

Monthly Report from the Town Clerk

TO: Town Manager & Town Council
FROM: Linda Morrell, Town Clerk *Linda*
DATE: October 18, 2017
RE: Monthly Report for September 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.

I attended the Maine Town & City Clerk's annual business meeting and Clerk's Networking Day in Waterville this month. We had a great speaker who spoke about time management, and I am hoping to put some of her suggestions to good use.

Also this month Judy and I attended the Cumberland County Clerk's Association's meeting, and Julie Flynn the Deputy Secretary of State was our speaker. Julie gave us the most current election updates.

At the close of the day September 25th we had nine candidates on this November's ballot. At that point I was able to draft the ballot, get legal approval, send it off to ES&S for my ballot proof, and finally order my ballots.

Sales for September 2017:

ATV Registrations	15	Liquor Licenses	1	Recycle Bins	1
Auto Registrations	481	Marriage Licenses	12	Register Business Name	2
Boats	5	Marriages Performed	2	Rescue Payments	3
Burial Permits	18	Mass Gathering Permit	0	Scrap Metal	0
Certified Births	20	Mobile Food License	0	Snowmobiles	0
Certified Death	69	Motion Picture License	0	Special Amusement	1
Certified Marriage	32	Notary Services	6	Street Map sales	0
Coin-op License	0	One-Day Catering Perm	1	Street Opening Fees	5
Compost Bins	0	Park Fees	0	Street Sign/post/bracket	1
Concealed Weapon App	5	Pawnbroker's Permit	0	Tax Payments	400
Dog Licenses	15	Petition Certification	0	Trash Bags	3
Dogs Licenses On-Line	0	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	0
Hunting/Fishing	39				