

Monthly Report from the Town Clerk

TO: Town Manager & Town Council
FROM: Linda Morrell, Town Clerk *Linda*
DATE: March 9, 2020
RE: Monthly Report for February 2020

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.

This month was busy with preparing for the Presidential Primary Election. We absentee voted residents all month long, and we visited three nursing homes for absentee voting. Judy Vance and I were required to attend the Republican Caucus on Sunday February 9th to allow people to register to vote or to join the Republican Party. February 14th was the last day for registered voters to switch from one party to another, and we had many people do that.

On February 26th I held my Election Clerk Workshop for everyone who would be working the election. I had to enlist a new Warden and Deputy Warden, as my former two have had to give up their positions due to health reasons. They had been with me for many years and we will miss them, but I think I have found two great replacements for them.

The Clerk's Office was also open late on Wednesday the 26th, until 7 p.m., to allow people to absentee vote or register to vote. We didn't keep an official count, but my guess would saw at least 30 people, which is very unusual for a primary, we usually have very few people come in.

Sales for February 2020:

Burial Permits	20	Liquor License	1	Recycle Bins	0
Certified Births	29	Marriage License	3	Register Business Name	3
Certified Deaths	44	Marriages Performed	1	Rescue payments	0
Certified Marriage	15	Mass Gathering Permit	0	Scrap Metal	0
Coin-op License	0	Mobile Food License	0	Special Amusement	0
Concealed Weapon Apps	9	Motion Picture License	0	Street Map Sales	0
Dog Licenses	98	Notary Service	17	Street Opening Fees	0
Dog Licenses on-line	0	One-Day Catering permit	1	Street Sign/Post/Bracket	0
Impound/Late	Late 52	Park Fees	0	Trash Bags	0
Genealogy Searches	0	Pawnbroker's Permit	0	Victualer's Permit	1
Home Solicitation Permit	0	Petition Certification	17	Victualer's Summerfest	0
Hunting/Fishing Licenses	46	Photocopy Fees	794	Voter List/Disc Fee	0
Library Fines	0	Pole Location Permit	0	Waste Hauler's License	0
		Public Hearing Fees	0	Wrecker Rotation	0

In helping the Auto/Reg & Tax Collection Department the Clerk's Office did:

Autos	240
Taxes	18
Snowmobiles	40
ATV's	2
Boats	4