

Phase 4: Amended county COVID 19 Policy

Please be advised that until further notice, the below sets forth the basic procedures that have been established for the County offices recognizing that we will follow all State and Federal Mandates and will work in accordance with State and Federal CDC and OSHA guidelines.

- The public will still be encouraged to conduct business by phone/drop box/email whenever possible. The public may continue to conduct regular business and we are still willing to schedule appointments for those wishing to have one.
- Anyone entering the building will be required to wear a mask unless proof of vaccination is provided. This includes both the Public and the Employees. Each department will have some disposable masks available to distribute if necessary. Anyone refusing to comply who is not exempted by State or Federal guidelines will be asked to leave the building.
- Unvaccinated Staff will need to wear a mask when in the common areas but will not be required if working alone in their office. If an Employee chooses not to comply, they will be sent home without pay until they are ready to comply with said policy.
- The Probate Judge will continue to determine the procedures/timing of hearing and conferences in the Probate Department.
- Any individual who is sick will be requested to stay home and in accordance with CDC guidelines, if they suspect they may have COVID, will quarantine and be tested in accordance with the standards set forth by the CDC and OSHA guidelines before returning to work.

**SOME FUNCTIONS CAN BE TAKEN CARE OF ONLINE, OVER THE PHONE, VIA
EMAIL OR VIA US POSTAL SERVICE MAIL.**

**IF YOU HAVE ANY QUESTIONS,
PLEASE CALL OR EMAIL**

Administration	(207) 474-9861	
	(207) 858-4719	ddibiasi@somersetcounty-me.org
Communications	(207) 474-6386	firepermits@somersetcounty-me.org
District Attorney's Office	(207) 474-2423	somersetda@somersetcounty-me.org
Emergency Management	(207) 474-6788	emergencymanagement@somersetcounty-me.org
Human Resources	(207) 858-1812	
Deeds	(207) 474-3421	lprice@somersetcounty-me.org
Maintenance	(207) 858-4261	tbatchelder@somersetcounty-me.org
Probate	(207) 474-3322	vhatch@SomersetCounty-ME.org
Information Technology	(207) 858-9590	
Treasurer, Finance	(207) 474-5776	
Unorganized Territories	(207) 858-1813	dspencer@somersetcounty-me.org
Sheriff's Office	(207) 474-9591	Dale.Lancaster@somersetcounty-me.org
Madison Division	(207) 696-5373	
County Jail	(207) 474-7409	For any questions regarding Jail Operations