

TOWN OF SOUTHBOROUGH



OFFICE OF THE BOARD OF SELECTMEN

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PUBLIC NOTICE [issued March 13, 2020]

As concerns rise over the Coronavirus (COVID-19), town officials would like to take this opportunity to provide Southborough residents, town employees, businesses and the general public with an update on some of the measures that have been taken to date in regards to COVID-19.

Information about the coronavirus is evolving, and the situation remains dynamic. The Town of Southborough continues to be in contact with state officials, emergency management teams and board of health representatives to discuss plans daily and would like to share the following information:

Are there any cases of COVID-19 in Southborough?

As of March 13, 2020, at 10:00 AM, there are no positive cases or reported quarantine of COVID-19 for residents of Southborough.

Are the Town House and Cordaville Hall open?

- The Senior Center is closed to the public, town offices within Cordaville Hall remain open and are subject to the provisions that apply to the Town House
- The Town House will remain open and employees shall report to work as normal. Effective immediately we strongly recommend and encourage that as much town business as can be conducted through the Internet, e-mail and over the phone to minimize the number of people in the Town House. For those that have business that requires physical attendance at the Town House, this will be by appointment only. This requirement will be revisited in two weeks and revised as necessary

Will school be canceled?

Our schools will be closed on Friday, March 13, 2020. However, we are in constant contact with the School Superintendent, Public Health Nurse Leslie Chamberlin, Board of Health, Public Safety officials, DPH/state officials, and the CDC to monitor the situation. If further school closing decisions are to be made, you will hear this directly from the Office of the School Superintendent, as well as normal media outlets.

Are all events canceled?

As of today, Friday, March 13, 2020, the following protocols are immediately effective:

- All public programs have been canceled for the foreseeable future by the following departments:
 - Southborough Library
 - Recreation Department
 - Senior Center/Council on Aging
 - Youth and Family Services
 - After-School activities

- Town employee attendance at conferences/seminars will be severely restricted. Staff members will need permission from the Town Administrator to attend any work-related events;
- Use of town facilities by any outside groups have been discontinued, unless permission has been granted by the Town Administrator;
 - The only exception to this is board/committee meetings that are required for the continuance of town governance [i.e. Board of Selectmen, Board of Health]
 - Use of the Public Safety Building and Cordaville Hall meetings rooms has been discontinued until further notice;
- All large events and forums should be discontinued at this time in an effort to protect the public, colleagues and town employees;
- We ask that all boards and committees hold public meetings only if necessary.

If I am requested to self-quarantine, will I have to use sick or personal days during the time I am out?

No. Employees who are required or directed by a health care provider to self-quarantine will not have any paid leave deducted.

If I feel that I need to stay out of work because of my health concerns, or the health concerns of an immediate family member, but I have not been asked to or directed to self-quarantine, will I need to use sick or personal days?

Yes. In this case, if you decide to remain out of work due to your or a family member's health concerns, you will need to use paid leave. The Town's policy is that a doctor's note is required for illness absences longer than 3 days.

What is the protocol for staff who experience symptoms consistent with COVID-19?

If you are not well and are experiencing symptoms consistent with COVID-19, we ask that you stay home and recommend that you contact your healthcare provider for advice. If you get ill at work, please contact your supervisor immediately.

Whom should I contact if I have questions?

If it is related to the workplace, please contact your Supervisor or Town Administrator Mark Purple [mpurple@southboroughma.com]. If it is a medical question or COVID 19 related, please contact the Southborough Board of Health at 508-481-3013 or via bohstaff@southboroughma.com.

Where can I find more information?

The official source of information from the Town of Southborough is the Town website [<https://www.southboroughtown.com/>] and Town Twitter account [@17Common]

Go to <https://www.southboroughtown.com/subscribe> to sign up for E-alerts through the Town website. Go to <https://www.southboroughtown.com/home/pages/code-red> to register for CodeRed through the Town website

The Board of Health page can be found at: <https://www.southboroughtown.com/board-health>

- [CDC COVID 19 Information](#)
- [COVID 19 Fact Sheet https://www.cdc.gov/coronavirus/2019-ncov/downloads/2019-ncov-factsheet.pdf](https://www.cdc.gov/coronavirus/2019-ncov/downloads/2019-ncov-factsheet.pdf)
- [COVID 19 FAQ'S https://www.cdc.gov/coronavirus/2019-ncov/faq.html](https://www.cdc.gov/coronavirus/2019-ncov/faq.html)
- [CDC Guidance on Stigma and Resilience](#)
- [World Health Organization COVID 19 Information](#)
- [Massachusetts Department of Public Health's New Coronavirus Website](#)

- [Talking to Children About Covid-19--National Association of School Psychologists](#)

We will continue to monitor this situation closely and provide ongoing updates on the town website and on social media outlets.