

Tuesday, August 4, 2020
Board of Selectmen Meeting Minutes
Foxborough Town Hall
Andrew Gala, Jr. Meeting Room
7:00 p.m.

Members Present: Mark Elfman, Chair
Ed O’Leary, Vice Chair
Stephanie McGowan, Clerk
Leah Gibson
Chris Mitchell

Also Present:
William Keegan Jr., Town Manager
Christina Metcalf, Community Info. Specialist

1. 7:00pm - Citizen's Input – No input

2. 7:05pm COVID-19 Informational update/3. Phased Re-Opening Update

BK – Statewide there is an increase in cases. In Foxborough we are in good shape with only 4 active cases and are continuing to do well. Lots of business are opened back up and doing. Operationally we are still open, some others are not. Most of our people are here and if not they are working remotely. Mike Johns is doing well and anxious to get back to work. Thank you to all the volunteers who are greeting at Town Hall right now.

LG – Should we check in budget wise if there are any unexpected Budget items because of Covid-19?

BK – Meals and hotels quarterly report, the next report will be for April, May, and June. Hotel/motel tax will be down and we anticipated that for the budget.

4. 7:15 pm Kraft Group- Gillette Stadium Re-opening Presentation - Jim Nolan, COO and Jess Enos from Gillette Stadium to discuss the re-opening protocols for Gillette Stadium for the NFL and MLS 2020

JN – Thank you for the opportunity to present tonight. The NFL/MLS said we could hold games in a limited capacity if it was approved by state and local authorities. This is to show how we can operate safely and work with you and the state to seek approval.

We will walk through why we believe this safe and what it will look like to walk into a game this fall. Our VP of Security has been working with the Fire and Police Chiefs to incorporate in our plans as well doctor from Brigham with Chief Kelleher in particular to draft our medical protocols and we have a really good plan in that regard.

What are our keys to success? 1. We are an outdoor venue. We are going to require face coverings for everyone all times. Only when seated and actively eating/drinking, can an attendee remove their mask. We can maintain physical distancing through all facets of operation. We will have pods of seats of 2, 4, and 6 can sit together so family units can sit together but 6 feet from in stands from other fans. This takes our capacity from 65,000 to 14,000 people. We believe our number in the building will actually will be 12,000 to 12,500 in 1.8 million square feet. Encouraged anyone who is at risk not to come and for every ticketholder, if you don’t want to come you don’t need to keep your seat for next year, no questions, and no penalty. We don’t want put any obligation to come and we were the first team to announce and many have followed in the league. We do have fans that want to return and want to come if we have game. The Revolution fans were polled and 90% of season ticket holders want to come as well. Employees want to return and this was a highest year for our part-time employees to come back. We believe we can provide a safe environment. Going to walk through a fan journey to show how it’s safe.

We’ve engaged many experts and believe we are the best operations in the NFL. Enlisted a team of experts; the head of infectious disease at Brigham and Women, the National Foundation for infectious disease Dr. William Schaffner, our building planner populous, a company called Movement Strategies that models how fans actually

move, Cushman and Wakefield who are experts in cleaning, and thermal imaging experts. We also have Lisa Berger our food safety consultant that works with the Board of Health and we have 2 companies for air quality safety, Synergy and Honeywell. We have a Swiss cheese approach, if you layer a slice of Swiss cheese on top of each other you end up eliminating holes and gaps. We have five strategies that we've applied to every step of the fan journey

1. Distance: We have lots of space to spread people out.
2. Protection: We have masks, set up partitions. Quicker turnover at concessions.
3. Disinfection: High frequency cleaning with the right chemicals. Tons of hand sanitizing stations. Cleaning attendant in every bathroom thought out the game.
4. Vigilance: Screening information for our fans and staff.
5. Communications: We have the ability to communicate with every person going to the game even in secondary market we will get contact information. We will get the message out every way possible and on game day signage in the gate, gate announcements, Route 1 signage. Please let us know if you want to deep dive on any of this.

Fan Journey – 22,000 licensed parking spaces with 56,000 passes. Pass holders on one side for employees club members, etc. If someone doesn't want to tailgate every space, Park and Leave, if you want tailgate everyone will have 3 space and will have to stay. Between local and trooper police it won't be typical game day.

BK – Can you put all parking on Route 1 side?

JN – Not able to because of Patriot Place parking. We will still have enough ADA parking.

As people approach we have 2.7 miles to get to the gates. The gates is like killing ant with a sledge hammer. We are able to have 65 people at the gates. We are going to have 50 gates for 14,000 people we usually have 90 gates for regularly. Usually its 21,000 people an hour so we have the capacity to set up distanced gates. You have the wellness screening and having markings to keep groups of no more than 4 together and 6 feet apart. Wellness check then metal search, ticket scan if we have the queue full it will clear in 5 minutes. If they are in 6 feet close contact for less than 5 minutes while wearing a mask.

We have only 2 pods in each row so that no group will have to go past another to get to their seats. Our ushers will make sure no one will stop in the aisle. We believe that people will want to comply. We are aggressive at policing and with 2 warnings they will then be asked to leave and then you will have to deal with our revocation committee.

ME – How will you marking off the seats?

JN – The seats will be zipped tied so you can only use the seats you have. There will be 7 rows of non-used seats/area around player tunnel and so we aren't infringing on what's happening on the field.

SG – Assigned seats or they find their own?

JN – Our tickets are not physical and our seats are assigned. We are going through the methodology of how to get season tickets in their closest seats. They will pay the face value of the tickets. Deferring of tickets is still on going. Once we have approved is when we will push out information to our season ticket holders.

CM – If you have 14,000 season ticket holders and then only 10,000 want to come would the other 4,000 be general public tickets?

JN – We want to know anyone who is in our building. If we don't fill it then we would use our waitlist. When you talk about 11,000 seats, they go pretty quick. Even in they are sold on the secondary market we can communicate.

We will have buffer zones and queues for food and bathroom. Every bathroom will be open. Every person could go to the bathroom 10 times a game on the 100 and 200 levels. We have so much capacity we will have none or really short lines. Taking out urinals and having partitions at the sinks.

LG- What about parking lot bathrooms?

JN – There will porta-johns with hand sanitizers. We are going to reduce the hours so the duration that someone isn't in the parking lot is less. We hadn't thought about that but we should think about that. There is no tailgating after the game. You can go to Patriot Place, but you can't go to your vehicle and tailgate.

BK – How do you realistically lessen the tailgating in the parking lots?

JN – Part of that is communication. If you approve this and we don't do a good job, I will come back in front of you and you can tell me you're done. We want to shorten the window to 2.5 hours

LG – We didn't communicate about parking lot times for concerts until a few days before and I think that would be helpful if we did it earlier than that

JN – We believe the right window of time would be 3 weeks from before the NFL game. This plan applies to the Patriots and Revolution. You will not have the same density with the Revs versus Patriots. This will be a test run. In the Putnam clubs we have 2,800 per club in our new model we will have 684 sitting in outdoor seats, indoors we have created tons of cute space and tons of buffer zones. They are socially distance within Massachusetts restaurant association. Ultimately if they are not moving somewhere, they need to be seated. No congregating, no standing at a bar. We don't have the capacity for Optum Lounge which would have a capacity for 113 and Cross pavilion for 184 (licensed for 1,000). Optum will not be able to access the field area and you can watch the game from there. Suites similar concepts. The size has shrunk to a 1/3 and the seats have to be 6 feet away from another group of suites. The egress will be a church style egress. Our ushers walk down the aisle release the rows to maintain the social distancing.

ME – When do you go in front of the state?

JN - Provided this presentation last Monday to Bill and presented to the State on Wednesday morning and I don't have the direction from the State yet.

LG – Can you talk about the wellness check for staff as well as Patriots fans? With the travel ban how does that impact this? Where will residents park?

JN - Residents will park on stadium side. Governor said we can host as long as we do it by the NFL rules. State has approved game day without fans. The NFL has strict provisions on hotel rooms and buses. They are more concerned about getting players to and from the stadium safely. The employee check, we know every employee and subcontractor. Every non-fan will use the Gillette App and will have their temperate checked. For fans it will be a pre-event notification, signage at the gates and someone at the gates directing the fan to read this sign. The other method we make everyone download the Gillette stadium app.

CM – With MLB there are not fans anywhere. Is it NFL wide that they are trying to get fans in every stadium?

JN – The NFL says you need to follow CDC guidelines, if NY can have you could have fans in one market and not in another market. There are 2 stadiums have said no fans, Las Vegas and New York Jets and Giants.

SM – Season ticket holders can put their tickets on the open market is it possible that a person from Philly for example get a ticket? The governor has been so strict and we have flattened out and the biggest person you will have to convince is him. As a season ticket holder we were afraid to lose our tickets and I appreciate what you did for that communications.

JN – We do think the majority of season ticket holders are going to use their seats. People are asking “How are you going to police masks?” The same way with cigarettes: see it, approach them, address it and if a fan isn't wearing it then they gone. There are levels of escalations, a security person then a team and then FPD. “How can you communicate all this message?” We did it years ago with the clear bag. People are behaving differently in their own lives for example the grocery store. The belief and plan is that we are outdoors socially distance and wearing a masks. I would feel more comfortable with my family going here than a restaurant. I hate pitching a plan that is 20% attendance. The science has dictated what the CDC has to do and that has dictated our plan. The NE Patriots has an infectious disease doctor from Mass General as does the MLS, the NFL and the Revs. We asked to help with an assets. We have two amazing infectious disease doctors who we've talked to everything tonight. We do recognized there is risk walking out your door. Our layered strategy has mitigated that risk and believe it's a safer than anywhere else.

BK – Do you have an NFL playbook with guidelines?

JN – The NFL gave do's and don'ts but it was 80% us. Every stadium is different. If I worked at Fenway I would have a time strategy because they don't have the 2.7 miles. It was really well thought out plan and design.

CM – Has the Board of Health, Police, and Fire seen this?

BK – 100% with Police and Fire.

Motion to approve the Fans in the New Normal re-opening protocols for Gillette Stadium for the NFL and MLS 2020 Season subject to approval by state guidelines and Foxborough Board of Health, pending State Approval and BOH signoff by S. McGowan, 2nd by C. Mitchell.

Approved 5-0.

EO – In the Globe the Kraft Group has applied to host the World Cup and we should support this having already done 1 Men's and 2 Women's World Cup.

5. 7:25pm Town Meeting Procedure Review

BK – This is an internal working document and have the Board look at it to see if there is anything that you think we have missed and review with Town Moderator and Town Clerk. This is laid out in the Special Act and Town by-laws and incorporates what has been traditionally done so it's a clear process of what we do for the meetings. We did it this year because we had a lot of new staff. If you see anything please let me know.

LG – It should include the RACI chart along with this guideline.

BK – I used and put one together for this to develop the document and add this as an addendum. This will be helpful for the next manager too.

SM – Have the Town Moderator and Town Clerk have looked and collaborated on this?

BK – Yes, they have. We took a lot of time to look at the by-laws and different practices.

ME – This is our document and we got input from the Town Moderator and Town Clerk.

LG – We can do lessons learned afterwards as well as a debrief.

6. 7:40pm Assistant Town Manager's Update – No update.

7. 7:45pm Town Manager's Update

BK – I'm working on the goals and objective that were set for me. Some of these are ongoing thing and give you and update once a month update on where we are.

Goal #1 Update - We have a new budget available on July 15. We did receive \$1 million grant for Covid-19 related expenditures. Provided department heads on how they can help achieve these goals with me. We confirmed this morning and we will be getting level State Aid instead of 15% cut and that means we will have a about \$1 million more than we thought. We still don't know what the federal government will provide. Still going to depend on whether or not a deal can be reached. We are using ClearGov and something that we will put on the website.

Goal #2 Update – Working on the Communications plan during the next few weeks. Dept. heads meeting with Board starting next meeting. Liaisons for committees and boards work on that and get finalized using the list Leah and Christina curated. I'm speaking to the Schools 3-4 time a week and going to the COA for meetings with the seniors on a monthly basis. Departments are working on ways to enhance customer service.

Goal #3 Update - Meeting with Foxborough Common Business Collaborative on July 20. We are improving the roundabout on Foxborough Crossing Boulevard. Meeting with the Planning Director to encourage master plan project. Meeting with Mass Coastal Railroad and getting the schedule for the gate installation finalized.

CM – What is going on with the MBTA Pilot Program?

LG - EDC has talked about this and has 4% ridership which is on par with rest of the state currently.

BK - Working on T.R.U.C.K. Binder and roles and responsibility in Special Act. And create standard operating procedures for town meetings. Took a tour of the new SEMRECC facility with the other 4 town managers. They are ahead of schedule the only thing holding them back is the HVAC equipment and it was canceled by the manufacturer in Texas. The Housing Production Plan is still underway. Katie has been working on updating the Town Policy Manual and we will continue to update it.

8. 7:55pm - Selectmen's Update

8.1 New Business

LG - going back to the whole budget thing. I'm worried following the school stuff and expenses. An update on a quarterly basis to give us an idea on the budget and Covid expenses.

BK – We did get indication from the State on state revenues and we are waiting to hear on the federal revenues. I did check with Chief Kelleher on ambulance runs and they are just a bit down from where they were last year and runs are taking longer because Norwood Hospital is closed. There are two things that we are keeping our eyes on, local receipts and the quarterly revenue reports as well as new growth. If at all possible we will make a payment to the OPEB account if we can do that. You make that decision at the Annual Town Meeting next year. The Advisory Committee chair and vice chair have met with the Finance Director and me and have started conversations.

SM – Some budgets are top and bottom heavy. Do you think we are really on track and look ahead of their budget?

BK – No real surprises. As soon as I know I will inform the Board

8.2 Old Business

ME – Bill and I met with David Coffey and we saw some of both sides of each other's perspectives and others we agreed to disagree

9. Action Items

9.1 Motion to approve extended hours for Jake n Joes for the following Saturdays; August 15, September 9, October 10, and October 24. Alcohol service to remain as in existing license by S. McGowan, 2nd by C. Mitchell.

Discussion: LG - Did Board of Health look this over?

BK – Not a concern as they continue to serve food but not alcohol service stops at the regular time.

Approved, 5-0.

9.2 Motion to approve a \$25.00 donation to the Fire Department from Mr. & Mrs. Charles Albert by S. McGowan, 2nd by C. Mitchell. Approved, 5-0.

9.3 Motion to approve the Board of Selectmen Meeting Minutes from June 3rd by S. McGowan, 2nd by C. Mitchell. Approved, 5-0.

Motion to approve the Board of Selectmen Meeting Minutes from June 4th by S. McGowan, 2nd by C. Mitchell. Approved, 5-0.

9.4 Motion to approve the State Primary Election Warrant by S. McGowan, 2nd by C. Mitchell.

Discussion: CM – We haven't ever done this, why are we now?

BK – We haven't in the past, but it's good practice.

Approved, 5-0.

10. 8:00pm Executive Session

10.1 Motion to go into Executive session to conduct strategy sessions regarding Collective Bargaining Negotiations with the Steelworkers Union Unit A & B and not reconvene in Open Session by S. McGowan, 2nd by C. Mitchell

Roll call vote: Ed – Yes, Mark – Yes, Stephanie – Yes, Leah – Yes, Chris – Yes. Approved 5-0.

11. Adjourn