



March 18, 2020

**Town of Victor  
Response to COVID-19**

For updates visit [www.Victorny.org](http://www.Victorny.org)

TOWN SUPERVISOR  
742-5020

TOWN CLERK  
TAX RECEIVER  
742-5080

TOWN COURT  
924-5775  
924-5262

ASSESSMENT  
742-5010

ECONOMIC  
DEVELOPMENT  
742-5073

FINANCE  
742-5025

HIGHWAY  
742-5094

HISTORIAN  
742-5065

PARKS & RECREATION  
742-0140

PLANNING & BUILDING  
742-5035

PLANNING / ZONING  
742-5040

HUMAN RESOURCES  
742-5028

**Town Closings and Cancellations in Response to COVID-19**

The Town of Victor is working diligently to respond to the COVID-19 virus by taking proactive measures to help reduce the spread of this outbreak. We are working closely with Federal, State and County officials to comply with directives to ensure the health and safety of our residents and employees.

Below are changes in Town government effective immediately and will be reviewed as we move through this process. Please check the Town Website for updates: [www.victorny.org](http://www.victorny.org).

**Town Facilities**

- The Victor Town Hall is closed to the public through April 13 – with minimal staff reporting. Many transactions can be accomplished online or by phone. Please call the department you wish to do business with for assistance.
- Limited number of appointments at the Town Clerk’s office are available – please call for information – (585) 742-5080.
- For a list of department extensions dial – (585) 742-5000
- General questions should be directed to the Town Clerk’s office – (585) 742-5080
- The Victor Town Court is closed through April 30.
- Town Highway department remains operational using staff rotation schedules.
- Town Transfer station maintains normal operating hours – we ask that you remain in your vehicles to comply with social distancing recommendations.

**Town Meetings**

Town meetings will be limited to 10 people in accordance with the guidelines from the Governor’s office this week.

- At the present time, the Town Board meeting on March 23 will go on as scheduled.
- Town Planning Board meeting scheduled for March 24 is cancelled.
- Town Zoning Board meeting scheduled for April 6 is cancelled.
- Check the Town website for meeting scheduling updates.

**Parks & Recreation Programs**

- All programs are canceled through April 13, at which time staff will assess based on the latest updates on the COVID-19 virus.
- Lodge and pavilion rental has been suspended through April 12.

**Services/Practices**

- Town employees will abide by recommendations for social distancing. Code enforcement will not enter occupied residences, but will be available for exterior inspections. Commercial inspections will be permitted, provided the work areas under construction are clear from other workers. Any scheduled meetings will be conducted via phone conference when available.
- New residential inspections for unoccupied structures will be accommodated.
- Applications, documents, payments (checks only) will be received via US Mail/delivery or be submitted in the drop box located at the back entrance of Town Hall.
- Brush drop-off at Town Highway is cancelled through April 13.
- Collection of large items and construction debris along with the composting bucket program have been suspended through April 13.

We will continue to monitor the evolving information and directives for COVID-19 from the CDC and will provide updates to the Town Website at [www.victorny.org](http://www.victorny.org).

**TOWN OFFICES** | 85 East Main Street | Victor, NY 14564  
(585) 742-5080 | Fax (585) 924-0202 | [www.victorny.org](http://www.victorny.org)