



CITY OF CHELSEA, MA  
Office of the City Manager

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Thomas G. Ambrosino  
City Manager

September 30, 2020

To Business Owners:

As we enter the fall and winter seasons, I am writing with a reminder that it is critical to comply fully with the Governor's safety Guidance for your specific place of business if we hope to stop the spread of COVID-19 in Chelsea. With more activity taking place indoors, there is a significant danger of accelerating the spread of Coronavirus.

The virus remains virulent in the city of Chelsea, which still retains the highest infection rates in the Commonwealth, with more than 100 new cases each week. In this environment, good practices by our business community are essential to keeping the disease in check.

When we let our guard down, the virus spreads. This has been the case in Chelsea among certain businesses. Recently, the Partners in Health Contact Tracing Team, which performs contact tracing for the City, has identified several situations where outbreaks have occurred at employment locations because of a single transgression of safe practices – an employee arriving at work with COVID symptoms, or employees car-pooling together without precautions.

These incidents exemplify how a single violation of the Governor's guidance can lead to significant viral spread of the disease in the City. Please remember these simple, but crucial rules:

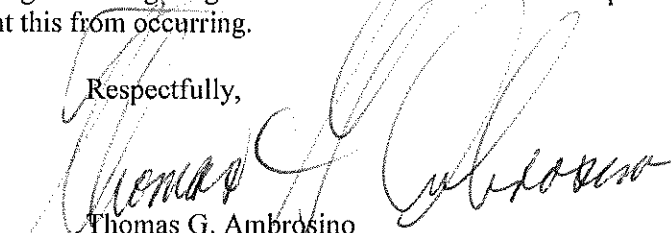
- **No one** should come to work who has any symptoms of COVID-19. If your employees feel sick, they must stay home.
- All employees must wear masks at all times. I also ask that you encourage your employees, if they are carpooling, to wear masks during that trip and keep windows in the vehicles open. Businesses are encouraged to provide their own employees with an adequate supply of masks. City Hall can provide cloth masks by sending an email to [lalvarez@chelseama.gov](mailto:lalvarez@chelseama.gov).
- Employees, customers and vendors should remain six feet apart to the greatest extent possible in the workplace.
- Employees should regularly wash their hands during the workday. Businesses should provide hand cleaning stations throughout the workplace.
- Provide regular sanitation of high touch areas such as workstations, doorknobs and restrooms.

In addition to these required safety precautions, I also ask that you encourage your employees to get tested regularly. It is the best method for identifying asymptomatic cases. The City has free testing available at two locations in the City – Chelsea Sq. and City Hall -- every weekday. And, weekend testing is available at City Hall from 11-5 on Saturday and Sundays through the end of October.

Finally, I remind all businesses that any positive case of COVID-19 that occurs in the workplace **must** be reported to the Chelsea Board of Health, and that the workplace **must** cooperate with the City's contact tracing efforts. Failure to do so is a violation of the reopening and will result in enforcement from the Chelsea Board of Health and/or from the Massachusetts Department of Labor Standards.

We are all exhausted by this pandemic. As a result, compliance is becoming more difficult by the day. But, any complacency or relaxation in our diligence in fighting this virus could lead to another spike in infections. I ask for your cooperation to prevent this from occurring.

Respectfully,

  
Thomas G. Ambrosino  
City Manager