

## TOWN CLERK'S REPORT

**Barbara L. Suriner**, Town Clerk

As the local arm of the Secretary of State's Office, the Town Clerk serves you as the chief election official, supervising polling places, election officers and the general conduct of all elections. The Clerk directs the preparation of ballots, polling places, voting equipment, voting lists, the certification of nomination papers and initiative petitions; administers campaign finance laws, voter registration and absentee balloting, and prepares, records and reports official election results to the Secretary of State; and serves on and supervises the Board of Registrars. In addition to serving as the liaison for the Federal Census and responsible for any required redistricting, our office conducts the Annual Town Census, preparing and printing in-house all Street Lists, Voter Lists, School Lists, and furnishes the Jury List to the Office of the Jury Commissioner.

The Town Clerk is also responsible for recording and certifying all official actions of the Town, including Town Meeting legislation and appropriations, Planning and Zoning Board decisions, signs all notes for borrowing, keeps the Town Seal, and submits all General and Zoning Bylaws to the Attorney General for approval.

In addition to the above, we recorded State Tax Liens and processed many legal claims as well as preparing search requests for same. We will continue to perform UCC searches and terminations until there are no longer any active statements on file. We issued 83 Cemetery Department Burial Permits; 28 Business Certificates; 3 Professional Registrations; 1,150 dog licenses; 442 fish and game licenses; 6 permits for raffles and bazaars; along with other various state licenses and permits. Chapter 40, Section 21D requires the Town Clerk to collect District Court fines for noncriminal disposition, not limited to but including Animal Control, Junk Car, False Alarm, Snow and Ice Removal, Alcoholic Beverages, Town Parks Playground, Failure to Pay Municipal Charges and Bills, Zoning, Noise Control, Smoking, Hawkers and Peddlers, Uniform Numbering System of Dwellings Bylaws and Board of Health Youth Possession Regulation violations. Under the Animal Control Bylaw adopted December, 1993, dog licenses are due January 1 of each year, with a \$10 late fee effective April 1, and a \$25 per dog Failure to License fine after June 15. In 2003, owners paid fine(s) for 36 unlicensed dogs, 28 unrestrained dogs, 15 failure to vaccinate, in addition to holding fees and miscellaneous fines. Several cases were filed at District Court which adds an additional charge of \$25 to cover the cost of preparing these court cases.

As local Registrar of Vital Statistics, registering all vital events occurring within the community and those events occurring elsewhere to local residents, we recorded and preserved 53 birth, 92 death and 18 marriage records contributing to the basis for the Commonwealth's central vital registration system. In addition, we processed 18 Intentions of Marriage, issuing Marriage Licenses for same; and issued several hundred certified copies of births, deaths and marriages in 2004, as well as notarizing or certifying a multitude of documents.

As Public Records Officer, this office is responsible for administering the oath of office to all elected and appointed members of local committees and boards, keeping all officials informed of the State's Open Meeting and Conflict of

Interest Laws; and is responsible for posting meetings of all governmental bodies. Providing access to public records in compliance with State Records Law and corresponding regulations, we performed innumerable search requests and conducted or assisted with genealogical research for members of the public.

As our accountability includes maintenance, disposition, and preservation of municipal archival records and materials, we have initiated an ongoing restoration project in an effort to preserve and restore Dalton's earliest records which were decomposing daily due to acidic paper and ink which devours these irreplaceable documents until they crumble and/or are illegible. We are therefore compelled to preserve this priceless heritage for posterity, and are pleased to report that a total of eight handwritten volumes plus many individual historical records have been preserved; partially as a result of grants from the Dalton Cultural Council and the donated proceeds of Ray Fischer's book, "The Dalton Papers."

As always, I extend my sincere appreciation to my staff—Assistant Town Clerk Malia Windrow Carlotto and Dawn M. Fahey—for being the kind of personnel everyone desires. They are warm, friendly, sensitive and hardworking, and we are fortunate to have them. Please also let me take this opportunity to thank the citizens of Dalton for their continual support.

#### **DOG LICENSES ISSUED/FINES COLLECTED**

Males	112
Neutered Males	432
Females	76
Spayed Females	497
Commercial Kennel	1
Multiple Pet Permit (3 – 4 Dog Permits)	12
Multiple Pet Permit (2 – 5 Dog Permits)	10
Multiple Pet Permit (1 – 6 Dog Permit)	6
Transfer Licenses	4
<b>TOTAL 2004 DOG LICENSES ISSUED</b>	<b>1,150</b>
<b>TOTAL NUMBER LATE FEES ASSESSED</b>	<b>139</b>
<b>TOTAL LICENSE/ LATE FEE AMOUNT PAID TO TOWN TREASURER</b>	<b>\$12,044.26</b>
<b>TOTAL ANIMAL CONTROL/POLICE FINES, COURT FEES &amp; MISC. PAID TO TOWN TREASURER</b>	<b>\$ 3,625.49</b>
<b>TOTAL AMOUNT PAID TO TOWN TREASURER</b>	<b>\$15,669.75</b>

#### **VITAL STATISTICS**

Births	53
Deaths	92
Marriages	18

**FISH & WILDLIFE LICENSES ISSUED**

Resident Fishing	50
Resident Minor Fishing Ages 15-17	10
Resident Fishing Age 65-69 (HALF PRICE)	6
Resident Fishing Handicapped/Over 70 (FREE)	18
Non-Resident Fishing	4
Non-Resident Fishing (3 Day)	1
Duplicate Fishing	1
Resident Citizen Hunting	12
Resident Citizen Hunting Age 65-69 (HALF PRICE)	1
Non-Resident Hunting (Big Game)	1
Non-Resident Hunting (Small Game)	2
Resident Minor Hunting Age 15-17	1
Resident Citizen Sporting	60
Resident Citizen Sporting Age 65-69 (HALF PRICE)	6
Resident Sporting Age 70 & over (FREE)	48
Duplicate Hunting	1
Archery Stamp	28
Primitive Firearms Stamp	35
Waterfowl Stamp	5
Wildlands Conservation Stamp – Resident	144
Wildlands Conservation Stamp – Non-Resident	8
<b>TOTAL NUMBER OF LICENSES/STAMPS ISSUED</b>	<b>442</b>
<b>AMOUNT PAID TO</b>	

**2004 BIRTHS**

ALEXANDER, JR., SHELDON JOSEPH	KENDALL, ARIANNA ROSE
ALFONSO, OWEN LUKE	KOOMSON, ABIJAH AMOAH
ANNAND, ZACHARIAH SCOTT	LENNON, KEEGAN ELIZABETH-KEARNS
BARRETT, ALEXIS ELIZABETH	MACPHERSON, GEORGE GAVIN
BENCIVENGA, CAMERON ERNESTO	MASSARO, JOSEPH ROCCO
BENLIEN, KENDALL RENEE	MILLER, OWEN DUSTIN
BETIT, KAREN ROSE	NOYES, BENJAMIN TOWER
BIRD, JENNAH ELAINE	NOYES, BRADLEY NOLAN
BOLAND, MAXWELL JAMES	PARROTT, EMMA ROSE
BRODERICK, SAMUEL JOHN	POPLASKI, NIKOLAS JAMES
BROWN, AMBER MARISSA	ROBB, LILY MARIE
BURROWS, JOSHUA DAVID	ROLLINS, GREYSON PATRICK
CARMEL, HANNAH ROSE	SCALISE, DOMINIC JAMES
CHAFFEE, III, ASHLEY GREAME	TEMPONE, DAVID HENRY
DUQUETTE, LEAH CHRISTINA	THIEDE, EMILY ELIZABETH
FARLEY, BRADY DANIEL	TRAGER, PAIGE ELIZABETH
GEORGE, WYATT THOMPSON	WASUK, BRETT JAMES
HANNIGAN, JOSEPH PATRICK	WOLFE, ANDREW STEVEN
HUNT, COLE BRYAN	

TOTAL 53 (INCLUDES 16 IMPOUNDED BIRTH RECORDS NOT LISTED ABOVE)

**2004 DEATHS\***

BARRAZA, RUTH IRENE	KELLY, RUTH
BENNETT, FLOYD J.	KIRK, MABEL LOUISE
BIGGART, JR., WILLIAM HENRY	LEAB, DOROTHY E.
BIRD, SHERRY ANN	LEONARDO, EVELYN MYRTLE
BLANCHARD, JR., CHARLES R.	LEVARDI, DORIS ELIZABETH
BROYLES, ANNIELEE S.	LEWIS, ESTHER LOUISE
BRUCE, JOSEPH PETER	LEWIS, JOHN REED
BURBANK, ROBERT BARTLETT	LEWIS, JR., HERBERT JOHN
CAFFREY, BERNARD FRANCIS	LINKER, JR., HAROLD JACOB
CAROSSO, DELIA	MAJOR, MARGARET MARY
CHAPMAN, FRANCES E.	MCMAHON, WILLIAM J.
CHARLAND, JEANNETTE FLORENCE	MELOVECK, HELEN K.
CHOJNOWSKI, DIANA MARY	OLES, SR. EVERETT C.
CHRISTOPHER, WILLIAM B.	PARKER, MARY A.
CHYLA, EDWARD	PASQUINI, MARSILIA LUCILLE
CLARK, JAMES G.	PELKEY, NANCY E.
COONEY, MARTIN JOSEPH	POOPOR, EDMUND MARK
CROSSIN, CLARA R.	QUINN, LYDIA B.
CURTIN, MARGUERITE R.	QUINN, WILLIAM P.
DEFOREST, JOY ADELE	RENNIE, CHRISTIANA LUISE
DELPHIA, SUSAN JEAN	ROCHE, RAYMOND MICHAEL
DICARLO, BRIANNA CONSTANCE	ROOD, RALPH LEE
DIETLIN, JR., ARTHUR R.	RYAN, MICHAEL JOHN
DIPIETRO, KATHERINE M.	SABIN, HARRIET E.
FORD, DOROTHY B.	SCOTT, JEAN W.
FOX, MARGUERITE L.	SHEPHERD, DONALD C.
GALLETLY, HELEN A.	SIMPSON, HOWARD DEAN
GARDNER, ANNETTA	SMELZER, WALLACE H.
GEBAROWSKI, BLANCHE VERONICA	SMITH, KATHLEEN G.
GENSLER, JENNIFER G.	SPASYK, ANNE M.
GILLOOLY, GERALDINE	ST. PALLEY, STEPHEN L., SR.
GREENLEAF, SHIRLEY K.	STEELE, ROBERT FREDERICK, SR.
HALL, EDWARD G.	SURINER, IVY ALICE
HARRIS, CATHERINE	SZKLASZ, JOAN MARIE
HARRISON, CHRISTINE ELIZABETH	TEFTS, GEORGE HENRY
HEBERT, PAUL EMILE	THOMAS, ARTHUR L.
HENRY, FLORENCE A.	THOMAS, DOROTHY ANGELICA
HERRICK, ROBERT EUGENE	THOMSON SR, JOHN CHARLES
HICKS, DOROTHY	TORRES, JEAN ELIZABETH
HOUGHTLING, ELIZABETH A.	WALSH, EMILY JANE
HOWE, ANNA E. DANIELS	WARD, JAMES NORRIS
HYNDMAN, JOAN F.	WHITE, MARY JANE
INGRAHAM, ERNEST L.	WHITNEY, EVA R.
JACOBS, MARIANN MAWHINNEY	WINTERS, RAYMOND SAVAGE
KELLAR, ETHEL RITA	WRIGHT, DOROTHY ELIZABETH
KELLY, ROBERT PATRICK	ZIEMLAK, THEODORE JOSEPH
	TOTAL 92

\*Not all deaths listed were Dalton residents. Any person whose death occurs while a resident of a Dalton nursing home is included in the Dalton record. Also, some Dalton residents die out of state. Unless the family establishes the death record here by deposition, those deaths are not part of the Dalton record.