

# **Martha's Vineyard Back to Work Guidelines – Phase 1**

## **Frequently Asked Questions**

**Question:** What's the earliest date I can start work?

**Answer:** Workers at a Worksite may begin work on April 27<sup>th</sup> so long as all elements of the guidelines are followed. Construction Site work may start when the Back to Work Checklist is complete, and the Construction Site is inspected. Inspectors will schedule inspections as quickly as possible.

**Question:** What types of sites need an inspection before work can start again?

**Answer:** Only Construction Sites need an inspection.

**Question:** I have two painters freshening up the outside of a house for the summer, do I need an inspection to send before they can work?

**Answer:** No, this would be considered work at a Worksite and does not require an inspection.

**Question:** What is the difference between a Construction Site and a Worksite?

**Answer:** A Construction Site is place where construction work is occurring that is subject to a building permit; including new buildings, additions, renovation, or demolition. A Worksite is all other locations like a yard you are landscaping, a house where only painting is occurring, or a house that has a project going on that would not be considered a renovation like the installation of solar panels, the installation of new HVAC equipment, or replacement of rotted trim or decking.

**Question:** Can a single company representative visit the site to prep prior to April 27<sup>th</sup>?

**Answer:** No, workers shall not return to the Construction Site until April 27<sup>th</sup>. One or two workers may return to the Construction Site on April 27<sup>th</sup> only to prep the site and may not undertake any other work until the Construction Site is inspected and a work authorization is issued. Workers prepping the site shall operate under the Worksite guidelines.

**Question:** When can I submit my Back to Work Checklist and request an inspection of my Construction Site?

**Answer:** Checklists should not be submitted prior to April 27<sup>th</sup> because no workers shall be on the site prepping the site prior to April 27<sup>th</sup>. You may submit your Back to Work Checklist starting on the morning of April 27<sup>th</sup>.

**Question:** How do I submit my Back to Work Checklist and request an inspection?

**Answer:** Email works best to prevent traveling to your local town hall. Email addresses for each town contact is listed at the end of this document. Inspectors have two business days from the submission of the Back to Work Checklist to conduct their inspection otherwise work may proceed without an inspection.

**Question:** When will the lumberyard be open again?

**Answer:** All island lumberyards will reopen on April 27<sup>th</sup>. Contact your local lumberyard to find out if they are doing pick up and delivery only.

**Question:** How long will Phase 1 last?

**Answer:** Phase 1 will continue in place until the Island health officials determine more people can get back to work in a safe manner without compromising the health of the Island community.

**Question:** My client is working from home but wants me to do a project inside their house, can I do this work?

**Answer:** Only emergency work related to a required system, such as repairing a furnace or leaking pipe, or work specifically authorized by the Building Inspector may take place inside an occupied home. This is for the safety of the homeowner and the worker.

**Question:** I am building multiple structures on a single parcel; can I have two people working at each structure?

**Answer:** No, only two persons may work on a single parcel at one time.

**Question:** Can I have more than two people working at a single Worksite or Construction site if they are spaced apart?

**Answer:** No, only two workers from any trade may be present on a single Worksite or Construction Site at one time.

**Question:** Do delivery people or porta-potty service personnel count toward the two-worker limit?

**Answer:** Delivery drivers or a porta-potty service person are not considered workers on the site, but all efforts should be made to limit contact with them, such as not requiring the delivery driver to bring materials into a building but rather just unload them at the site and then leave.

**Question:** I need to carry out a project that will take more than two people to carry out safely, can I have extra people at the site to carry out this work?

**Answer:** No, a maximum of two workers are allowed at a single Worksite or Construction site and any work requiring more than two people should be postponed.

**Question:** I have large item that will take two people standing closer than 6 feet to lift but we do not have masks, what should we do?

**Answer:** Any work that requires you to wear Personal Protective Equipment (PPE) should not be carried out if you do not have the appropriate PPE.

**Question:** What should I do if I arrive at a Worksite to do landscaping work and find two painters already there working?

**Answer:** You should come back when the painters are gone. Only two workers are allowed on any Worksite or Construction Site.

**Question:** I do not have a driver's license; how can I travel to work?

**Answer:** In accordance with the Governor's orders, you may only travel to the site by foot or on bike if you cannot drive to the site in a vehicle by yourself.

**Question:** Does my Construction Site need a handwashing station and hand sanitizer?

**Answer:** No, all Construction Sites MUST have a handwashing station, but hand sanitizer is not required. It is encouraged that everyone carries hand sanitizer on their person.

**Question:** Do landscapers/painters/other workers on a Worksite need portable water for handwashing?

**Answer:** If two workers are working at a Worksite, they must have portable water for handwashing and carry sanitizer on their person. If only one worker is working at a Worksite, then they are only required to carry hand sanitizer on their person.

**Question:** What should I do with the wastewater from my handwash station?

**Answer:** Wastewater should be disposed of in a drywell, French drain, an operational septic system, or some other disposal method approved by the local Board of Health.

**Question:** What size are the posters required to be?

**Answer:** 8.5" X 11" or larger and laminating is encouraged for any wet location.

**Question:** What posters do I need to display and where do I need to display them?

**Answer:** “Stopping the Spread of Germs” and “Help Prevent COVID-19 with Social Distancing” posters must be posted at the entrance of each Construction Site, on each floor of the Construction Site, inside the bathroom/porta-potty, and inside any site office or storage trailer. The handwashing poster must be posted at the handwashing station. All employers are encouraged to place these posters at their offices as well and to post the How to put on, use, and take a off a mask post at all Construction Sites and offices.

**Question:** The checklist says that we must take breaks on site. Does this mean that we now have to give all of our employees breaks and if so, how many?

**Answer:** The quantity and duration of breaks required site is determined by state law. All workers are discouraged from leaving the site during the day to reduce social contact. Employers are encouraged to allow breaks for handwashing as necessary to maintain good hygiene.

**Question:** How should I dispose of used PPE and disinfecting wipes?

**Answer:** Used PPE must be thrown away in a durable trash bag that is tied shut before being thrown in a dumpster. Alcohol-based disinfecting wipes must be thrown away in a metal trash bin to prevent the chance of fire.

**Question:** What items should I disinfect daily?

**Answer:** Door knobs, light switches, tools that are shared or likely to be shared, bathrooms/porta-pottys, handwashing stations, site office, storage containers/trailers, on site vehicles and equipment, delivered items, and any other item that may be touched by more than one person.

**Question:** Can I modify the Back to Work forms?

**Answer:** No, you must use the forms in the Back to Work Phase 1 – References & Resources so inspectors are looking at the same forms at each project. Workers are encouraged to carry their own pen or pencil for completing the sign in/sign out sheet.

**Question:** I want to catch up on the time lost at my site, are there limits on the hours we can work or on the use of interior or exterior lighting for nighttime work?

**Answer:** Working hours and lighting are not covered by the guidelines but may be regulated by other town bylaws. You should check the rules of the town and any special permit conditions regarding limitations.

**Question:** Are house cleaners covered by the Back to Work Guidelines?

**Answer:** No, house cleaners are covered under the stay-at-home order. Contact your local board of health for additional information on the stay-at-home order.

### **Contact Information**

For general questions or to report someone working in violation of the guidelines contact the general tip line: 508-691-6041

**Submit your Back to Work Checklist and any town specific questions to the following individuals:**

Chilmark – Forrest Filler – 508-560-4201 – [assthealthinspechilmark@gmail.com](mailto:assthealthinspechilmark@gmail.com)

Edgartown – Reade Kontje Milne – 508-274-0416 – [rmilne@edgartown-ma.us](mailto:rmilne@edgartown-ma.us)

Oak Bluffs – Meegan Lancaster – 508-693-3554 ext. 127 – [mlancaster@oakbluffsma.gov](mailto:mlancaster@oakbluffsma.gov)

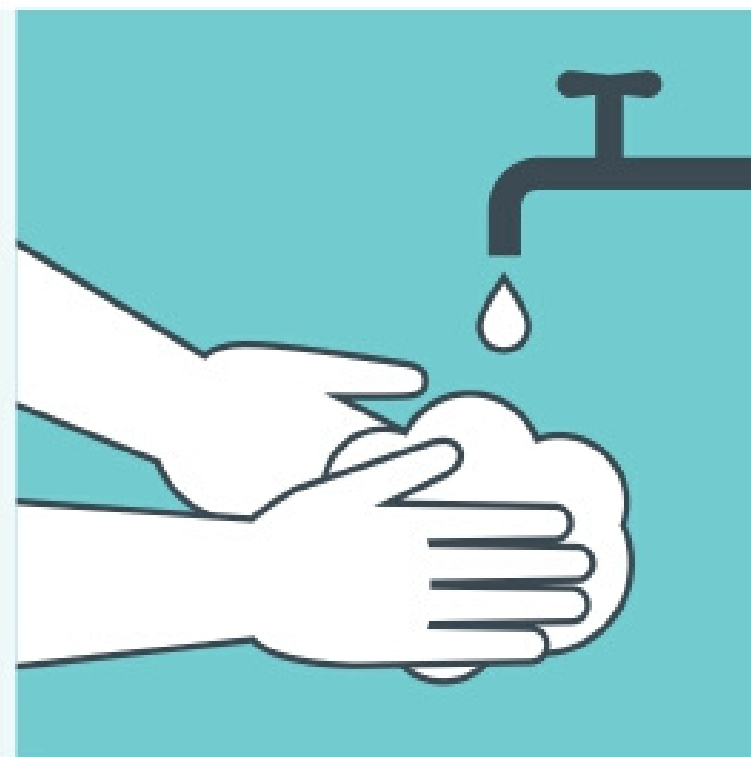
Tisbury – Ross Seavey – 508-524-4922 – [rseavey@tisburyma.gov](mailto:rseavey@tisburyma.gov)

West Tisbury – Joe Tierney, III – 508-696-0113 – [inspect@westtisbury-ma.gov](mailto:inspect@westtisbury-ma.gov)

# How to put on, use and take off a mask

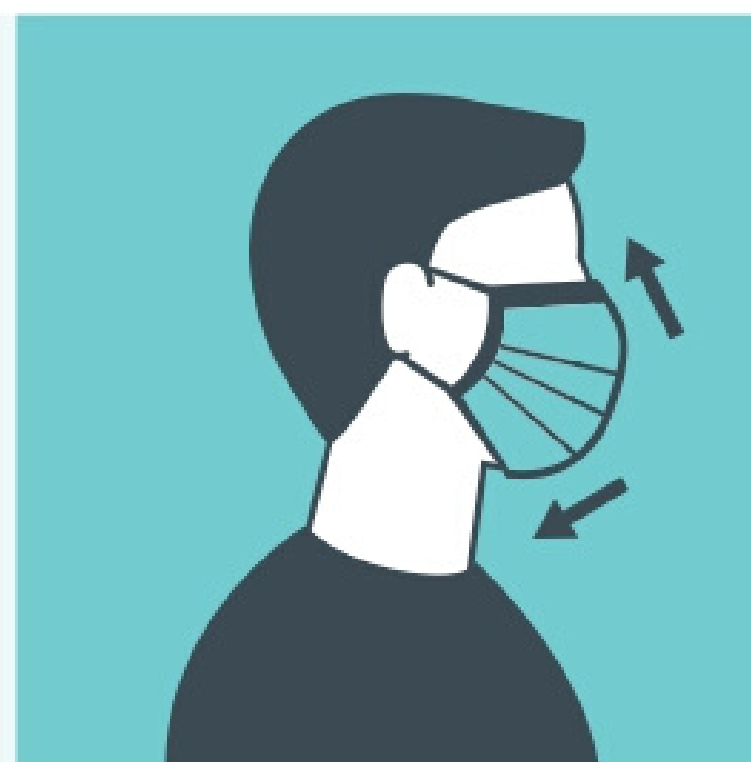
## 1. BEFORE PUTTING ON A MASK:

Clean hands with alcohol-based hand rub or soap and water.



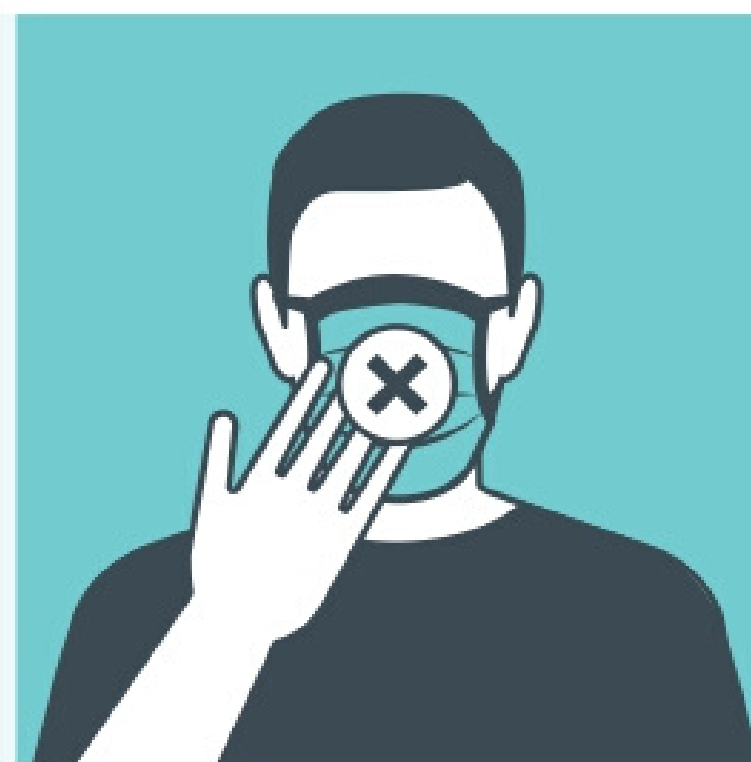
## 2. WHEN PUTTING ON A MASK:

Cover mouth and nose with mask and adjust to limit gaps between your face and the mask.



## 3. WHILE USING THE MASK:

Avoid touching the mask; if you do, clean your hands with alcohol-based hand rub or soap and water.

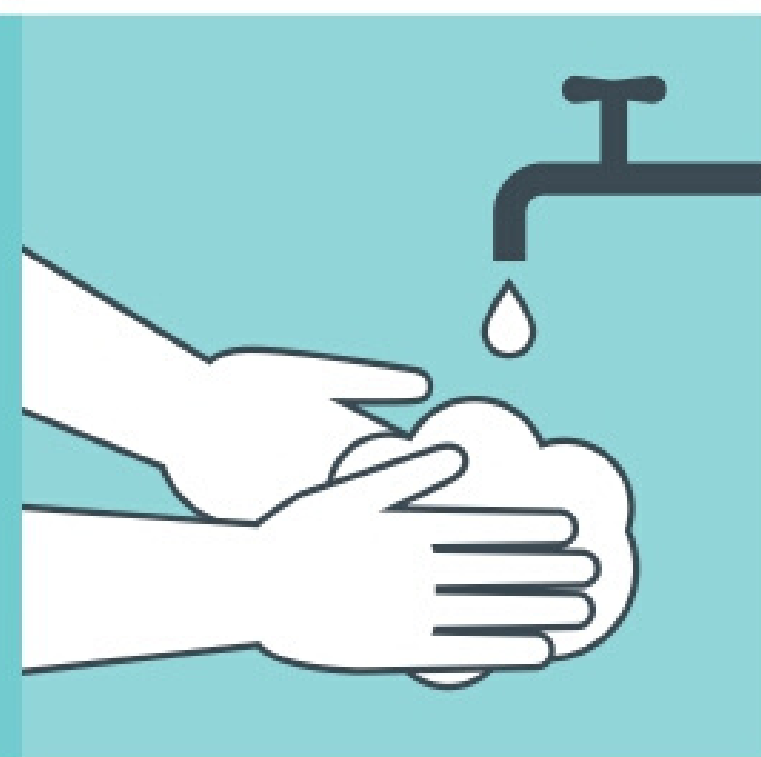
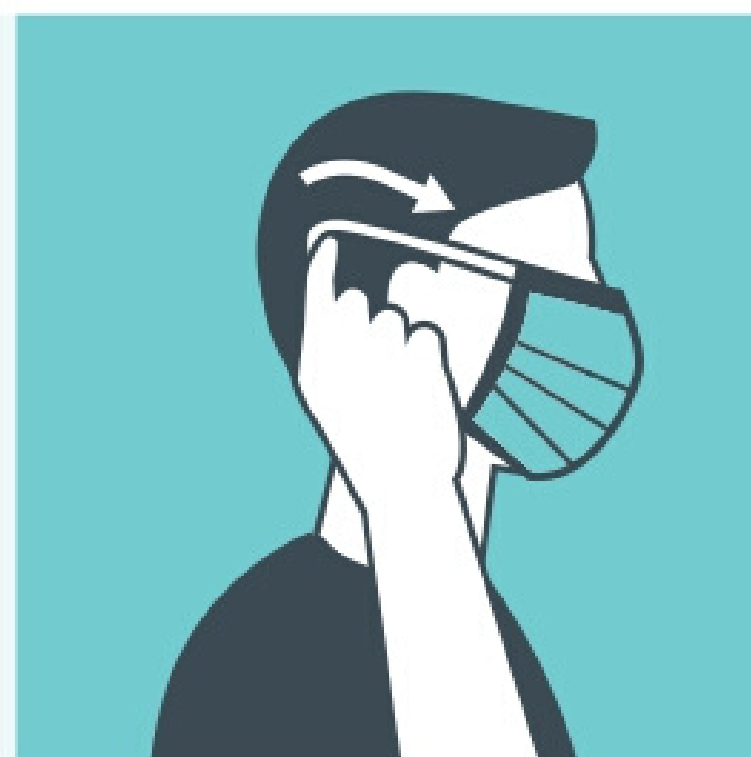


## 4. TO REMOVE THE MASK:

Clean hands with alcohol-based hand rub or soap and water.

Then, remove it from behind. Do not touch the front of mask.

Again, clean hands with alcohol-based hand rub or soap and water.



MARTHA'S VINEYARD  
HOSPITAL

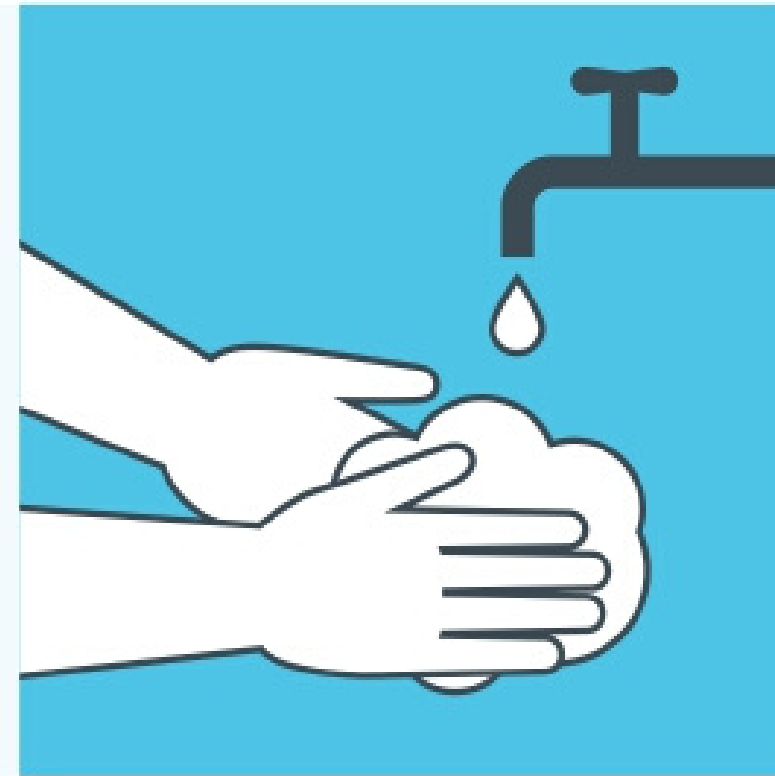
PARTNERS  
HEALTHCARE

FOUNDED BY BRIGHAM AND WOMEN'S HOSPITAL  
AND MASSACHUSETTS GENERAL HOSPITAL

# COMO COLOCAR, USAR E TIRAR UMA MÁSCARA

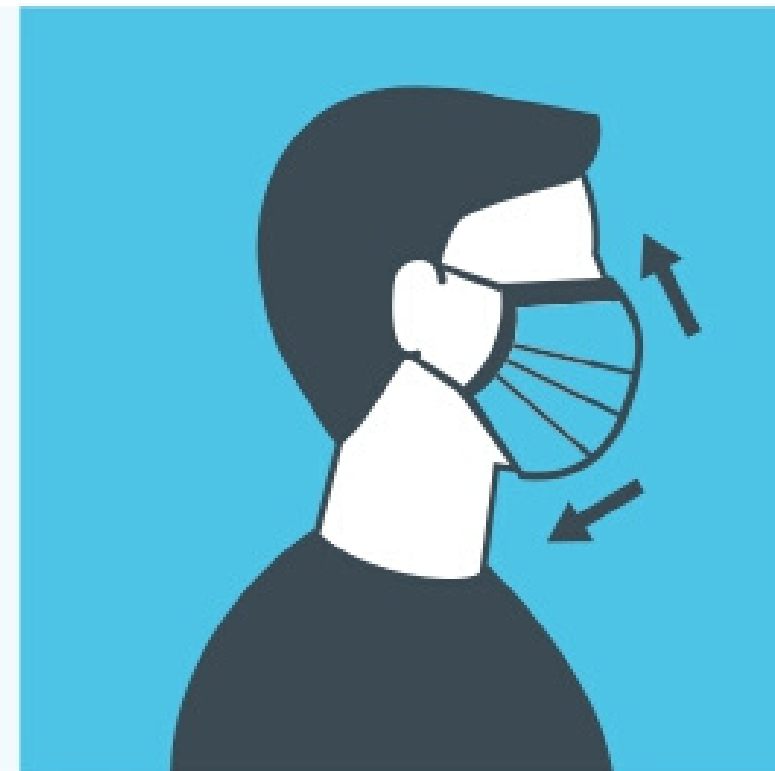
## 1. ANTES DE COLOCAR UMA MÁSCARA:

Limpe as mãos esfregando-as com álcool em gel ou lavando-as com água e sabão



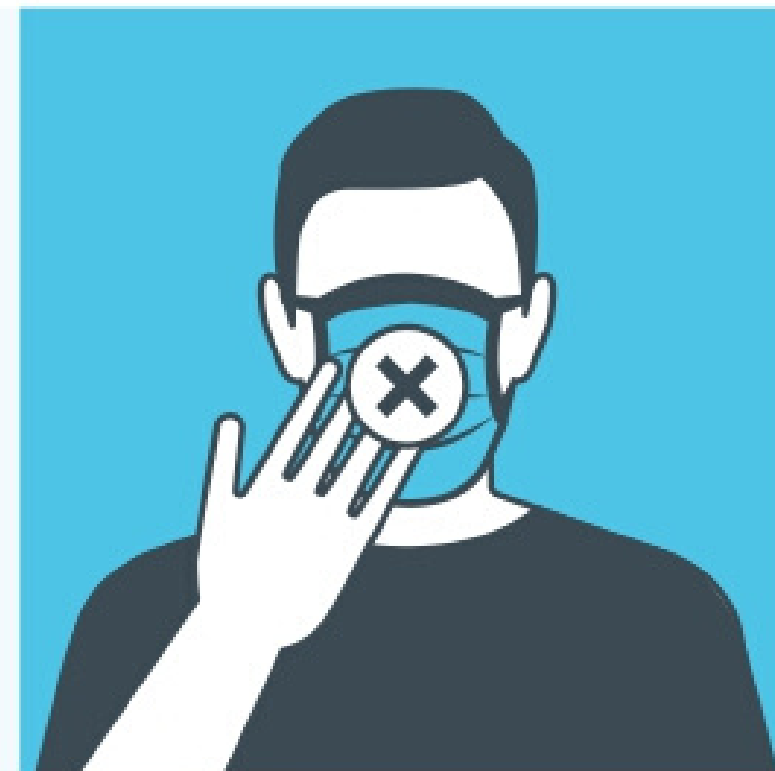
## 2. AO COLOCAR UMA MÁSCARA:

Cubra a boca e o nariz com a máscara e a ajuste para limitar as lacunas entre o rosto e a máscara



## 3. ENQUANTO ESTIVER USANDO A MÁSCARA:

Evite tocar na máscara; se o fizer, limpe as mãos esfregando-as com álcool em gel ou lavando-as com água e sabão.

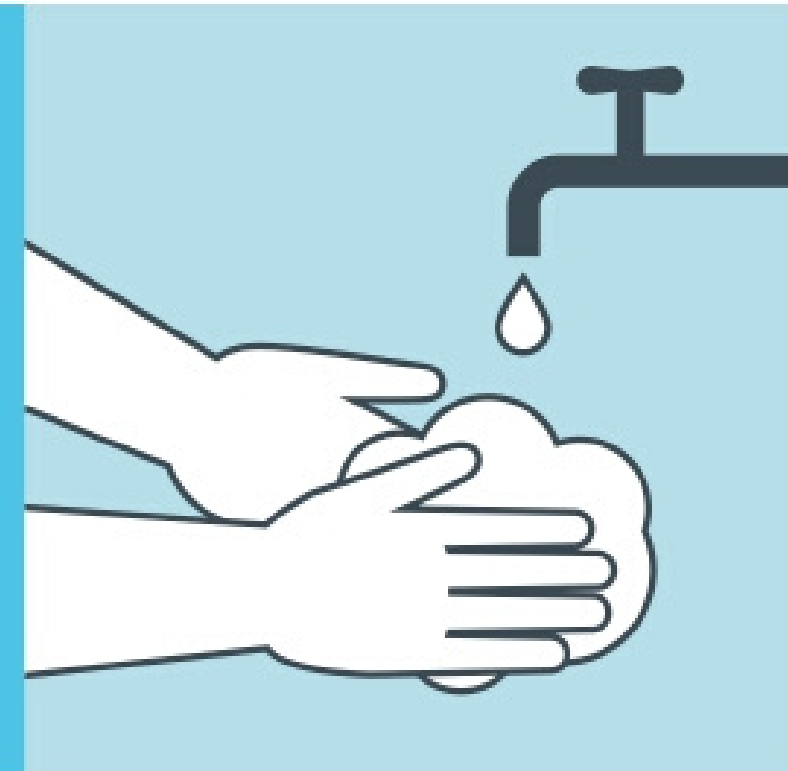
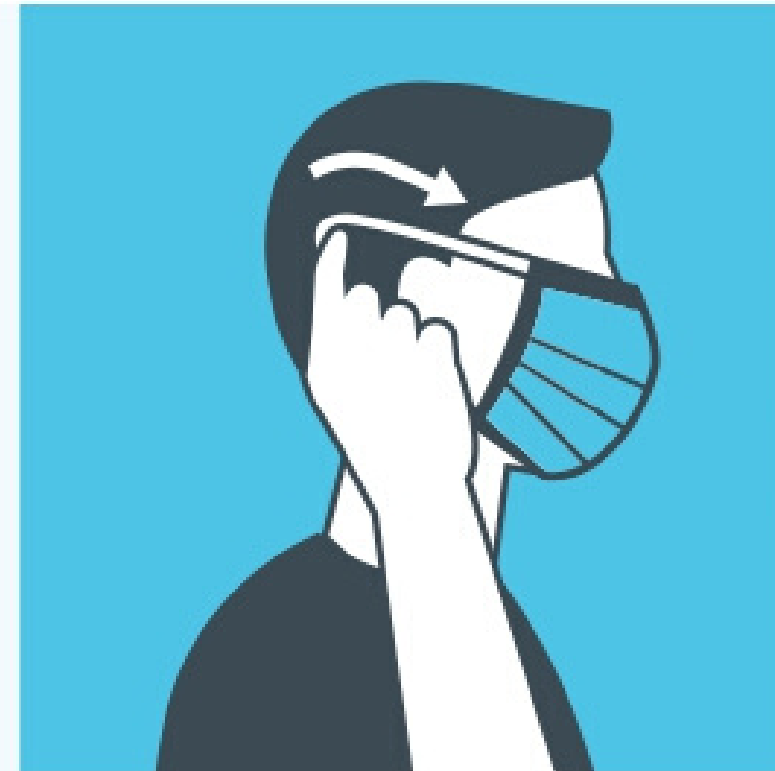


## 4. PARA REMOVER A MÁSCARA:

Limpe as mãos esfregando-as com álcool em gel ou lavando-as com água e sabão.

Depois, remova a máscara de trás para frente. Não toque na parte da frente da máscara.

Novamente, limpe as mãos esfregando-as com álcool em gel ou lavando-as com água e sabão.



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