



Kendra Amaral
Town Manager

TOWN OF KITTERY
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COVID-19 Municipal Office Update - April 3, 2020

Governor Janet Mills has issued a “Stay Healthy at Home” Executive Order, effective April 2, 2020 at 12:01 AM through April 30, 2020. The order mandates that people living in Maine are required to stay at home at all times unless for an essential job, or an essential personal reason, such as obtaining food, medicine, health care or other necessary purpose. For more information on the Executive Order, please [click here](#).

Town of Kittery non-essential municipal operations will remain closed until further notice. We will continue to monitor the Coronavirus (COVID-19) situation, follow guidance from State and Federal agencies, and will determine when to reopen to the public.

Effective March 25, 2020 at 12:00 AM, Fort Foster, Seapoint Beach and Crescent Beach will be closed for public use until further notice.

For the convenience and safety of the public The Town of Kittery offers many options for completing business online. Access to forms, documents, requests and more can be found by using the “Online Services” button on our homepage, located at www.kitteryme.gov.

Town Hall

- **General Information** - Town Hall staff will have limited access to voicemail and e-mail during the closure, but will continue to respond to submissions and requests as they are able to.
 - For a complete staff directory, [please click here](#).
 - Residents are encouraged to stay up to date on the latest COVID-19 updates by subscribing to E-Alerts using the “Subscribe to E-alerts” button on our homepage.
- **Paying Bills** – Residents are asked to use the Town’s online service, mail payments, or use the drop box at Town Hall to pay taxes, sewer bills, permit fees and secure payments. To utilize online services for payment, [please click here](#).
- **Building/Planning Permits** - Our online permitting service is still available and will be addressed remotely by staff. To access online permitting, [please click here](#).
 - Due to the Governor’s Executive Order, only “construction and maintenance of essential infrastructure” has been deemed essential. Due to this measure, all in-person, on-site inspections have been suspended until further notice. Photo or video inspections may be possible for urgent or emergency construction. For further details, please contact the Code Enforcement Office by [clicking here](#).

- **Vehicle Registrations** – New vehicle registrations are not being accepted at this time. The Maine BMV has extended the expiration date for temporary motor vehicle plates and licenses due to the state's recent legislation [found here](#). These items will now expire 30 days after the state of emergency ends.
 - Auto renewals can still be processed online by [clicking here](#).
- **Town Clerk's Office Licensing** – For information about Victauler's, Liquor, Special Amusement and other license applications, please contact Town Clerk, Karen Estee at kestee@kitteryme.org or 207-475-1313.
- **General/Welfare Assistance** – Kittery residents requiring general/welfare assistance are encouraged to contact Town Clerk, Karen Estee at kestee@kitteryme.org or 207-475-1313.
- **Boards and Committees** - All non-jurisdictional board/committee meetings will be cancelled or postponed until further notice. Jurisdictional boards, such as Town Council, School Committee, Planning Board, Port Authority and Board of Appeals may begin remote meetings the week of March 30, 2020. Updates to Board and Committee Meeting schedules will be posted at www.kitteryme.gov/calendar.
 - Remote meetings will air LIVE on Channel 22, our website and Facebook.
 - For those interested in catching up on previous meetings, the Town of Kittery website offers a full archive of board and committee meetings and workshops. The video archive can be found by using the "Meeting Video Archive" button on our homepage.

Resource Recovery Facility

- **KRRF** - The Resource Recovery Facility will be observing a temporary schedule change, in order to keep everyone safe and ensure proper social distancing at the facility. **Effective Monday, April 6, 2020**, the Resource Recovery Facility will be open Monday - Thursday, from 7:15 AM - 3:15 PM, and Friday, 7:15 AM - 5:00 PM. The facility will remain open for its regular operating hours through Saturday, April 4, 2020.
 - Residents are encouraged to pre-sort their plastics in an effort to avoid potential delays.
 - The HAZMAT, including the landfill and compost area remain closed at this time.
 - The Freebie Barn will remain closed at this time.

Fire Department

- **Special Needs Requests** - If Residents have special needs that require monitoring by public safety, they are encouraged to sign-up by filling out the Fire Department Inclement Weather Special Needs Form, available by [clicking here](#).
- **Fire Permits** - The Fire Department will not be issuing fire permits until further notice. This includes permits issued at the Police Department and through the Maine Online Burn Permit System. Outdoor warming and cooking fires (campfires) are still allowed as they do not require a burn permit.

Sewer Department

- **Flushing Notice** - The Kittery Sewer Department would like to remind residents not to flush anything other than toilet tissue in their toilets. Sanitizing wipes, paper towels, facial tissues, and baby wipes do not dissolve like toilet tissue and cause blockages and back-ups.

Community Center

- **Community Center** - The Community Center will be closed until further notice. This includes the Kittery Forest Preschool (formerly EOTW) and the SAFE Afterschool Programs, the Fitness Room and walking track.
 - To stay informed on the latest developments at the Community Center, you can sign up for their newsletter by [clicking here](#). For more information on the Community Center, please visit their website by [clicking here](#).
- **Summer Camp** - The early registration option for Summer Camp has been extended to July 15, 2020. For more information, please [click here](#).
- **Community Auction** - The Kittery Community Auction has been postponed to June 5, 2020. For more information, please [click here](#).

Rice Public Library

- **Rice Public Library** - The Rice Public Library will be closed to patrons until further notice, but there are still many things to see and do online.
 - Visit the Rice Public Library's website to access E-books and audiobooks, take a virtual tour of a museum, stream films and TV, learn a new language and gain access to community information by [clicking here](#).
 - For more information on the Rice Public Library, please visit their website, by [clicking here](#).

Please be advised that the situation may change pending additional information and updates. Chief David O'Brien is leading the Town's emergency management response and will continue maintaining regular communication with staff, community stakeholders, and state officials to stay abreast of the situation. Further updates will be provided to the community as we receive them.

For more information on Coronavirus (COVID-19), please visit the U.S. CDC's website, which can be found at www.cdc.gov/coronavirus.

For more information on the Town's response to Coronavirus (COVID-19), please visit the Town of Kittery's COVID-19 page, which can be found at www.kitteryme.gov/COVID19Update.

If you have questions, please contact Kendra Amaral at 207-475-1329 or kamaral@kitteryme.org.