The following changes will take place effective **March 17, 2020**. To continue providing municipal services while also protecting members of our community and town employees by limiting contact and reducing the threat of exposure to COVID-19. These plans are subject to change.

- The Town Office will be staffed and providing services. **We understand that business needs to be conducted and we ask that you call the Town Office before coming in.** Many of the transactions can be done online or via the phone with a debit or credit card. For other transactions you will need to call the town office at 583-2241 **first** for instructions.

- All internal and external meetings are cancelled or postponed until further notice. Online calendars will be updated to reflect meeting status. State guidance is expected shortly on allowable methods to legally conduct remote meetings under an emergency declaration.

- To the degree possible in all circumstances recommended social distancing strategies will be used to minimize exposure to COVID-19

- All Town buildings will be thoroughly cleaned frequently according to recommended best health practices.

- Property Tax payments can be placed in the drop box located in the front of the Town Office, paid online or if paying cash, can be made by calling 583-2241 for further instruction.

- Transfer Station will remain open for normal hours, however, interactions with the employees and staff will be minimized. Payments for the disposal of demolition debris, appliances, etc. will be made at the door to the office – **NO ONE** except employees are allowed into the office area.