



BOXBOROUGH SELECT BOARD
29 Middle Road, Boxborough, Massachusetts 01719
Phone: (978) 264-1712 • Fax: (978) 264-3127
www.boxborough-ma.gov

Maria E. Neyland, Chair Wesley I. Fowlks, Clerk Susan M. Bak Leslie R. Fox Robert T. Stemple

To: Boxborough residents, Town boards/committee/commissions, Town staff
From: The Boxborough Select Board and Town Administrator, Ryan Ferrara
Subject: Town of Boxborough Covid19 response update
Date: March 13, 2020

Over the past few weeks and especially in the last week, the reality of the Covid19 virus has truly come to light in our country, state and town. As of the writing of this email there are no confirmed or presumptive cases of the virus in Boxborough or Acton. Health officials report that the risk of contracting the virus in Massachusetts remains "low". We must however remain vigilant to limit the spread of the disease.

The Town is actively working with local and state officials so that we have the latest information in order to make the best decisions possible to ensure the safety of our residents. This is an unusual situation which requires a proactive response. To do our part to reduce the spread of Covid19, we are taking the following steps:

- Town Hall Administrative offices will be staffed to provide core municipal services but beginning Monday, March 16th, will be closed to the general public. All departments will be available by phone and email. Bills can be dropped off to the mailbox at Boxborough Town Hall or paid online.
- The Sargent Public Library will be closed effective Saturday, March 14th.
- All Council on Aging events and programs are cancelled effective immediately.
- The Acton Boxborough Schools have separately announced that the school system is closed through Friday, March 20th.

Last night, Governor Baker signed an emergency order modifying the state Open Meeting Law. We will be providing guidance to all boards/committee/commissions early next week regarding remote meeting participation. In the meantime, we request that your board/committee/commission postpone your meetings until at least April 1st, or meet only by remote participation.

The COVID-19 situation is very fluid and new information and guidance is being posted by the Massachusetts Department of Public Health (DPH) and Centers for Disease Control (CDC) on a regular basis. The links for both DPH and CDC are provided below:

<https://www.mass.gov/resource/information-on-the-outbreak-of-coronavirus-disease-2019-covid-19>
<https://www.cdc.gov/coronavirus/2019-ncov/about/index.html>

Listed below is information from the CDC fact sheet regarding COVID-19

How does COVID-19 spread?

The virus that causes COVID-19 probably emerged from an animal source, but is now spreading from person to person. The virus is thought to spread mainly between people who are in close contact with one another (within about 6 feet) through respiratory droplets produced when an infected person coughs or sneezes. It also may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the main way the virus spreads. Learn what is known about the spread of newly emerged coronaviruses.

What are the symptoms of COVID-19?

Patients with COVID-19 have had mild to severe respiratory illness with symptoms of fever, cough and shortness of breath.

How can I help protect myself?

People can help protect themselves from respiratory illness with everyday preventive actions.

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Wash your hands often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.
- If you are sick, to keep from spreading respiratory illness to others, you should
 - Stay home when you are sick.
 - Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
 - Clean and disinfect frequently touched objects and surfaces.

As additional information becomes available, we will provide updates via the Town website.