

MEMO

TO: Don Gerrish & Town Council  
FROM: Linda Morrell, Clerk  
DATE: February 8, 2019  
RE: Dog Late Fee

I have spoken with another Clerk who had also been handling late fees like we do in Windham, they are now going to be handling new dog licenses and late fees as such:

If the new dog is a puppy – no late fee.

If the new dog comes from another state – no late fee. Many states do not license dogs.

If the new dog is not in their system and has no paper trail - no late fee.....

**Unless** they have been sent a dated post card that says they have 30 days to come in and license their dog, and this stems from the Rabies Certificate the Clerks receive from the Animal Welfare Office in Augusta. They do keep track of the dated cards they send out so they can check when the person comes in. If it has been more than 30 days they will have to pay the \$25 late fee.

I think this is a fair way to handle the late fees. The state does not receive any of the \$25 late fee; it all goes to the town for the municipalities' animal account.