness of breath. If you feel like you are developing symptoms, contact your doctor.

We respectfully request that all residents report all instances of quarantine or confirmed Coronavirus cases to the Board of Health. There is now a COVID-19 informational page within the West Bridgewater Board of Health webpage, where residents can participate in online reporting. We believe online reporting will be the promptest and most effective manner of reporting, however, residents may also report directly to the Board of Health office at 508-894-1209. All sensitive information will remain confidential and will be protected under a public records request.

All of the above measures are being implemented as a proactive step to minimize the risk of COVID-19 to employees and residents. This is a rapidly changing public health situation and the Board of Health remains in daily communication with the Massachusetts Department of Public Health. Please call Mass 211 to speak with Department of Public Health staffers and for twenty-four hour information regarding the Coronavirus. You may also call the Board of Health at (508) 894-1209 with any questions or concerns. Please visit the Massachusetts COVID-19 webpage at www.mass.gov/covid19 and the Town's new COVID-19 informational page frequently to stay up to date with the most recent efforts of the Town, as well as updates from the Board of Health and Center for Disease Control and Prevention regarding the Coronavirus.

Thank you.