COVID19 PREVENTATIVE MEASURES & IMPLEMENTATION PROCEDURES: TOWN PLAN FOR LIMITED GENERAL PUBLIC INTERACTION **EFFECTIVE 3/18/2020**

Due to the COVID19 preventative measures implemented by the Town of Harwinton, which includes the closure of the Town Hall & Library buildings to the public, each department has procedural & processing changes until further notice. We thank you in advance for your patience and cooperation.

THE MUNICIPAL BUILDINGS ARE OPEN TO STAFF ONLY. DEPARTMENTS CAN MEET WITH RESIDENTS & COMMUNITY MEMBERS <u>BY APPOINTMENT ONLY</u>. WE STRONGLY ENCOURAGE OUR STAFF THAT ALL COMMUNICATION TO THE PUBLIC & BETWEEN DEPARTMENTS BE DONE ELECTRONICALLY, BY PHONE OR BY MAIL. PLEASE CALL OR EMAIL TO SCHEDULE DATE & TIME.

Each department is requesting that appointments be made for department specific business that requires direct interaction with staff. This includes but not limited to: applications, payments, required supporting documents (copies of driver's license, training certificates, plans, checks, etc.) Below is a list of each department with contact information.

FIRST SELECTMAN OFFICE	860-485-9051 EXT. 1102	SELECTMANOFFICE@HARWINTON.US
ANIMAL CONTROL OFFICER	860-485-9051 EXT. 1117 CELL: 860-806-8743	ANIMALCONTROL@HARWINTON.US
ASSESSOR	860-485-0898	ASSESSOR@HARWINTON.US
BUILDING OFFICIAL	860-485-2784	BUILDING@HARWINTON.US
HIGHWAY SUPERVISOR	860-485-9051 EXT. 1123	HIGHWAYS@HARWINTON.US
LAND USE OFFICE	860-485-2784	LANDUSE@HARWINTON.US
LIBRARY	860-485-9113	DIRECTOR@HARWINTONPL.ORG
RECREATION	860-485-0626	RECREATION@HARWINTON.US
RECYCLING	860-485-2784	RECYCLING@HARWINTON.US
REGISTRARS OF VOTERS	860-485-9051 EXT. 1133	VOTING@HARWINTON.US
RESIDENT TROOPER	860-485-1421	JOEL.PORTORREAL@CT.US
SENIOR CENTER	860-689-1951	RECREATION@HARWINTON.US
TAX COLLECTOR	860-485-0446	TAXES@HARWINTON.US
TOWN CLERK	860-485-9613	ASSISTANTCLERK@HARWINTON.US