

## **Shelburne Falls Farmers Markets – Spring 2021 Operating Procedures for Vendors & Customers**

Below please find a chart listing the procedures we are implementing to keep people safe at the Shelburne Falls Farmers Market to minimize the spread of Covid19. These procedures are based on the current laws, and the requirements and suggestions for implementing the laws, by the Town of Shelburne's Board of Health, Covid19 Task Force, CISA, Mass. Dept. of Agriculture, and the Mass. Dept. of Public Health. These procedures may change as the laws change, &/or one of the above organizations changes their requirements or suggestions, but this is the market's starting point.

If you have questions or suggestions, please contact a member of the Shelburne Falls Farmers Market management team: Margaret Olin, Dan Greene, Lisa Davenport, Barbara Goodchild.

Emails may be sent to the market's email address: [shelburnefallsfarmersmarket@gmail.com](mailto:shelburnefallsfarmersmarket@gmail.com)

### Vendors

**Sickness:** If you are sick, please stay home.

Call or email someone on the management committee to let them know you are not coming, as soon as possible.

Thank you.

**Face coverings:** All persons are required to wear a face covering, unless 2 years old or younger, or have a medical condition.

If you are in your booth, and there are no other people within 6' other than your family & coworkers, you may take down the face covering. It must be replaced if anyone comes to your booth.

**Social Distancing:** People are to practice social distancing by staying 6' apart as much as possible. Vendors will be asked to setup a table at the front of their tent to keep people at a safe distance. On the table vendors can setup pricelists, product descriptions, etc., but designed to minimize the handling of the display, or the display will need to be sanitized between customers.

**Access to the market:** NO ACCESS via Water Street should be allowed. Please ask any & all customers to go around to the entrance at the corner of Main & Water Streets.

-Signs will be put up on Water Street to direct customers to the entrance on Main St..

-Caution Tape will be put up between booths to help prevent pass through of customers to & from Water Street.

**One way flow:** The market will be setup with an entrance, a one way lane, and an exit.

-The market's entrance will be near the intersection of Water & Main Streets.

-A lane will be setup for customers to walk along to access the line of vendors.

-One way traffic will be actively encouraged, to maximize social distancing.

-The exit will be near the rock monument, further down Main Street.

**Personal Contact:** Vendors are asked to minimize the contact between things the customer touches and the vendor: money, payment cards, card readers, pens, etc.

-Gloves can be used, plastic sandwich bags or paper towels in/over the hands to gather goods, plastic wrap over credit card readers for signatures (or offer to sign for the customer or turn off all required signatures on your device), q-tips for typing in credit card #'s or pin # on SNAP, or other ways you can think of to minimize contact.

**Wash &/or sanitize:** Wash &/or sanitize your hands, displays, and tables after customer contact.

**Purchases:** Goods for sale need to be kept within the vendor's tent or vehicle, accessible to the vendor only. -

Customers should not be allowed to handle any merchandise they do not purchase.

-The customer will place their order, the vendor will gather their order, bag it if appropriate, and place it on the front table for the customer to take.

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### Vendors continued:

Payment: To minimize contact, cover your hands with gloves, plastic bags, etc. or wash after each contact.

-Some have suggested an “in” jar for cash/checks, that the customers put their cash/check into, and then you have a separate place to give them change from.

-It has also been suggested that if you have 2 people at your booth, one person be designated the “money” person and the other the “merchandise” person, to help avoid cross-contamination.

Eating and drinking: Eating and drinking by the general public will not be allowed at the market.

Vendors may have their own food and drink within their booth.

-No use of picnic tables, benches, eating tables on the main green of the market, nor added in the area between booths is allowed. Eating & drinking in your vehicle, on your vehicles tailgate, or between your booth and your vehicle is allowed as long as no one else is in that area.

Children: When possible we have been asked to not have children at the market. If you need to bring your child(ren) with you, they will need to stay with you in your booth, and not be allowed to move throughout the market nor play on the green outside of the fenced area. If they wish to purchase items, they must abide by all the rules for customers.

### Customers

If you are sick, please stay home.

If you start to feel sick at the market, please go home.

All persons are required to wear a face covering, unless 2 years old or younger, or have a medical condition.

People are to practice social distancing by staying 6’ apart as much as possible.

Market’s setup:

-The market’s entrance will be near the intersection of Water & Main Streets.

-A one way lane will be setup for customers to walk along to access the line of vendors.

-The exit will be near the rock monument, further down Main Street.

-NO ACCESS via Water Street will be permitted.

Customers will not be allowed to handle merchandise.

The vendor will show you their goods, collect your order, bag it if appropriate, and place it on a table for you to get.

Payment will be done using as little contact as possible. Vendors will be setup to minimize the touching of card readers, money, pens, etc. as much as possible.

-Washing between customers will be done as necessary.

No eating nor drinking will be allowed at the market, even outside the fenced area.

Customers are encouraged to only have one person per household attend the market. If you must have child(ren) with you, they must stay within arm’s reach of the adult who brought them.

-No playing on the green is allowed while the market is setup.