

MEMO

TO: Town Manager & Town Council
 FROM: Linda Morrell, Town Clerk *Linda*
 DATE: 4/14/2014
 RE: Monthly Report for March 2014

On March 2, Judy Vance and I attended the Democratic Caucus here at Town Hall. At their caucus, they nominated Election Clerks and they will need to be approved by Council in April.

On March 11th and 13th, we attended training for the new Legistar program. We went to a half-day training class on learning to draft a legislative file and a whole day of training on processing the minutes. I hope to be doing more with the Legistar program during the live Council meetings, which I think is going to take a little getting used to.

Clerk's March 2014 Sales:

certified births	38
certified marriages	6
marriage intentions	5
marriages performed	1
certified deaths	2
burial permits	5
auto reg	269
passport photos	70
concealed weapons	21
hunting/fishing	55
dog licenses	64
notary service	9
boat registrations	10
snowmobile reg	4
register business name	5
liquor license	1
victualer's license	1
special amusement lic.	0
town maps	2
tax payments	298
trash bags	10
atv's	2

