



Special Notice: COVID-19 Coronavirus Response Outline

March 13, 2020

Message from Supervisor Smith

COVID-19 Coronavirus Town Response Outline

Fellow Pittsford Residents:

I want to give you all a status report on the Town's efforts in response to the COVID-19 coronavirus crisis. First, you should know that as we proceed, we're erring on the side of caution. Based on the information available, the crisis is real. It's spreading in the U.S. and in New York. As a result, we're reviewing plans continually. As the situation changes, we're poised and ready to adapt plans and procedures accordingly.

Since early this week, various members of my senior staff, our Emergency Management Coordinator and I have been conferring as we've monitored advice and information on COVID-19 from County, State and Federal health agencies as more has become available. This morning we held an Emergency Preparedness meeting with all Town Department Heads, the Emergency Management Coordinator, the Head of Building Maintenance, Village Mayor Bob Corby and the Village Clerk. The purpose was to review and discuss instructions to employees, and to review and discuss the draft response plans for coping with the COVID-19 threat and preparing for it.

We've completed this revision and are implementing the Plan's provisions immediately. You can view it at www.townofpittsford.org/covid-19info or below. Please take a look at the Plan, since it includes cancellations of programs and events starting right away. Some of these may affect you and your family.

There is greater detail behind many of the points contained in the Plan and not all of this is necessarily stated in the document itself.

The Town and Village are working together closely on dealing with the COVID-19 threat. As the Town and Village receive additional information from the Monroe County Department of Health, the State and the CDC, we will revise and augment this Plan accordingly. As experience demonstrates in the past 24 hours alone, needs and plans can change from day to day or from hour to hour.

Working together we can minimize risk for everyone. Wishing good health to you all.

Bill Smith, Pittsford Town Supervisor

COVID-19 Coronavirus Information Links

[COVID-19 Coronavirus Town of Pittsford Response Outline](#) - click link for the PDF document or scroll below for text

[Pittsford Central School District COVID-19 Coronavirus Updates](#)

You can find information on COVID-19 coronavirus at the County Health Department's website: <https://www2.monroecounty.gov/health-index.php>.

The CDC also has information on its website at <https://www.cdc.gov/coronavirus/2019-ncov/about/share-facts-stop-fear.html>.

In addition, the CDC has information relevant to anyone planning to travel outside of the United States: https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html?deliveryName=USCDC_2067-DM20785.

Town of Pittsford COVID-19 Coronavirus Response Outline

As of March 12, 2020

1) All Town Facilities

Heightened cleaning protocols

- a) We have changed our cleaning solution to a hospital grade multi-use peroxide based cleaner that disinfects and kills germs on contact.
- b) This product will be used on hard surfaces. Tables, railings, door knobs, countertops, chairs, bathroom fixtures, etc. will be cleaned daily. Many will be treated multiple times each day.
- c) We have ordered and received a healthy supply of hand sanitizer, facial tissues, toilet paper, Lysol spray, paper towels and sanitary gloves.
- d) Staff will be assisting cleaners by regular additional cleaning throughout the day. e) If the Town suspects an infected person has been on site in any Town building, we will close that building for 24 hours, for cleaning and sterilization.

General staff guidelines

- a) Regular handwashing
- b) Use of hand sanitizer
- c) Use of sanitary gloves
- d) Refrain from touching face, eyes and mouth
- e) Refrain from sharing work area and/or phones
- f) Practice good respiratory etiquette

2) Senior Programs and Community Center

- a) Beginning Monday, March 16 and continuing through the end of March, all programs and facility reservations involving more than 50 people are cancelled. The after school program will continue as scheduled, unless all Pittsford schools close; in that case the after school program will be cancelled.
- b) Monroe County Lunch Club 60 will continue as scheduled on Mondays, Wednesdays and Fridays.
- c) Beginning Monday, March 16 and continuing through the end of March, Senior programs where we expect more than 15 people are canceled. These include:

- * Tuesday Lunches
- * Euchre Tournament
- * Balance Class
- * Senior Bus Trips

d) Anyone enrolled in a cancelled program will receive a refund. The same is true for cancelled lodge reservations.

- e) If the Town suspects an infected person has been on site, we will close for 24 hours for cleaning and sterilization.
- f) Heightened cleaning protocols and general staff guidelines as stated above

3) Library

- a) This Sunday's (3/15/20) String Chickens concert is cancelled.
- b) Library staff and board are currently reviewing programs and events scheduled through March 31, for potential cancellation. The Library will announce any additional cancellations on Monday March 16.
- c) Heightened cleaning protocols and general staff guidelines as stated above

4) Town Hall

- a) Meetings of the Town Board, Planning Board, Zoning Board, Design Review and Historic Preservation Board and Environmental Board remain on schedule and will not be cancelled at this time.
- b) Building Inspectors, the Fire Marshall and code compliance officers who normally enter residential and commercial properties will phone the resident or business owner prior to inspection, to confirm that anyone present on site is free from flu-like or respiratory symptoms. If someone on site is ill, the inspection will be rescheduled.
- c) Heightened cleaning protocols and general staff guidelines as stated above.

5) Town Court

- a) Town Court will remain open. At the security checkpoint, staff will look for visible signs of COVID-19 symptoms in visitors to the Court. If necessary and justified, court dates for those showing signs of illness will be rescheduled.
- b) Heightened cleaning protocols and general staff guidelines as stated above.

6) Department of Public Works

- a) Public Works staff have been advised to keeping vehicles and work areas clean and disinfected.
- b) Heightened cleaning protocols and general staff guidelines as stated above.

7) County facilities in Pittsford:

The County Clerk's office has cancelled Mobile DMV service through March 31. This means that Mobile DMV service in Pittsford on Fridays will not be provided through the end of the month.

The steps outlined above do not include all of the steps the Town is taking. As we receive additional information from the Monroe County Department of Health, the State and the CDC, we will revise and augment this plan accordingly.

Quick Links

[Photo Gallery](#)

[eNews Archives](#)

[Supervisor's Column](#)

[Website](#)

[Contact Us](#)