



PORTLAND YACHT CLUB

Portland Yacht Club Covid-19, Phase 2, Policies and Procedures

Preamble:

On April 30, 2020 Portland Yacht Club agreed to comply with State of Maine Covid-19 Prevention Checklist General Guidelines and Outdoor Recreation Guidelines for Marinas. These guidelines are adopted and incorporated in the club's Covid-19, Phase 2, Policies and Procedures by reference herein. The General Guidelines and Marina Guidelines are posted and maintained in the manager's office. They may also be found on the Maine Department of Economic and Community Development web site.

General Guidelines:

Facilities/Grounds; During phase 2, the decks and lawns will be open however, decks are reserved during our published dinner service hours. Social distancing or face covering shall apply to anyone on the premises. Tables are intended for members of the same household unless social distancing has been implemented. Restrooms will be available and will be sanitized multiple times daily. Members are encouraged to plan ahead in order to reduce restroom use at PYC. Hand sanitizing stations/provisions will be available at the restrooms and the dock house. A regimen of surface cleaning protocols that follow CDC guidelines for the open facilities will be followed.

Employees; Employees will be trained to recognize visible symptoms of Covid-19. Employees will be trained to safely render aid, isolate, contact EMS authorities, and develop immediate contact information in the case of other employees or members/guests found to be ill on the premises.

Communication; General messages and updates regarding Covid-19 shall be communicated to the membership by the Manager. Membership concerns or questions regarding Covid-19 policies and procedures should be directed to the Manager and, where possible, by e-mail or telephone.

Physical Distancing and exposure risk reduction; Members should refrain from coming to the club if they or anyone in their party is suffering cold or flu symptoms. All persons on the premises shall be expected to maintain minimum 6 feet physical distancing. Employees are required to wear cloth face covering whenever possible while on the premises. Employees are urged to utilize enhanced and frequent handwashing/sanitizing. Where possible, staff meetings/conferences are to be conducted electronically.

Out of State Members; During Phase 2, out-of-state members should not use the Launches or participate in Waterfront Activities until they have quarantined

for 14 days. Out of state members arriving by water should remain on their boat until the Executive Order requiring a 14 day quarantine for out-of-state visitors has been satisfied or is lifted.

Waterfront Guidelines:

Dinghy Tie up; During phase 2, the dinghy float, only, shall be available for dinghy tie up. Members using dinghies are encouraged to employ safe distancing practices wherever possible. No more than ten persons shall be permitted on the dinghy tie up float at any one time.

Dock House; Members will not be permitted to gather in the Dock House area. In the event there is a waiting line for access to the launch float or tie up floats (other than the dinghy tie up floats), boat crews should assemble along the pier with adequate (at least 6 feet) separation between groups.

Ramp; The ramp shall be limited to one way traffic at a time, such that members shall await the clearing of opposing direction traffic before using the ramp.

Launch Float; During phase 2, occupancy of the launch float shall be limited to no more than thirty (30) persons (excluding employees). Face covering will be required whenever six feet minimum distancing cannot be maintained between boat crews. If you anticipate arriving at the dock at a crowded time (like Race nights) be sure to have your face covering with you or you may be asked to wait on the pier while awaiting a launch. Dogs must be held on a tight leash.

Launch Trips; During phase 2, each launch trip shall be limited to USCG passenger capacity, provided everyone aboard is wearing face covering. Otherwise, six feet distancing is required between boat crews and the trip will be limited to three boat crews with a maximum 6 passengers. Passengers intending to board a launch without face covering may be asked to wait for an available launch designated for 6 feet social distancing. Members are encouraged to plan ahead, bring face covering, and allow plenty of time to get to their boats as launch demand varies and lines will accumulate at times. Make sure you have all items that you need before boarding the launch. If you forget something and need to return to your car, you will need to get back in line to return to your boat.

Dockside Assistance; During phase 2, Employees must wear face covering when rendering tie up, loading, and unloading services unless six feet distancing is possible throughout such assistance. Members are asked to wear face covering or maintain six feet distancing from employees rendering such assistance. Employees are encouraged to sanitize following any such assistance.

Moorings Rental/Transient Moorings; During phase 2, guest moorings and

guest boat tie ups shall not be available to out of state transients.

Boat Maintenance and Cleaning, Employee Hygiene; The Waterfront Manager will develop a surface sanitizing protocol and a cleaning schedule for each launch that follow CDC guidelines. Scheduled cleanings shall be entered in the vessel's daily log as completed. Employees are required to wear cloth face covering while at work on the waterfront or aboard launches. Hand sanitizing station(s) for staff will be maintained in the dock house and employees are encouraged to make frequent use of hand sanitizing procedures.

Signage; Signs setting forth use and spacing restrictions shall be posted at the head of the pier and at the dock house.