

**Lincoln Board of Health**  
**Virtual Meeting Minutes**  
**Wednesday, January 13, 2021**

Members Presents: Frederick Mansfield, MD  
Steven Kanner, MD  
Patricia Miller

Others Present: Trish McGean, Town Nurse, David Sequeira, Acting Dir. of Park and Rec., Elaine Carroll,  
Adm. Assistant

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The meeting was called to order at 7:50 p.m. because of Zoom difficulty.

**Update from Trish McGean:**

Trish said as of last night Lincoln is up to 128 cases with 14 active cases now. Right now, we are just as busy as every surrounding town. Lots of people travelling for the holidays and gathering in groups of families of six or more risking getting positive tests all the way through households, which would really add up our numbers. The Commons is up to a total of 31 with no new cases there in the last two weeks. They had their first round of vaccine done in the skilled nursing facility on January 3. Independent living, assisted living and memory care will be getting the first shot in the first week of February by CVS, and I guess Smith will be getting their second shot about that time as well.

**Vaccine Planning:**

Our focus has shifted to a vaccine clinic. Patricia and Trish have been very busy trying to plan what we are going to do for a clinic and getting ourselves in line for being able to offer this to Lincoln residents. We have put our names in the pot and have set up an account with DPH saying we want to host a clinic. We are only in the preliminary stages. On Thursday, Friday and Saturday we will be vaccinating at a clinic about 400 plus first responders for Lincoln, Concord, Carlisle, Maynard, Bedford and Sudbury at the Concord-Carlisle parking lot. Trish said she picked up the vaccine today and it was very exciting. We are hoping to pull in school nurses as well since they moved into Phase 1. The hardest thing right now is getting all the phone calls and e-mails wanting to be on a list to get the vaccine. They sent out a notification from Fire Chief Brian Young saying that we are planning to do this for the Town as best we can, based on our capacity to pull it off. Chief Young had a Zoom meeting last night for anyone interested in volunteering. We need medical people, clerical people and traffic people and people passing out forms. Patricia said what they are proposing is on February 23 through 27 for our first COVID-19 vaccine clinic. The location we are looking at is the Lincoln North office building where we hosted one of the flu clinics. This is an almost empty building with a large lobby and large parking lot. We are still working on the timeframe by making sure we accommodate people who can come during the day, early evening or Saturday. We are thinking of having a morning clinic, have a break and then do an afternoon clinic or whether we should just go from 11:00 to 7:00 clinic on the same day.

We are looking for volunteers who can check in people when they arrive. The State is providing software called prep mod, which allows an individual to self-schedule using the software. We will then have the ability to set up the clinic with the dates and times with individual slots. The duration of an appointment could be just 5 minutes because it is a quick process. Patricia is in the process of getting access to the software and saw a brief demo of it. We can then document that they got their vaccination with the lot number and can send all that data to the State. The positions we need are people to help with check-in and traffic people outside to manage the flow of cars to make sure we do not end up with a traffic jam and we need vaccinators. Brian is looking into hiring some nurses to fill those slots. We also have some volunteers from the Town. Fred and Steve would be qualified also. The volunteer schedule could be in four-hour blocks.

After you get your vaccine, you would check out. According to what she has seen with the software, when you schedule the first appointment, you also schedule the second one. We would give them a card for their second appointment that has the type of vaccine, lot number and they take that card with them. After the first shot, we would ask people to stay for 15 minutes while we monitor them. We are planning to have some EMS people on site to observe them to make sure no one has any reaction to the vaccine. If they do, there would be EMS personnel available to take them to the hospital if needed. There would also be Epi-pens available. We would

then do the same thing all over again on March 23 through 27, which is 28 days later. This is assuming we get the Moderna vaccine. This group of people would be those that qualify as Phase 2. According to the State website that includes teachers in Town, Town personnel, people with 2 or more comorbidities, 65 and over. Anyone with comorbidities would be under the honor system since we have no way to check that. Phase 3 would be the general public and should start in April. Patricia is in the process of putting together some slides with the information on it. Trish said we have requested the vaccine, and this is our plan, as long as we get the vaccine. Trish said we feel we can pull this off with the amount of people who are willing to help. Once she received the software, Patricia said she will learn the software so she can teach others.

Steve said some of the people who sign up may also be trying to get the vaccine from their doctor's office and may cancel out. Patricia said everyone is trying to plan their own clinic at the same time and DPH is trying to decide how to distribute the vaccine but to get in line you need to fill out the necessary forms. Steve said he filled out the forms 3 or 4 weeks ago and has heard nothing back from DPH. We estimate the number of vaccines we will need is around 2,200 according to Abby Butt at the COA who said there were approximately 1,600 residents 65 and over. We then added teachers and staff at about 350 and that gets us to 1950. The people with comorbidities are a complete wild card as to the number. If we do not use all the vaccine, we can return it to the State, as long as the vial is not open. If it is open, we will have to find someplace to use it up. We do not want to be the only Town in the surrounding area that is not offering the vaccine to their residents. We will advise people that this can only happen if we get the vaccine from DPH, but we need to be ready with a plan when and if we get it.

Emerson Hospital has agreed to keep any vaccine we get until we need it. After taking it out of the freezer, the vaccine is good in the refrigerator for 30 days. Once you take it out of the freezer, you cannot put it back in the freezer. It is a standard freezer for Moderna and Pfizer has to be kept frozen at a much lower temperature. At the Zoom meeting last night, we told any volunteers that we would supply them with PPE and set up work stations with plexiglass. As an incentive, we would offer to vaccinate the volunteers at the end if there is vaccine available. They were thinking of paying the vaccinators to lock them in. You need to make sure they are licensed properly and have the necessary certification and skill set. Brian and Patricia are having another Zoom meeting probably on Tuesday and he may have published this. We can make a list of volunteers and the roles they are interested in. There is a questionnaire that people fill out when registering and one of the questions is have you ever had a bad reaction to a shot. The State is also putting out a release of liability for volunteers working at the clinic and she will try to get a copy of that. Steve said if he volunteered and brought a couple of nurses with him, he would like to have something in terms of the liability issue.

### **Request by Park and Recreation for a public ice rink:**

David Sequeira, Acting Director, came before the Board to seek support for a public ice rink behind the Town Office building. Mr. Sequeira said they had planned a Winter Carnival a few months ago and switched gears to have a lot of activities outside with social distancing but found that we really were not getting a lot of community organizers who supported it especially with the rise in the numbers of COVID-19 cases. A committee member was an advocate for building an outdoor ice rink. It is something other towns have done and maybe Lincoln has done it in the past. We found we could do this for relatively short money and found a local company that manufactures ice rinks in different sizes. They did some research to see what goes into it and found a location behind the Town Office building. We received approval from the Selects and feel we are ready to do this with the proper rules and regulations. He has done research with other towns in Mass. because they are scrambling to find something safe outdoors for people to do.

The rink is 30' x 60' but there are options to make it larger. It will be moved to Codman field once the school project is over so we can use it in the future and can make it a little larger. It would be offered from dawn to dusk for an open skate and there may be times for youth hockey. We are trying to finalize the rules and regulations about how to do this as safely as possible and would like the Board's opinions and thoughts. The main rule is that all skaters and spectators must wear masks at all times and no more than 15 or 20 people on the ice at once. We would ask that no more than two people skate together even in a family to avoid congregating in groups. Social distancing with spectators off the ice is something to consider. We have a sub-committee to monitor it at times but having someone there all the time is probably not realistic. We are approaching it like a public playground or the tennis courts. If anything does occur that we do not think is a good idea, we feel that we are able to evaluate the situation quickly with the amount of people on the sub-committee. The sub-committee is meeting again tomorrow but may need to meet more often. If more people show up, he said he would certainly be there more

often making rounds and Dan Pereira has a good view of it from his window in Town Offices and can give me a call if he sees anything wrong going on.

Patricia said the only think is that public gatherings outside are limited to 25 by Gov. Baker but that may change. David said they will have an A-frame sign at the rink stating the rules and regulations and will have them on their website as well. There may be an issue on a nice Saturday but hopefully the numbers can be increased in the next couple of weeks. They are hoping to get the rink delivered this Friday. There will also be a sign saying the rink is closed during inclement weather or for required maintenance, which is needed every day. Keeping the rink cold is tricky with New England weather, and we are also a little late in the game. Next year when we do this, we will want the rink up before the holidays. Even when the weather is 40 degrees during the day, it gets colder at night. There are only a few inches of water and we got permission from the Water Department to get the water from a hose at the Town Offices. The maintenance is to squeegee and pickup any slush and take the hose and lightly cover the top and it freezes again. It takes about 4 days to initially freeze but after that it is just maintenance. We are looking at this as a pilot year and learn from it. He does not think that the rink will be big enough for hockey and they will need to go to the cemetery pond for that. We can order more boards to make it larger and then we can have three-on-three hockey tournaments. All skaters will be going counterclockwise so there will be no weaving and everyone needs to be mindful of their space. Steve said with those general guidelines, the likelihood of any disease coming out of that activity is about zero. David said it will be open 7 days a week from dawn to dusk so hopefully people can find a time with fewer people there. When kids are in school, families with small children can come at that time. Patricia said as long as there is signage up and they follow the rules, this should be fine. David said they are hoping to get it built on the 16<sup>th</sup> or 17<sup>th</sup> and let it freeze and have a grand opening on the 23<sup>rd</sup> which is the target date. Any issues can be handled by him and he will let the Board know.

#### **Minutes:**

Patricia Miller made a motion to approve the minutes of the December 16, 2020 meeting as written. Fred Mansfield seconded the motion. Roll Call Vote: Steven Kanner-aye; Patricia Miller-aye; Frederick Mansfield-aye. The next meeting will be February 10, 2021 at 7:30 p.m., which will be before the vaccine clinic.

At 9:00 p.m. Steven Kanner made a motion to adjourn the meeting. Fred Mansfield seconded the motion. Roll Call Vote: Steven Kanner-aye; Patricia Miller-aye; Frederick Mansfield-aye

*Submitted by Elaine Carroll*