



Town Hall Reopening Checklist for Residents

As **Shrewsbury Town Hall** is reopening to the public, we want to provide guidance to visitors regarding the changes in protocol. We have created this checklist so residents can conduct Town-related business easily without any hassle and adjust to the new protocols being implemented.

-  **STAY** - Stay safe and stay home whenever you can. Avoid unnecessary trips to Town Hall if one of our other business processes will meet your needs.
-  **CALL** - We are open for business and available for your calls. If you do have to leave a message, we will return your call promptly.
-  **GO** - Go online for information and updates from the Town. Our website is updated regularly at ShrewsburyMA.gov
-  **CLICK** - Click on our payment or permit portal to transact business with the Town of Shrewsbury.
-  **DROP** - You may drop payments off in the "Town Bills" box in front of Town Hall at any time. SELCO also offers no-contact drop off for returned equipment. Call SELCO at 508-841-8500 for details.
-  **WEAR** - All visitors to Town Hall are required to follow the Commonwealth's protocol by wearing a mask.
-  **LIMIT** - Please limit the number of onsite visitors to a single person from your household.
-  **SCHEDULE** - Email or call departments to schedule an appointment so we can address your specific needs.
-  **REMEMBER 6 | 20 | 100** - Maintain 6 feet of distance, wash hands for 20 seconds, and please stay home if your temperature is at or above 100 degrees.

