

DATE: February 8, 2021

TO: Interim Town Manager Stephen Delaney & Board of Selectmen

FROM: Town Clerk Wendy Stevens

RE: Department Head Update

- 2021 Town Census has been mailed
- 2021 Dog licenses are available
- Nomination papers for Annual Town Election to be held on May 3rd are available through March 15 @ 5pm
- Last day to register to vote for Annual Town Election is April 13th
- Last day to register to vote for Annual Town Meeting to be held on May 17th is April 27th
- All voting machines were serviced and returned in January
- Spare voting machine has been delivered (\$5,900)
- Vital Records Book dated 1850-1900 is out for preservation (\$5,900)
- State sent reimbursement for partial postage for the Presidential Election (\$1,011.56)
- CTCL (Center for Tech and Civil Life) grant of \$5,000 was spent on additional staffing, hand sanitizer stations, trolley bags to transport PPE