

Monthly Report from the Town Clerk

TO: Town Manager & Town Council
FROM: Linda Morrell, Town Clerk 
DATE: December 4, 2017
RE: Monthly Report for November 2017

The mission of the Town Clerk's Office is to ensure the towns permanent records are recorded and preserved. We prepare for and run elections striving to be professional, knowledgeable, and proficient. We are here to serve the residents and assist them with their daily business in a professional and courteous manner.

The first couple of weeks of November was spent getting ready for the election, working the election, and then all the paperwork after the election. I held a workshop for my Election Workers on November 1. The Town Clerk's Office stayed open until 7:00 p.m. on Wednesday, November 1 to allow people to register to vote or vote by absentee, and absentee voting ended on Thursday, November 2. I went to the High School on Monday, November 6 to set up the polls. The day after the election I certified all the results and sent them off to the Secretary of State's Office.

November 15th through the 17th I went to Trumbull, Connecticut to attend the New England Clerk's Conference. The Connecticut Clerks had some very good speakers. Maine will host the conference in 2019 at the Samoset Resort.

The "Dog Reminder" cards were mailed out the right after the election and they have been coming in pretty steadily. Quite a few people license their dog on-line these days, they like having that convenience.

Sales for November 2017:

ATV Registrations	3	Liquor Licenses	1	Recycle Bins	3
Auto Registrations	250	Marriage Licenses	5	Register Business Name	1
Boats	0	Marriages Performed	2	Rescue Payments	1
Burial Permits	12	Mass Gathering Permit	0	Scrap Metal	0
Certified Births	27	Mobile Food License	0	Snowmobiles	10
Certified Death	49	Motion Picture License	0	Special Amusement	1
Certified Marriage	8	Notary Services	5	Street Map sales	0
Coin-op License	0	One-Day Catering Perm	1	Street Opening Fees	1
Compost Bins	0	Park Fees	0	Street Sign/post/bracket	0
Concealed Weapon App	7	Pawnbroker's Permit	0	Tax Payments	25
Dog Licenses	203	Petition Certification	20	Trash Bags	2
Dogs Licenses On-Line	65	Photo Copy Fees	0	Waste Hauler's License	0
Dog Fines	0	Pole Location Permit	0	Victualer's Permit	0
Library Fines/Fees	0	Public Hearing Fee	0	Victualer's - Summerfest	0
Genealogy Searches	0	Milfoil stickers	0	Voter List/Disc Fees	0
Home Solicitation Fee	0			Wrecker Rotation	1
Hunting/Fishing	40				