



Town of Hubbardston

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HUBBARDSTON, MASSACHUSETTS 01452
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COVID-19 Response Measures and Information

The Town of Hubbardston is implementing response and safety measures in response to the COVID-19 outbreak. These measures are consistent with Center for Disease Control (CDC) guidance and Massachusetts executive orders implemented as part of the State of Emergency declared on March 10, 2020. This document will be consistently updated and serve as a central location for Hubbardston COVID-19 response information.

Town Wide Measures

The Hubbardston Board of Selectmen in conjunction with the town's Emergency Director and Board of Health declared a Local State of Emergency on March 25, 2020. A copy of the [declaration can be found here](#).

Municipal buildings are closed to the public until May 18, 2020. This is consistent with Governor Baker's continued closure of non-essential businesses and Massachusetts stay-at-home advisory given March 31, 2020. Here is a summary of the Governor's order and applicable Town of Hubbardston response measures.

- 1.) All schools have been closed through the remainder of the school year. Students will execute a remote plan. Non-emergency childcare facilities are also closed for the remainder of the school year per order of the Governor.
- 2.) Non-essential Hubbardston businesses are to remain closed through May 18, 2020. To see a list of businesses deemed essential, [click here](#). Restaurants/bars/stores are prohibited from providing on-premise consumption of food and drink. These establishments will remain open, limited to take-out services only.
- 3.) Gatherings of more than 10 people are prohibited. Residents are to stay home and stay socially distant unless there is a legitimate reason.

- 4.) Town playground equipment, outdoor athletic courts and the skate park are closed to the public. Outdoor recreation spaces to include the Curtis Recreational Fields remain open so long as visitors adhere to social-distancing guidelines (6 feet).
- 5.) All Town of Hubbardston employees are considered essential; however, non-public safety personnel are ordered to work remotely for the duration of Governor Baker's order. Employees are authorized to physically report to work to complete essential tasks only. All public safety operations will continue.
- 6.) The Board of Selectmen voted to move the annual election from June 9, 2020 to June 30, 2020. The election was moved in order to extend the nomination paper due date and increase the amount of tie candidates might need to safely gather signatures. Nomination papers are due to the Town Clerk on May 12, 2020.
- 7.) The Board of Selectmen in consultation with the Town Moderator postponed the Annual Town Meeting until June 23, 2020. Town Meeting will likely be held outside this year at the Curtis Recreational Field. For more information about the annual Town Meeting, [visit the Town Meeting Information Page](#).

Key Public Health Messages for All Residents (Massachusetts DPH):

- Protect yourself by following public health advice about keeping your hands clean and covering coughs and sneezes.
- Stay home if you are sick. If you need to consult a health care provider, call ahead first or use telehealth services.
- Protect others who are most at risk of COVID-19 by keeping your distance from people (at least 6 feet away from others), especially those who are older, and people living with chronic health conditions.
- If you are outside, avoid crowds.
- Don't shake hands or hug.
- Stay connected to friends and loved ones by phone or through other technology.
- Get information from trusted sources. Visit <https://www.mass.gov/covid19> for the latest news, case counts, and lab testing results.
- Take care of your emotional health and help others do the same. If you need emotional support during these stressful times, call 2-1-1 and choose the "CALL2TALK" option

Executive Office and Town Employee Information

The Town Administrator will be working normal hours, promoting the continuation of economic activities and working with staff to provide high-quality remote services.

Our local businesses depend on the patronage of Hubbardston residents. Many of them will face unprecedented challenges during this order. Please make every attempt to assist our local businesses through take-out services or through gift-card purchases.

The Town of Hubbardston is committed to its employees and their safety. During this difficult time, employees are authorized to work flexible hours and remotely to ensure family support and the continuity of town business. Additionally, Hubbardston is making every effort to engage our part-time employees to provide services and protect their wages.

Sanitation and employee safety are primary focuses of the Executive Office. The Town Administrator has authorized additional funding to expand town custodial hours and authorized a full sanitation or deep clean of town buildings the week of March 23. This includes the town offices, police department, fire department, DPW garage and town library. Additionally, we sanitized all police cruisers. Fire and DPW personnel have been cleaning their vehicles per CDC guidelines.

All full-time personnel are ordered to complete to execute remote working plans focused on answering resident questions/concerns, processing mail, meeting all federal/state/local deadlines and completing long-term goal projects.

Public Safety

The Town of Hubbardston will continue to provide high-quality public safety services through its Police, Fire and Public Works departments. Please note that due to the amount of exposures faced by each department, all public safety employees are ordered to comply with social distancing norms unless there is an emergency. We continue to have a community-first orientation with our public safety employees; however, during this pandemic, public access and interaction will be limited. No offense is meant!

All public safety departments are instituting additional internal sanitation procedures and coordinating with the Town Administrator for additional services when necessary.

The Board of Selectmen and Finance Committee have authorized mandatory shifts for police personnel in order to provide increased safety and response for the duration of the stay-at-home advisory.

Senior Services

The Hubbardston Senior Center is closed to the public. Town staff and volunteers will continue to provide the following services to ensure the safety and well-being of our Seniors. We are asking all residents to check on their neighbors and assist when necessary.

- a. One-on-one SHINE counseling will be suspended; however, Seniors and their families needing immediate counseling can call 508-422-9931.
- b. Seniors needing in home service delivery can participate in the Meals on Wheels program sponsored by [Making Opportunity Count \(MOC\)](#). To set up delivery, please call 978-345-8501 x2.
- c. Friends of the Hubbardston Senior Center are offering medication and grocery pick up for disabled residents or residents over 60 years old. To receive this assistance, please call Darlene at 774-242-7779.
- d. Senior Center volunteers and the Hubbardston Police Department have a list of vulnerable Seniors that will receive regular well-being calls and check ins.
- e. Distribution of Eggs from the Country Hen will continue at the Senior Center (outside) on Fridays. Produce and bread pick up are suspended for the time being.
- f. MART van services will continue for grocery shopping and medical appointments. To schedule MART services, call dispatch at: 207-710-1777.

Tax Collection, Permits and Other Payments

Although the town offices are closed to the public, town staff is responding daily to mail, email and phone calls. Please make every effort to [pay for town functions online](#); however, if you would like to make an in-person payment, please place all necessary paperwork in the town drop box or through regular post. If you would like a physical receipt, please make sure you include your contact information (phone, address or email). If you would like a receipt mailed, please include a self-addressed-stamped envelope.

The Board of Selectmen voted to waive interest until June 30th on all tax payments due after March 10th, 2020. Additionally, the Board of Selectmen voted to extend the Exemption and Deferral deadline to June 1, 2020.

Inspectional Services

Wherever possible, our inspectors will continue to provide emergency services. Please note the following information from our Board of Health and Building Departments:

- a. Food inspection services are postponed.
- b. Septic inspections will continue; however, residents can expect some delays.

- c. All non-emergency building, wire and plumbing inspections will be suspended for the duration of Governor Baker's order unless the inspection can be completed virtually using video technology.
- d. Residents can expect our inspectional staff to take extra precautions to include protective gear and limited interaction with residents – no handshakes!
- e. If you or your family are feeling ill, please postpone the scheduling of any inspections.

To schedule an inspection or speak with our Building or Health offices, call 978-928-1400 x209 or email inspect@hubbardstonma.us.

Town Clerk Services

The Town Clerk's office is currently processing dog licenses which [can be ordered online](#) under the Town Clerk's page or by dropping off your payment and a self-addressed stamped envelope in the secure drop box located outside the library basement offices.

Certified Vitals to include; Birth Certificates, Death Certificates and Marriage Licenses can also be ordered online under the [Town Clerk's page](#).

Marriage Intensions will be processed by appointment only, please email for appointment information if needed.

The 2020 Federal Census is currently being mailed out to all households in the United States. This is a legitimate census that is sent out by our Federal Government every 10 years and has no relation to the Town of Hubbardston and its town census. For more information about the Federal Census, please refer to our [town Facebook page](#).

Library Services

The Library staff will continue to communicate with residents during their regular hours, but the library building will be closed to the public.

Virtual Storytime is now up and running Wednesday and Friday mornings on the [Hubbardston Public Library Facebook page](#). Make sure you click on videos to see past Virtual Storytime episodes or if you miss the 10:30am live reading!

Curtis Recreational Field

The Parks Commission is committed to providing open space for Hubbardston residents and families to use during this pandemic. However, residents should observe the closure of all town playground equipment, outdoor athletic courts and the skate park.

Gatherings of more than 10 people are prohibited and all visitors are required to maintain proper social distancing of six feet or more.

For additional recreational opportunities, see the following links:

[Hubbardston Recreation Map](#)

[Massachusetts Department of Conservation and Recreation \(DCR\)](#)

Public Meetings

Governor Charlie Baker [issued an order](#) on March 12 suspending certain aspects of the Open Meeting Law. Hubbardston is now using the Zoom virtual platform to conduct public meetings. All log-in information is available on the town meeting calendar and is co-located with all agendas. The intent of these meetings will be to ensure the public has reasonable access to these meetings in a timely fashion to provide feedback and express comments/concerns.

The official town public meeting calendar [can be found here](#).

All videos and audio recordings of meetings [can be found here](#).

Additional Information

For official information about COVID-19, please visit:

[Official Federal Resource \(Center for Disease Control\)](#)

[Official State Resource \(Massachusetts Department of Public Health\)](#)

[Official Local Resource \(Hubbardston Board of Health\)](#)

For a complete listing of Governor Baker's COVID-19 Executive Orders, please visit:

[Massachusetts State of Emergency Order \(March 10, 2020\)](#)

[Open Meeting Law \(March 12, 2020\)](#)

[Large Gathering at 25 People Order \(March 15, 2020\)](#)

[Education and Child Care \(March 18, 2020\)](#)

[Essential Services and Revised Gatherings Order \(March 23, 2020\)](#)