

Safeguarding Guidance:

The intent of these recommendations is to reduce transmission of COVID-19 among employees and customers; support healthy business operations; and maintain a healthy work environment.

In addition to strict adherence to [U.S. Centers for Disease Control and Prevention \(CDC\)](#), [Equal Employment Opportunity Commission \(EEOC\)](#) and [Occupational Safety and Health Administration \(OSHA\)](#) guidance, and [US Food and Drug Administration \(FDA\)](#), the State of New Hampshire recommends policies and procedures to protect consumers and employees, including:

Employee Protection:

1. Employees must be provided with education and training around safe practices as it relates to hygiene, sanitation and illness policies outlined in the Universal Guidelines for All New Hampshire Employers and Employees.
2. Employees must be screened as outlined in the Universal Guidelines for All New Hampshire Employers and Employees.
3. Staff must be issued, depending upon their function, latex/non-latex gloves, eye protection (goggles or face shields), and cloth face coverings or other appropriate protective equipment. Cashiers and customer services representatives must wear, at a minimum, a cloth face covering.
4. There shall be a maximum of person per truck/ATV/UTV.
5. State vehicles must be wiped down after staff use each day.
6. Hand tools will be wiped down after each user.

Consumer Protection:

1. Parks must post signage and messaging about COVID-19 and need for social distancing, frequent hand hygiene/washing, and cloth face covering use when in public places.
2. Parks must make hand washing stations and alcohol-based hand sanitizer readily available where able.
3. Parks must build social distancing into the operation of restrooms and changing facilities.
4. Messaging must be provided to visitors regarding the need for visitors to bring their own supplies of water, if water fountains are turned off.
5. Touchless transactions should be made available, as feasible.
6. Parks must provide for cash payments in their reservation system, if feasible.
7. Premises must be frequently cleaned and disinfected, especially high-touch surfaces.
8. Visitors must be asked to:
 - a. remain home if experiencing symptoms of COVID-19; and



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- b. keep a safe distance of at least 6 feet from other people visiting the park/campground at all times; and
 - c. wear a cloth face covering over mouth and nose to protect others when in locations where other consumers might be present (e.g. bathroom facilities)
9. Parks must refund the entire amount of the reservation, minus the reservation fee, and waive the \$15 fee for campground cancellations within 5 day or less if the visitor and members of their party cancel due to illness.

Business Process Adaptations:

1. Parks must either remove picnic tables or develop a process for cleaning and disinfecting.
2. Water bubblers and fountains must be turned off.
3. Parks should use no-touch trash cans without lids to open.
4. Handling of cash and credit/debit cards must be limited and online sales must be utilized wherever possible.
5. All surfaces in restrooms, pit toilets, and portable toilets must be regularly cleaned and disinfected.
6. Campsites must be cleaned and hard surfaces must be disinfected after use.
7. Flume Gorge Guidelines:
 - a. Online advance ticketing only
 - b. Maximum of 10-20 transactions sold for each one hour time period to limit occupancy
 - i. Must have ticket to enter visitor center
 - ii. Check-in via tablet
 - iii. 6 ft. + delineations in line
 - iv. Visitor Flow
 - c. Visitors must exit building to hike trail through one turnstile and return through a separate turnstile.
 - d. Visitors must exit and return to hiking trail through separate doors that remain open.
 - e. Seating should be separated by at least 6 feet of distance.
 - f. Most or all exhibits should not be on on display for the remainder of the year to reduce congregating.
 - g. No shuttle bus service shall be available until further notice.
 - h. No bus groups shall be allowed until further notice.
 - i. Food & Beverage Operations should follow the Food Service Guidance.
 - j. Limit/discourage cash transactions; encourage touchless transactions.
 - k. Seating must be provided outdoors only with tables spread so seating is more than 6 feet apart.
8. Inland Beaches Guidelines:



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- a. Limit occupancy - the capacity of each beach must be determined under social distancing guidelines to prevent overcrowding.
 - b. Picnic tables must be spread out 10 feet apart to maintain social distancing.
 - c. Lifeguards on duty, where feasible, under guidance from US Lifeguarding Association Guidelines
 - d. Inland Beach Restrooms
 - i. Implement single use family bathrooms when able
 - ii. Limit occupancy to group restroom facilities
 - iii. Make portable toilets available
9. Off-highway Recreational Vehicle (OHRV) Motorized Trails Guidelines
- a. Properties to be opened and restroom and parking facilities information:
 - i. Only trails on DNCR state reservations will be opened (350 miles, list below);
 - ii. Hopkinton-Everett Riding Area (to open May 23-Army Corp license to DNCR)
 - 1. No restroom facilities
 - 2. Main parking lot capacity (40 vehicles)
 - b. Hillsborough Recreational Rail Trail (to open May 23, DNCR property)
 - i. No restroom facilities
 - ii. Hillsborough Fish & Game Club parking lot (10 vehicles)
 - c. Pisgah State Park (to open May 23, DNCR property)
 - i. No restroom facilities
 - ii. Rte. 119 parking lot in (15 vehicles)
 - d. Jericho Mountain State Park (to open May 23- DNCR property)
 - i. Toilet facilities open: Pit toilet at scenic Warming Hut overlook (1) and Jericho Lake overlook (1); pit toilets in campground (3) and flush toilets Visitor Center entrance (2).
 - ii. Visitor Center Parking Lot (60 vehicles), Event Area parking (100 vehicles) & Beach parking lot (20 vehicles)
 - iii. All traffic from parking areas to be routed past Visitor Center to check for registrations.
 - iv. Only southern parcel (Jericho Lake Tract) to be open at this time. No parking on Rte. 110 or riding on Head Pond Tract.
 - v. Fee collection:
 - vi. Option 1: No fee collection.
 - vii. Option 2: Online reservation system.
 - e. Millsfield Pond area trails (to open May 23, admin lease to BoT)
 - i. Club provides portable toilet at parking area
 - ii. Club parking lot (30 vehicles)



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- iii. All connector trails S, N and E to be blocked with barricades with signage about trail closure beyond this point. No connection to Errol, Milan, Dixville or Cambridge areas.
- f. Sugar River Rail Trail (open year-round, DNCR property)
 - i. No facilities
- g. Newport and Claremont parking areas (25 vehicles combined)
- h. Fremont Branch-Rockingham Recreational Trail (open year-round, DNCR property)
 - i. No facilities
- i. Fremont Rte. 107 lot (25 vehicles) and Warner Hill Road lot Derry (15 vehicles)
 - i. Ammonoosuc Recreational Trail (open year-round- DOT property managed by DNCR)
 - ii. No facilities
- j. Littleton parking (Industrial Park Drive- 25 vehicles)
 - i. Club trail systems will open after assessment by local clubs. Coos club networks and connectors to remain closed at this time

