

REPORT OF THE TOWN CLERK

The office of the Town Clerk serves as the repository of vital records for the town; conducts all activities related to census, elections and voter registration; issues a variety of licenses and permits; and serves as the office of record for a variety of public filings. A staff of three assists the Clerk in carrying out the various functions of the office.

Census and Elections

The Town Clerk's Office conducted 2 elections in FY 2008: February 5 Presidential Preference Primary, and March 4 Annual Town Election. The Presidential Preference Primary was accelerated by one month in 2008 to coincide with "Super Tuesday" at the national level. Primary turnout was robust at 64% of eligible voters participating. The March election produced a participation rate 20%. There were no special elections in FY2008.

The administration of elections requires the assistance of over 70 poll workers and the cooperation of the Department of Public Works, the Wellesley Public Schools, the Police Department, and NIS department. Without the support and cooperation of these departments and citizens we would not be able to fulfill our mandate.

The Board of Registrars of Voters is charged with the responsibility of certifying the validity of voter signatures on registrations, absentee ballots, nomination papers and petitions. As of the March 6, 2008 election the Town of Wellesley had 15719 registered voters.

The members of the Board of Registrars for FY 2008 were: Jane Kettendorf, and George P. D. Porter, Republicans, and Dante Degruttola, Democrat, who served as chair and Kathleen F. Nagle, Unenrolled.

Town Meeting

The Town Clerk is responsible for keeping and publishing the minutes of Town Meeting. In November a Special Town Meeting dealing primarily with Zoning Bylaw amendments met for 2 sessions November 6 and 7, 2007. The 2008 Annual Town Meeting met for six sessions, beginning March 31, 2006 and ending April 15, 2007.

Vital Records and Miscellaneous

During the period July 1, 2007 to June 30, 2008 the office processed:

- 260 Birth records
- 88 Marriage Intentions
- 182 Death records.
- 125 Business Certificates (D/B/A)
- 2573 Dog Licenses

The office is now in its fifth year as a passport application acceptance agency for the Department of State. During the past year we have processed over 560 applications for revenue of \$13,995. Revenues were affected by a reduction in the

fee the State Department allows agents to collect. We are pleased to offer this service as a convenience to our residents.

Our total receipts for FY 2008 were \$94,224.

Staffing

In November 2007 Lisa Arcuri resigned from the staff. For the balance of the year Margaret Dutcher and Judy Keefe shared part time responsibilities for our clerical position. We are very grateful for their competent and flexible support of our needs through a busy winter season. On June 9, 2008 Debra Blaatz joined the staff for the full time clerical position. Existing Staff Diane Innes, Elections and Voter Registration Administrator and Jacqui Carmisciano, Assistant Town Clerk continued to serve ably in their positions.

Respectfully submitted,

Kathleen F. Nagle
Town Clerk