

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 5 elections in FY 2013: State Primary September 2, 2012; State Election (Presidential) November 4, 2012; Annual town Election March 5, 2013; Special US Senate Primary April 30, 2013 , Special US Senate Election June 25, 2013.

The March 2013 election participation rate was 7%.

The administration of elections requires the assistance of over 90 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 2013 election the Town of Wellesley had 16598 registered voters.

The members of the Board of Registrars for FY 2013 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. The 2013 Annual Town Meeting met for 6 sessions, beginning April 1, 2013 and ending April 23, 2013.

Vital Records and Miscellaneous

During the period July 1, 2012 to June 30, 2013 the office processed:

210	Birth records
72	Marriage Intentions
116	Death records.
104	Business Certificates (D/B/A)
2931	Dog Licenses

Staffing

Office staff of Jacqui Carmisciano, Assistant Town Clerk, Diane Innes, Elections and Voter Registration Administrator, and Elizabeth Kelley, Clerical Assistant ably support all the functions of the office. Mrs. Kelly transferred to the Treasurer's office in March 2013. The clerical assistant position was filled part time by Lynn Conover.

Respectfully submitted,

Kathleen F. Nagle
Town Clerk