

Monthly Report from the Town Clerk

TO: Town Manager & Town Council
FROM: Linda Morrell, Town Clerk *Linda*
DATE: December 17, 2019
RE: Monthly Report for November 2019

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.

On Monday, November 4th Judy and I set up the polling place for Election Day, and Election Day was steady but not overly busy. We had 2051 voters, either in person or by absentee. The Secretary of State gives us a timeline to do all of the "after" election work and we finished everything on time. The month was not even over, and the Secretary of State's Office sent me my first packet for the March 3 Presidential Primary!

I swore in our new Officer Michael Foley on the 18th. The next day I left for the New England Clerk's Conference that was hosted by the Maine Clerks this year and was held at the Samoset Resort in Rockport.

Sales for November 2019:

Burial Permits	13	Liquor License	1	Recycle Bins	0
Certified Births	38	Marriage License	1	Register Business Name	3
Certified Deaths	51	Marriages Performed	1	Rescue payments	0
Certified Marriage	24	Mass Gathering Permit	0	Scrap Metal	0
Coin-op License	0	Mobile Food License	0	Special Amusement	0
Concealed Weapon Apps	9	Motion Picture License	0	Street Map Sales	0
Dog Licenses	382	Notary Service	16	Street Opening Fees	0
Dog Licenses on-line	142	One-Day Catering permit	0	Street Sign/Post/Bracket	0
Impound/Late	0	Park Fees	0	Trash Bags	0
Genealogy Searches	0	Pawnbroker's Permit	0	Victualer's Permit	0
Home Solicitation Permit	0	Petition Certification	18	Victualer's Summerfest	0
Hunting/Fishing Licenses	8	Photocopy Fees	0	Voter List/Disc Fee	0
Library Fines	0	Pole Location Permit	1	Waste Hauler's License	0
		Public Hearing Fees	0	Wrecker Rotation	0

In helping the Auto/Reg & Tax Collection Department the Clerk's Office did:

Autos	361
Taxes	23
Snowmobiles	10
ATV's	4
Boats	0