

TO: Town Manager & Town Council
FROM: Linda Morrell, Town Clerk
DATE: December 5, 2016
RE: Monthly Report for November 2016

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.

November brought more of the same, at least for the first week, with people flocking in to register to vote and to vote absentee. My staff and I worked an extra 198.5 hours above our normal work schedule. I also had to bring in 3 of my election workers to help us in the Clerk's Office with all the absentee ballots. They worked a total of 187 hours, and without them we never would have been ready for Election Day. The grand total of **extra hours worked was 385.5 hours** for this election. My three Deputy Clerks had a total of 78 hours of "overtime" paid to them. I, myself, worked an extra 43.75 hours extra. It was quite a long haul but we survived.

We stayed open on November 2nd until 7:00 p.m. to allow people to vote by absentee or register to vote, and we were very busy that evening. I also held my Election Clerk's workshop that afternoon and had 30 workers show up for training. We began processing the absentee ballots on Saturday, November 5th and Monday, November 7th. If we had not done that, we never, ever would have got all of the ballots through the machines by 8:00 p.m. on election night. I had 20 bins of absentee ballots to be processed.

We had 10,140 people vote in this election, breaking our record by 782 voters. From that number we had 4,313 people vote by absentee, which broke our absentee voting record by 513 voters. Over 1,200 people registered to vote before and on Election Day. We just finished getting all those cards put into the Central Voter Registration System. Now we are working on certifying about 400 petitions, mostly on the York Casino.

Sales for November 2016:

ATV Registrations	4	Liquor Licenses	2	Recycle Bins	1
Auto Registrations	225	Marriage Licenses	3	Register Business Name	2
Boats	0	Marriages Performed	3	Rescue Payments	1
Burial Permits	16	Mass Gathering Permit	0	Scrap Metal	0
Certified Births	29	Mobile Food License	0	Snowmobiles	1
Certified Death	49	Motion Picture License	0	Special Amusement	1
Certified Marriage	15	Notary Services	0	Street Map sales	0
Coin-op License	0	One-Day Catering Perm	0	Street Opening Fees	3
Compost Bins	0	Park Fees	0	Street Sign/post/bracket	0
Concealed Weapon App	8	Pawnbroker's Permit	0	Tax Payments	20
Dog Licenses	270	Petition Certification	0	Trash Bags	0
Dogs Licenses On-Line	85	Photo Copy Fees	1	Trash Hauler's License	0
Dog Fines	0	Pole Location Permit	0	Victualer's Permit	1
Fax 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	1
Hunting/Fishing	48				