

Town of Cape Elizabeth Operations Update May 29, 2020

As the Town begins its cautious reopening of operations, there will be changes to the municipal operations effective June 1, 2020

In Person Service by appointment only, Monday through Friday 8 am to 3 pm. This will be for the Tax Office, Town Clerk, Assessor, Code Enforcement, Planning, and the School Department central office.

Citizens will still be encouraged to use our online services where available through www.capeelizabeth.com. Staff is also available to assist through the online process or via correspondence.

Appointments will be in 30 minute blocks for the Tax Office and Town Clerk, 15 minute blocks for Assessing / Codes / Planning, and as needed in the other departments in Town Hall.

Entry and exit from Town Hall will be at the handicapped entrance located to the south side of Town Hall. At the scheduled time staff will meet clients at this door and escort them to their department.

Patrons of Town Hall will be required to wear a mask for service, and physical distancing protocols will be in effect. Staff will need to wear a mask in common areas, and in situations where they are unable to maintain a minimum of six feet of social spacing. Masks must be able to cover both the nose and mouth. They will not be required to wear a mask in their work area, or outside as long as social distancing can be maintained.

The Thomas Memorial Library will begin curbside transactions effective June 1, with details on the program available at <http://www.thomasmemorallibrary.org/>

The Donald Richards pool will begin operations in a limited capacity on June 8, with details available through Cape Elizabeth Community Services by calling 799-2868 and their website at <http://www.capecommunityservices.org/>

To schedule appointments for transactions with the following departments, please call the telephone numbers identified below:

Tax Collection Office: 799-0881

For online property tax payments, auto registration, boat registration, hunting, fishing, dog license renewal etc online at:

https://www.capeelizabeth.com/government/departments/tax_office/home.html

Town Clerk Office: 799-7665

For voter registration, request for absentee ballots, marriage licenses, and other services, a listing of Town Clerk services is available at

<https://www.capeelizabeth.com/government/departments/clerk/home.html>

Tax Assessor, Code Enforcement, Planning Department: 799-1619

For building, electrical, plumbing permits online:

<https://www.capeelizabeth.com/government/departments/clerk/home.html>

For online property tax information:

<http://www.mygovnow.com/capeto/Invision/assessing/index.htm>

For other assessing, code enforcement, or planning inquiries please use the phone number identified above.

We thank all for their patience as town operations state wide work toward adapting to the challenges we all face in response to the COVID-19 pandemic. It is our stated desire to expand our offerings as time and conditions allow.

Sincerely,

Matthew E. Sturgis

Town Manager

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207-799-1619