

June 11, 2020 10:00AM

**MAINTAINANCE**

1. Our cleaning and engineering employees will not enter any room with anyone present, guest having any problem or work order should be resolved and guests should plan be out of the room while it is being done.
2. Wherever possible improve the air conditioning system maintenance. Continuous monitoring of filters and their proper replacement to ensure the correct indoor air quality.
3. Maintenance will be a helping hand when necessary.
4. Golf cart will be kept clean and disinfected constantly.
5. Luggage assistance will be provided when necessary and adhering to masks and physical distancing. Assistance should only be made to the door entrance and not to enter the room.
6. Pool testing should be increased to 6 times per day and logged.

**Lunchroom & Back of the House**

1. Staff must wash their hands before entering and leaving the Lunchroom.
2. Lunchroom time should be limited to 20 minutes to allow staff turnover in the area.
3. Provide adequate spacing to allow staff to properly distance while in the room.
4. Disinfect tables and furniture every 20 minutes and/or after each meal.
5. Have disinfectant wipes and or cleaning materials available at each table.
6. Only disposable items should be added.
7. Meal shifts should be staggered in several 15-minute \ spaces to ensure there is no crowding in lockers and lunch areas.
8. Other procedures authorized by department manager.

## **Pool Furniture Arrangement as 6/8/20**

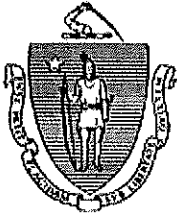
### **Indoor Pool – Total Seating 68**

11 Tables  
44 chairs  
24 Chaise Lounges  
**68**

### **Outdoor Pool – Total Seating 109**

Old Pool  
7 Tables  
28 chairs  
36 Chaise Lounges  
**64**

New Pool  
7 Tables  
28 chairs  
17 Chaise Lounges  
**45**



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**Memorandum**

From: Executive Office of Energy and Environmental Affairs

Date: June 4, 2020

Subject: Safety Standards for Public and Semi-Public Swimming Pools - Phase II

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The Executive Office of Energy and Environmental Affairs (EEA) is providing guidance for the operation of public and semi-public<sup>1</sup> outdoor swimming, wading, and special purpose pools (including but not limited to hot tubs and whirlpools) at recreational facilities in Phase II of the Commonwealth's Reopening.

All public and semi-public pools must continue to meet the requirements of 105 CMR 435.00: Minimum Standards for Swimming Pools, State Sanitary Code: (Chapter V) in addition to any stricter state or local standard developed to control the transmission of COVID-19.

During Phase II, outdoor pool facilities may reopen, but indoor facilities may only reopen to supervised youth sports leagues and summer sports camps for participants under 18 years old in accordance with the *Workplace Safety and Reopening Standards for Businesses and Other Entities Providing Outdoor Adult Sports Supervised Youth Sports Leagues, Summer Sports Camps* guidance. Hot tubs and whirlpools should be closed in Phase II. Operators are allowed to prepare facilities and train staff upon issuance of this guidance in advance of Phase II.

This guidance applies until amended or rescinded. Any questions regarding this guidance can be sent to [outdoor.recreation@mass.gov](mailto:outdoor.recreation@mass.gov)

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<sup>1</sup> Pursuant to 105 CMR 435.00 a Semi-Public Pool means a swimming, wading or special purpose pool on the premises of, or used in connection with a hotel, motel, trailer court, apartment house, condominium, country club, youth club, school, camp, or similar establishment where the primary purpose of the establishment is not the operation of the swimming facilities, and where admission to the use of the pool is included in the fee or consideration paid or given for the primary use of the premises. Semi-public pool shall also mean a pool constructed and maintained by groups for the purposes of providing bathing facilities for members and guests only.

## General

- ❖ Pool operators should review and follow the Commonwealth's Guidance on Safety Practices for Non-Healthcare Service Workers, General Business Guidance for Reopening Massachusetts, the Centers for Disease Control and Prevention (CDC) Considerations for Public Pools, Hot Tubs, and Water Playgrounds During COVID-19, and review the Environmental Protection Agency (EPA) list of disinfectants meeting EPA criteria for use against the novel coronavirus. Pool operators should consult with venue designer in selecting a disinfectant.
- ❖ According to the CDC, there is currently no evidence that the virus that causes COVID-19 can be spread to people through the water in pools. Proper operation and maintenance (including disinfection with chlorine and bromine) of these facilities should inactivate the virus in the water. Criteria for maintaining proper water chemistry, pursuant to 105 CMR 435.00, is noted in the section: *Maintaining Chemical Standards and Turnover*.
- ❖ The temporary shutdown or reduced operation of a building and reductions in normal water use can create hazards for returning occupants; these hazards can include mold and *Legionella*. After a prolonged shutdown, building owners and employers should ensure that their building does not have mold and that the water system is safe to use to minimize the risk of Legionnaires' disease. Guidance on how to do this is available from the CDC <https://www.cdc.gov/coronavirus/2019-ncov/php/building-water-system.html>.
- ❖ Consider operating hours set aside for high-risk populations (e.g. adults 60 years or older).

## Social Distancing

- ❖ Recreational activities, including swimming and wading, should be conducted with adherence to social distancing recommendations of 6 feet between individuals and the proper use of face coverings in public settings where other social distancing measures are difficult to maintain. Swimming lessons are not allowed in Phase II.
- ❖ Face coverings should be worn by patrons and staff in accordance with Covid-19 Order 31: *Order Requiring Face Coverings in Public Places Where Social Distancing is Not Possible* to prevent against the transmission of COVID-19 while at the facility. Face coverings should not be worn while in the water (diving masks, goggles, and snorkels may be worn): <https://www.mass.gov/info-details/covid-19-state-of-emergency>
- ❖ Social distancing of at least 6 feet is required for all individuals outside of a household group and applies to deck areas, bathrooms, or wading areas. No one should congregate in the water or on the pool deck.
- ❖ Pool operators, taking into consideration bather load, any building occupancy limits, and social distancing on deck areas should manage capacity to accommodate social distancing to the greatest extent possible, such as setting a maximum number of individuals that can be in a pool facility or pool area at one time. This number should not exceed 40% of existing facility capacity.
- ❖ Hot tubs and whirlpools should be closed in Phase II.

### **Maintaining Chemical Standards and Turnover**

According to the CDC, there is no evidence that the virus that causes COVID-19 can be spread to people through the water in pools. Proper operation and maintenance (including disinfection with chlorine and bromine) of these facilities should inactivate the virus in the water. Water Chemistry testing kits used by the facility should be in accordance with 105 CMR 435.30. In addition to meeting the minimum standards of 105 CMR 435.00, and in order to maintain safe swimming conditions, the Department is recommending:

- ❖ Increasing the frequency of water chemistry testing to a minimum of 6 times per day for all swimming, wading, and special purpose pools. Additional testing should be conducted during peak bather load periods.
- ❖ Increasing pool shocking frequency each week during hours of pool closure.
- ❖ Ensuring swimming, wading, and special purpose pools meet the minimum turnover requirement specified in 105 CMR 435.00.
- ❖ Operators and Supervisors should close immediately for maintenance and correction if the water chemistry does not meet minimum standards. All closures, maintenance, and corrections must be documented.

### **Lifeguards and Water Safety**

- ❖ Lifeguard staff who are actively monitoring pool safety should not be asked to monitor handwashing, use of face coverings, or social distancing of others. Other staff should be assigned this task. Lifeguards must wear a face covering while out of the water if social distancing cannot be maintained and limit any close contact with other people to emergency situations.

### **Communication Systems**

- ❖ Put systems in place for:
  - Responding when staff, patrons, and swimmers self-report they have symptoms of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days.
  - Notifying local health authorities of COVID-19 cases that have been brought to their attention.
- ❖ Provide online and other means of communication to alert pool staff and patrons to any pool status updates or changes, such as closures to maintain social distancing and general cleaning practices.

### **Vending/Rentals**

- ❖ Food service shall follow all applicable food service and restaurant guidance for such activities.
- ❖ Snorkels, goggles, etc., may not be rented or provided by a facility.

## **Ventilation**

Operators are required to maintain the facilities in accordance with CDC's guidelines found here: <https://www.cdc.gov/coronavirus/2019-ncov/community/parks-rec/aquatic-venues.html>

- ❖ Ensure ventilation systems of indoor spaces operate properly.
- ❖ Increase introduction and circulation of outdoor air as much as possible by opening windows and doors, using fans, or other methods. However, do not open windows and doors if doing so poses a safety risk to staff, patrons, or swimmers.

## **Signs**

- ❖ Post signage at each public entrance to inform all pool staff and patrons that they should:
  - Stay home if sick or in quarantine. Avoid entering the premises if symptomatic, e.g., a fever of 100.0 degrees Fahrenheit or above, unusual coughing, shortness of breath, headaches, chills, shaking chills, sore throat, muscle aches or pains, new loss of taste or smell, or whether they have felt feverish.
  - Maintain 6 feet separation between individuals, except for in household groups.
  - Sneeze/cough into cloth, tissue, elbow or sleeve. Discard tissue in trash cans
  - Avoid hand shaking or physical contact except among household members.
  - Wash hands often with soap and warm water, and for at least 20 seconds.
- ❖ Staff, visitors, and patrons must wear face coverings at-all-times, except for when in the water.
- ❖ Post signs reminding patrons to wear facial masks or coverings in all non-swimming areas and to maintain a minimum of 6 feet of separation between individuals in other areas of the facility, including swimming areas, pool decks, and bathrooms.

## **Staff Procedures**

- ❖ Staff must receive training about social distancing and general sanitation best practices. Conducting training virtually or ensuring that social distancing is maintained during in-person training.
- ❖ Staff should complete a self-assessment for symptoms and stay home if sick.
- ❖ Operators are encouraged to develop protocols to assess staff at the beginning of each shift and ask if they have experienced unusual coughing, shortness of breath, headaches, chills, shaking chills, sore throat, muscle aches or pains, new loss of taste, or smell or whether they have felt feverish.
- ❖ Anyone that develops a fever or symptoms, such as a cough or difficulty breathing, should not perform their work duties until they have obtained medical advice from a health care provider.
- ❖ Require frequent handwashing by staff, with soap and warm water for at least 20 seconds or the use of alcohol-based hand sanitizers or disinfecting wipes to reduce the spread of COVID-19.
- ❖ Log everyone (name and email or name and phone number) who is present at the facility for a sustained period of time to enable contact tracing, including patrons, staff, and visitors.

- ❖ Locker rooms and changing areas should be closed in Phase II. Restroom or shower facilities (if access is required) can be accessed through a locker room, but operators must ensure that guests do not use the lockers or changing area.
- ❖ Indoor and outdoor pool facilities must provide access showers in compliance with 105 CMR 435. If outdoor showers are not available, facilities may meet this requirement by providing access to indoor showers. If outdoor showers are available, facilities should keep indoor showers closed.
- ❖ Physical barriers such as plastic partitions, orange cones, rubber mats, tape and other easily cleanable products may be used to maintain social distancing.
- ❖ Consider using one-way signs on walkways and pool deck or visual guidelines for maintaining 6 feet distance in all restroom facilities to support social distancing and control flow of traffic.
- ❖ Make regular announcements or post clear signage to remind pool staff and patrons to follow social distancing guidelines.
- ❖ Facilities should limit the number and spacing of items of pool deck furniture on premises to maintain social distancing.
- ❖ Exceptions to the social distancing guidance include:
  - Anyone rescuing a distressed swimmer, providing first aid, or performing cardiopulmonary resuscitation, with or without an automated external defibrillator.
  - Individuals in the process of evacuating an aquatic venue or entire facility due to an emergency.
- ❖ Organized activities in the pool, including but not limited to, swim lessons, ball games or swim tournaments should not be allowed.

### **General Sanitation**

Pool operators should clean in accordance with CDC Guidance: Considerations for Public Pools, Hot Tubs, and Water Playgrounds During COVID-19: <https://www.cdc.gov/coronavirus/2019-ncov/community/parks-rec/aquatic-venues.html>

- ❖ Clean and disinfect frequently touched surfaces at least daily and shared objects each time they are used. For example:
  - Handrails, slides, and structures for climbing or playing
  - Lounge chairs, tabletops, pool noodles, and kickboards
  - Door handles and surfaces of restrooms, showers, handwashing stations, and diaper-changing stations
  - Consult the [EOEEA May 18, 2020 Outdoor Recreation Facility Restroom Cleaning Best Practices Memorandum](#), which details the standards and processes for the cleaning and disinfecting of certain outdoor recreation facility restrooms.
- ❖ Consult with the company or engineer that designed the aquatic venue to decide which [List N disinfectants approved by the U.S. Environmental Protection Agency](#) [external icon](#) (EPA) are best for your aquatic venue.

- ❖ Limit use of shared furniture or objects to one individual or group of users at a time and clean and disinfect between use by different individuals.
- ❖ Set up a system so that furniture (for example, lounge chairs) or objects (for example, kickboards, noodles) that need to be cleaned and disinfected is kept separate from already cleaned and disinfected furniture or objects. Label containers for used equipment that has not yet been cleaned and disinfected and containers for cleaned and disinfected equipment.
- ❖ If provided, launder towels and clothing according to the manufacturer's instructions. Use the warmest appropriate water temperature and dry items completely.
- ❖ Protect shared furniture, equipment, towels, and clothing that has been cleaned and disinfected from becoming contaminated before use.
- ❖ Ensure safe and correct use and storage of disinfectants and store them securely away from children.
- ❖ All handwash sinks shall be fully stocked with soap and paper towels.
- ❖ Alcohol-based hand sanitizer with at least 60 percent alcohol shall be available to staff.
- ❖ Close pool facilities used by a sick person and wait 24 hours before cleaning and disinfecting these pool facilities.
- ❖ Ensuring safe and correct use and storage of EPA-approved List N disinfectant, including storing products securely away from children.
- ❖ Admission/entry transactions are encouraged, where possible should be carried out through a no contact process such as online reservations, timed-ticketing, permit/sticker issuance or an on-site electronic transaction method that allows for social distancing guidelines to be followed. If not feasible, hand transactions and cash may be allowed.
- ❖ In order to manage capacity and allow for social distancing, operators may consider limiting the time individuals or groups are allowed to use pool facilities.
- ❖ Pool users may use personal floatation devices (PFD) that are U.S. Coast Guard (USCG) approved. PFDs cannot be shared. PFDs provided by the facility should be cleaned in accordance with the USCG guidance.
  - No other equipment brought from home, such as pool noodles, inflatables, lounge furniture and toys, are allowed into the facility. However, Americans with Disabilities Act (ADA) approved equipment for personal use is allowed.
- ❖ Pool operators are strongly encouraged to include strategies to reduce COVID-19 exposure to the pool staff and patrons according to the following best practice guidance from CDC:
  - <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>