

IMPORTANT NOTICE REGARDING TEMPORARY
CLOSURE OF THE TOWN OFFICE BUILDING

September 30, 2020

Friends,

I regret to inform you that due to complications arising from the COVID-19 pandemic, we will need to briefly and temporarily close the Town Office Building to employees and the general public, effective immediately. In the way of explanation, a Town Office employee has tested positive for COVID-19. Fortunately, after consultation with the Rensselaer County Health Department, and in light of the timing and precise circumstances involved, it has been determined that no general quarantine of our other employees is required at this time. However, out of an abundance of caution, the Town Office Building will need to be closed briefly so that a thorough cleaning and disinfection can be conducted.

This closure shall be in effect through Monday, October 5, 2020, at 8:00 AM.

In light of these circumstances, all Justice Court proceedings scheduled for Wednesday evening on September 30, 2020, and thereafter during the period of the closure, are being canceled and will be rescheduled by the Court. Any persons wishing or needing to pay tax bills or water and sewer bills, on Thursday, October 1, 2020, or Friday, October 2, 2020, may do so by mail, or by leaving a check in the collection box in front of the Town Office. Those having other business with the Town which cannot wait until Monday morning may contact the Town Office by telephone at (518) 279-3461 ext. 100, during normal business hours, and we will attempt to accommodate your needs.

This closure will not affect the Recycling Center or the Highway Department. Anyone wishing to contact the Highway Department may call the number listed above.

We ask for your patience and understanding during this brief period of closure and disruption of our normal services.

Very truly yours,

Philip H. Herrington
Supervisor