Town of Kingston
Re-opening, Town Hall Phase 3
Public Guidance
Re-Opening Friday July 24, 2020

Public, general business
• Masks mandatory.
• Follow social distancing guidelines and building traffic patterns.
• Rest rooms limited to one person, knock before entering. Wait if occupied.

Boards and Committees
• Boards and Committees are responsible for scheduling use of Room 200 as needed.
• All social distancing and mask requirements apply.

Public Meetings
• July 29, 2020 – August 8, 2020 meeting of Boards and Committees members only.
• August 9 forward, public allowed.
• Limited to 25 people including committee members.
• Follow mandatory mask and social distancing guidelines stated above.

Use of Meeting Rooms
• Scheduled between BOS and Facilities to assure cleaning before and after meetings.
• Schedule PACTV by contacting the BOS Office.
• Small conference rooms for employees and vendors only, not general public.
• Room 200 for public meetings.
• The following is a guide for number of occupants in smaller conference rooms:
  203  8 people
  202  4 People
  200 25 people  5 people at Selectmen's desks.
• Public meetings: (From Counsel) If you restrict the number of people in a conference room, the Board / Committee must have a plan in place in case more than the number of people allowed in the room want to attend the meeting (Example: hold the meeting outside).
  If it is a meeting that the public is allowed to attend and there is insufficient capacity to handle all who show up, the meeting cannot be conducted unless there is a fully AV-equipped overflow room. That is no different than normal practice when we hit capacity limitations.

Please recognize that the Facilities Dept. is stretched thin and will work diligently to accomplish cleaning and sanitization needs. Meeting Rooms MUST be sanitized between uses.