

Date: April 2, 2020

**TOWN OF KINGSTON
UPDATE ON TOWN SERVICES**

In response to the Covid-19 Pandemic, the Town of Kingston has taken the temporary actions listed below. These temporary measures will be in effect through the month of April, 2020, at a minimum, to safeguard the health and safety of the Kingston community and employees. This notification on local response will be updated regularly as this very dynamic situation continues to develop. The information line through the State of New Hampshire is 2-1-1.

The Town Hall is closed to the public until further notice. All departments are available by phone or email, as outlined below. Most Town Hall employees are working from home as of April 1; however, voice mail and email will be monitored on a constant basis, and answered as promptly as possible.

FIRE DEPARTMENT AND EMERGENCY MANAGEMENT:

All emergencies: Dial 911

The Kingston Fire Station building is closed to non-essential personnel, and closed for non-emergency business, until further notice. Services may be obtained by:

- 1. NON-Emergency phone: (603) 642-3626**
- 2. US Mail: 148 Main St., PO Box 302, Kingston NH 03848**
- 3. Burn Permits: Contact NH Dept of Forest and Land:**
<https://www.nh.gov/nhdfi/community/permits.htm>

The Department is grateful for any donations of cleaning items, but would like the public to be sure they have enough stock for themselves before donating.

Anyone experiencing symptoms similar to the flu should call their primary care physician, but as always, if there is a need for an ambulance, call 911.

POLICE DEPARTMENT:

All emergencies: Dial 911

The Kingston Police Department continues to be open, although the public will be restricted to the lobby or a new area set up for safe interaction. Services may be obtained by:

- 1. For non-emergency police assistance 24 hours: Call (603) 697-2226 or 642-5742.**
- 2. US Mail: 16 Main St., PO Box 201, Kingston NH 03848**

TOWN CLERK/TAX COLLECTION:

The Clerk's office is closed to the public until further notice. Most Town Clerk and Tax Collector business and services may be conducted online or by telephone; for services that cannot be

provided online, appointments may be made with the Clerk. Residents are asked to understand that only urgent business will warrant an appointment. Town Clerk Tammy Bakie can be contacted via:

1. **Telephone: (603) 642-3112, ext. 2**
2. **Email: tc-tc@kingstonnh.org**
3. **US Mail: PO Box 657, Kingston NH 03848**

Please note also that the Governor has authorized the NH DMV to extend all temporary license plates issued after March 1, 2020 until April 30, 2020.

BUILDING DEPARTMENT:

Building, Electrical and Plumbing permit forms and inspector contact information may be found on the Kingston website: <https://www.kingstonnh.org/building-inspector>.

While the Town Hall is closed to the public, forms may be submitted via email or US mail. As Building/Assessing Department employees are working from home for the month of April, items should not be left in the drop box outside Town Hall without first contacting the department at the numbers/email address below.

Processing of applications and inspections may be delayed. For information, please call or email the Building department office.

1. **Building/Assessing Department Clerk Tori Dobrowolski: (603) 642-3342 ext. 105**
2. **Building Inspector Robert Steward: (603) 642 – 3342 ext. 107**
3. **Email: Assessing@kingstonnh.org**

BOARDS AND COMMITTEES:

The Board of Selectmen has recommended that all public meetings be cancelled or postponed for the month of April. For individual board and committee information, please see contact information on their website pages. **Planning Board and ZBA hearings are being postponed until May and June.**

The Selectmen will meet bi-weekly until further notice, scheduled for March 30, April 13 and April 27. These meetings will be conducted with the aid of remote meeting software as needed, and will be broadcast on Cable channel 21 as well as on YouTube. The public is encouraged to watch from home rather than coming to Town Hall, and to direct questions to Selectmen's Administrator Susan Ayer via mail, email, or telephone:

1. **Telephone: (603) 642-3342 ext.103**
2. **Email: admin@kingstonnh.org**
3. **US Mail: 163 Main Street, PO Box 716, Kingston NH 03848**

WELFARE/HUMAN SERVICES:

This department continues to offer assistance to residents while the Town Hall is closed. Please call or email Human Services Director Ellen Faulconer:

1. **Telephone: (603) 642-3342 ext. 5 or (603) 642-9971**
2. **Email: hs@kingstonnh.org**