

I. St. Timothy's Chapel indoor weekday Masses

- a. Face masks must be worn by all during the entire Mass, except when receiving Holy Communion.
- b. Restrooms will be inaccessible/closed during Mass.
- c. The Chapel will be cleaned, and all high touch areas disinfected at the end of every day.
- d. Additionally, those who attend Mass in the Chapel will be provided sanitizing/disinfecting wet wipes to clean the areas they have occupied.
- e. The seating capacity due to social distancing for the weekday indoor Masses at St. Timothy's Chapel will be limited to 18 unrelated individuals (anyone outside of a person's immediate household) and up to a maximum of 25 related and unrelated individuals.
- f. Pews will be clearly marked to indicate where it is and where it is not permissible to sit, to help you maintain the 6 feet of social distancing.
- g. For Holy Communion, the faithful will remain in their pews.
 - The priest will sanitize his hands prior to distributing Holy Communion.
 - The priest, wearing face mask and shield, will approach you and stop approximately 6 ft away.
 - You will remove your face mask in preparation to receive the Body of Christ.
 - The priest will say: *Body of Christ*, and you will respond: *Amen*.
- h. If the Chapel is full, or regardless, you may still park/sit outside in the parking lot and receive Holy Communion outside in the clearly marked spots.
- i. The maximum capacity for the indoor/outdoor Mass while also ensuring 6 feet of social distance in all directions, is 100 people.
- j. The Mass will be live streamed via Zoom
- k. Entrance and exit doors will be held open at the beginning and end of Mass to prevent people from touching door handles, knobs, or push plates.
- l. If weather permits, church windows will be left open to improve air circulation. We will run air conditioning systems when the weather justifies its use.

II. St. Michael's Church parking lot Sunday Masses

- a. Face masks must be worn by all during the entire Mass, except when receiving Holy Communion.
- b. Restrooms will be inaccessible/closed during Mass.
- c. Please follow the directions of the volunteer parking lot ushers.
- d. We will continue with outdoor parking lot Masses because of the limited seating capacity of St. Timothy's Chapel and the fact that St. Michael's Church is being renovated. Our alternate site of the cafeteria at Greenwich Catholic School is currently unavailable as the school has taken advantage of classes being held remotely, to renovate the cafeteria.
- e. The maximum capacity for the outdoor parking lot Mass is 150 people.
- f. Cars will NOT have to be parked 6 ft apart because you may choose to remain in your cars or sit outside your cars while also ensuring 6 feet of social distancing
- g. The Mass will be transmitted to you via your FM radio, channel 89.7.
 - You may use your car radio to tune in.
 - You may use any other device that can tune in to an FM radio station.
- h. For Holy Communion, the faithful will approach the priest in the rectory parking lot.

- A. At a marked spot 6 feet away from the priest, you will:
 1. Stop.
 2. Remove your mask from your mouth and leave it either
 - Hanging by one loop around your ear, or
 - Moving the mask below mouth to your neck
 3. The Priest will be standing 6 feet away and will say "*Body of Christ*"
 4. You will respond: "*Amen*"
 5. Then you will silently proceed to the priest
 - B. In front of the priest, you will:
 1. Stop
 2. Extend your hand to receive the Host on your hand
 3. Then step aside to the final marked spot to receive our Lord
 - C. At a final marked spot, you will:
 1. Stop
 2. Place Host carefully and reverently into your mouth
 3. Replace your mask over your nose and mouth
 4. Return to your car
 - i. A collection drop-off box will be placed at the beginning of the communion line should you choose to drop off your offertory.
 - j. Weather permitting, we will set up a temporary altar outdoors, but it has to be close to the Parish Rectory to ensure a cellular signal strength, so that we can simultaneously live stream the Mass.
 - k. One-Way Traffic Flow: Please enter the Church property at the northernmost one-way entrance (with the white stone walls- guardian angels) and exit through the southernmost double-lane exit between the Rectory and wetlands.
- **There will be no restrooms available during Masses**, as the CDC and diocesan guidelines to maintain sanitizing and 6 feet of separation should restrooms be made available, are too onerous for us to observe at the moment. However, Fr Richard and I are planning to celebrate short, efficient but reverent Masses, with the Responsorial Psalm and all parts of the Mass recited. However, the time for distribution of Holy Communion (where we have to follow the Bishop's directives) will vary depending on how many choose to receive.
 - **Signs will be posted** clearly explaining that masks and social distancing are required. Also, a reminder will be posted that anyone who is not feeling well or has recently been exposed to someone who is COVID-19 positive should not enter the building. In addition, those at-risk should be discouraged from attending in-person.
 - **All members of the congregation need to wear face masks that cover the nose and mouth, during the entire Mass, with a few exceptions:**
 - Children under the age of two should not wear masks.
 - Parents should judge for children between the ages of two and five whether they should wear a mask.

- All people who claim an exemption for a legitimate health reason (one that does not pose a risk to others) can forego wearing a mask. The faithful may remove their face masks only when receiving Holy Communion per the guidelines for Holy Communion.
- The priest will not have to wear a face mask during the celebration of the Mass as he will maintain a distance of 12 feet from the congregation.
- The priest will sanitize his hands and wear a face mask and shield prior to distributing Holy Communion
- **There will be no distribution of the cup/Precious Blood**
- **Mass Reservation System:**
 - You must sign up for Masses through our Mass reservation system link on our website, [stmichaelgreenwich.com \(https://www.signupgenius.com/go/stmichaelgreenwich\)](https://www.signupgenius.com/go/stmichaelgreenwich).
 - This reservation system is necessary due to the possible need for contact tracing if a person attending Mass is later diagnosed with the COVID-19 virus.
 - Please contact Laura Esposito (914-263-0102) if you need assistance in accessing the Mass reservation system on our website.
 - We are encouraging those in the high-risk group, to choose the 7:30am Masses on the weekdays or Sundays.
- **Volunteers needed:**

To successfully implement and maintain this parish plan, we will need volunteers/ushers to direct traffic, answer questions and monitor compliance. Please sign up to volunteer through the Mass reservation system link at our website [stmichaelgreenwich.com \(https://www.signupgenius.com/go/stmichaelgreenwich\)](https://www.signupgenius.com/go/stmichaelgreenwich).
- **To ensure the safety and health of all who choose to attend our indoor/Outdoor Parking Lot Masses:**

IMPORTANT: Please do not come to Mass if you feel ill or display any of the symptoms associated with the Coronavirus. Further, if you have been exposed to a person who has tested positive for the coronavirus and is ill from the COVID-19 virus (i.e. who has not tested negative yet), you must self-quarantine for 14 days.
- **In the event of positive COVID-19 case**

In the event that the parish is notified that someone who attended Mass has been diagnosed as COVID-19 positive, the following procedure will be followed.

 - i. To the extent possible, the people who attended that particular Mass will be notified that someone at their Mass has tested positive for COVID-19. We will maintain confidentiality as required by the American with Disabilities ACT or other applicable laws in accordance with religious practices. The name of the person who is COVID-19 positive will not be disclosed.
 - ii. The pastor will contact the Vicar General to discuss the case and determine the most prudent course of action. Per state guidelines, testing and contact tracing protocols will be followed by any clergy or volunteers who have had prolonged exposure to the person who tested positive.
 - iii. If a member of the clergy or volunteers test positive, they will notify the pastor and follow state testing and contract tracing protocols. If the pastor tests positive, then he will notify the Vicar General.

- iv. We will notify the person who has tested positive for COVID-19 that they are not to return to church until they have met CDC's criteria to discontinue home isolation which can be found by clicking at the following link: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/when-its-safe.html>

Finally

- To quote James Stenson: "*Be patient. Bring an attitude of prayer and thanksgiving to Mass, and you will reap great spiritual riches: consolation, confidence, peace, deep happiness, and spiritual strength for the challenges of life.*" If we give God a chance, He will help us experience the tremendous benefits of the Mass and the Eucharist.
- Mother Teresa once wrote: "*Jesus is my God/ Jesus is my Spouse/ Jesus is my Life/ Jesus is my Everything. Because of this, I am never afraid.*" If we love the Mass as she did, we, too, will live in Jesus and he in us, and we will never be afraid.