


TO: Town Manager & Town Council
FROM: Linda Morrell, Town Clerk 
DATE: July 6, 2017
RE: Monthly Report for June 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.

The Clerk's Office remained open until 6:00 p.m. on June 7 to allow voters to come in and vote by absentee ballot, or to register to vote. On June 12 Judy and I went over to the high school to help set up the auxiliary gym for Election Day. Election Day came and went without any issues. It was a very low turnout, which I was expecting. We had a total of 470 voters, 416 showing up at the polls and 54 voting by absentee ballot. Knowing the turnout would be small we hand tallied the school ballots, which saved about \$1,500 dollars.

On Friday, June 16th I prepared for Town Meeting and on Saturday Town Meeting went off without a hitch. We tied our record for last year, which was 13 minutes!

We had a couple more days of MUNIS training preparing us for our go-live date of July 3rd.

Sales for June 2017:

ATV Registrations	66	Liquor Licenses	0	Recycle Bins	5
Auto Registrations	762	Marriage Licenses	30	Register Business Name	2
Boats	162	Marriages Performed	5	Rescue Payments	0
Burial Permits	14	Mass Gathering Permit	0	Scrap Metal	0
Certified Births	41	Mobile Food License	1	Snowmobiles	0
Certified Death	57	Motion Picture License	0	Special Amusement	0
Certified Marriage	29	Notary Services	7	Street Map sales	1
Coin-op License	0	One-Day Catering Perm	1	Street Opening Fees	4
Compost Bins	1	Park Fees	0	Street Sign/post/bracket	0
Concealed Weapon App	11	Pawnbroker's Permit	0	Tax Payments	45
Dog Licenses	61	Petition Certification	0	Trash Bags	3
Dogs Licenses On-Line	0	Photo Copy Fees	0	Waste Hauler's License	0
Dog Fines	1	Pole Location Permit	0	Victualer's Permit	4
Library Fines/Fees	2	Public Hearing Fee	0	Victualer's - Summerfest	0
Genealogy Searches	0	Milfoil stickers	5	Voter List/Disc Fees	0
Home Solicitation Fee	0			Wrecker Rotation	1
Hunting/Fishing	97				