



Date: July 20, 2020
To: Robert Pontbriand – Town Manager
From: Susan Copeland – Town Clerk
RE: Department Head Monthly Report July 2020

Street Listing for 2020 is being printed and expecting arrival any day.

Petition Forms and Nomination Forms for 2020 and 2022 Elections are coming into the office to be certified.

The State Senate and House of Representatives made changes and updates to the upcoming 2020 elections. Some changes include mailing absentee applications to all registered voters that do not already have an absentee ballot application on file and extended early voting dates for both September and November that will include weekend hours.

Vital Records processed in June:

Marriage Intentions: 4
Marriages Certified: 6
Marriage Copies: 7
Death Certificate Copies: 39
Death Certificates recorded: 12
Birth Certificate copies: 22
Birth Certificates recorded: 7

Other Business:

Dog Tags: 10
Notary: 17
Raffle Permits: 1
Business Certificates: 7
Oil Storage Permits: 1