

**Town of Lancaster** Office of the Board of Selectmen 701 Main Street, Suite 1 Lancaster, MA 01523

Walter F. Sendrowski, Chairman Stanley B. Starr, Jr. Clerk Jay M. Moody, Member Orlando Pacheco, Town Administrator Kathleen A. Rocco, Executive Assistant

## UPDATE

June 1, 2020

Dear Lancaster Residents:

As part of the first phase of the state's reopening plan to reopen due to COVID 19, all municipal buildings will be closed to the public until at least June 6<sup>th</sup>; the town is considering tentatively opening by appointment only. During this time please utilize phone and email to conduct Town business. There will be staff available to coordinate requests from residents. We urge all residents to take precautions in following all social distancing with all persons, including employees and remain 6 feet apart and require face covering or masks.

We are asking that the public use our on-line resources for on-line payment and contact us via email and telephone with any questions that you may have for us. Residents are encouraged to use the on-line services and the drop box for bill payment. Again, other business will be conducted by phone or email.

Please see the telephone contact numbers below for frequently visited departments:

Assessors	978-365-3326 x 1301
Conservation	978-365-3326 x 1054
Council on Aging/Outreach	978-365-3326 x 1103
Department of Public Works (including Cemetery & Water)	978-365-3326 x 1202
Fire Department (business line)	978-368-4003
Board of Health	978-365-3326 x 1310
Thayer Memorial Library	978-365-3326 x 1403
Planning and Community Development	978-365-3326 x 1311
Police Department	978-365-6308
Recreation Department	978-365-3326 x 1108
Town Administrator/Select Board	978-365-3326 x 1201
Town Clerk	978-365-3326 x 1013
Treasurer/Tax Collector	978-365-3326 x 1305

Thank you,

Orlando Pacheco, Town Administrator