

TOWN CLERK

The Town Clerk's office continued its efforts to provide excellence in service to inquiries via telephone and in person, timely response to certificate requests, animal licensing, and all other functions performed by the full-time staff of three. In October, 2006, we were fortunate to acquire the services for eighteen hours per week of Nancy Casale, a Belmont resident.

The Annual Town Census was mailed by the vendor the latter part of January and the information compiled and updated by the staff and volunteers Ellen Lavin and Alice Gelenian who are very pleasant and extremely efficient. Our Resident Book was ready for distribution in early July due to their efforts. The census has a multitude of uses within Town as for school enrollment projections, school entrance of new residents; to assist the Police and Fire Departments; prepare the jury list and other uses. Unfortunately, over two thousand voters did not respond causing a second mailing to validate their status. We learned some moved, but the majority just had not responded. It is mandated everyone receive and reply to a census. The town census reached 25,641 increasing our population by 1,680 over 2005.

Licensing is on the upswing with the number of potential restaurants interested in locating within Belmont. There are many inquiries and requests about the beer and wine or liquor process. The Town Clerk issues all licenses, except the beer and wine or liquor. The business certificates have again increased due to the surveillance of banks for tax purposes.

Vital Statistics for 2006 are as follows:

BIRTHS	261
DEATHS.....	205
MARRIAGES INTENTIONS	154
MARRIAGES RECORDED	153

Let me remind you the totals for births and deaths will not be complete until all records involving Belmont residents are forwarded by the issuing cities.

The revenue of the Town clerk's office for 2006 increased by \$2,766.60 and is as follows:

DOG FEES.....	\$10,610.00
CAT FEES.....	5,091.00
SPORTING FEES	191.05
MARRIAGE INTENTIONS	3,375.00
COMMON VICTUALLER'S LICENSES.....	4,365.00
FUEL PERMITS	440.00
CERTIFICATES	19,922.00
LABELS/DISKS	985.00
VIOLATIONS.....	2,575.00
HOLDERS.....	1.50
BUSINESS CERTIFICATS.....	3,777.00
RESIDENT BOOKS	1,991.00
MAPS/RAFFLE PERMITS	135.00
PASSPORTS	2,280.00
ZONING BOOKS.....	170.00
MONIES SENT COMMON. FOR LIC.....	3,830.75
MONIES COLLECTED FOR DPW (STICKERS).....	<u>2,077.00</u>
 TOTAL REVENUE	 \$61,816.30

The number of dogs licensed was 1154, an increase of 43 and cats numbered 730, a decrease of 10. The rabies clinic sponsored by the Health Department was most successful with the Town Clerk attending to license animals at that time.

The Annual Town Meeting had two sessions, April 24 and 26th with a Special Town Meeting within the Annual on April 26th. Another Special Town Meeting on May 22nd and another on November 13th. Minutes of all meetings are available in the Town Clerk's office. I would like to extend a "thank you" to Mary Jane Sullivan for her assistance checking-in Precincts 1 thru 4 for the past several years while the office staff was shorthanded.

The Registrars and Town Clerk held caucuses for Precincts 3, 4 and 7 and 8. Precinct 3 did not produce a quorum, therefore, finished the year with 35 active town meeting members. There were several voter registration sessions before elections as well as the Town Clerk assisting the League of Women Voters register students and staff at Belmont High School as the accompanying photo illustrates.

The Town Clerk attended three conferences and the quarterly Town Clerk Association meetings as well as a City Clerk meeting in Devens. These proved to be a very worthwhile in both education and networking. Many residents come to the office for notary services which is fulfilled by the Town Clerk.

The Town Clerk and Staff will be ready to assist all residents in the coming year.

Respectfully submitted,
Delores A. Keefe, Town Clerk