

TOWN CLERK

The following report for the Town Clerk for the year ending December 31, 2007 is respectfully submitted.

Although we conducted only one election in the year 2007 we were kept busy with housekeeping catch-up. We move supplies and vital statistic books frequently in our limited vault space. In the plans is a ray of hope with moveable shelving to replace the three deep shelves. The present system is a continuing danger to the safety of employees, but we have lost the security of the Homer Building vault and cannot find a solution.

The new bulletin boards gracing the first floor for official notices were a gift from former Selectwoman, Anne Marie S. Mahoney. They have been a much needed improvement and our sincere thanks, Anne Marie.

On March 8th the Town Clerk had the honor of swearing-in Richard J. McLaughlin as the new Chief of Police. Chief McLaughlin, a Belmont resident, comes to town as a transfer from Arlington where he served many years. The Chief initiated a new Promotional Ceremony for officers that took place on December 3, 2007 in the Town Hall Auditorium attended by families, town officials, and colleagues. The officer promoted to Captain was J. Peter Hoerr; Lieutenants James MacLissac and Brendan O'Leary; Sergeants Kimberly Carew Hurley, Mark Hurley and Kevin Shea.

On a sad note, Anne Howard a long-time resident and volunteer in the Town Clerk's office moved to assisted living in Braintree where she passed away. Anne had placed the alphabet on our voting "IN" and "OUT" books for many years and made the job of the election workers easier. We are fortunate to have Alice Sweeney, another longtime resident, take over the chore.

Once again we had Alice Gelenian, working through the COA/ASSESSOR Tax Program, put over 10,000 census forms in order as they arrived. Alice not only does a great job, but bakes Armenian pastry for the staff.

The Annual Town Meeting convened on April 23, 2008 and adjourned until June 18th along with a Special Town Meeting. A second Special Town Meeting was convened on October 22, 2007.

Vital Statistics	<u>2007</u>
BIRTHS	284
DEATHS	217
MARRIAGE LICENSES ISSUED	114

Receipts of the Town Clerk's Office for 2007 are as follows:

Dog Fees	\$ 10,608.00
Cat Fees	6,000.00
Sporting Fees	182.10
Marriage Intentions	2,800.00
Victual License	5,230.00
Fuel/Gas Permits	540.00
Certified Certificates	
Births	7,600.00
Deaths	12,766.00
Marriage	4,845.00
Miscellaneous certifications	1,922.65
Labels	680.00
Violations	2,560.00
Holders	1.00
Business Certificates	3,670.00
Resident & By-law Books	1,728.00
Maps & Raffles	151.00
Zoning Books	638.00
Passports	2,970.00
Monies sent to Commonwealth	3,071.50
Stamps for Commonwealth	600.00
Monies collected for DPW	1,760.00
Total Collected	\$ 70,323.25
TOWN CLERK REVENUE	\$ 64,891.75

The number of dogs registered was 1,198 with 967 cats. We still find it difficult to impress upon pet owners the importance of registering. The vets are doing a tremendous job in sending copies of rabies vaccination slips which is allowing us to let people know we are aware they own a cat or dog. As time permits we send notices to these individuals and usually get payment.

The quilt made by nine senior citizens is on display in the Clerk's office and receives daily recognition. It is a beautiful piece of work and will hang in the new Senior Center upon its completion.

Passport applications continue to be processed through this office and residents are most appreciative. The revenue is certainly helpful to the General Fund in these trying times.

The Town Clerk attended the four Middlesex Town/City Clerk meetings, the winter meeting in Sturbridge and the summer meeting in Falmouth. The fall meeting in Hancock was not attended due to the change of dates. The Federal Archives on Trapelo Road, Waltham, hosted an all day seminar for Town/City Clerks that was extremely interesting and helpful.

In August the Town Clerk, along with the Town Administrator, agreed to take part in the 2010 Federal Census Program. This may not come to fruition due to time and staff constraints.

Respectfully submitted,
Delores A. Keefe, Town Clerk