



## The Town of Hinsdale New Hampshire

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P.O. Box 13, 11 Main Street • Hinsdale, NH 03451 • (603)336-5710

[www.town.hinsdale.nh.us](http://www.town.hinsdale.nh.us)

March 19, 2020

### **FOR IMMEDIATE RELEASE TO THE RESIDENTS OF HINSDALE, NH**

The Board of Selectmen and Town Administrator would like to announce the following operational changes for the Town of Hinsdale. The Town Hall is closed to the Public. We continue to actively monitor the COVID-19 situation, which is rapidly evolving. The Town is committed to the continued health and optimal safety of our residents as well as our employees, and we intend to do our part to “flatten the curve” of the COVID-19 pandemic. On Friday evening, March 13, 2020 Governor Sununu issued a state of emergency for the State of New Hampshire. Officials have discussed our position moving forward through this crisis. We respectfully ask that if you are sick you make every attempt to conduct your business online or via phone or email. Employees have been advised to discretely refuse to provide services to any person who is obviously sick with COVID-19 symptoms such as coughing, shortness of breath, and fever. The following measures are currently in place to restrict access to facilities and limit potential exposure of our residents and town staff to the virus:

- The Town Office is open for business. Staff will continue working behind the scenes and will work to respond to you as quickly as possible. Many of our services are already provided online through our website at [www.town.hinsdale.nh.us](http://www.town.hinsdale.nh.us). (Some of these items are directions on how to use services via mail: Vehicle registration renewal, dog license, vital statistics, zoning application, abatements, tax cards and payment of property tax payments). Staff contacts are located at the end of this message and on the town’s website. We will continue monitoring email and phone messages throughout this crisis. Until further notice the Building Department will be curtailing non-essential inspections. We encourage our residents to use the phone.
- The Library is closed until further notice.
- The Community Center is closed until further notice.
- Building Inspector/Code Enforcement: Rodney Lawrence at 336-5702.
- The Highway Department; Water Department; and Wastewater Treatment facilities will be restricting public access. Please call the department if you need their services.

- Police/Fire will continue to serve the residents of our town on a “business as usual” basis, however, we ask that you keep all non-emergency calls to a minimum so that they may devote their time to those residents in need of emergency services. The Lobby is restricted for public access.
- All non-mandatory committee meetings are hereby postponed. The only meetings that shall continue are the Board of Selectmen, Planning and ZBA if required by RSA.
- All events are hereby cancelled at the Town Hall
- Tax, Water and Sewer payments can be made in one of two ways: 1) via mail (checks ONLY and posted dates will be honored as the date of payment. The Town Hall outside drop box is located on the left of the Town Clerk’s entryway (again, NO CASH). Contact the town hall at 336-5710 (ext. 10 or 11) if you have any questions.
- Abatement applications, Property record cards, Intents to Cut and Intents to Excavate, Land Use Board Submissions, and Verification of Owners on Abutters List: Contact Community Development Department (Kathryn Lynch) at 336-5727, ext. 17. Paperwork can be mailed or place in an envelope and slipped through the outside drop box. Please be sure to label envelope Community Development.
- Road complaints, snow plowing, roadway drainage, driveway inspections: Contact Frank Podlenski, Highway Supt. at 336-5716.
- Water and Sewer Department, not payment related: Contact Jack White, Water & Sewer Supt. at 336-5715.
- Water and Sewer Payments: Contact Kim Worden at 336-5710, ext. 10.
- Welfare Office: Applications can be found on the Town’s Website. Please complete and submit the application via email; mail; or through the outside drop box mentioned above. Darlene Leonard can be reached at 336-5710, ext. 18. The food pantry is also available for needs, please contact Darlene or 336-5710, ext. 10 or 11 and we will give you instructions.
- Tax Collector: Contact James MacDonell at 336-5712
- Town Clerk: Contact Julie Seymour at 336-5719

We ask for your patience during this difficult time as we do our best to protect our residents and our staff. We ask you to exercise care in your personal contacts and follow those practices being recommended by health officials. Please check our website for updates. Information from the State of NH can be obtained by dialing 211.