

## Chilmark Construction Site & Worksite COVID-19 Rules

### Phase 3

The town of Chilmark, along with four other towns on Martha's Vineyard, has jointly developed the following guidance document to adopt and implement the Commonwealth of Massachusetts COVID-19 Guidelines and Procedures for all essential workers at Construction Sites and Worksites. The provisions herein are designed to monitor and implement the State guidelines in an easily understandable and effective way to ensure that work is performed in an orderly and safe manner without creating undue risk for our local residents through the further spread of the COVID-19 virus. Additional safeguards and emphasis have been provided to ensure a clear understanding of the State guidelines and greater accountability for meeting their performance standards. It is intended that this guidance will assist the essential workers at Construction Sites and Worksites while not creating undue risk for their communities or our local medical infrastructure.

#### Implementation Guidelines

- A maximum of 10 workers, regardless of trade may be present on a single *Construction Site* or *Worksite* at any given time either internally, externally or a mixture thereof. Adequate space to maintain social distancing of 6 feet between workers shall be maintained. The number of workers must be reduced if social distancing space cannot be maintained.

\*A recommended guideline for the quantity of interior workers is a maximum of 1  
worker for every 500 Square Feet of interior space \*

- *Construction Sites* and *Worksites* seeking to employ more than 10 workers at one time must complete a "Long Form Back to Work Checklist." (see definitions below for *Construction Site* and *Worksite*)
- No work shall occur inside an occupied home unless the occupants have signed the COVID-19 Work inside an Occupied Home form. Occupants and workers must maintain as much separation as possible by staying out of the area and level work is occurring, constructing temporary partitions, or staying in a room with a shut door.
- All workers shall wear a face mask when at a *Worksite* or *Construction Site* regardless of social distancing. Workers unable to wear a mask should not report to a *Worksite* or *Construction Site*.
- Guidelines for stopping the spread of COVID-19 and proper social distancing shall be posted at the entrance of a *Construction Site*, on each floor of a *Construction Site*, in the bathroom/porta-potty, and inside any office/storage/equipment trailer.
- **Upon learning of an infection, the contractor must notify the owner of the site and the Town's Health Agent and Building Inspector immediately, and in all cases no later than 12 hours after learning of the infection. Affected workers must follow CDC and DPH recommended steps for isolation or quarantine as overseen by the Board of Health where the individual(s) reside. As required by law, the identity of the worker must be kept confidential.**
- "*Construction Site*" means any place of new construction, renovation, demolition, or addition of a structure that is subject to a building permit.
- "*Worksite*" means any location where work is occurring that is not a Construction Site.

- “*Hand Sanitizer*” means alcohol-based hand sanitizer with at least 60% ethanol or 70% isopropanol.

**Construction Sites and Worksites Guidelines**

- A face covering of the mouth and nose (a mask) must be worn at all times if traveling in a vehicle with more than one person.
- All Construction Sites shall have a permanently designated COVID-19 Safety Officer responsible for compliance with these guidelines. The name and phone number of the COVID-19 Safety Officer shall be prominently posted at the entrance to the site. The COVID-19 Safety Officer shall always be on the premises when work is occurring at *Construction Sites* with more than four workers. The permit holder and COVID-19 safety officer shall be responsible for enforcing this Order on the jobsite and they shall be responsible for any violations, whether or not they participated in or were aware of the violation
- All *Construction Sites* shall post the maximum number of workers permitted at the entrance to the site or structure.
- A *Construction Site* must be equipped with an adequate supply of hand sanitizer for use by multiple workers throughout a full day of work. Workers are encouraged to carry hand sanitizer on their person.
- Workers on a *Worksite* shall always have *Hand Sanitizer* on their person.
- *Construction Sites* must have at least one bathroom, porta-potty, or approved equivalent for every 8 workers. These facilities must be *Disinfected* at least once daily by workers and porta-pottys must be pumped and professionally cleaned a minimum of twice a week by the rental company.
- Every *Construction Site* shall have a bound paper sign in/sign out form with numbered pages which shall be completed by each worker on the site and kept 30 days. Workers on a *Worksite* shall be provided a copy of the Wellness Questionnaire and shall verbally complete the questionnaire with their supervisor prior to starting work each day which the supervisor shall record.
- Social distancing must be adhered to during breaks where mask wearing is not possible such as during a smoke break or lunch break.

**Inspection Requirements, Enforcement, & Penalties**

- If any *Worksite* or *Construction Site*, is in violation of these guidelines, the Town may take any or all of the following actions: notify the owner of record for the site of the violation, issue a COVID-19 related Stop Work Order, or impose a fine. A corrective action plan shall be submitted to, and approved by, the local Board of Health or Building Department establishing protocols to prevent future violations of these rules before a COVID-19 related Stop Work Order may be lifted.
- This Order may be enforced by the town Health Agent, Building Inspector, police or any other official authorized by the town. Whoever violates any provision of this Order may be penalized by a non-criminal disposition process as provided in Massachusetts General Laws, Chapter 40, section 21D. If non-criminal disposition is elected, then any person who violates any provision of this Order shall be subject to a penalty in the amount of three hundred dollars (\$300.00) per violation. Each day shall constitute a separate offense.

- Whoever violates any provision of this Order may be penalized by indictment or on complaint brought in the district court. Except as may be otherwise provided by law and as the district court may see fit to impose, the maximum penalty for each violation or offense shall be one thousand dollars (\$1,000). Each day or portion thereof shall constitute a separate offense.
- The building permit holder and COVID-19 Safety Officer for a *Construction Site* are the entities responsible for compliance with these guidelines and any fine or penalty imposed.
- The worker(s) present and their employer shall be responsible for compliance with these guidelines and any fine or penalty imposed for a *Worksite*.
- For purposes of administering these rules and the Governor's COVID-19 Order #55, *Construction Sites* and *Worksites* are considered public places due to the frequent visits by members of the public including delivery personnel and Town inspectional staff.
- Any person or company who proceeds with work at a *Construction Site* or *Worksite* agrees that the site and all related equipment shall be subject to random, unannounced inspections by any person authorized to enforce this Order.

**Resources and References – To Be Developed and Linked**

Back to Work Checklist

Return to Work Long Form

Cleaning Log

Daily Report Template

Wellness Questionnaire

COVID-19 Work Inside an Occupied Home

Guidelines for Stopping the Spread of COVID-19 Poster

Guide to Proper Social Distancing Poster

Guidelines for Proper Hand Washing Technique Poster

EPA Certified Household Disinfectants: <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>