

Hello, City of Attleboro,

As you know this is a challenging time. Our collective goal is to minimize person to person contact and to bolster community mitigation. That is the driving force behind the decision to limit government activity. I met with all of the department heads this morning and this is a list of what government services will continue.

Thank you for your cooperation during this time.

Paul

Departments in full operation:

- Police
- Fire

Departments that are closed to the public, with limited **internal** operations:

- Animal Shelter
- City Assessor
- City Auditor/Accounting
- City Clerk
- City Collector – people can still make electronic payments and late fees up to \$15 will be waived
- City Council
- City Hall
- City Treasurer
- Department of Public Works
- Dog Park
- Economic Development
- Elections Office
- Library
- Mayor's Office
- MIS
- Personnel
- Planning Office
- Playground apparatus at city parks
- Purchasing
- Recreation Department
- Retirement Board
- Veterans' Office
- Zoo
- 95 Pine Street and all of the Social Services within that building

Departments generally closed to the public but will have limited **external** operations

- **City Treasurer** will only offer
 1. Sign off on building permits that are submitted electronically.
 2. Accept payments on tax title properties by check sent through the U.S Postal Service.
 3. Return phone messages and answer questions at our earliest convenience in the order they are received.
 4. Process payroll for all employees per the normal schedule.
 5. Process all vendor payments in the order of importance.

- **School Department** will only offer the public
 1. Lunch services from 11:30 AM until 1PM beginning Tuesday March 17, from the Superintendent's office at the High School and Hill-Roberts Elementary School. No ID needed for anyone under 18 years old. One lunch per student. No one can pick up a lunch for anyone else. They will not be able to accommodate special dietary needs or allergies.
 2. Access to student medicines that are stored at the schools

- **Council on Aging** will only offer the public
 1. Meals on Wheels home delivered food
 2. Outreach by phone
 3. SHINE emergencies by phone

- **Health Department** will only offer the public
 1. Communicable Disease investigations including COVID 19
 2. Issuing of Burial Permits
 3. Emergency Housing and Sewage Inspections; Emergency Nuisance control investigations
 4. Solid Waste and Recycling pick-up and associated nuisance control

- **Wastewater** normal service but will only offer the public
 1. emergency sewer blockage calls

- **Water Department** normal service but will only offer the public
 1. Meter reading
 2. Billing
 3. Final readings
 4. Final inspections that do not involve entry to a home
 5. All emergency services will continue, including repair of main and service breaks and leaks, service calls for no water, emergency shutoffs and turn-ons, and DigSafe markings.