

PRESS RELEASE



DATE: July 2, 2020

FOR IMMEDIATE RELEASE

The Township Committee is pleased to announce that the Town Hall will open to the public on July 6, 2020.

Warren Town Hall has been closed for regular public access since March 17, 2020. Even though staff was reduced at certain times, the Town Hall was never closed. The offices reopened on an appointment-only basis on June 1, 2020.

Our plans to reopen have been deliberate and cautious in order to ensure the safety and health of residents and employees. The Township Committee's goal is to ensure that services are being provided on a timely basis despite the concerns of COVID-19.

This modified reopening will be subject to the following guidance:

1. All employees and members of the public will be **REQUIRED** to wear a mask while in Town Hall.
2. Plastic shields have been installed at all counters.
3. Hand sanitizers will be available at workstations.
4. Members of the public are encouraged to make an appointment in advance with the respective department. This will assist in expediting your visit.
5. Residents are encouraged to use the drop boxes available in the vestibule when dropping off payments, permits and other materials.
6. Blank permit forms will be available in the vestibule to assist you.
7. Residents can perform a wide array of services through the Township website at warrennj.org through the online payment system found at the bottom of the Home page through the Warren Gateway tab.
8. Residents are strongly encouraged to consider online options when paying taxes, sewer use fees, or permit fees. If paying in person, please pay by check, credit card, or debit card.
9. Please utilize the directories to assist in determining the department who can best serve you.

Our procedures will be monitored daily to ensure the safety of everyone and will be amended as necessary. Your cooperation with the guidance of wearing masks and maintaining social distancing while in Town Hall will be most appreciated.

Any questions please contact the Township Administrators office at (908) 753-8000, Ext. 250.