

City of Sanford



**From the Desk of
Steven R. Buck
City Manager**



Memo

To: City Council
Subject: City Manager's Report for March 10th, 2020
Date: March 10th, 2020

Coronavirus Preparedness Update:

The City of Sanford Emergency Management Director Alex Hammerle has provided this Update relating to preparedness and actions being taken around the COVID-19 or Coronavirus:

The COVID-19 virus situation continues to evolve rapidly. As of March 9, 2020, there are no cases in Maine and none of the samples from people in Maine have tested positive (although results are still pending on some). The consensus among public health leadership in Maine is that it's very likely that we will eventually have cases here. Despite the potential for cases in Maine, **the risk here remains low**. Here's a summary of what's going on to prepare for COVID-19 in Maine:

State Level

- The Governor has established a Coronavirus Response Team, which is being led by the Director of Maine CDC, consists of the commissioners of the Department of Health and Human Services; Defense, Veterans and Emergency Management; Public Safety; Education; Corrections; Labor; Transportation; and Administrative and Financial Affairs. It also includes the acting Director of the Maine Emergency Management Agency. According to Governor Mills, "The Coronavirus Response Team, led by Dr. Shah, will build on our preparation and response efforts, coordinate across state government and ensure that we are taking every precaution necessary in partnership with local health officials, hospitals, school districts, municipalities and others to make sure that Maine is fully prepared and to fully inform and protect all Maine people."
- Maine CDC has more than 30 staff working on Coronavirus preparation and response. They have been monitoring and preparing since the disease was first identified in China last December. Their focus has been on preparing for rapid identification and investigation of potential cases, and that isolation procedures and facilities are in place. They are also working to ensure that there are adequate supplies of personal protective equipment for health care workers and first responders, and updating emergency response protocols.
- The state's Health and Environmental Testing Laboratory is now equipped to be able to test for COVID-19. Moving forward, testing will be performed both at the state lab and at U.S. CDC to facilitate prompt results and a continuum of test results nationally.

- Maine CDC has been communicating with local and county first response and emergency management agencies through periodic situation reports, conference calls, and by pushing out guidance for first responders and public health professionals. They have also established a Coronavirus page on their website where anyone can go to get the latest information on the situation in Maine. There are links there to the federal CDC page which has additional specific guidance.
www.maine.gov/dhs/mecdc/ Home Page top center or the full link below;
<https://www.maine.gov/dhhs/mecdc/infectious-disease/epi/airborne/coronavirus.shtml>

As of 3/10/2020 at 3:00PM

Situation in Maine

The table below is updated once each day Monday through Friday by 12 PM EST.

Maine COVID-19 Testing Data			
Updated: March 10, 2020 at 1:00 PM			
Total Confirmed Cases ¹	Total Presumptive Positive Cases ²	Persons With Negative Tests ³	Persons With Tests Pending ⁴
0	0	20	5

County Level

- York County EMA has published a public health annex to the Emergency Operations plan that describes the planned county level response for pandemic illness.

Municipal Level

- The Emergency Management Director Alex Hammerle been monitoring the Coronavirus situation closely since about mid-January. Director Hammerle receives daily updates from the World Health Organization and tracks case counts and locations on a mapping site from Johns Hopkins, in addition to the various briefings from York County EMA, Maine EMA, Maine CDC, and the Maine Health Alert Network. Should it become a heightened state of alert, the City will open the Emergency Management Center and provide public notification via TV, Radio, Facebook, and the City's Website.
- The School Department is in the process of developing a pandemic response plan for the Schools and Students to include self-quarantining should it become necessary due to an outbreak.
- Local response to COVID-19 will be largely as directed by local and state public health agencies. **The current guidance continues to focus on NPI's (non-pharmaceutical public health interventions) such as frequent handwashing, covering coughs and sneezes, and staying home when you're sick.** Future guidance will be based on the severity of an outbreak, should it occur.
- Information on the City's Website I located at the Top of the Page at;
www.sanfordmaine.org Or the specific page at;
https://www.sanfordmaine.org/index.asp?SEC=3C392B3C-67F8-4797-B999-214AB2CC4AE1&DE=CF669C10-F44A-49B6-9D11-165A0C6B2A0E&Type=B_EV

Southern Maine Health Care:

MaineHealth Hospitals are well-prepared for infectious disease outbreaks in the communities they serve, to include COVID-19 should it occur. Under their frequently asked questions, they advise if you feel you are exhibiting symptoms associated with the Coronavirus to call your physician FIRST for triage and advice on next steps. Do not automatically go to the Health Centers if you can first make the recommended call for assessments.

MaineHealth information is available at;

<https://mainehealth.org/healthy-communities/coronavirus>

Protocol for COVID-19 Coronavirus for us locally:

What are the Symptoms?

[Symptoms of COVID-19](#) may include:

- Fever
- Cough
- Difficulty breathing
- Sore throat (in some patients)

Symptoms may appear 2-14 days after exposure.

Most patients experience mild symptoms and can recuperate at home, but others, particularly those with underlying medical conditions, may experience more severe respiratory illness.

How does it spread?

The [virus appears to spread](#) in similar ways to influenza (flu) and the common cold. This may include spreading through:

- The air by coughing and sneezing
- Close personal contact, such as touching or shaking hands
- Touching an object or surface with the virus on it, then touching your mouth, nose, or eyes

The virus can spread from person-to-person and in some locations there is apparent community spread, meaning some people are infected and are not sure how or where they became infected.

How can I help to prevent the spread?

There are simple steps you can take [to reduce the possible spread](#) of COVID-19 and other illnesses such as influenza and the common cold:

1. Wash your hands often with soap and water for at least 20 seconds or use alcohol-based hand sanitizer
2. Avoid close contact with people who are sick
3. Avoid touching your eyes, nose, and mouth with unwashed hands
4. Stay home while you're sick and avoid close contact with others

Currently there is no vaccine available to prevent the spread of COVID-19.

What should I do if I have symptoms?

Call ahead to a health care professional if you develop a fever and symptoms of respiratory illness, such as cough or difficulty breathing. Tell your health care professional about **any** recent travel or contact **with other COVID-19 cases**. Your healthcare professional will work with Maine CDC to determine if you need to be tested for COVID-19. More information is available on the U.S. CDC's [What You Should Know page](#).

Passing of former Assistant Fire Chief Stephen Cutter:

AC Cutter retired from the Sanford Fire Department August 19, 2019 after 5 years of service as our Assistant Chief. He was a highly respected and noted Firefighter and Medic during his time in service to the City. It is with a heavy heart that we learned of his passing on March 4th, 2020. He passed at home with his family by his side due to complications with cancer.

Member of the Sanford Fire Department and City Staff will be attending his Celebration of Life on March 14, 2020 in Newburyport, MA. Station coverage with City Staff is secured with AC Robert Arnold in charge and automatic mutual aid employed should it be needed during this time. AC Cutter will be sadly missed as he was a friend and mentor to many and loved to serve.

Chief Steven Benotti:

I have received notice from the Maine Fire Chief's Association that Chief Benotti has been recognized as obtaining the Chief Fire Officer Level II Certification by the Maine Fire Chief's Association. The Certification was developed by the Maine Fire Chief's Association based upon work experience, training, and professional contributions, memberships, and community involvement. Chief Benotti has demonstrated a great deal of involvement in all of these areas. Quote, "it is a testament to his hard work and dedication to the position of Fire Chief for the Sanford Fire Department," and the City of Sanford. Congratulations to Chief Benotti for his continued excellence in service.

Earth Day and Single Use Plastic Bags:

I have heard very little discussion or feedback on a recently passed Maine Bill, LD 1532 that as of Earth Day April 22, 2020 will eliminate single use plastic bags from retail establishments statewide. Retail establishments may use recycled paper bags or a reusable bag made of plastic to bag products at the point of sale as long as the retail establishment charges a fee of at least 5 cents per bag. This law was passed at the request of major retailers seeking conformity across all Towns in Maine as a number have passed local ordinances banning single use plastic bags making it difficult for the Stores to comply across all Towns.

There are a number of exemptions and many details within this New Law. Further information may be found at, [Maine Plastic Bag Ban](#)

Sanford Planning Partnership Initiative:

The Sanford PPI is a partnership between the City and the Maine Department of Transportation for road improvement study and design in our Downtown funded by an award from MDOT of \$100,000. City Staff with Director Hill in charge has been participating with MDOT and our contracted engineering firm of VHB on this extensive Plan that should lead to incorporation of the designed improvements into both the State's and City's capital programming.

Public meetings will be held to share information as it is being developed and then seeking input from the public on the pending improvements. The Public Meetings are anticipated as follows; Final Dates and Times will be conveyed closer to the meeting times.



Community or Stakeholder Workshop

(April 2020)

Sharing a Shared Vision for Downtown

The workshop will be hosted at the beginning of the process to understand issues and the study area, as well as identifying a common vision for improvements to placemaking and other design features within the downtown.

Public Meeting #1:

- Present the preliminary Current Conditions Baseline and help the public and other stakeholders better understand various aspects of the Downtown
- Solicit public input on what Issues and Opportunities Sanford faces
- Solicit public input on a shared vision for Downtown Sanford

Deliverables for Public Meeting #1:

- Draft and final agenda (including printed copies for the public meeting)
- Presentation slides of preliminary Baseline Analyses
- Large Town-wide maps and flip-charts to facilitate public meeting activities
- Memorandum summarizing meeting outcomes

Draft Agenda for Public Meeting #1:

- Arriving Post-It Note Exercise: “List the things you love about Downtown Sanford.” and “List the things you wish to change in Downtown Sanford.”
- Presentation:
 - Welcome and Introduction
 - Turning Point Exercise/Electronic Polling (Questions: Demographics)
 - Overview of the PPI Study Process
 - Summary of Data Collection, Current Conditions and Draft Future Conditions
- Breakout Group Discussion: Downtown Issues and Opportunities
- Report Back Exercise
- Adjourn and Exiting Post-It Note Exercise: “What is Your Vision for Downtown Sanford?”

City Community Survey:

March 15, 2020 through May 15, 2020

An online survey will be launched to solicit additional public input for the planning process. Similar to the first Public Meeting, the Community Survey will focus on understanding the Issues and Opportunities and developing the Downtown Vision.

Public Meeting #2: (Late June)

Reviewing the Future Conditions and Preliminary Recommendations

The second Public Meeting will offer the public an opportunity to help shape the Recommendations for Downtown Sanford. We will also begin to identify and discuss Implementation Strategies for the PPI Plan.

Goals for Public Meeting #2:

- Open house format where participants can meet with the Technical Advisory Committee and Consultants to discuss Preliminary Recommendations.
- Breakout group discussions by to confirm Recommendations and discuss draft Implementation Strategies.

Deliverables:

- Draft and final agenda (including printed copies for the public meeting)
- Presentation slides of draft Recommendations
- Large flip-charts to facilitate public meeting activities

Draft Agenda for Public Meeting #2:

- Presentation
 - Welcome and Introduction
 - Turning Point Exercise/Electronic Polling (Questions: Demographics)
 - Review of Project Progress/Schedule Update
 - Review Draft Recommendations
- Breakout Group Discussion: Draft Recommendations and Implementation Actions
- Report Back Exercise

12 Town Group:

The City received communications from Southern Maine Planning & Development Commission that the former 12 Town Group is disbanding. The Group had cash assets of \$16,000 in funds and accounting by past contributions will provide for the reimbursement back to the participating Towns. The Twelve Town Group had a nearly 20 year run and was spearheaded by long-time elected official John Sylvester of Alfred, recently passed.