


Monthly Report from the Town Clerk

TO: Town Manager & Town Council
FROM: Linda Morrell, Town Clerk 
DATE: December 10, 2018, 2018
RE: Monthly Report for November 2018

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 of the month was very busy with election. The last day to absentee vote was November 1. My staff and I, along with 4 of my election workers worked Saturday, November 3rd from 8:00 a.m. to 4:00 p.m. processing absentee ballots and logging in returned ballots. On Monday, November 5th I had my four election workers come back and start processing from 9:00 a.m. to 2:00 p.m., otherwise, my crew on Election Day would not have been able to get them all processed before 8:00 p.m. Judy Vance and I worked 21 hours, each, on Election Day; we left Town hall at 2:10 a.m. Wednesday morning. It was a very long day.

Judy and I attended the New England Clerk's Conference in New Port, Rhode Island from November 14-16; it was a very good conference. Next year Maine will host the New England Conference.

Dog licensing has been very busy this month. I ran ads in the two local papers and we mailed out a 4x6 card to all the dog owners in our data base. The on-line dog licensing program is open right now and we had 106 dogs licensed online.

Sales for November 2018:

ATV Registrations	0	Liquor Licenses	3	Recycle Bins	0
Auto Registrations	229	Marriage Licenses	3	Register Business Name	4
Boats	0	Marriages Performed	1	Rescue Payments	0
Burial Permits	15	Mass Gathering Permit	0	Scrap Metal	0
Certified Births	24	Mobile Food License	0	Snowmobiles	0
Certified Death	62	Motion Picture License	0	Special Amusement	1
Certified Marriage	16	Notary Services	12	Street Map sales	0
Coin-op License	0	One-Day Catering Perm	1	Street Opening Fees	3
Compost Bins	0	Park Fees	0	Street Sign/post/bracket	0
Concealed Weapon App	11	Pawnbroker's Permit	0	Tax Payments	25
Dog Licenses	316	Petition Certification	0	Trash Bags	0
Dogs Licenses On-Line	106	Photo Copy Fees	0	Waste Hauler's License	0
Dog Fines	0	Pole Location Permit	0	Victualer's Permit	1
Library Fines/Fees	0	Public Hearing Fee	1	Victualer's - Summerfest	0
Genealogy Searches	0	Milfoil stickers	0	Voter List/Disc Fees	0
Home Solicitation Fee	0			Wrecker Rotation	0
Hunting/Fishing	25				