UPDATE: Easthampton City Hall, the Council of Aging, our Public Schools are closed to the public through Monday, April 6th, 2020.

A new coronavirus—Coronavirus Disease 2019 (COVID-19)—was detected in Wuhan, China. This novel coronavirus causes a respiratory (lung) infection and is HIGHLY contagious. As a result, national, state, and city Declarations of Emergency has been issued until further notice. We urge everyone to stay at home during this unprecedented public health crisis. Every person must do their part to avoid personal exposure or exposing others. You can spread COVID-19 even if you have no symptoms.

The Baker/Polito Administration issued additional Executive Orders on March 15th, 2020. Below is a summary of those order with the full text at Governor Baker’s March 15th, 2020 Executive Orders

• Private and Public Elementary and Secondary Schools: suspend educational operations from March 17th until April 6th.

• Gatherings & Restaurants: Governor Baker issued an emergency order limiting gatherings to 25 individuals and prohibiting on-premises consumption of food or drink at bars and restaurants, beginning on March 17th and effective until April 6th.

Updated information by city function. For full updates, please visit the list of resources at the very bottom of this report:

**Easthampton Municipal Government**

For continuity, core City operations and services will continue through the State of Emergency. City employees are checking e-mails and voicemails as frequently as possible. The majority of City employees are working remotely or on a limited schedule. During the State of Emergency, e-mails and calls directly related to COVID-19 are answered first. Direct urgent inquiries to mayor@easthamptonma.gov or 413-529-1400 ext 143.

**Easthampton Public Buildings**

All public buildings are closed to the general public. Only the Public Safety Complex lobby at 32 Payson Avenue is an accessible area to the public. Public contact with Dispatch will be via the lobby phone. Drug drop off, and firearms licensing processing are suspended until further notice. Additionally, the sharps dispensary container is in the lobby.
**Mayor's Office**

The Mayor's office will send out a daily 3:00 PM, Coronavirus (COVID-19) Situation Awareness Report for the duration of the City's State of Emergency. The report will be released over verified City Facebook pages, the City's website www.easthamptonma.gov. Both e-mail (mayor@easthamptonma.gov) and voice mail (413-529-1400, ext.146) are being monitored with COVID-19 urgent matters prioritized. Press inquiries should also be sent to the Mayor's Office.

**City Council**

Governor Baker issued an Executive Order regarding Open Meeting Law and COVID-19. Per his order, the City Council President is working to enable remote participation by Council, Committee and Board members for meetings essential to the operation of City business.

The City will release a separate directive regarding Open Meeting Law, COVID-19, and core public meetings in the next two days.

**Audit**

The Auditor and Assistant Auditor are approving warrants remotely while monitoring their e-mails.

**Building Inspection**

Subject to change, all inspections will be suspended except for time-sensitive inspections. Please call the Building Inspection Department at 413-529-1400, ext. 128 with any questions about inspections.

**Collections**

From March 13th through March 30th, 2020, late fees and processing of warrants are suspended. The Drop Box is still available to the public. It will be emptied daily, but the City cannot guarantee that the Drop Box or any outside surface of public buildings are disinfected.

**Fire Department**

If you are seeking a burning permit, come into the Public Safety Complex lobby to obtain one. At this time, we are not collecting the five-dollar fee. If you have a seasonal burning permit, call the Fire Department to see if the state is allowing burning on that day.

**Health Department**

The Health Department staff are working remotely. Health Agent is best reached via e-mail at beichstaedt@easthamptonma.gov. Inspections at this time are suspended until further notice. All scheduled inspections are in the process of being rescheduled to a later date to be determined by our alternate inspector.
Food Establishments, bars, convenience stores, etc. should e-mail the Health Agent and ask to be added to the e-mail list if they have not been receiving our e-mails. Information including sample signage that food establishments can use can be found on our website at https://easthamptonma.gov/health-department.html. Updates can also be found on our Facebook at https://www.facebook.com/EasthamptonHealth.

**Payroll**

City employees are asked to check their work e-mail for further information about payroll and benefits. If you cannot access your e-mail remotely, please send an e-mail to personnel@easthamptonma.gov.

**Police Department**

The current inventory of firearms licenses will be mailed via the US Mail. Effective 12:00 AM, Tuesday, March 17th, 2020, all on-premise consumption licensees are prohibited from selling alcohol to the public until 11:59 PM on April 5th, 2020. This order includes restaurants, bars, hotels, general on-premise, clubs, war veterans' clubs, continuing care retirement communities, pub-brewers, farmer – series pouring permits, and manufacturing pouring permits. These establishments are also prohibited from serving any food or drinks for on-premise consumption; only takeout and delivery of food are permitted.

**Easthampton Public Schools**

Please e-mail or call. Do not come to the Easthampton Public School's central office or individual school buildings – EXCEPT MAPLE FAMILIES THAT ARE PICKING UP BROWN BAG MEALS AT EHS. School administration will be present in the buildings, and staff will be checking e-mails.

We will be providing learning and enrichment activities by midweek for families. This is a fluid situation and subject to change; we are in constant contact with the Department of Elementary and Secondary Education as well as other state agencies. We are adjusting our course as new information is provided.

Food Support for Students: We have worked with food services to develop breakfast and lunch brown bag options. We have prioritized the Maple Elementary School due to its status as a Community Eligibility Program. They will be able to pick up breakfast and lunch between 8:30 AM and 10 AM at Easthampton High School beginning on Monday. On Monday, we will finalize a plan for the remaining schools and communicate that plan to families.

Previously Scheduled Activities: We are working to reschedule things wherever possible in the coming weeks. We understand that there will be questions about AP classes, college application deadlines, prom, and other special events. However, we cannot yet answer this at this time. The MIAA (Massachusetts Interscholastic Athletic Association) has moved spring sports start to the earliest March 30th, 2020.

School Employee Information

EASTHAMPTON CITY HALL • 50 PAYSON AVE. • EASTHAMPTON • MASSACHUSETTS • 01027
413-529-1400 • easthamptonma.gov
It is expected that all staff will check work e-mail during this closure to remain informed. More information will be distributed directly to the staff. Custodial staff is asked to report to the schools to clean and disinfect using deeper disinfection equipment.

**Veteran Services**

Checks will be processed normally. However, if a Veteran does NOT have a direct deposit, their check will be available at the Public Safety Complex in Dispatch. All other checks will be mailed via USPS.

**Council on Aging and Enrichment (COA)**

The COA is suspending all on-site programs and services until further notice. The COA serves residents who are most at risk of contracting the virus. The closing of the building is a proactive step to protect the patrons of the COA. The staff of the COA is working and available during regular business hours to provide alternative arrangements for seniors who need access to essential services. For questions, call 413-527-6151.

**Keep Informed through RELIABLE Sources**

Please access these reliable sources of information for the coronavirus (COVID-19) throughout the State of Emergency:

- [www.cdc.gov](http://www.cdc.gov)
- [www.epsd.us](http://www.epsd.us)
- [www.facebook.com/easthampton413](http://www.facebook.com/easthampton413)
- [https://www.facebook.com/easthamptonfire/](https://www.facebook.com/easthamptonfire/)
- [https://www.facebook.com/EasthamptonPD/](https://www.facebook.com/EasthamptonPD/)
- [https://www.facebook.com/EasthamptonHealth/](https://www.facebook.com/EasthamptonHealth/)