



**CITY OF ALBANY**  
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**KATHY SHEEHAN**  
MAYOR

March 17, 2020

This is an open letter to the City of Albany's dedicated workforce.

I want to thank all of you who have continued to work hard on behalf of the residents of Albany as we adjust to the "new normal" of almost daily changes to our lives resulting from the spread of COVID-19.

This week we implemented a drastic reduction in the number of employees reporting to city buildings for work. We anticipated that this action would be necessary and planned accordingly. Most of our impacted employees are working from home. All of you are subject to immediate recall into one of our worksites, if necessary, to perform essential city functions.

I understand that you have concerns about your health, and the health and welfare of your families. I share those concerns and I am committed to ensuring that you have the resources you need to perform your jobs safely.

I want to reiterate two things: if you are sick, please stay home; and if you have been exposed to someone with a positive diagnosis of COVID-19, notify your supervisor and the Albany County Health Department immediately and follow the instructions you receive.

For those of us who are well, our community is counting on us to come to work and keep our city safe. In order to be safe, we need to continue to collect and dispose of garbage, respond to emergency code calls, keep the water flowing and our sewer system operating, maintain our fleet, and clean our buildings. And, of course, we also need to respond to 911 calls, fight fires, and prevent crime. We are all public servants.

Thank you for the work you do every day and for your willingness to demonstrate the best of public service during these challenging and uncertain times.

On behalf of a grateful city, thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Kathy M. Sheehan".

Kathy M. Sheehan  
Mayor, City of Albany