



Access to Restrooms
(by cafeteria)

Blackstone-Milwille
Regional High School
Temporarily closed

Moderator/Town
Clerk, Selectmen &
FlinCom Tables &
Mics

Mic for
Voters

Voter
Seating
Area

Chairs for non-
resident employees

Check-In
Tables

Marks on the
Ground 6ft
apart for
lines

Non
Resident/Voter
Seating Area

Un-Masked
Voter
Seating Area

Blocked off
No Access for
Parking

Parking Area



TOWN OF BLACKSTONE, MASSACHUSETTS

Office of the Town Clerk

Annual Town Meeting- May 26, 2020

Location: Outside front of BMR (where graduation usually takes place)

Paul:

- Mic at the podium for Moderator
- Mic for Selectmen and Finance Committee Tables
- Freestanding Mic or Podium for public to speak
- Sound System
- Possible Lighting
- Will need an access point for electricity. In years past he has accessed the maintenance or faculty room. He will be getting the around noon to begin setup.
- Will need internet access or the WiFi password
- Setting up microphones with filters/screen on the Mics. People will be asked not to touch the Mic. Wipes will be available near the Mic.

Tara:

- Check-In tables will be set up 6ft apart. A-M & N-Z, one person working each table. The library has EZ up canopies we can use. Setting those up above each table will make it more clear that that is where the check-in is, and direct the voters that way. We have 2 plexi-glass “sneeze guards” to use for the check-in workers tables.
- There will be another table right near there for the packets.
- We will lay tape out on the ground 6ft apart for when the lines may form at the Check-In tables
- Will have bug spray at the Check-In/Packet area for use.

Police:

- Requested 2 detail officers to assist. This was suggested after the meeting on 5/11/20 with the Town Administrator, Chairman of the Board of Selectmen, Moderator, Finance Committee Chairman, Town Clerk, Town Counsel, and Town Accountant.
- Block off access for vehicles to the back area of the parking lot. People can park in the side parking lot by the track. Keeping the parking in that one area will prevent any voters from coming around from the other side and not seeing or going by the Check-In tables.

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- Make sure people aren't by-passing the Check-In table, and that nobody enters the voting area without checking-in.
- Will bring a box of masks to ensure everyone is wearing one.

DPW:

- Begin set up Tuesday morning.
- Will bring and set up the generator lights. Not to be set up too close to the area where the meeting will take place because of the noise.
- Will bring and set up road blocks for the ends of the driveway, and to block off access to the back parking lot.
- Will be cautioning off area of driveway for the voters to sit.
- Area will be cautioned off for non-voters/residents in the back of the voter's area on the grass.
- Chairs will be set up for non-resident employees to sit towards the front. The chairs will have a reserved sign on it.
- A section will also be made for Voters who are not wearing masks. This will be at the far end of the voting area.
- Chairs will be arriving around 8am from Taylor Rentals. Chairs will be set up 6ft apart.
- Tables, chairs, podium, etc. will be set up.
- Bright tape on the ground before Check-In tables for lines to form 6ft apart.

School:

- WiFi password for Paul
 - Paul Jacob is going to handle the sound system and audio. He has the microphones/speakers, etc. He will need access to electricity inside. He said that in years past he has set up through the maintenance/faculty room on the first floor (b wing) and ran the wires out through a window. He will be getting there around 11/12 on Tuesday. Will somebody be available to let him into that part of the building?
 - We are going to rent chairs from Taylor rental. They are going to be getting dropped off around 8am on Tuesday morning. If they need to pick them up on Wednesday, is there a place we could leave them overnight on Tuesday? They will give us a time of when they will pick them up Wednesday that they will need to access the building where the chairs are stored.
 - We discussed using tables that are available at the school. We will need 6-8 tables if they are available. They can just leave them out somewhere and we can set the up and break them down at the end of the night.
- Selectmen Table
-Finance Committee Table

-Check-In A-M

-Check-In N-Z

-Packet Table

-Table for Town Clerk

- Podium for Moderator from Auditorium
- We will need to have access to the restrooms. Could we leave the door to the auditorium unlocked, to have access to the bathrooms by the cafeteria? They will be able to use the stairs or the ramp if need be to access that area from the meeting area.

Fire:

- At the Department Head meeting 5/19/20, it was suggested to have paramedic's available at the Town Meeting.
- Reverse 911 call Sunday or Monday.

