

# Town Hall is Closing to Public 5pm Friday March 20

After a couple weeks of closely monitoring our Maine CDC pandemic briefings...and discussions with Waterboro Fire & EMS administration and York County Emergency Mgt. staff, Waterboro Selectmen and I have decided to close our Town Hall to public traffic as of 5pm Friday March 20 until further notice.

- Healthy staff will continue to come to work and some may telecommute from home. For now anyway we will still be available to answer your phone calls **Monday through Friday 9am to 5pm**. The front doors will be locked and we will not be able to wait on you in person for tax payments, vehicle re-registrations or other routine front lobby business during this closure. You are welcome to leave tax payments with a check in our outside mailbox or slide them between the front doors.
- If staff exhibits flu-like symptoms, they will do like we always do, stay home until better....and if appropriate get tested for COVID-19 virus. If we start to run out of healthy staff to work, then all staff will be sent home and town hall will be closed to all....but we will notify the public again before that happens.
- The March 24<sup>th</sup> Board of Selectmen's meeting has been cancelled and our continuing budget review process is on hold for now. With emergency legislation just passed along with the Governor's emergency declaration, towns have been given greater latitude on budget and election preparations and deadlines. Selectmen will try to complete their budget by our charter imposed deadline of April 8<sup>th</sup>, but pandemic restrictions on meetings may delay the completed budget and ballot preparation.
- No other board or committee meetings will occur in Town Hall during this closure period.
- Our Code Enforcement office will still process building permits and conduct inspections for now so please call with questions and to make appointments. The CEO office windows facing Townhouse Road actually make a rather convenient "walk-up" service window if paperwork needs to be dropped off or picked up.
- Please use our **Online Services** on the Town website [waterboro-me.gov](http://waterboro-me.gov)...Go to the **Information Center** at and then click **Online Payments & Renewals** to do things such as: 1.) Renew a Motor Vehicle, Recreational Vehicle or Trailer, 2.) Make payments on Property Tax or Personal Tax, 3.) Buy Hunting or Fishing Licenses, 4.) Process Dog License Renewals, 5.) Research Vital Records
- Note that the State of Maine is allowing special leniency for registrations which expire **during** the declared State of Emergency. You will have up to 30 days following the lifting of the emergency order to complete registrations. The 14-day dealer plates will be extended but Transit Plates are NOT extendable. If you have a new car by private sale to register, please call 247-6166, Ext. 112 and we will work something out. **Call 247-6166, Ext. 112 with questions.**
- For now our Transfer Station and Public Works Department will continue their usual work schedule. Our library closed to the public earlier this week. Online "eBook" services are available and have been expanded to include even more FREE options for eBook selections. Visit [waterborolibrary.org](http://waterborolibrary.org)
- Our biggest challenge is with our Fire and EMS services, and to try and sustain enough healthy employees to answer our fire, accident and medical emergency calls. Our central fire station is closed to the public. Burn permits are NOT being processed at the station but are available for FREE online at [wardensreport.com](http://wardensreport.com). Please say a prayer for these folks and thank them when you see them in town, because at any moment they could be transporting a corona virus patient and exposing themselves, all co-workers and their families to this disease.

Let's all practice smart personal hygiene and social distancing... and help each other out as needed to make this pandemic in our country as short as possible. Please be sure to visit the Town of Waterboro website at [waterboro-me.gov](http://waterboro-me.gov) for updated information on Coronavirus and the operation of various town departments.

If you know of older folks who need help with groceries or other everyday activities, please call me at:

**247-6166, Ext. 100**, or contact our local churches who are also willing to help out.

Respectfully yours, Gary Lamb, Waterboro Town Administrator