


Monthly Report from the Town Clerk

TO: Town Manager & Town Council
FROM: Linda Morrell, Town Clerk 
DATE: September 13, 2018
RE: Monthly Report for August 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.

Election Systems & Software, our ballot company, came on the thirteenth to clean the voting machines and to remove the ballot diverters from the ballot bins. All ballots, whether they have a write-in on them or not, will all be dropped into one place. At the end of the night when I run the tally tapes, any ballot that has a write-in circle filled in, will have that vote captured, scanned and a separate tape will print out with all the write-in votes shown.

I have been plugging away on election duties. I have set up a time in October to meet at the high school with Marleen Bicknell, Officers Andrew and Boudreau to set up a plan for crowd control on Election Day. Absentee ballot requests have been coming in electronically, through the mail and in person. They are being logged into the CVR system, and we will fill all of those requests as soon as we receive the absentee ballots; they should arrive around October 5.

Our new Animal Control Officer has been doing a good job at getting dog owners in who still have not licensed their dog for 2018 to come in and do so. Also, this year the Legislature has approved two new categories for dog licensing, the Dangerous Dog Category and the Nuisance Dog Category. Animal Welfare is still working on the process and we are waiting for more instructions.

Sales for August 2018:

ATV Registrations	24	Liquor Licenses	3	Recycle Bins	7
Auto Registrations	610	Marriage Licenses	20	Register Business Name	4
Boats	18	Marriages Performed	2	Rescue Payments	0
Burial Permits	15	Mass Gathering Permit	0	Scrap Metal	0
Certified Births	41	Mobile Food License	0	Snowmobiles	0
Certified Death	66	Motion Picture License	8	Special Amusement	1
Certified Marriage	54	Notary Services	7	Street Map sales	0
Coin-op License	0	One-Day Catering Perm	0	Street Opening Fees	8
Compost Bins	0	Park Fees	0	Street Sign/post/bracket	2
Concealed Weapon App	7	Pawnbroker's Permit	0	Tax Payments	5
Dog Licenses	66	Petition Certification	0	Trash Bags	6
Dogs Licenses On-Line	0	Photo Copy Fees	0	Waste Hauler's License	0
Dog Fines	1	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	2
Hunting/Fishing	85				