

## **TOWN OPERATIONS CHANGING IN RESPONSE TO COVID-19**

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. To that end, the Select Board has decided that **effective Tuesday, March 17, 2020, Town Offices, will be closed to the public until further notice.** As of right now, the Transfer Station will remain open, with the exception of the Swap Shop. We ask that you refrain from bringing in bulky items until further notice.

**However, we will still be working to serve the residents of Lee.** We intend to do our best to operate as a “VIRTUAL TOWN HALL.” In today’s world, many of the transactions for our residents can be done online or arranged via phone, email, or drop box. Resident questions can and will be answered via phone or email. Our Town employees will be working both remotely and on-site—but we will continue to be at your service.

**Information on online services available at <http://leenh.org>**

**If you have non-emergency COVID-19 related questions, please call 2-1-1** (a state hotline manned 24/7 specifically for such questions).

### **POLICE – ALL EMERGENCIES CALL 911**

All other inquiries and requests call 659-5866 or email [tdronsfield@leenhpolice.org](mailto:tdronsfield@leenhpolice.org)

- Officers will address needs via telephone where possible.
- No VIN verifications, fingerprinting, motor vehicle lock-outs, or other walk-in services available

### **FIRE / EMS - ALL EMERGENCIES CALL 911**

All other inquiries, including burn permits, call 659-5411 or email [snemet@leefire.org](mailto:snemet@leefire.org).

Burn permits are available online at <https://nhdflweb.sovsportsnet.net/>

### **TOWN HALL**

Select Board/Town/Assessing Offices closed to the public but available by phone during regular hours at 659-5414 or email [townadministrator@leenh.org](mailto:townadministrator@leenh.org) or [dduval@leenh.org](mailto:dduval@leenh.org)

Property Assessing cards are available online or call 659-5414 if you require more information regarding your property.

Tax Exemption Application form is available online – please call if you have any questions.

### **TRANSFER STATION**

Open regular posted hours, Tuesday-Thursday-Saturday. **Please try to avoid peak traffic day on Saturday.** Bulky items will not be accepted until further notice.

In order for our employees and residents to maintain the recommended “social distance” of six feet, employees will not be stationed on the wall during this time.

### **TOWN CLERK/TAX COLLECTOR**

Vehicle registration renewals, dog licenses, vital records requests are available online. Other inquiries, including marriage licenses, by phone during regular posted hours, 659-2964; or email [ltreinhold@leenh.org](mailto:ltreinhold@leenh.org) or [estone@leenh.org](mailto:estone@leenh.org)

**DROP BOX:** At the public entrance to Town Hall (back door), there is a secure mailbox where you may drop off checks (PLEASE NO CASH) or other paperwork. Should your paperwork not fit, please contact the number above to make alternative arrangements.

Registration and title transfers of a newly purchased vehicle: We are working to establish a process for NEW registrations, titles and transfers; we will make information regarding the logistics for this process available later this week.

### **BUILDING INSPECTION/ LAND USE/ PLANNING/ ZONING**

**DROP BOX:** is available outside the office, along with Building Permit applications, which are also available online.

Inspections of ongoing work done on case-by-case basis, call 659-6783 or email [crossi@leenh.org](mailto:crossi@leenh.org)

Please call regarding any new land use applications or Intents to Cut. Land Use Board meetings TBD.

### **HIGHWAY DEPARTMENT**

The Highway Department will continue to maintain normal operations at the current time.

### **LIBRARY**

The Lee Library Board of Trustees has decided to close the library to the public from 5pm Monday, March 16, 2020 until April 6, 2020.

We will have staff available to deliver curb side pickup on Wednesday, Thursday and Saturday from 9-11 am. We will continue to provide Inter-library loan materials as long as the state continues delivery.

Please call 659-2626 or email [leelibrary@comcast.net](mailto:leelibrary@comcast.net)

**UPDATES AND CHANGES WILL BE POSTED ON [WWW.LEENH.ORG](http://WWW.LEENH.ORG)**