



Town of Berwick

11 Sullivan Street
Berwick, Maine 03901-0696

Board of Selectmen

Tom Wright – Chair
Edward Ganiere-V Chair
Noah Cobb
Mark Prendergast
Ken Manning

Attention: Town of Berwick Municipal Operations Response to the Covid19 Pandemic

UPDATE 3/17/2020: Due to changes to the COVID-19 Update; The Berwick Town Office will be closed effective Wednesday March 18, 2020 until further notice. The Town Office staff will be available by telephone and e-mail should you have any questions. Any changes will be posted on the town web page, Facebook page and BCTV.

03/18/2020 INSTRUCTIONS FOR CONDUCTING BUSINESS WHILE TOWN HALL IS CLOSED TO THE PUBLIC

PROPERTY TAX PAYMENTS: (second half due April 15, 2020) AND WATER PAYMENTS:

- Online: <https://epayment.informe.org/payportonline/welcome>
 - Select "Town of Berwick" from dropdown and follow instructions
- Drop Box: place your payment in the drop box located outside Town Hall. Please include the account number on your check. Checks should be made payable to Town of Berwick or Berwick Water Department and display your current telephone number. Receipts will be mailed.

VEHICLE REGISTRATIONS:

The Governor in accordance with Title 37-B, section 742 due to the outbreak of COVID-19 has extended all registrations until 30 days following the termination of the state of emergency.

http://www.mainelegislature.org/legis/bills/bills_129th/billtexts/SP078901.asp

VEHICLE/TRAILER RE-REGISTRATIONS:

- Online: <https://www1.maine.gov/online/bmv/rapid-renewal/>
 - Follow instructions on screen.

VITAL RECORDS REQUESTS:

- Certified copies of Birth, Death and Marriage: <https://www.vitalchek.com/>
- Marriage Intentions
https://cms2.revize.com/revize/berwick/government/town_clerk/marriage_license.php
Marriage intentions will be completed through the mail. Please call for instructions. 207-698-1101 ext. 0

DOG LICENSING:

- Dog licensing is canceled for the duration of the emergency plus 30 days per Animal Welfare.

BOATS: <https://www5.informe.org/online/boat/>

ATV/Snowmobile: https://moses.informe.org/online/atv_snow/index.htm

HUNTING/FISHING: https://moses.informe.org/cgi-bin/online/moses_v3/index

The staff at Berwick Town Hall appreciates your patience and understanding during this trying time. We are here to assist in any way possible. Please remember this is new to us too so changes may need to happen but you are our main concern and we will try to accommodate all requests within reason. Please feel free to call or



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email with questions or concerns. Contact information for staff can be found at
https://cms2.revize.com/revize/berwick/i_want_to/contact_a_town_employee/index.php

03/16/2020

The Town of Berwick Administration, Board of Selectmen and all Public Safety Departments have been monitoring the COVID-19 through the State of Maine and York County EMA. At this time, we are taking steps to protect our employees and citizens and reducing the potential of a large-scale outbreak. The following Municipal Departments will continue to remain open but closed to the public.

Fire Department
Police Department
Public Works Department
Water Department

These departments will not be open to the public and their doors and gates will remain locked. We recommend if there is a need to contact these departments please do so by telephone or by e-mail. The information can be found on the municipal web page (www.berwickmaine.org). The Transfer Station will maintain their normal schedule except the Second Hand Shop will remain closed on Tuesdays and also on Saturdays.

The Town Office will remain open to the public as we continue to monitor the CDC and York County EMA web site. This is subject to change if we see the need to do more. We highly recommend that you take advantage of our on-line services on our web page (www.berwickmaine.org) for all transactions except for new auto registrations and marriage licenses. Should you have any questions that pertain to our on-line services please don't hesitate to contact our Customer Service Clerks. They can walk you through it if needed.

Code Enforcement, Planning, and Assessing will be available during regular town office hours. We suggest that you call and make appointments. 207-698-1101, extension 124. The Planning Board will maintain their regular meeting times and will be limiting the agenda based on customer needs. Should you have any questions please contact James Bellissimo, Planner at extension 124.

We encourage all citizens to continue monitoring the towns web page for updates and also the CDC web page at <https://www.cdc.gov/coronavirus/2019-ncov>.

Stephen Eldridge, Town Manager