

The Town Clerk/Tax Collector sets the office hours for this department, not the Board of Selectmen. I did not make this decision without regret, or take lightly the responsibility I have to the safety and security of my staff and office.

When the petitioned Warrant Article [#27] was submitted by residents to be placed on the ballot, our Town Counsel, at the time, told the Town Administrator that it was an advisory article only, meaning the BOS set the policy for safety and security of the Municipal building. This information was passed on to the petitioner and the petitioner decided to move forward for placement as an article on the ballot.

Please keep in mind that on January 14, 2019, the BOS had unanimously voted to keep the doors unlocked during normal business hours and off-hours for public meetings. The exception was for my office, in the evenings there were no public meeting being held, in which case the buzzers would be activated at both the front and rear entrance. This was working and I received a lot of feedback from our public letting me know it made sense. Also, please know that when the building was locked during normal business hours, no one was ever denied entrance to the building, it allowed the staff to know who was coming into the building, and yes, we could see on our camera screen when multiple people were coming in at the same time. The downstairs buzzer/camera has been utilized in the evenings by the Clerk's office since Timothy Warren was Town Administrator. Safety concerns have changed in the past 20+ years.

On March 12, 2019, the vote on Article #27 was 771 in the affirmative and 208 voting no. Legal counsel reviews the passage of articles and our new legal counsel advised that Art# 27, being voted by the legislative body, had to be adhered to, thus, creating my dilemma for my evening hours and inability to have the buzzer system in place when it was only myself and my deputy here for the evening. I did contemplate the new schedule for the BOS to have meetings the 1st and 3rd Monday evenings of the month. It was pointed out that those meeting can change or be cancelled for various reasons or be moved to a different evening; we would not be able to be utilize the door buzzers. Our work and hours of operation coincides with several state agencies and I have scheduled staff and our safety to consider.

I understand and appreciate your frustration and concern. This office has offered evening hours for the past 22 years and I was just as frustrated in having to make this difficult decision as this was a public service convenience to my community. As stated in the beginning, the Board of Selectmen do not set the hours of the Clerk's office; they are responsible for the safety and security of the staff and building. The new hours increase the open hours to the public in my office from 28 hours to 32 hours.

Unfortunately, due to the Article #27 being deemed a legal vote of Town Meeting, the Clerk's office hours are changed. An enabling change to make the use of the buzzers, at certain times, can be made by a warrant article and vote of the people at next year's Town Meeting in March.

As a reminder, we can process renewals of vehicle registrations, dog licenses, tax payments, applications for a vital record can be ordered and processed online or by mail. Recycling sticker applications can be downloaded and mailed (\$1.00 p & h fee or include a S.A.S.E.), Voter registration paperwork can be filed with the Clerk's office during normal office hours, or with the Supervisors of the Checklist at their posted sessions for additions and corrections to the checklist. OHRV registrations, Hunting and Fishing licenses can be processed online through Fish and Game. New vehicle or transfer of vehicle registrations need to be processed during normal business hours.

With Sincere Regret,



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Town Clerk/Tax Collector

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New Office Hours as of 4/1/2019:

Mon., Wed., Thurs., & Fri.: 8:00 a.m. – 4:00 p.m.; Tues.: Closed.