



June 8, 2020

Greetings, Auburn Residents, Businesses and Community Members:

While the Commonwealth of Massachusetts and its municipalities are gradually reopening the economy in the wake of the Covid-19 global pandemic, all residents must continue to be vigilant and take all precautions to prevent the spread of the Coronavirus.

On Saturday, June 6, 2020 Governor Baker announced that Phase II of the State's Reopening Plan would begin Monday, June 8, 2020. Businesses and sectors set to begin opening in Phase II are subject to compliance with all mandatory safety standards. The following businesses will be eligible to reopen in Step One of Phase II on June 8, with contingencies:

- Retail, with occupancy limits;
- Childcare facilities and day camps, with detailed guidance;
- Restaurants, outdoor table service only;
- Hotels and other lodgings, no events, functions or meetings;
- Warehouses and distribution centers;
- Personal services without close physical contact, such as home cleaning, photography, window washing, career coaching and education tutoring;
- Post-secondary, higher education, vocational-tech and occupation schools for the purpose of completing graduation requirements;
- Youth and adult amateur sports, with detailed guidance;
- Outdoor recreation facilities
- Professional sports practices, no games or public admissions;
- Non-athletic youth instructional classes in arts, education or life skills and in groups of less than 10;
 - Driving and flight schools
- Outdoor historical spaces, no functions, gatherings or guided tours;
- Funeral homes, with occupancy limits

The following businesses will be eligible to reopen in Step Two of Phase II at a later date to be determined by the State:

- Indoor table service at restaurants
- Close-contact personal services, with restrictions, including:
 - Hair removal and replacement
 - Nail care
 - Skin care
 - Massage therapy
 - Makeup salons and makeup application services
 - Tanning salons
 - Tattoo, piercing and body art services
 - Personal training, with restrictions

The full list and safety protocols are available at www.mass.gov/reopening.

With the start of Phase II, town employees who were working both remotely and in the office have all returned to working physically in their offices on their regular schedule as of June 8th. Town Hall and other municipal offices remain closed to the public until further notice. Town administration will continue to provide services to the public by telephone, on-line, or through the Drive-Through Kiosk and Treasurer/Collector's Outside Service Window.

Also beginning Monday, June 8th, we have expanded the hours of operation of the new **Drive-Through Service Kiosk**, located outside in the parking lot at Town Hall, through which citizens can drive up to the window, remain in their vehicles, and conduct certain transactions and business. The Kiosk was designed to enable town administration to continue to provide services and be accessible to the public while protecting the employees and the public from exposure to or spreading Covid-19. Last week, we started this operation with limited hours to gauge the demand. We are pleased to say that many residents and businesses used the Kiosk and the feedback from the public has been very positive. As a result, we have expanded the hours of the Drive-Through Kiosk. Beginning Monday, June 8th the Drive-Through Kiosk hours will be:

Monday through Thursday	8:00 AM to 4:00 PM
Friday	8:00 AM to 1:00 PM

Please note that all licenses and certificates that have a fee must be pre-paid and arrangements must be made with the appropriate department to pick-up these documents at the Kiosk. ***Please note that cash and credit cards cannot be accepted at the Kiosk. Only checks can be accepted at the Kiosk.***

For those seeking to pay their bills with cash or to speak with an employee in the Treasurer/Collector's Office, please go to the new **Outside Service Window at the Treasurer/Collector's Office** which is located behind Town Hall near the back entrance door, accessible via the handicapped ramp. The Treasurer/Collector's Outside Service Window hours will also be expanded beginning Monday, June 8th. The hours of operation will mirror regular Town Hall hours:

Monday	8:00 AM to 7:00 PM
Tuesday through Thursday	8:00 AM to 4:00 PM
Friday	8:00 AM to 1:00 PM

All persons doing business at the Drive-Through Kiosk or Outside Window at Treasurer/Collector's Office must wear face coverings unless health conditions prevent the use of masks.

Residents, businesses and property owners can continue to utilize the Outside Drop-Box 24/7 accessible by the handicapped ramp, next to the Outside Window at the Treasurer/Collector's Office near the back door of Town Hall.

The Auburn Public Library began limited curbside service on June 8th. Please call the Library at 508.832.7790 for more information.

While the Senior Center remains closed to the public, we continue to offer outreach services and Meals on Wheels. If you are a senior in need of services or Meals on Wheels, please contact the Senior Center at 508.832.7799.

Under our Covid-19 Auburn CARES program, our hotline is still operating to provide assistance to any resident in need. Call 508.832.CARE (832.2273) Monday through Thursday 8:00 AM to 2:00 PM and Friday 8:00 AM to 1:00 PM.

On June 2, 2020 the Annual Town Meeting was held outside on the Auburn High School football field. Town Meeting members had the option of sitting in chairs spaced 10 feet apart on the field with audio provided through the loud speakers or remaining in their vehicles to participate by listening to the meeting as it was streamed through our radio station 1610 AM. With health and safety measures in place, including wearing face coverings, social distancing and using paddles to indicate a yes or no vote, Town Meeting members safely and successfully voted on all 30 warrant articles including passing the FY21 budget. We thank all of our Town Meeting members, school department and town employees, and other attendees for their commitment and participation.

On June 4, 2020 the Board of Selectmen convened a special meeting to discuss and vote on two items to expedite outdoor dining service for our local restaurants and food establishments. The Board voted to approve of an extension of premises for all alcohol license holders and holders of common victualler licenses conditional upon review and sign off by the Building Commissioner and the Director of Public Health. This vote was proactively taken in anticipation of the Governor's announcement of Phase II under which restaurants may open for outdoor dining service only. Two days after the Board vote, on June 6th the Governor announced that Phase II would begin on June 8th. As a result of the Board's vote, town administration was able to work with those food establishments who began planning last week to open outdoors on Monday. Any food establishment seeking to serve outdoors must contact the Building Commissioner and/or Director of Public Health to apply for outdoor dining and complete the required State and local documentation and inspections.

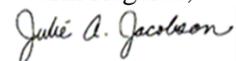
Retail establishments are also open with State restrictions as of June 8th. We encourage residents to support our local businesses and observe all health and safety protocols as we gradually reopen our economy and ultimately move towards a "new" normal.

Due to the many restrictions and protocols that must be followed to open summer recreation camp programs, the Town has made the decision not to offer our summer camp programs this year. Due to Covid-19, we are unable to retain our experienced camp directors this year nor can we implement the requirements to run this program. We simply cannot meet all of the requirements, criteria and regulations that are necessary to ensure the safety of the children and staff attending the camp. We understand that this is disappointing news to many families but we must prioritize the health safety of the children and counselors and given the many State requirements to operate such camps, we cannot achieve compliance this summer. We will be reviewing our other recreational programs to determine if we can offer any of those programs this year given the State requirements. If we can do so safely and within State compliance, we will certainly do so.

We will continue to keep the public apprised as we move through the State's Reopening Plan phases which will allow us to gradually reopen our municipal facilities and operations while adhering to all State requirements and regulations to ensure the safety of our employees and the public

Please stay safe and continue to take all precautions. Thank you.

Warm Regards,



Julie A. Jacobson
Town Manager