

Date: January 19, 2016

To: Robert Pontbriand – Town Administrator

From: Susan Copeland – Town Clerk and Tax Collector

RE: Department Head Monthly Report – January 2016

Town Clerk:

2016 Dog Tags available

Census 2016 mailed and due!

Nomination Papers are available for the April Town Elections

Tax Collector:

RE and PP 3rd and 4th quarters were mailed 12/31/2015.

3rd quarters taxes are due Monday February 1, 2016