

TOWN OF WATERFORD
GENERAL FUND
2024 - 2025 PROPOSED BUDGET

DEPT/AGENCY:

10109

TOWN CLERK

LINE ITEM	DESCRIPTION	2022/2023 ACTUAL EXPENDED	2023/2024 RTM APPROP.	2023/2024 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/24	2024/2025 DEPT/ AGENCY REQUEST	2024/2025 BD OF SELECTMEN APPROVED (2/1/24)	2024/2025 BD OF FINANCE APPROVED (3/13/24)	BOF Approved \$ Increase	BOF Approved % Increase
PERSONNEL COSTS										
51010	ELECTED OFFICIALS	93,391	93,033		45,230	95,622	95,622	95,622	2,589	2.78%
51110	ADMINISTRATION	109,882	68,005		33,838	73,477	73,477	73,477	5,472	8.05%
51210	CLERICAL/TECHNICAL	39,386	42,879		20,391	45,797	45,797	45,797	2,918	6.81%
51810	OVERTIME	0	100		0	100	100	100	0	0.00%
51920	F.I.C.A	17,242	15,608		7,013	16,448	16,448	16,448	840	5.38%
	SUBTOTAL	259,901	219,625	0	106,472	231,444	231,444	231,444	11,819	5.38%
SERVICES										
52010	ADVERTISING	745	1,600		818	1,400	1,400	1,400	(200)	-12.50%
52020	POSTAGE	2,499	3,200		970	2,700	2,700	2,700	(500)	-15.63%
52030	PROFESSIONAL FEES	0	0		0	180	180	180	180	0.00%
52050	DUES, CONF. & EDUCATION	850	850		935	925	925	925	75	8.82%
52180	VITAL STATISTICS	0	100		0	50	50	50	(50)	-50.00%
52510	RENTAL OF EQUIPMENT	21,198	24,000		5,459	26,000	26,000	26,000	2,000	8.33%
	SUBTOTAL	25,292	29,750	0	8,182	31,255	31,255	31,255	1,505	5.06%
MATERIALS & SUPPLIES										
53270	ORDINANCES	1,422	1,450		950	750	750	750	(700)	-48.28%
53280	ELECTION MATERIALS	268	1,400		900	1,400	1,400	1,400	0	0.00%
	SUBTOTAL	1,690	2,850	0	1,850	2,150	2,150	2,150	(700)	-24.56%
OFFICE EQUIPMENT										
54060	OFFICE EQUIPMENT	0	0		0	0	0	0	0	0.00%
	SUBTOTAL	0	0	0	0	0	0	0	0	0.00%
	DEPARTMENT TOTAL	286,883	252,225	0	116,504	264,849	264,849	264,849	12,624	5.01%

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: TOWN CLERK**



To: Board of Selectmen
Director of Finance, Kimberly Allen
From: David L. Campo, CCTC
Waterford Town Clerk & Registrar of Vital Statistics
Date: December 08, 2023

I have attached the budget request for the Town Clerk's Office for the Fiscal Year 2024/2025 for your review and approval of the Board of Selectmen. The Director of Finance has reviewed the budget and supporting documents.

My intention is to be as accurate and transparent as possible. If you have any questions, require additional information or wish to review this budget in part or in its entirety, please feel free to contact me before the Board of Selectmen meeting in February of 2024.

David L. Campo, CCTC
Waterford Town Clerk

TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: TOWN CLERK



INDEX

	Page
Budget Function	1
Budget Summary	2
Budget Explanation	4
Proposed Budget	9
Five Year Comparison	10
Personnel Worksheet	11
Expenditure Report, FY23	12
Historic Documents Preservation Fund	14
Town Clerk Share Fund	21
Funds From Other Sources	29
Budgetary Restraint	31
Proposed Revenue	32
Revenue Report, FY22	33
Historic Documents Grant	35
Ct General Statutes Index	44

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: TOWN CLERK**



BUDGET FUNCTION

The primary duties of the Town Clerk's Department include but not limited to records retention and preservation, vital statistics, FOI request management, board and commission membership tracking, land recordings, and licensing (fishing, hunting, canine, shell fishing and marriage). A variety of oaths are administered by the department. Supervision of elections, primaries and referenda continue to be a primary responsibility, being ever mindful of changes to election law and procedure. The office is a designated repository for many filings as well as board and commission minutes. The Town Clerk often acts as the initial contact to the public whether it is by phone, email or in person. Town Charter requires the town clerk to act as secretary and clerk to the Representative Town Meeting. Statutory requirements of this office continue to change and grow. Please find the General Statutes of Connecticut Index covering the Town Clerk included in the back of this budget packet.

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: TOWN CLERK**



FY2025 BUDGET SUMMARY

The Town Clerk's budget is completed in a zero-based budgeting format. All items are reviewed for appropriateness annually. The Operating Budget for FY25 is submitted for your review in the amount of \$264,849. This represents an increase of 5%. The primary reason for the increase is due to a sharp increase to the personnel line due to contracts being negotiated and finalized. This reflects increases over a two year span. It is unknown how early voting may affect the needs of this department.

LI 52510, the contract with Avenu, is by far and away the biggest outlay after personnel costs. It is important to understand that this expenditure is primarily a function of the number of instruments recorded. The revenues generated as a result of this expenditure justify the expense. This year revenues were at an all-time high as illustrated below. The number of recordings in any given year is subject to the vagaries of the marketplace, home sales, development, interest rates, foreclosures, etc. Avenu at this time charges \$4.15, plus \$.40 (index verification), per recording, no matter how many pages. The expectation is that the rate will go to a monthly charge and the index verification will increase. I also expect an additional charge for the specific paper and binders that will be used. Given the package of services provided (see detailed breakdown in backup material), the cost is still well worth it.

To illustrate a typical recording today, take for example, a 15-page mortgage: total recording fee is \$130.00 (\$60 for the first page and \$70 for the remaining 14 pages @\$5/page). Out of the \$130, \$4.55 goes to Avenu; \$2 to town clerk's document preservation revenue fund; \$8 to State Library preservation fund (from which the town clerk's office is eligible for an annual grant); \$36 to the State Treasurer (land protection, affordable housing and historic preservation); \$1 to a town clerk revenue fund; and \$3 to a town revenue fund for capital improvement projects. The remaining \$75.45 goes directly into the town's general fund.

TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: TOWN CLERK



It is worth noting that this office did not collect fees for 145 recordings from the Tax Collector. Nor were fees collected for 25 recordings by the town attorney on behalf of the town. Those recordings, in fact, actually cost this department \$774 (\$4.55/recording per Avenu contract) in FY23.

The department continues to operate in the black which it has every year since FY96. Revenues returned to the general fund in FY23 totaled \$610,778 and actual expenditures totaled \$300,295. A net income for the town was realized in the amount of \$310,483, a decrease of 30%. The decrease was expected as this still represents the third highest year for revenues. I expect revenues to continue to fall as they were greatly inflated over past years due to a unique real estate and refinancing market.

As did my predecessor, I will continue to tap into the two town clerk revenue funds keeping many Line Items to \$1.00. We have moved land records to an online format, while still maintaining hard copies. The records are easily maintained and distributed creating a user friendly town clerk's office. We now go back to 1990 and will be another one to two years back by the end of FY23. Line Item 101-21036 [CGS 7-34a(d)] can be used for the "preservation and management of historic documents". The purchase of commission, board and elected officials tracking software will be purchased out of one of the two revenue funds. The approved activities are defined in CGS 11-8j (attached). Also pursuant to CGS 7-34a(d) is the Historic Documents Preservation Program administered by the Public Records Administrator. Annual grants range between \$3,000 and \$5,500. The most recent grant was approved, in the amount of \$5,500. The use of these funds is summarized at the end of the budget packet.

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: TOWN CLERK**



BUDGET EXPLANATION BY CATEGORY

PERSONNEL COSTS (51000 Series)

\$222,424 1.3%

A sharp increase was seen due mostly to an administrative salary increase. The Town and the GGA bargaining group have settled a contract as of December 4, 2023. The elected officials (Town Clerk) rate increased slightly.

SERVICES (52000 Series)

10109-52010: ADVERTISING

\$1400 -12.5%

Advertising is mandated by State Statute/Town Charter and Ordinances. Legal notices, primarily election/primary related. Additionally, a legal ad will be placed to notify the townspeople that the annual audit/budget is available for view. Any additional nominal advertising needs will be paid out of Line Item 101-21039 [CGS 7-34a(e)] or Line Item 101-21036 [CGS 7-34a(d)], the two Revenue Funds.

Expenditures from Revenue Funds: FY23: \$0; FY22: \$476; FY21: \$0; FY20: \$307

PAST YEARS EXP. FY23: \$745; FY22: \$1299; FY21: \$0 (COVID); FY20: \$1299; FY19: \$1554; FY18: \$1,264; FY17: \$363; FY16: \$1,140

10109-52020: POSTAGE

\$2700 -15.%

Primarily this includes the returning of deeds, mortgages, and similar legal documents as well as postage for, vital statistics to other towns, dog license notifications, correspondence, absentee ballots, etc. The primary reason for the decrease is the expectation that absentee ballots will be down due to the excitement over early voting which is a function of the Registrar of Voters. In the event that absentee ballots are greater than expected I have grant funds available from 2022. We will continue to use email and interoffice mail whenever appropriate. Any additional nominal postage needs will be paid out of Line Item 101-21039 [CGS 7-34a(e)] or Line Item 101-21036 [CGS 7-34a(d)], the two Revenue Funds.

PAST YEARS EXP. FY23: 2499; FY22: \$3245; FY21: 3315; FY20: \$2556; FY19: \$2592 FY18: \$2,417; FY17: \$2,892; FY16: \$2,626; FY15: \$2,633.

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: TOWN CLERK**



10109-52030: PROFESSIONAL FEES

\$180

This includes credit card processing. All other professional fees that may arise such as costs of off-site storage of original records, Info Shred LLC Storage, microfilming of land records and storage, uploading the land records to US Land Records, CD tag and link of survey maps, website updates, microfilming and scanning of maps, OnBoard - commission and board membership tracking software, uploading the land records to US Land Records, and like activities. Rough estimate: \$12,100. These items will be paid out of Line Item 101-21039 [CGS 7-34a(e)] or Line Item 101-21036 [CGS 7-34a(d)], the two Revenue Funds. Request the Line Item remain open, however.

Expenditures from Revenue Funds: FY23: \$10,807; FY22: \$11,563; FY21: \$11,514; FY20: \$9,685; FY19: \$9,594; FY18: \$10,341; FY17: \$3,915

PAST YEARS EXP. FY23: \$0 FY22: \$0; FY21: \$0; FY20: \$0; FY19: \$0; FY18: \$0; FY17: \$0; FY16: \$0; FY15: \$231; FY14: \$0

10109-52040: SERVICE CONTRACTS & REPAIR

\$0 0%

Ricoh copier contract, time stamp, vault service, and like activities will be paid out of Line Item 101-21039 [CGS 7-34a(e)], one of the two Revenue Funds. Rough estimate: \$2,900. Request the Line Item remain open, however.

Expenditures from Revenue Funds: FY23: \$1,160; FY22: \$1223; FY21: \$1,678; FY20: \$1,672; FY19: 1,745; FY18: \$3,545; FY17: \$2,683

PAST YEARS EXPENDITURES. FY23: \$0; FY22: \$0; FY21: \$0; FY20: \$0; FY19: \$0; FY18: \$0; FY17: \$0; FY16: \$0; FY15: \$506.

10109-52050: DUES, CONFERENCES, AND EDUCATION

\$925 8.8%

Education and networking will be a focus of this department. Increases have occurred for conferences and training. My Deputy and I both hold the Connecticut Town Clerk Certification. Certifications were completed in the minimum time allowed and my new assistant has begun her education towards her certification. This amount covers Connecticut Town Clerk, County Town Clerk's and International association dues, classes and conferences. Additional classes, conferences, accommodations or dues will be paid for out of Line Item 101-21039 [CGS 7-34a(e)] or Line Item 101-21036 [CGS 7-34a(d)], the two Revenue Funds.

Expenditures from Revenue Funds: FY23: \$717; FY22: \$345; FY21: \$0; FY20: \$0; FY19: \$0; FY18: \$100; FY17: \$810

PAST YEARS EXP. FY23: \$850; FY22: \$850; FY21: \$610; FY20: 675; FY19: 680; FY18: \$850; FY17: \$0; FY16: \$0; FY15: \$280.

TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: TOWN CLERK



10109-52060: PRINTING

\$0 0%

Dog license notices, color copies, tag envelopes, tags (Dept. of Agriculture), and all other printing projects will be paid out of Line Item 101-21039 [CGS 7-34a(e)], one of two Revenue Funds. Estimate: \$250. Some savings may be realized with in-house printing. Request the Line Item remain open, however.

Expenditures from Revenue Funds: FY23: \$133; FY22: \$216; FY21: \$187; FY20: \$84; FY19: \$176; FY18: \$190; FY17: \$211

PAST YEARS EXP. FY23: \$0; FY22 \$0; FY21 \$0; FY20 \$0; FY19: \$0; FY18: \$0; FY17: \$0; FY16: \$0; FY15: \$221.

10109-52070: REIMBURSABLE EXPENSES

\$0 0%

Primarily, this includes mileage attending conferences, accommodations, seminars, county meetings, court appearances, town clerk school, postage, refreshments and other necessities for town functions. etc. [CGS 9-6]. I have not found it to be necessary to take a reimbursement. If required it will be paid for out of Line Item 101-21039 [CGS 7-34a(e)] or Line Item 101-21036 [CGS 7-34a(d)], the two Revenue Funds. Rough estimate: \$300. Request the Line Item remain open, however.

PAST YEARS EXPENDITURES. FY23: \$0; FY22: \$0; FY21: \$0; FY20: \$0; FY19: \$0 FY18: \$0; FY17: \$0; FY16: \$75; FY15: \$54.

10109-52180: VITAL STATISTICS

\$50 -50%

Payments to other CT towns for receipt of certified copies of marriages that occurred outside of Waterford. If additional is required it will be paid for out of Line Item 101-21036 [CGS 7-34a(d)].

Expenditures from Revenue Funds: FY23: \$0 FY22: \$0; FY21: \$0; FY20: \$0; FY19: \$0; FY18: \$42; FY17: \$278.

PAST YEARS EXP. FY23: \$0; FY22: \$28; FY21: \$238; FY20 \$250 FY19: \$228; FY18: \$250; FY17: \$0; FY16: \$0; FY15: \$480.

10109-52510: RENTAL OF EQUIPMENT

\$26,000 8.3%

Contract with Avenu with optical imaging of Land Records which includes equipment and service, training, and associated programming used for indexing and printing of land records and vital records. Survey maps, dog licenses, imaging, fraud alert, microfilming of land records and storage, and associated supplies will be paid for out of this Line. The proposed budget request of \$26,000 is the majority of the contract price (20/20 Perfect Vision System) calculated at \$4.55/unit price at this time, but an increase is expected (i.e., per recording). Any additional nominal Rental of Equipment needs will be paid out of Line Item 101-21039 [CGS 7-34a(e)] or Line Item 101-21036 [CGS 7-34a(d)], the two Revenue Funds.

PAST YEARS EXP. FY23: \$21,198; FY22: \$25,155; FY21 \$27,696; FY20: \$21,098; FY19: \$20,299; FY18: \$24,072; FY17: 26,292; FY16: \$31,670; FY15: \$29,060

TOTAL SERVICES (52000 SERIES)

TOTAL \$31,075 4.5%

FY24 Approved budget amount of \$29,750

TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: TOWN CLERK



MATERIALS & SUPPLIES: 53000 SERIES

10109-53010: OFFICE SUPPLIES

\$0 0%

Materials of a non-standard nature, including labels, specialty envelopes, toner, binders, specialty stamps, archival paper, etc., will be paid out of Line Item 101-21039 [CGS 7-34a(e)], one of two Revenue Funds. Rough estimate (including Other Supplies below): \$1,900.

Request the Line Item remain open, however.

Expenditures from Revenue Funds: FY23: 1,617; FY22: 1585; FY21: 2,056; FY20: \$1505; FY19: \$1048; FY18: \$1,607; FY17: \$1,951.

PAST YEARS EXP. FY23: \$0; FY22: \$0; FY21: \$0; FY20: \$0; FY19: \$0; FY18: \$0; FY17: \$0; FY16: \$0; FY15: \$174

10109-53020: OTHER SUPPLIES

\$0 0%

Miscellaneous items will be paid out of Line Item 101-21039 [CGS 7-34a(e)], one of two Revenue Funds. Rough estimate included in Office Supplies above (LI 53010). Request Line Item remain open, however.

PAST YEARS EXPENDITURES. FY23: \$0; FY22: \$0; FY21: \$0; FY20: \$0; FY19: \$0; FY18: \$0; FY 17: \$0; FY16: \$21; FY15: \$58

10109-53270: ORDINANCES

\$1450 0%

Publication of supplements to the Waterford Code of Ordinances required by CGS 7-148a, by Municipal Code Corporation, including annual internet maintenance/storage fee, administration fee, annual supplement, code online info base supplement, online updates during year, and shipping. I have budgeted for \$250 towards fees and an additional estimate of \$250 per projected change. The online hosting fee (\$700) previously paid out of this line will be accounted for under IT. Any additional nominal Ordinances needs will be paid out of Line Item 101-21039 [CGS 7-34a(e)] or Line Item 101-21036 [CGS 7-34a(d)], the two Revenue Funds.

Expenditures from Revenue Funds: FY23: \$30; FY22: \$0; FY21: \$250; FY20: \$0; FY19: \$100 FY18: \$0; FY17: \$1,560

PAST YEARS EXP FY23: \$1,422; FY22: \$1159; FY21: \$1450; FY20: \$1621; FY19: \$1849 FY18: \$1,135; FY17: \$0; FY16: \$0; FY15: \$1,285.

10109-53280: ELECTION SUPPLIES

\$1400 100%

This LI is solely for absentee ballots and election supplies. Presidential elections are the most expensive. Municipals are the least expensive. The expectation is that the absentee ballot system will continue to increase for the 2023 municipal election as the voter has become more comfortable with the system and campaigns continue to urge voters to vote early by absentee. Because of this, I have increased the request from four years ago. The Registrars of Voters pay for poll ballots. At this time it is unknown how early voting may affect this cost.

PAST YEARS EXPENDITURES. FY23: \$268; FY22: \$1049; FY21: \$0; FY20: \$421; FY19: \$1341 FY18: \$462 FY17 \$1,097; FY16: \$1,378; FY15 \$780

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: TOWN CLERK**



10109-53290: MICROFILM SUPPLIES

\$0 0%

The State Library grant will be used partially for these purposes. Additional expenditures will be paid out of Line Item 101-21036 [CGS 7-34a(d)], one of two Revenue Funds. This Line Item can be closed.

PAST YEARS EXPENDITURES. FY23: \$0; FY22: \$0; FY21: \$0; FY20: \$0; FY19: \$0; FY18: \$0; FY17: \$0; FY16: \$0; FY15: \$0

**TOTAL MATERIAL & SUPPLIES (53000 Series)
FY24 Approved budget amount of \$2,850**

TOTAL \$2,150 24.5%

OFFICE EQUIPMENT (54000 Series)

10109-54060: OFFICE EQUIPMENT

\$0 0%

The Town Clerk's office is the most public of all the offices in Town Hall. Any additional equipment needs will be paid out of Line Item 101-21039 [CGS 7-34a(e)] or Line Item 101-21036 [CGS 7-34a(d)], the two Revenue Funds.

PAST YEARS EXP. FY23: \$0; FY22: \$0; FY21: \$1890; FY20: \$0; FY19 \$0; FY18: \$4,603; FY17: \$0; FY16: \$0; FY15: \$0.

TOWN OF WATERFORD
GENERAL FUND
#REF!

DEPT/AGENCY:

10109

TOWN CLERK

LINE ITEM	DESCRIPTION	2022/2023 ACTUAL EXPENDED	2023/2024 RTM APPROP.	2023/2024 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/24	2024/2025 DEPT/ AGENCY REQUEST	2024/2025 FIRST SELECTMAN RECOMMENDS	2024/2025 RECOMMENDED BD OF SELECTMEN	2024/2025 BOARD OF FINANCE REDUCTIONS	2024/2025 RECOMMENDED BD OF FINANCE
PERSONNEL COSTS										
51010	ELECTED OFFICIALS	93,391	93,033			95,622				0
51110	ADMINISTRATION	109,882	68,005			73,477				0
51210	CLERICAL/TECHNICAL	39,386	42,879			45,797				0
51810	OVERTIME	0	100			100				0
51920	F.I.C.A	17,242	15,608			16,448				0
	SUBTOTAL	259,901	219,625	0	0	231,444	0	0	0	0
SERVICES										
52010	ADVERTISING	745	1,600			1,400				0
52020	POSTAGE	2,499	3,200			2,700				0
52030	PROFESSIONAL FEES	0	0			180				0
52040	SERVICE CONT. & REPAIR	0	0							0
52050	DUES, CONF. & EDUCATION	850	850			925				0
52060	PRINTING	0	0							0
52070	REIMBURSABLE EXPENSE	0	0							0
52180	VITAL STATISTICS	0	100			50				0
52510	RENTAL OF EQUIPMENT	21,198	24,000			26,000				0
	SUBTOTAL	25,292	29,750	0	0	31,255	0	0	0	0
MATERIALS & SUPPLIES										
53010	OFFICE SUPPLIES	0	0							0
53020	OTHER SUPPLIES	0	0							0
53270	ORDINANCES	1,422	1,450			750				0
53280	ELECTION MATERIALS	268	1,400			1,400				0
53290	MICROFILM SUPPLIES	0	0							0
	SUBTOTAL	1,690	2,850	0	0	2,150	0	0	0	0
OFFICE EQUIPMENT										
54060	OFFICE EQUIPMENT	0	0			0		0		0
	SUBTOTAL	0	0	0	0	0	0	0	0	0
	DEPARTMENT TOTAL	286,883	252,225	0	0	264,849	0	0	0	0

TOWN OF WILMINGTON
TOWN CLERK
5 YEAR LOOK BACK

DEPT/AGENCY:

10109

TOWN CLERK

LINE ITEM	DESCRIPTION	2022/2023 ORIGINAL BUDGET	2022/2023 ACTUAL EXPENDED	2021/2022 ORIGINAL BUDGET	2021/2022 ACTUAL EXPENDED	2020/2021 ORIGINAL BUDGET	2020/2021 ACTUAL EXPENDED	2019/2020 ORIGINAL BUDGET	2019/2020 ACTUAL EXPENDED	2018/2019 ORIGINAL BUDGET	2018/2019 ACTUAL EXPENDED	2017/2018 ORIGINAL BUDGET	2017/2018 ACTUAL EXPENDED
PERSONNEL COSTS													
51010	ELECTED OFFICIALS	92,707	93,391	92,707	92,352	90,908	91,269	89,300	89,987	87,122	87,121	85,413	85,413
51110	ADMINISTRATION	79,084	109,882	73,966	77,042	73,307	75,359	73,307	73,966	71,518	71,518	66,673	69,431
51210	CLERICAL/TECHNICAL	54,759	39,386	54,957	54,481	51,720	53,854	54,720	52,166	48,627	50,629	48,877	49,615
51810	OVERTIME	100	0	100	0	100	0	100	0	100	0	100	0
51920	F.I.C.A	17,339	17,242	16,962	15,505	16,527	15,348	16,405	15,181	15,864	14,903	15,374	14,812
	SUBTOTAL	243,989	259,901	238,692	239,379	232,562	235,830	230,832	231,300	223,231	224,171	216,337	219,270
SERVICES													
52010	ADVERTISING	1,300	745	1,300	1,299	1,000		1,300	1,299	1,200	1,554	1,300	1,264
52020	POSTAGE	2,500	2,499	2,500	3,245	2,900	3,315	2,600	2,556	2,900	2,592	2,400	2,417
52030	PROFESSIONAL FEES	1	0	1	0	1	0	1	0	1	0	1	0
52040	SERVICE CONT. & REPAIR	1	0	1	0	1	0	1	0	1	0	1	0
52050	DUES, CONF. & EDUCATION	850	850	850	850	850	610	850	675	850	680	850	850
52060	PRINTING	0	0	1	0	1	0	1	0	1	0	1	0
52070	REIMBURSABLE EXPENSE	0	0	1	0	1	0	1	0	1	0	1	0
52180	VITAL STATISTICS	250	0	250	28	250	238	250	250	250	228	250	250
52510	RENTAL OF EQUIPMENT	24,000	21,198	24,000	25,155	25,000	27,696	27,000	27,000	29,000	20,299	29,000	24,071
	SUBTOTAL	28,900	25,292	28,904	30,577	30,004	31,859	32,004	31,780	34,204	25,353	33,804	28,852
MATERIALS & SUPPLIES													
53010	OFFICE SUPPLIES	0	0	1	0	1	0	1	0	1	0	1	0
53020	OTHER SUPPLIES	0	0	1	0	1	0	1	0	1	0	1	0
53270	ORDINANCES	1,450	1,422	1,450	1,159	1,450	1,450	1,850	1,621	1,850	1,849	2,200	1,135
53280	ELECTION MATERIALS	1,400	268	700	1,049	1,400	0	1,000	491	1,000	1,341	700	462
53290	MICROFILM SUPPLIES	0	0	1	0	1	0	1	0	1	0	1	0
	SUBTOTAL	2,850	1,690	2,153	2,208	2,853	1,450	2,853	2,112	2,853	3,190	2,903	1,597
OFFICE EQUIPMENT													
54060	OFFICE EQUIPMENT	0	0	1	0	1,890	1,890	1	0	1	0	4,620	4,603
	SUBTOTAL	0	0	1	0	1,890	1,890	1	0	1	0	4,620	4,603
	DEPARTMENT TOTAL	275,539	286,833	269,750	272,164	267,309	271,029	265,690	265,192	260,289	252,714	257,664	254,322

TOWN OF WATERFORD
PERSONNEL WORKSHEET - 09 TOWN CLERK
2024-2025 FISCAL YEAR

LINE 51920

DATE OF HIRE	EMPLOYEE	HOURS WORKED/ WEEK	HOURLY RATE FY25	SALARY 2023/2024	SALARY 2024/2025	LONGEVITY FY25	TOTAL EMPLOYEE SALARY	PAYROLL TAXES (F.I.C.A.)
51010 - ELECTED OFFICIAL								
1/4/2016	TOWN CLERK	40	N/A	94,079.44	95,621.53	N/A	95,621.53	7,315.05
	TOTALS			94,079.44	95,621.53	0.00	95,621.53	7,315.05
51110 - ADMINISTRATION								
01/17/06	DEPUTY TOWN CLERK	35	N/A	70,383.56	72,420.71	\$ 1,055.75	73,476.46	5,620.95
	TOTALS			70,383.56	72,420.71	1,055.75	73,476.46	5,620.95
51210 - CLERICAL/TECHNICAL								
10/03/22	ADMINISTRATIVE ASSISTANT I	35	\$ 25.0666	42,918.92	45,796.68	\$ -	45,796.68	3,503.45
	TOTALS			42,918.92	45,796.68	0.00	45,796.68	3,503.45
51810 - OVERTIME						100.00	100.00	7.65
51910 - FRINGE/F.I.C.A.							0.00	0.00
TOTALS				207,381.92	213,838.92	1,155.75	214,994.67	16,447.09
BUDGET TOTAL W/F.I.C.A							231,441.76	

WORKDAYS	WEEKS TO BUDGET
2024/2025	52.2
261	

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ORIGINAL APPROP TRANS/ADJUSTS REVISED BUDGET YTD EXPENDED ENCUMBRANCES AVAILABLE BUDGET % USED

101 GENERAL FUND

10109 TOWN CLERK

51010 ELECTED OFFICIALS

10109 51010	92,707.00	ELECTED OFFICIALS 700.00	93,407.00	93,390.50	0.00	16.50	100.0%
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51110 ADMINISTRATION

10109 51110	79,084.00	ADMINISTRATION 30,798.00	109,882.00	109,881.83	0.00	0.17	100.0%
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51210 CLERICAL AND TECHNICAL

10109 51210	54,759.00	CLERICAL AND TECHNICAL 0.00	54,759.00	39,386.27	0.00	15,372.73	71.9%
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51810 OVERTIME

10109 51810	100.00	OVERTIME	100.00	0.00	0.00	100.00	.0%
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51920 F.I.C.A.

10109 51920	17,339.00	F.I.C.A.	17,339.00	17,242.19	0.00	96.81	99.4%
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52010 ADVERTISING

10109 52010	1,300.00	ADVERTISING	1,300.00	744.99	0.00	555.01	57.3%
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52020 POSTAGE

10109 52020	2,500.00	POSTAGE	2,500.00	2,499.33	0.00	0.67	100.0%
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Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ORIGINAL APPROP	TRANS/ADJSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52050 DUES, CONFER						
10109 52050	DUES, CONFERENCES & EDUCAT 0.00	850.00	850.00	0.00	0.00	100.0%
52180 VITAL STATISTICS						
10109 52180	VITAL STATISTICS 0.00	250.00	0.00	0.00	250.00	.0%
52510 RENTAL OF EQUIPMENT						
10109 52510	RENTAL OF EQUIPMENT 0.00	24,000.00	21,197.88	0.00	2,802.12	88.3%
53270 ORDINANCES						
10109 53270	ORDINANCES 0.00	1,450.00	1,422.00	0.00	28.00	98.1%
53280 ELECTION MATERIALS						
10109 53280	ELECTION MATERIALS 0.00	1,400.00	267.69	0.00	1,132.31	19.1%
GRAND TOTAL						
275,739.00	31,498.00	307,237.00	286,882.68	0.00	20,354.32	93.4%

** END OF REPORT - Generated by David Campo **

ACCOUNT PER	ACCOUNT NAME	SRC	EFF DATE	REFERENCE	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
101-000-00-00-000-21036	JNL HISTORIC DOCUMENTS PRESERVATIO				\$ (11,534.13)				
* 1	129 GCR	7/6/2022	TC ERX 070622		\$ -	\$ -	\$ 12.00	\$ (12.00)	
* 1	131 GCR	7/7/2022	TC ERX 070722		\$ -	\$ -	\$ 8.00	\$ (20.00)	
* 1	180 GCR	7/11/2022	TC ERX 071122		\$ -	\$ -	\$ 4.00	\$ (24.00)	
* 1	223 GCR	7/13/2022	TC ERX 071322		\$ -	\$ -	\$ 14.00	\$ (38.00)	
* 1	224 GCR	7/14/2022	TC ERX 071422		\$ -	\$ -	\$ 6.00	\$ (44.00)	
* 1	225 GCR	7/15/2022	TC ERX 071522		\$ -	\$ -	\$ 6.00	\$ (50.00)	
* 1	244 GCR	7/12/2022	TC ERX 071222		\$ -	\$ -	\$ 12.00	\$ (62.00)	
* 1	246 GCR	7/18/2022	TC 0701-070822		\$ -	\$ -	\$ 72.00	\$ (134.00)	
* 1	246 GCR	7/18/2022	TC ERX 071822		\$ -	\$ -	\$ 6.00	\$ (140.00)	
* 1	261 GCR	7/19/2022	TC ERX 071922		\$ -	\$ -	\$ 18.00	\$ (158.00)	
* 1	262 GCR	7/20/2022	TC 0711-071522		\$ -	\$ -	\$ 80.00	\$ (238.00)	
* 1	263 GCR	7/21/2022	TC ERX 072122		\$ -	\$ -	\$ 4.00	\$ (242.00)	
* 1	300 GCR	7/22/2022	TC ERX 072222		\$ -	\$ -	\$ 8.00	\$ (250.00)	
* 1	321 GCR	7/25/2022	TC ERX 072522		\$ -	\$ -	\$ 4.00	\$ (254.00)	
* 1	322 GCR	7/27/2022	TC 0718-072222		\$ -	\$ -	\$ 108.00	\$ (362.00)	
* 1	334 GCR	7/27/2022	TC ERX 072722		\$ -	\$ -	\$ 6.00	\$ (368.00)	
* 1	363 GCR	7/31/2022	TC ERX 072922 DEP 080122		\$ -	\$ -	\$ 4.00	\$ (372.00)	
* 1	364 GCR	7/31/2022	TC 0725-072922 DEP 080322		\$ -	\$ -	\$ 98.00	\$ (470.00)	
* 2	28 API	8/5/2022	001851 49235 GOVERNMENT REVE		\$ 279.72	\$ -	\$ -	\$ (190.28)	
* 2	49 GCR	8/2/2022	TC ERX 080222		\$ -	\$ -	\$ 12.00	\$ (202.28)	
* 2	88 API	8/19/2022	001852 49499 ADKINS PRINTING		\$ -	\$ 8.79	\$ -	\$ (193.49)	
* 2	92 GCR	8/3/2022	TC ERX 080322		\$ -	\$ -	\$ 8.00	\$ (201.49)	
* 2	94 GCR	8/5/2022	TC ACH 080522 IRS #60154-013		\$ -	\$ -	\$ 2.00	\$ (203.49)	
* 2	94 GCR	8/5/2022	TC ERX 080522		\$ -	\$ -	\$ 8.00	\$ (211.49)	
* 2	96 GCR	8/8/2022	TC ERX 080822		\$ -	\$ -	\$ 6.00	\$ (217.49)	
* 2	97 GCR	8/9/2022	TC ERX 080922		\$ -	\$ -	\$ 2.00	\$ (219.49)	
* 2	98 GCR	8/10/2022	TC ERX 081022		\$ -	\$ -	\$ 6.00	\$ (225.49)	
* 2	99 GCR	8/11/2022	TC ERX 081122		\$ -	\$ -	\$ 8.00	\$ (233.49)	
* 2	147 GCR	8/12/2022	TC 0801-080522		\$ -	\$ -	\$ 72.00	\$ (305.49)	
* 2	147 GCR	8/12/2022	TC ERX 081222		\$ -	\$ -	\$ 4.00	\$ (309.49)	
* 2	148 GCR	8/15/2022	TC ERX 081522		\$ -	\$ -	\$ 2.00	\$ (311.49)	
* 2	149 GCR	8/16/2022	TC ERX 081622		\$ -	\$ -	\$ 6.00	\$ (317.49)	
* 2	150 GCR	8/17/2022	TC ERX 081722		\$ -	\$ -	\$ 4.00	\$ (321.49)	
* 2	182 GCR	8/19/2022	TC 0808-081222		\$ -	\$ -	\$ 66.00	\$ (387.49)	
* 2	186 GCR	8/18/2022	TC ERX 081822		\$ -	\$ -	\$ 6.00	\$ (393.49)	
* 2	187 GCR	8/19/2022	TC ERX 081922		\$ -	\$ -	\$ 8.00	\$ (401.49)	
* 2	190 GCR	8/23/2022	TC ERX 082322		\$ -	\$ -	\$ 10.00	\$ (411.49)	
* 2	215 GCR	8/26/2022	TC 0815-081922		\$ -	\$ -	\$ 88.00	\$ (499.49)	
* 2	217 GCR	8/31/2022	TC 0822-082622 DEP 090222		\$ -	\$ -	\$ 130.00	\$ (629.49)	
* 2	218 GCR	8/31/2022	TC 0829-083122 DEP 090722		\$ -	\$ -	\$ 30.00	\$ (659.49)	
* 2	221 GCR	8/25/2022	TC ERX 082522		\$ -	\$ -	\$ 2.00	\$ (661.49)	
* 2	224 GCR	8/29/2022	TC ERX 082922		\$ -	\$ -	\$ 6.00	\$ (667.49)	
* 2	225 GCR	8/30/2022	TC ERX 083022		\$ -	\$ -	\$ 4.00	\$ (671.49)	
* 3	2 API	9/2/2022	001852 49874 ADKINS PRINTING		\$ 137.75	\$ -	\$ -	\$ (533.74)	
* 3	52 GCR	9/1/2022	TC ERX 090122		\$ -	\$ -	\$ 4.00	\$ (537.74)	

ACCOUNT PER	ACCOUNT NAME JNL	SRC	EFF DATE	REFERENCE	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
101 -000-00-00-000-21036	HISTORIC DOCUMENTS PRESERVATIO				\$ (11,534.13)				
* 3		53 GCR	9/2/2022	TC ERX 090222	\$ -	\$ -	\$ 2.00	\$ (539.74)	
* 3		54 GCR	9/6/2022	TC ERX 090622	\$ -	\$ -	\$ 8.00	\$ (547.74)	
* 3		101 GEN	9/8/2022	GB11 NC RTN CK#1022 CT IOLTA	\$ 4.00	\$ -	\$ -	\$ (543.74)	
* 3		116 GCR	9/7/2022	TC ERX 090722	\$ -	\$ -	\$ 4.00	\$ (547.74)	
* 3		123 GCR	9/8/2022	TC ERX 090822	\$ -	\$ -	\$ 2.00	\$ (549.74)	
* 3		124 GCR	9/16/2022	TC 0901-090922	\$ -	\$ -	\$ 142.00	\$ (691.74)	
* 3		127 GCR	9/9/2022	TC ACH 090922	\$ -	\$ -	\$ 4.00	\$ (695.74)	
* 3		128 GCR	9/12/2022	TC ACH 091222	\$ -	\$ -	\$ 12.00	\$ (707.74)	
* 3		130 GCR	9/13/2022	TC ERX 091322	\$ -	\$ -	\$ 4.00	\$ (711.74)	
* 3		131 GCR	9/14/2022	TC ERX 091422	\$ -	\$ -	\$ 8.00	\$ (719.74)	
* 3		143 GCR	9/23/2022	TC 0912-091622	\$ -	\$ -	\$ 94.00	\$ (813.74)	
* 3		144 GCR	9/15/2022	TC ERX 091522	\$ -	\$ -	\$ 2.00	\$ (815.74)	
* 3		145 GCR	9/16/2022	TC ERX 091622	\$ -	\$ -	\$ 8.00	\$ (823.74)	
* 3		180 GCR	9/19/2022	TOWN CLERK ERX 091922	\$ -	\$ -	\$ 2.00	\$ (825.74)	
* 3		182 GCR	9/20/2022	TOWN CLERK ERX 092022	\$ -	\$ -	\$ 8.00	\$ (833.74)	
* 3		183 GCR	9/21/2022	TOWN CLERK ERX 092122	\$ -	\$ -	\$ 8.00	\$ (841.74)	
* 3		199 GCR	9/30/2022	TOWN CLERK 9/19/2022-9/23/20	\$ -	\$ -	\$ 84.00	\$ (925.74)	
* 3		207 GCR	9/23/2022	TOWN CLERK ERX 092322	\$ -	\$ -	\$ 2.00	\$ (927.74)	
* 3		210 GCR	9/26/2022	TOWN CLERK ERX 092622	\$ -	\$ -	\$ 2.00	\$ (929.74)	
* 3		211 GCR	9/27/2022	TOWN CLERK ERX 092722	\$ -	\$ -	\$ 6.00	\$ (935.74)	
* 3		213 GCR	9/28/2022	TOWN CLERK ERX 09282022	\$ -	\$ -	\$ 2.00	\$ (937.74)	
* 3		217 GCR	9/30/2022	TOWN CLERK ERX 09302022	\$ -	\$ -	\$ 8.00	\$ (945.74)	
* 3		224 GCR	9/30/2022	TOWN CL 9/26-9/30/22 DEP1005	\$ -	\$ -	\$ 72.00	\$ (1,017.74)	
* 4		40 GCR	10/3/2022	TOWN CLERK ERX 100322	\$ -	\$ -	\$ 2.00	\$ (1,019.74)	
* 4		41 GCR	10/4/2022	TOWN CLERK ERX 10042022	\$ -	\$ -	\$ 8.00	\$ (1,027.74)	
* 4		42 GCR	10/5/2022	TOWN CLERK ERX 10052022	\$ -	\$ -	\$ 5.00	\$ (1,033.74)	
* 4		43 GCR	10/6/2022	TOWN CLERK ERX 10062022	\$ -	\$ -	\$ 6.00	\$ (1,039.74)	
* 4		44 GCR	10/7/2022	TOWN CLERK ERX 10072022	\$ -	\$ -	\$ 2.00	\$ (1,041.74)	
* 4		45 GCR	10/11/2022	TOWN CLERK ERX 10112022	\$ -	\$ -	\$ 4.00	\$ (1,045.74)	
* 4		46 GCR	10/12/2022	TOWN CLERK 10112022	\$ -	\$ -	\$ 84.00	\$ (1,129.74)	
* 4		55 GCR	10/12/2022	TOWN CLERK ERX 10122022	\$ -	\$ -	\$ 18.00	\$ (1,147.74)	
* 4		74 GCR	10/13/2022	TOWN CLERK ERX 10132022	\$ -	\$ -	\$ 12.00	\$ (1,159.74)	
* 4		88 GCR	10/19/2022	TOWN CLERK 10/11-10/14/2022	\$ -	\$ -	\$ 54.00	\$ (1,213.74)	
* 4		92 GCR	10/14/2022	TOWN CLERK ERX 10142022	\$ -	\$ -	\$ 6.00	\$ (1,219.74)	
* 4		93 GCR	10/17/2022	TOWN CLERK ERX 10172022	\$ -	\$ -	\$ 8.00	\$ (1,227.74)	
* 4		107 GCR	10/7/2022	TOWN CLERK ACH 10072022	\$ -	\$ -	\$ 4.00	\$ (1,231.74)	
* 4		113 GCR	10/18/2022	TOWN CLERK ERX	\$ -	\$ -	\$ 8.00	\$ (1,239.74)	
* 4		134 GCR	10/19/2022	TOWN CLERK ERX 10192022	\$ -	\$ -	\$ 14.00	\$ (1,253.74)	
* 4		136 GCR	10/21/2022	TOWN CLERK ERX 10212022	\$ -	\$ -	\$ 10.00	\$ (1,263.74)	
* 4		151 GCR	10/24/2022	TOWN CLERK ERX 10242022	\$ -	\$ -	\$ 8.00	\$ (1,271.74)	
* 4		182 GCR	10/26/2022	TOWN CLERK 10/17-10/21/2022	\$ -	\$ -	\$ 60.00	\$ (1,331.74)	
* 4		184 GCR	10/25/2022	TOWN CLERK ERX 10252022	\$ -	\$ -	\$ 10.00	\$ (1,341.74)	
* 4		185 GCR	10/26/2022	TOWN CLERK ERX 10262022	\$ -	\$ -	\$ 10.00	\$ (1,351.74)	
* 4		186 GCR	10/20/2022	TOWN CLERK ERX 10202022	\$ -	\$ -	\$ 20.00	\$ (1,371.74)	
* 4		198 GCR	10/27/2022	TOWN CLERK ERX 10272022	\$ -	\$ -	\$ 8.00	\$ (1,379.74)	

ACCOUNT PER	ACCOUNT NAME JNL	SRC	EFF DATE	REFERENCE	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
101-000-00-00-000-21036	HISTORIC DOCUMENTS PRESERVATIO				\$ (11,534.13)				
*4		236 GCR	10/31/2022	TOWN CLERK EXR 10312022		\$ -	\$ 4.00	\$ (1,383.74)	
*4		241 GCR	10/31/2022	TOW 10/24-10/28/22 DEP 11022		\$ -	\$ 52.00	\$ (1,435.74)	
*4		241 GCR	10/31/2022	TOW 103122 DEP 110222		\$ -	\$ 4.00	\$ (1,439.74)	
*5		35 GCR	11/1/2022	TOWN CLERK EXR 110122		\$ -	\$ 12.00	\$ (1,451.74)	
*5		36 GCR	11/2/2022	TOWN CLERK EXR 11022022		\$ -	\$ 18.00	\$ (1,469.74)	
*5		38 GCR	11/4/2022	TOWN CLERK EXR 11042022		\$ -	\$ 2.00	\$ (1,471.74)	
*5		44 GCR	11/7/2022	TOWN CLERK EXR 11072022		\$ -	\$ 10.00	\$ (1,481.74)	
*5		56 GCR	11/8/2022	TOWN CLERK EXR 110822		\$ -	\$ 12.00	\$ (1,493.74)	
*5		85 GCR	11/9/2022	TOWN CLERK EXR 11092022		\$ -	\$ 14.00	\$ (1,507.74)	
*5		87 GCR	11/14/2022	TOWN CLERK EXR 11142022		\$ -	\$ 4.00	\$ (1,511.74)	
*5		113 GCR	11/9/2022	110922 TOWN CLERK 103122-110422		\$ -	\$ 45.00	\$ (1,557.74)	
*5		117 GCR	11/15/2022	111522 TOWN CLERK 111522		\$ -	\$ 18.00	\$ (1,575.74)	
*5		119 GCR	11/16/2022	111622 TOWN CLERK 110722-111022		\$ -	\$ 66.00	\$ (1,641.74)	
*5		120 GCR	11/16/2022	111622 TOWN CLERK ACH		\$ -	\$ 14.00	\$ (1,655.74)	
*5		121 GCR	11/17/2022	111722 TOWN CLERK ACH		\$ -	\$ 12.00	\$ (1,667.74)	
*5		123 GCR	11/18/2022	111822 TOWN CLERK ACH		\$ -	\$ 2.00	\$ (1,669.74)	
*5		145 GCR	11/23/2022	TOWN CLERK 11/14-11/18/2022		\$ -	\$ 90.00	\$ (1,759.74)	
*5		153 GCR	11/21/2022	TOWN CLERK EXR 11212022		\$ -	\$ 8.00	\$ (1,767.74)	
*5		154 GCR	11/22/2022	TOWN CLERK EXR 11222022		\$ -	\$ 30.00	\$ (1,797.74)	
*5		155 GCR	11/23/2022	TOWN CLERK EXR 11232022		\$ -	\$ 40.00	\$ (1,837.74)	
*5		183 GCR	11/25/2022	TOWN CLERK EXR 11252022		\$ -	\$ 4.00	\$ (1,841.74)	
*5		185 GCR	11/29/2022	TOWN CLERK EXR 11292022		\$ -	\$ 28.00	\$ (1,869.74)	
*5		198 GCR	11/30/2022	TOWN CLERK 11/21-11/23/2022		\$ -	\$ 34.00	\$ (1,903.74)	
*5		198 GCR	11/30/2022	TOWN CLERK EXR 11302022		\$ -	\$ 14.00	\$ (1,917.74)	
*5		224 GCR	11/30/2022	TOWN 11/28-11/30/22 DEP 1202		\$ -	\$ 30.00	\$ (1,947.74)	
*6		15 GCR	12/2/2022	TOWN CLERK EXR 12022022		\$ -	\$ 8.00	\$ (1,955.74)	
*6		16 GCR	12/1/2022	TOWN CLERK EXR 12012022		\$ -	\$ 20.00	\$ (1,975.74)	
*6		17 GCR	12/5/2022	TOWN CLERK EXR 12052022		\$ -	\$ 4.00	\$ (1,979.74)	
*6		34 API	12/9/2022	001842 52731 CT DEPT OF AGRI		\$ 40.00	\$ -	\$ (1,939.74)	
*6		52 GCR	12/8/2022	TOWN CLERK EXR 12072022		\$ -	\$ 4.00	\$ (1,943.74)	
*6		52 GCR	12/8/2022	TOWN CLERK EXR 12082022		\$ -	\$ 4.00	\$ (1,947.74)	
*6		55 GCR	12/9/2022	TOWN CLERK EXR 12092022		\$ -	\$ 6.00	\$ (1,953.74)	
*6		64 GCR	12/12/2022	TOWN CLERK EXR 12122022		\$ -	\$ 2.00	\$ (1,955.74)	
*6		75 GCR	12/13/2022	TOWN CLERK EXR 12132022		\$ -	\$ 14.00	\$ (1,969.74)	
*6		82 GCR	12/14/2022	TOWN CLERK 12132022		\$ -	\$ 104.00	\$ (2,073.74)	
*6		90 GCR	12/14/2022	TOWN CLERK EXR 12142022		\$ -	\$ 6.00	\$ (2,079.74)	
*6		102 GCR	12/16/2022	TOWN CLERK EXR 120622		\$ -	\$ 12.00	\$ (2,091.74)	
*6		104 GCR	12/15/2022	TOWN CLERK EXR 12152022		\$ -	\$ 5.00	\$ (2,097.74)	
*6		108 GCR	12/9/2022	TOWN CLERK ACH 12092022		\$ -	\$ 2.00	\$ (2,099.74)	
*6		123 GCR	12/16/2022	TOWN CLERK EXR 12162022		\$ -	\$ 8.00	\$ (2,107.74)	
*6		125 GCR	12/19/2022	TOWN CLERK EXR 12192022		\$ -	\$ 6.00	\$ (2,113.74)	
*6		145 GCR	12/21/2022	TOWN CLERK 12/12-12/16/2022		\$ -	\$ 88.00	\$ (2,201.74)	
*6		159 GCR	12/21/2022	TOWN CLERK 12212022		\$ -	\$ 6.00	\$ (2,207.74)	
*6		174 GCR	12/22/2022	TOWN CLERK EXR 12222022		\$ -	\$ 2.00	\$ (2,209.74)	
*6		181 GCR	12/28/2022	TOWN CLERK 12/19-12/23/2022		\$ -	\$ 56.00	\$ (2,265.74)	

ACCOUNT PER	ACCOUNT NAME JNL	SRC	EFF DATE	REFERENCE	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
101 -000-00-00-000-21036	HISTORIC DOCUMENTS PRESERVATIO				\$ (11,534.13)				
* 6		195 GCR	12/28/2022	TOWN CLERK ERX 12282022		\$ -	\$ 4.00	\$ (2,269.74)	
* 6		203 GCR	12/29/2022	TOWN CLERK ERX 12292022		\$ -	\$ 4.00	\$ (2,273.74)	
* 6		208 GCR	12/30/2022	TOWN CLERK ERX 12302022		\$ -	\$ 4.00	\$ (2,277.74)	
* 6		240 GCR	12/31/2022	TOW 12/27-12/30/22 DEP 01042		\$ -	\$ 74.00	\$ (2,351.74)	
* 7		12 GEN	1/4/2023	GB02 NORTHAMERICAN BANCARD FEE		\$ 32.95	\$ -	\$ (2,318.79)	
* 7		32 GCR	1/3/2023	TOWN CLERK ERX 01032023		\$ -	\$ 6.00	\$ (2,324.79)	
* 7		33 GCR	1/4/2023	TOWN CLERK ERX 01042023		\$ -	\$ 4.00	\$ (2,328.79)	
* 7		34 GCR	1/5/2023	TOWN CLERK ERX 01052023		\$ -	\$ 4.00	\$ (2,332.79)	
* 7		35 GCR	1/6/2023	TOWN CLERK ERX 01062023		\$ -	\$ 2.00	\$ (2,334.79)	
* 7		45 GCR	1/11/2023	TOWN CLERK 1/3-1/06/2023		\$ -	\$ 92.00	\$ (2,426.79)	
* 7		54 GCR	1/9/2023	TOWN CLERK ERX 01092023		\$ -	\$ 2.00	\$ (2,428.79)	
* 7		55 GCR	1/10/2023	TOWN CLERK ERX 01102023		\$ -	\$ 12.00	\$ (2,440.79)	
* 7		56 GCR	1/11/2023	TOWN CLERK ERX 01112023		\$ -	\$ 2.00	\$ (2,442.79)	
* 7		77 GCR	1/12/2023	TOWN CLERK ERX 01122023		\$ -	\$ 4.00	\$ (2,446.79)	
* 7		78 GCR	1/13/2023	TOWN CLERK ERX 011323		\$ -	\$ 2.00	\$ (2,448.79)	
* 7		109 GCR	1/17/2023	TOWN CLERK ERX 01172023		\$ -	\$ 2.00	\$ (2,450.79)	
* 7		116 GCR	1/18/2023	TOWN CLERK ERX 01172023		\$ -	\$ 14.00	\$ (2,464.79)	
* 7		117 GCR	1/19/2023	TOWN CLERK ERX 01182023		\$ -	\$ 2.00	\$ (2,466.79)	
* 7		118 GCR	1/20/2023	TOWN CLERK 1/9-1/13/2023		\$ -	\$ 76.00	\$ (2,542.79)	
* 7		128 GCR	1/20/2023	TOWN CLERK ERX 01192023		\$ -	\$ 6.00	\$ (2,548.79)	
* 7		136 GCR	1/23/2023	TOWN CLERK ERX 01202023		\$ -	\$ 8.00	\$ (2,556.79)	
* 7		155 GCR	1/24/2023	TOWN CLERK ERX 01232023		\$ -	\$ 6.00	\$ (2,562.79)	
* 7		156 GCR	1/25/2023	TOWN CLERK 1/17-1/20/2023		\$ -	\$ 62.00	\$ (2,624.79)	
* 7		156 GCR	1/25/2023	TOWN CLERK ERX 01242023		\$ -	\$ 6.00	\$ (2,630.79)	
* 7		167 GCR	1/26/2023	TOWN CLERK ERX 01252023		\$ -	\$ 8.00	\$ (2,638.79)	
* 7		192 GCR	1/27/2023	TOWN CLERK ERX 01262023		\$ -	\$ 6.00	\$ (2,644.79)	
* 7		224 GCR	1/30/2023	TOWN CLERK 01272023		\$ -	\$ 6.00	\$ (2,650.79)	
* 7		247 GCR	1/31/2023	TOW 01/23-01/31/23 DEP 02032		\$ -	\$ 118.00	\$ (2,768.79)	
* 8		20 GEN	2/2/2023	GB03 EPX FE FEE		\$ 32.95	\$ -	\$ (2,735.84)	
* 8		32 GCR	2/2/2023	TOWN CLERK ERX 02012023		\$ -	\$ 8.00	\$ (2,743.84)	
* 8		33 GCR	2/3/2023	TOWN CLERK ERX 02022023		\$ -	\$ 4.00	\$ (2,747.84)	
* 8		49 GCR	2/6/2023	TOWN CLERK ERX 02032023		\$ -	\$ 8.00	\$ (2,755.84)	
* 8		50 GCR	2/7/2023	TOWN CLERK ERX 02062023		\$ -	\$ 2.00	\$ (2,757.84)	
* 8		52 GCR	2/8/2023	TOWN CLERK 02/01-02/03/2023		\$ -	\$ 36.00	\$ (2,793.84)	
* 8		52 GCR	2/8/2023	TOWN CLERK ERX 02072023		\$ -	\$ 2.00	\$ (2,795.84)	
* 8		73 GCR	2/9/2023	TOWN CLERK ERX 02082023		\$ -	\$ 16.00	\$ (2,811.84)	
* 8		74 GCR	2/10/2023	TOWN CLERK ERX 02092023		\$ -	\$ 4.00	\$ (2,815.84)	
* 8		80 GCR	2/13/2023	TOWN CLERK ERX 02102023		\$ -	\$ 2.00	\$ (2,817.84)	
* 8		99 GCR	2/14/2023	TOWN CLERK ERX 02132023		\$ -	\$ 4.00	\$ (2,821.84)	
* 8		100 GCR	2/15/2023	TOWN CLERK 2/6-2/10/2023		\$ -	\$ 50.00	\$ (2,871.84)	
* 8		100 GCR	2/15/2023	TOWN CLERK ERX 02152023		\$ -	\$ 8.00	\$ (2,879.84)	
* 8		117 GCR	2/16/2023	TOWN CLERK ERX 02152023		\$ -	\$ 2.00	\$ (2,881.84)	
* 8		127 GCR	2/17/2023	TOWN CLERK ERX 02162023		\$ -	\$ 4.00	\$ (2,885.84)	
* 8		170 GCR	2/21/2023	TOWN CLERK ERX 02172023		\$ -	\$ 2.00	\$ (2,887.84)	
* 8		171 GCR	2/22/2023	TOWN CLERK 02/13-02/17/2023		\$ -	\$ 72.00	\$ (2,959.84)	

ACCOUNT PER	ACCOUNT NAME JNL	SRC	EFF DATE	REFERENCE	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
101-000-00-000-21036	HISTORIC DOCUMENTS PRESERVATIO				\$ (11,534.13)				
* 8		171 GCR	2/22/2023	TOWN CLERK ERX 02212023		\$ -	\$ 6.00	\$ (2,965.84)	
* 8		183 GCR	2/23/2023	TOWN CLERK ERX 02222023		\$ -	\$ 6.00	\$ (2,971.84)	
* 8		185 GCR	2/24/2023	TOWN CLERK ERX 02232023		\$ -	\$ 8.00	\$ (2,979.84)	
* 8		223 GCR	2/27/2023	TOWN CLERK ERX 022423		\$ -	\$ 4.00	\$ (2,983.84)	
* 8		225 GCR	2/28/2023	TOWN CLERK ERX 02272023		\$ -	\$ 2.00	\$ (2,985.84)	
* 8		231 GCR	2/28/2023	TOWN CL ERX 022823 DEP 03012		\$ -	\$ 2.00	\$ (2,987.84)	
* 8		231 GCR	2/28/2023	TOW 02/21-02/28/23 DEP 03032		\$ -	\$ 64.00	\$ (3,051.84)	
* 9		5 API	3/3/2023	001852 54922 ADKINS PRINTING		\$ 181.04	\$ -	\$ (2,870.80)	
* 9		7 GEN	3/1/2023	GB01 EPX FEES		\$ 32.95	\$ -	\$ (2,837.85)	
* 9		72 GCR	3/2/2023	TOWN CLERK ERX 030123		\$ -	\$ 6.00	\$ (2,843.85)	
* 9		73 GCR	3/3/2023	TOWN CLERK ERX 030223		\$ -	\$ 2.00	\$ (2,845.85)	
* 9		76 API	3/17/2023	001852 55299 ADKINS PRINTING		\$ 635.50	\$ -	\$ (2,210.35)	
* 9		78 GCR	3/6/2023	TOWN CLERK ERX 030323		\$ -	\$ 8.00	\$ (2,218.35)	
* 9		80 GCR	3/8/2023	TOWN CLERK ERX 030723		\$ -	\$ 2.00	\$ (2,220.35)	
* 9		80 GCR	3/8/2023	TOWN CLERK 03/01/23-03/03/23		\$ -	\$ 44.00	\$ (2,264.35)	
* 9		83 GCR	3/10/2023	TOWN CLERK ERX 030823		\$ -	\$ 4.00	\$ (2,268.35)	
* 9		85 GCR	3/14/2023	TOWN CLERK ERX 031323		\$ -	\$ 6.00	\$ (2,274.35)	
* 9		86 GCR	3/15/2023	TOWN CLERK ERX 030923		\$ -	\$ 6.00	\$ (2,280.35)	
* 9		86 GCR	3/15/2023	TOWN CLERK ERX 031023		\$ -	\$ 2.00	\$ (2,282.35)	
* 9		86 GCR	3/15/2023	TOWN CLERK ERX 031423		\$ -	\$ 4.00	\$ (2,286.35)	
* 9		86 GCR	3/15/2023	TOWN CLERK 030623-031023		\$ -	\$ 118.00	\$ (2,404.35)	
* 9		122 GCR	3/16/2023	031623 TOWN CLERK 031523 ERX		\$ -	\$ 4.00	\$ (2,408.35)	
* 9		123 GCR	3/17/2023	031723 TOWN CLERK 031623 ERX		\$ -	\$ 2.00	\$ (2,410.35)	
* 9		124 GEN	3/21/2023	032123 TOWN CLERK 032023 ERX		\$ -	\$ 2.00	\$ (2,412.35)	
* 9		130 GCR	3/20/2023	032023 TOWN CLERK 031723ERX		\$ -	\$ 4.00	\$ (2,416.35)	
* 9		130 GCR	3/20/2023	032023 TOWN CLERK 031723EPX		\$ -	\$ 2.00	\$ (2,418.35)	
* 9		136 GCR	3/22/2023	032223 T CLERK 0313-031723		\$ -	\$ 70.00	\$ (2,488.35)	
* 9		136 GCR	3/22/2023	032223 T CLERK 032123 ERX		\$ -	\$ 4.00	\$ (2,492.35)	
* 9		138 GCR	3/23/2023	032323 T CLERK 032223 ERX		\$ -	\$ 2.00	\$ (2,494.35)	
* 9		149 GCR	3/24/2023		32423	\$ -	\$ 6.00	\$ (2,500.35)	
* 9		149 GCR	3/24/2023	032423 T CLERK 032323ERX		\$ -	\$ 6.00	\$ (2,506.35)	
* 9		182 GCR	3/30/2023	033023 T CLERK 032923ERX		\$ -	\$ 8.00	\$ (2,514.35)	
* 9		183 GCR	3/27/2023	032723 T CLERK 032423ERX		\$ -	\$ 2.00	\$ (2,516.35)	
* 9		184 GCR	3/28/2023	032823 T CLERK 032723 ERX		\$ -	\$ 4.00	\$ (2,520.35)	
* 9		185 GCR	3/29/2023	032923 T CLERK 03/20-3/24/23		\$ -	\$ 68.00	\$ (2,588.35)	
* 9		185 GCR	3/29/2023	032923 T CLERK 032823 ERX		\$ -	\$ 12.00	\$ (2,600.35)	
* 9		208 GCR	3/31/2023	033123 T CLERK 033023 ERX		\$ -	\$ 2.00	\$ (2,602.35)	
* 9		214 GCR	3/31/2023	MARCH T CLERK 033123 ERX DEP 04032		\$ -	\$ 10.00	\$ (2,612.35)	
* 9		222 GCR	3/31/2023	MARDIT T CLERK 03/27/-03/31/23 DIT		\$ -	\$ 50.00	\$ (2,662.35)	
*10		3 GEN	4/3/2023	GB01 EPX MERCHANT FEE		\$ 8.06	\$ -	\$ (2,654.29)	
*10		26 GCR	4/4/2023	040423 T CLERK 040323 ERX		\$ -	\$ 8.00	\$ (2,662.29)	
*10		44 GCR	4/6/2023	040623 T CLERK 040523 ERX		\$ -	\$ 8.00	\$ (2,670.29)	
*10		46 GCR	4/7/2023	040723 TOWN CLERK 040623 ERX		\$ -	\$ 2.00	\$ (2,672.29)	
*10		71 GCR	4/11/2023	041123 T CLERK 041023 ERX		\$ -	\$ 18.00	\$ (2,690.29)	
*10		85 GCR	4/12/2023	TCLERK 4/3-4/6/23		\$ -	\$ 58.00	\$ (2,748.29)	

ACCOUNT PER	ACCOUNT NAME JNL	SRC	EFF DATE	REFERENCE	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
101-000-00-00-000-21036	HISTORIC DOCUMENTS PRESERVATIO				\$ (11,534.13)				
*10		85 GCR	4/12/2023	TCLERK 041123 ERX		\$ -	\$ 2.00	\$ (2,750.29)	
*10		95 GCR	4/13/2023	TCLERK 04122023		\$ -	\$ 4.00	\$ (2,754.29)	
*10		97 GCR	4/14/2023	TCLERK 041323		\$ -	\$ 4.00	\$ (2,758.29)	
*10		111 GCR	4/17/2023	TCLERK 041423 CC		\$ -	\$ 14.00	\$ (2,772.29)	
*10		113 GCR	4/18/2023	TCLERK 041723 EPX		\$ -	\$ 2.00	\$ (2,774.29)	
*10		113 GCR	4/18/2023	TCLERK 041723 ERX		\$ -	\$ 14.00	\$ (2,788.29)	
*10		130 GCR	4/19/2023	TCLERK 041023-041423		\$ -	\$ 80.00	\$ (2,868.29)	
*10		130 GCR	4/19/2023	TCLERK 041923 CC		\$ -	\$ 4.00	\$ (2,872.29)	
*10		150 GCR	4/20/2023	TCLERK 041923 ERX		\$ -	\$ 8.00	\$ (2,880.29)	
*10		173 GCR	4/24/2023	TCLERK 042123 ERX		\$ -	\$ 2.00	\$ (2,882.29)	
*10		177 GCR	4/27/2023	TCLERK 041723-042123		\$ -	\$ 66.00	\$ (2,948.29)	
*10		191 GCR	4/25/2023	TCLERK 042423 EPX		\$ -	\$ 2.00	\$ (2,950.29)	
*10		191 GCR	4/25/2023	TCLERK 042423 ERX		\$ -	\$ 2.00	\$ (2,952.29)	
*10		193 GCR	4/26/2023	TCLERK 042523 EPX		\$ -	\$ 4.00	\$ (2,956.29)	
*10		203 GCR	4/30/2023	TCLERK 042823 ERX DIT		\$ -	\$ 8.00	\$ (2,964.29)	
*10		206 GCR	4/30/2023	TCLERK 0424-042823 DIT		\$ -	\$ 74.00	\$ (3,038.29)	
*11		14 GEN	5/2/2023	G801 EPX FEES		\$ 20.29	\$ -	\$ (3,018.00)	
*11		76 GCR	5/2/2023	TCLERK 050123 ERX		\$ -	\$ 12.00	\$ (3,030.00)	
*11		77 GCR	5/3/2023	TCLERK 050223 ERX		\$ -	\$ 6.00	\$ (3,036.00)	
*11		99 GCR	5/5/2023	TCLERK 050423 ERX		\$ -	\$ 4.00	\$ (3,040.00)	
*11		101 GCR	5/8/2023	TCLERK 050523 ERX		\$ -	\$ 4.00	\$ (3,044.00)	
*11		102 GCR	5/10/2023	TCLERK 050123-050523		\$ -	\$ 76.00	\$ (3,120.00)	
*11		102 GCR	5/10/2023	TCLERK 050923 EPX		\$ -	\$ 2.00	\$ (3,122.00)	
*11		102 GCR	5/10/2023	TCLERK 050923 ERX		\$ -	\$ 8.00	\$ (3,130.00)	
*11		108 GCR	5/12/2023	TCLERK 051123 ERX		\$ -	\$ 2.00	\$ (3,132.00)	
*11		120 GCR	5/15/2023	TCLERK 051223 EPX		\$ -	\$ 2.00	\$ (3,134.00)	
*11		120 GCR	5/15/2023	TCLERK 051223 ERX		\$ -	\$ 5.00	\$ (3,140.00)	
*11		121 GCR	5/16/2023	TCLERK 051523 ERX		\$ -	\$ 2.00	\$ (3,142.00)	
*11		134 GCR	5/17/2023	TCLERK 050823-051223		\$ -	\$ 54.00	\$ (3,196.00)	
*11		134 GCR	5/17/2023	TCLERK 051623 ERX		\$ -	\$ 4.00	\$ (3,200.00)	
*11		193 GCR	5/22/2023	TCLERK 051923 ERX		\$ -	\$ 2.00	\$ (3,202.00)	
*11		200 GCR	5/23/2023	TCLERK 052223 ERX		\$ -	\$ 6.00	\$ (3,208.00)	
*11		204 GCR	5/24/2023	TCLERK 051523-051923		\$ -	\$ 60.00	\$ (3,268.00)	
*11		204 GCR	5/24/2023	TCLERK 052323 ERX		\$ -	\$ 4.00	\$ (3,272.00)	
*11		220 GCR	5/25/2023	TCLERK 052423 EPX		\$ -	\$ 2.00	\$ (3,274.00)	
*11		220 GCR	5/25/2023	TCLERK 052423 ERX		\$ -	\$ 2.00	\$ (3,276.00)	
*11		231 GCR	5/26/2023	TCLERK 053123 ACH IRS		\$ -	\$ 2.00	\$ (3,278.00)	
*11		231 GCR	5/26/2023	TCLERK 052523 ERX		\$ -	\$ 6.00	\$ (3,284.00)	
*11		254 GCR	5/30/2023	TCLERK 052623 ERX		\$ -	\$ 8.00	\$ (3,292.00)	
*11		256 GCR	5/31/2023	TCLERK 053023 ERX		\$ -	\$ 2.00	\$ (3,294.00)	
*11		282 GCR	5/31/2023	TCLERK 053123 ERX DEP 060123		\$ -	\$ 8.00	\$ (3,302.00)	
*11		283 GCR	5/31/2023	TCLERK 0522-053123 DEP 06022		\$ -	\$ 106.00	\$ (3,408.00)	
*12		30 GCR	6/2/2023	TCLERK 060123 EPX		\$ -	\$ 2.00	\$ (3,410.00)	
*12		30 GCR	6/2/2023	TCLERK 060123 ERX		\$ -	\$ 6.00	\$ (3,416.00)	
*12		34 GCR	6/5/2023	TCLERK 060223 ERX		\$ -	\$ 6.00	\$ (3,422.00)	

ACCOUNT PER	ACCOUNT NAME JNL	SRC	EFF DATE	REFERENCE	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
101-000-00-00-000-21036	HISTORIC DOCUMENTS PRESERVATIO				\$ (11,534.13)				
*12		37 GCR	6/1/2023	GB03 EPX FEE		7.95	\$ -	\$ (3,414.05)	
*12		72 GCR	6/6/2023	TCLERK 060523 ERX			\$ 10.00	\$ (3,424.05)	
*12		75 GCR	6/8/2023	TCLERK 060723 ERX			\$ 4.00	\$ (3,428.05)	
*12		75 GCR	6/8/2023	TCLERK 060723 EPX			\$ 2.00	\$ (3,430.05)	
*12		102 GCR	6/7/2023	TCLERK 0601-060223			\$ 56.00	\$ (3,486.05)	
*12		102 GCR	6/7/2023	TCLERK 060623 ERX			\$ -	\$ (3,490.05)	
*12		102 GCR	6/7/2023	TCLERK 060623 EPX			\$ -	\$ (3,492.05)	
*12		114 GCR	6/9/2023	TCLERK 060923 IRS			\$ 2.00	\$ (3,494.05)	
*12		114 GCR	6/9/2023	TCLERK 060823 ERX			\$ -	\$ (3,504.05)	
*12		143 GCR	6/14/2023	RECDESK 061223			\$ 10.00	\$ (3,504.05)	
*12		143 GCR	6/14/2023	TCLERK 061323 ERX			\$ 64.00	\$ (3,568.05)	
*12		143 GCR	6/14/2023	TCLERK 061323 EPX			\$ -	\$ (3,572.05)	
*12		151 GCR	6/13/2023	TCLERK 061223 ERX			\$ -	\$ (3,574.05)	
*12		151 GCR	6/13/2023	TCLERK 061223 EPX			\$ -	\$ (3,582.05)	
*12		153 GCR	6/16/2023	TCLERK IRS 061623			\$ 2.00	\$ (3,584.05)	
*12		153 GCR	6/16/2023	TCLERK 061523 EPX			\$ 6.00	\$ (3,590.05)	
*12		200 GCR	6/21/2023	TCLERK 0612-061623			\$ -	\$ (3,592.05)	
*12		200 GCR	6/21/2023	TCLERK 062023 ERX			\$ 50.00	\$ (3,642.05)	
*12		209 GCR	6/26/2023	TCLERK 062323 ERX			\$ 2.00	\$ (3,644.05)	
*12		237 GCR	6/20/2023	TCLERK 061623 ERX			\$ -	\$ (3,648.05)	
*12		240 GCR	6/23/2023	TCLERK 062223 ERX			\$ -	\$ (3,654.05)	
*12		241 GCR	6/27/2023	TCLERK 062623 EPX			\$ 2.00	\$ (3,656.05)	
*12		241 GCR	6/27/2023	TCLERK 062623 ERX			\$ -	\$ (3,658.05)	
*12		272 GCR	6/28/2023	TCLERK 0619-062323			\$ 6.00	\$ (3,664.05)	
*12		294 GCR	6/30/2023	T CLERK 062923 ERX			\$ 82.00	\$ (3,746.05)	
*12		295 GCR	6/30/2023	T CLERK EPX FEE			\$ -	\$ (3,748.05)	
*12		295 GCR	6/30/2023	T CLERK 063023 ERX			7.95	\$ -	\$ (3,740.10)
*12		310 GCR	6/30/2023	063023 T CLERK 0626-063023			\$ -	\$ 6.00	\$ (3,746.10)
					\$ (11,534.13)	\$ 1,429.90	\$ 5,254.00	\$ (3,824.10)	\$ (15,358.23)

ACCOUNT PER	ACCOUNT NAME	SRC	EFF DATE	REFERENCE	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
101 -000-00-00-000-21039	TOWN CLERK'S PORTION AGR. REC.				\$ (24,690.84)				
* 1		129 GCR	7/6/2022	TC ERX 070622		\$ -	\$ 6.00	\$ (6.00)	
* 1		131 GCR	7/7/2022	TC ERX 070722		\$ -	\$ 4.00	\$ (10.00)	
* 1		180 GCR	7/11/2022	TC ERX 071122		\$ -	\$ 2.00	\$ (12.00)	
* 1		187 API	7/15/2022	000678 48800 RICOH USA INC		\$ 107.45	\$ -	\$ 95.45	
* 1		187 API	7/15/2022	001852 48633 ADKINS PRINTING		\$ 299.99	\$ -	\$ 395.44	
* 1		223 GCR	7/13/2022	TC ERX 071322		\$ -	\$ 7.00	\$ 388.44	
* 1		224 GCR	7/14/2022	TC ERX 071422		\$ -	\$ 3.00	\$ 385.44	
* 1		225 GCR	7/15/2022	TC ERX 071522		\$ -	\$ 3.00	\$ 382.44	
* 1		244 GCR	7/12/2022	TC ERX 071222		\$ -	\$ 6.00	\$ 376.44	
* 1		246 GCR	7/18/2022	TC 0701-070822		\$ -	\$ 96.00	\$ 280.44	
* 1		246 GCR	7/18/2022	TC ERX 071822		\$ -	\$ 3.00	\$ 277.44	
* 1		261 GCR	7/19/2022	TC ERX 071922		\$ -	\$ 9.00	\$ 268.44	
* 1		262 GCR	7/20/2022	TC 0711-071522		\$ -	\$ 80.00	\$ 188.44	
* 1		263 GCR	7/21/2022	TC ERX 072122		\$ -	\$ 2.00	\$ 186.44	
* 1		300 GCR	7/22/2022	TC ERX 072222		\$ -	\$ 4.00	\$ 182.44	
* 1		321 GCR	7/25/2022	TC ERX 072522		\$ -	\$ 2.00	\$ 180.44	
* 1		322 GCR	7/27/2022	TC 0718-072222		\$ -	\$ 134.00	\$ 46.44	
* 1		334 GCR	7/27/2022	TC ERX 072722		\$ -	\$ 3.00	\$ 43.44	
* 1		363 GCR	7/31/2022	TC ERX 072922 DEP 080122		\$ -	\$ 2.00	\$ 41.44	
* 1		364 GCR	7/31/2022	TC 0725-072922 DEP 080322		\$ -	\$ 89.00	\$ (47.56)	
* 2		49 GCR	8/2/2022	TC ERX 080222		\$ -	\$ 6.00	\$ (53.56)	
* 2		92 GCR	8/3/2022	TC ERX 080322		\$ -	\$ 4.00	\$ (57.56)	
* 2		94 GCR	8/5/2022	TC ACH 080522 IRS #60154-013		\$ -	\$ 1.00	\$ (58.56)	
* 2		94 GCR	8/5/2022	TC ERX 080522		\$ -	\$ 4.00	\$ (62.56)	
* 2		96 GCR	8/8/2022	TC ERX 080822		\$ -	\$ 3.00	\$ (65.56)	
* 2		97 GCR	8/9/2022	TC ERX 080922		\$ -	\$ 1.00	\$ (66.56)	
* 2		98 GCR	8/10/2022	TC ERX 081022		\$ -	\$ 3.00	\$ (69.56)	
* 2		99 GCR	8/11/2022	TC ERX 081122		\$ -	\$ 4.00	\$ (73.56)	
* 2		117 API	8/19/2022	000678 49848 RICOH USA INC		\$ 91.51	\$ -	\$ 17.95	
* 2		147 GCR	8/12/2022	TC 0801-080522		\$ -	\$ 126.00	\$ (108.05)	
* 2		147 GCR	8/12/2022	TC ERX 081222		\$ -	\$ 2.00	\$ (110.05)	
* 2		148 GCR	8/15/2022	TC ERX 081522		\$ -	\$ 1.00	\$ (111.05)	
* 2		149 GCR	8/16/2022	TC ERX 081622		\$ -	\$ 3.00	\$ (114.05)	
* 2		150 GCR	8/17/2022	TC ERX 081722		\$ -	\$ 2.00	\$ (116.05)	
* 2		182 GCR	8/19/2022	TC 0808-081222		\$ -	\$ 73.00	\$ (189.05)	
* 2		186 GCR	8/18/2022	TC ERX 081822		\$ -	\$ 3.00	\$ (192.05)	
* 2		187 GCR	8/19/2022	TC ERX 081922		\$ -	\$ 4.00	\$ (196.05)	
* 2		190 GCR	8/23/2022	TC ERX 082322		\$ -	\$ 5.00	\$ (201.05)	
* 2		215 GCR	8/26/2022	TC 0815-081922		\$ -	\$ 154.00	\$ (355.05)	
* 2		217 GCR	8/31/2022	TC 0822-082622 DEP 090222		\$ -	\$ 125.00	\$ (480.05)	
* 2		218 GCR	8/31/2022	TC 0829-083122 DEP 090722		\$ -	\$ 45.00	\$ (525.05)	
* 2		221 GCR	8/25/2022	TC ERX 082522		\$ -	\$ 1.00	\$ (526.05)	
* 2		224 GCR	8/29/2022	TC ERX 082922		\$ -	\$ 3.00	\$ (529.05)	
* 2		225 GCR	8/30/2022	TC ERX 083022		\$ -	\$ 2.00	\$ (531.05)	
* 3		2 API	9/2/2022	000137 50279 STAPLES, INC		\$ 7.42	\$ -	\$ (523.63)	

ACCOUNT PER	ACCOUNT NAME	SRC	EFF DATE	REFERENCE	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
101 -000-00-00-000-21039	TOWN CLERK'S PORTION AGR. REC.				\$ (24,690.84)				
*3		2 API	9/2/2022	000946 49895 INFOHRED, LLC		\$ 29.91	\$ -	\$ (493.72)	
*3		52 GCR	9/1/2022	TC EXR 090122			\$ 2.00	\$ (495.72)	
*3		53 GCR	9/2/2022	TC EXR 090222			\$ 1.00	\$ (496.72)	
*3		54 GCR	9/6/2022	TC EXR 090622			\$ 4.00	\$ (500.72)	
*3		63 API	9/16/2022	000678 50395 RICOH USA INC		\$ 91.51	\$ -	\$ (409.21)	
*3		101 GEN	9/8/2022	G811 NC RTN CK#1022 CT IOLTA		\$ 2.00	\$ -	\$ (407.21)	
*3		116 GCR	9/7/2022	TC EXR 090722			\$ 2.00	\$ (409.21)	
*3		123 GCR	9/8/2022	TC EXR 090822			\$ 1.00	\$ (410.21)	
*3		124 GCR	9/16/2022	TC 0901-090922			\$ 141.00	\$ (551.21)	
*3		127 GCR	9/9/2022	TC ACH 090922			\$ 2.00	\$ (553.21)	
*3		128 GCR	9/12/2022	TC ACH 091222			\$ 6.00	\$ (559.21)	
*3		130 GCR	9/13/2022	TC EXR 091322			\$ 2.00	\$ (561.21)	
*3		131 GCR	9/14/2022	TC EXR 091422			\$ 4.00	\$ (565.21)	
*3		143 GCR	9/23/2022	TC 0912-091622			\$ 97.00	\$ (662.21)	
*3		144 GCR	9/15/2022	TC EXR 091522			\$ 1.00	\$ (663.21)	
*3		145 GCR	9/16/2022	TC EXR 091622			\$ 4.00	\$ (667.21)	
*3		165 API	9/30/2022	000946 50735 INFOHRED, LLC		\$ 29.91	\$ -	\$ (637.30)	
*3		168 GEN	9/28/2022	G839 COLOR COPY CHARGES 0831222		\$ 0.60	\$ -	\$ (636.70)	
*3		180 GCR	9/19/2022	TOWN CLERK EXR 091922			\$ 1.00	\$ (637.70)	
*3		182 GCR	9/20/2022	TOWN CLERK EXR 092022			\$ 4.00	\$ (641.70)	
*3		183 GCR	9/21/2022	TOWN CLERK EXR 092122			\$ 4.00	\$ (645.70)	
*3		199 GCR	9/30/2022	TOWN CLERK 9/19/2022-9/23/20			\$ 82.00	\$ (727.70)	
*3		201 API	9/4/2022	001651 51043 JP MORGAN CHASE		\$ 40.97	\$ -	\$ (686.73)	
*3		207 GCR	9/23/2022	TOWN CLERK EXR 092322			\$ 1.00	\$ (687.73)	
*3		210 GCR	9/26/2022	TOWN CLERK EXR 092622			\$ 1.00	\$ (688.73)	
*3		211 GCR	9/27/2022	TOWN CLERK EXR 092722			\$ 3.00	\$ (691.73)	
*3		213 GCR	9/28/2022	TOWN CLERK EXR 09282022			\$ 1.00	\$ (692.73)	
*3		217 GCR	9/30/2022	TOWN CLERK EXR 09302022			\$ 4.00	\$ (696.73)	
*3		224 GCR	9/30/2022	TOWN CL 9/26-9/30/22 DEP1005			\$ 96.00	\$ (792.73)	
*4		40 GCR	10/3/2022	TOWN CLERK EXR 100322			\$ 1.00	\$ (793.73)	
*4		41 GCR	10/4/2022	TOWN CLERK EXR 10042022			\$ 4.00	\$ (797.73)	
*4		42 GCR	10/5/2022	TOWN CLERK EXR 10052022			\$ 3.00	\$ (800.73)	
*4		43 GCR	10/6/2022	TOWN CLERK EXR 10062022			\$ 3.00	\$ (803.73)	
*4		44 GCR	10/7/2022	TOWN CLERK EXR 10072022			\$ 1.00	\$ (804.73)	
*4		45 GCR	10/11/2022	TOWN CLERK EXR 10112022			\$ 2.00	\$ (806.73)	
*4		46 GCR	10/12/2022	TOWN CLERK EXR 1012022			\$ 72.00	\$ (878.73)	
*4		49 API	10/14/2022	000678 51248 RICOH USA INC		\$ 107.20	\$ -	\$ (771.53)	
*4		55 GCR	10/12/2022	TOWN CLERK EXR 1012022			\$ 9.00	\$ (780.53)	
*4		74 GCR	10/13/2022	TOWN CLERK EXR 10132022			\$ 6.00	\$ (786.53)	
*4		88 GCR	10/19/2022	TOWN CLERK 10/11-10/14/2022			\$ 87.00	\$ (873.53)	
*4		92 GCR	10/14/2022	TOWN CLERK EXR 10142022			\$ 3.00	\$ (876.53)	
*4		93 GCR	10/17/2022	TOWN CLERK EXR 10172022			\$ 4.00	\$ (880.53)	
*4		107 GCR	10/7/2022	TOWN CLERK ACH 10072022			\$ 2.00	\$ (882.53)	
*4		113 GCR	10/18/2022	TOWN CLERK EXR			\$ 4.00	\$ (886.53)	
*4		134 GCR	10/19/2022	TOWN CLERK EXR 10192022			\$ 7.00	\$ (893.53)	

ACCOUNT PER	ACCOUNT NAME	SRC	EFF DATE	REFERENCE	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
101 -000-00-00-000-21039	TOWN CLERK'S PORTION AGR. REC.				\$ (24,690.84)				
* 4		136 GCR	10/21/2022	TOWN CLERK EXR 10212022	\$ -	\$ -	\$ 5.00	\$ (898.53)	
* 4		151 GCR	10/24/2022	TOWN CLERK EXR 10242022	\$ -	\$ -	\$ 4.00	\$ (902.53)	
* 4		172 API	10/28/2022	000137 51647 STAPLES, INC	\$ 48.49	\$ -	\$ -	\$ (854.04)	
* 4		172 API	10/28/2022	001388 51781 FOLEY CARRIER S	\$ 58.49	\$ -	\$ -	\$ (795.55)	
* 4		172 API	10/28/2022	001858 51788 HARTFORD HEALTH	\$ 147.00	\$ -	\$ -	\$ (648.55)	
* 4		172 API	10/28/2022	000946 51798 INFOSHRED, LLC	\$ 29.91	\$ -	\$ -	\$ (618.64)	
* 4		182 GCR	10/26/2022	TOWN CLERK 10/17-10/21/2022	\$ -	\$ -	\$ 110.00	\$ (728.64)	
* 4		184 GCR	10/25/2022	TOWN CLERK EXR 10252022	\$ -	\$ -	\$ 5.00	\$ (733.64)	
* 4		185 GCR	10/26/2022	TOWN CLERK EXR 10262022	\$ -	\$ -	\$ 5.00	\$ (738.64)	
* 4		186 GCR	10/20/2022	TOWN CLERK EXR 10202022	\$ -	\$ -	\$ 10.00	\$ (748.64)	
* 4		198 GCR	10/27/2022	TOWN CLERK EXR 10272022	\$ -	\$ -	\$ 4.00	\$ (752.64)	
* 4		215 API	10/31/2022	001651 51824 JP MORGAN CHASE	\$ 234.70	\$ -	\$ -	\$ (517.94)	
* 4		236 GCR	10/31/2022	TOWN CLERK EXR 10312022	\$ -	\$ -	\$ 2.00	\$ (519.94)	
* 4		241 GCR	10/31/2022	TOW 10/24-10/28/22 DEP 11022	\$ -	\$ -	\$ 116.00	\$ (635.94)	
* 4		241 GCR	10/31/2022	TOW 103122 DEP 110222	\$ -	\$ -	\$ 2.00	\$ (637.94)	
* 5		35 GCR	11/1/2022	TOWN CLERK EXR 110122	\$ -	\$ -	\$ 6.00	\$ (643.94)	
* 5		36 GCR	11/2/2022	TOWN CLERK EXR 11022022	\$ -	\$ -	\$ 9.00	\$ (652.94)	
* 5		38 GCR	11/4/2022	TOWN CLERK EXR 11042022	\$ -	\$ -	\$ 1.00	\$ (653.94)	
* 5		44 GCR	11/7/2022	TOWN CLERK EXR 11072022	\$ -	\$ -	\$ 5.00	\$ (658.94)	
* 5		48 API	11/10/2022	000137 52224 STAPLES, INC	\$ 18.59	\$ -	\$ -	\$ (640.35)	
* 5		48 API	11/10/2022	000678 52211 RICOH USA INC	\$ 91.51	\$ -	\$ -	\$ (548.84)	
* 5		48 API	11/10/2022	002662 52096 JAMES A ROBINSO	\$ 934.00	\$ -	\$ -	\$ 385.16	
* 5		56 GCR	11/8/2022	TOWN CLERK EXR 110822	\$ -	\$ -	\$ 6.00	\$ 379.16	
* 5		85 GCR	11/9/2022	TOWN CLERK EXR 11092022	\$ -	\$ -	\$ 7.00	\$ 372.16	
* 5		87 GCR	11/14/2022	TOWN CLERK EXR 11142022	\$ -	\$ -	\$ 2.00	\$ 370.16	
* 5		113 GCR	11/9/2022	110922 TOWN CLERK 103122-110422	\$ -	\$ -	\$ 103.00	\$ 267.16	
* 5		117 GCR	11/15/2022	111522 TOWN CLERK 111522	\$ -	\$ -	\$ 9.00	\$ 258.16	
* 5		119 GCR	11/16/2022	111622 TOWN CLERK 110722-111022	\$ -	\$ -	\$ 83.00	\$ 175.16	
* 5		120 GCR	11/16/2022	111622 TOWN CLERK ACH	\$ -	\$ -	\$ 7.00	\$ 168.16	
* 5		121 GCR	11/17/2022	111722 TOWN CLERK ACH	\$ -	\$ -	\$ 6.00	\$ 162.16	
* 5		123 GCR	11/18/2022	111822 TOWN CLERK ACH	\$ -	\$ -	\$ 1.00	\$ 161.16	
* 5		131 API	11/23/2022	000946 52692 INFOSHRED, LLC	\$ 29.91	\$ -	\$ -	\$ 191.07	
* 5		145 GCR	11/23/2022	TOWN CLERK 11/14-11/18/2022	\$ -	\$ -	\$ 75.00	\$ 116.07	
* 5		153 GCR	11/21/2022	TOWN CLERK EXR 11212022	\$ -	\$ -	\$ 4.00	\$ 112.07	
* 5		154 GCR	11/22/2022	TOWN CLERK EXR 11222022	\$ -	\$ -	\$ 15.00	\$ 97.07	
* 5		155 GCR	11/23/2022	TOWN CLERK EXR 11232022	\$ -	\$ -	\$ 20.00	\$ 77.07	
* 5		183 GCR	11/25/2022	TOWN CLERK EXR 11252022	\$ -	\$ -	\$ 2.00	\$ 75.07	
* 5		185 GCR	11/29/2022	TOWN CLERK EXR 11292022	\$ -	\$ -	\$ 14.00	\$ 61.07	
* 5		198 GCR	11/30/2022	TOWN CLERK 11/21-11/23/2022	\$ -	\$ -	\$ 47.00	\$ 14.07	
* 5		198 GCR	11/30/2022	TOWN CLERK EXR 11302022	\$ -	\$ -	\$ 7.00	\$ 7.07	
* 5		224 GCR	11/30/2022	TOWN 11/28-11/30/22 DEP 1202	\$ -	\$ -	\$ 35.00	\$ (27.93)	
* 5		227 GEN	11/30/2022	GB47 WIDMER T-3 TIME STAMP	\$ -	\$ -	\$ 934.00	\$ (961.93)	
* 5		227 GEN	11/30/2022	GB47 OFFICE SUPPLIES	\$ -	\$ -	\$ 324.16	\$ (1,286.09)	
* 6		15 GCR	12/2/2022	TOWN CLERK EXR 12022022	\$ -	\$ -	\$ 4.00	\$ (1,290.09)	
* 6		16 GCR	12/1/2022	TOWN CLERK EXR 12012022	\$ -	\$ -	\$ 10.00	\$ (1,300.09)	

ACCOUNT PER	ACCOUNT NAME JNL	SRC	EFF DATE	REFERENCE	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
101-000-00-00-000-21039	TOWN CLERK'S PORTION AGR. REC.				\$ (24,690.84)				
* 6		17 GCR	12/5/2022	TOWN CLERK EXR 12052022			2.00	\$ (1,302.09)	
* 6		52 GCR	12/8/2022	TOWN CLERK EXR 12072022			2.00	\$ (1,304.09)	
* 6		52 GCR	12/8/2022	TOWN CLERK EXR 12082022			2.00	\$ (1,306.09)	
* 6		55 GCR	12/9/2022	TOWN CLERK EXR 12092022			3.00	\$ (1,309.09)	
* 6		64 GCR	12/12/2022	TOWN CLERK EXR 12122022			1.00	\$ (1,310.09)	
* 6		75 GCR	12/13/2022	TOWN CLERK EXR 12132022			7.00	\$ (1,317.09)	
* 6		82 GCR	12/14/2022	TOWN CLERK 12132022			112.00	\$ (1,429.09)	
* 6		90 GCR	12/14/2022	TOWN CLERK EXR 12142022			3.00	\$ (1,432.09)	
* 6		102 GCR	12/16/2022	TOWN CLERK EXR 120622			6.00	\$ (1,438.09)	
* 6		104 GCR	12/15/2022	TOWN CLERK EXR 12152022			3.00	\$ (1,441.09)	
* 6		108 GCR	12/9/2022	TOWN CLERK ACH 12092022			1.00	\$ (1,442.09)	
* 6		123 GCR	12/16/2022	TOWN CLERK EXR 12162022			4.00	\$ (1,446.09)	
* 6		125 GCR	12/19/2022	TOWN CLERK EXR 12192022			23.00	\$ (1,469.09)	
* 6		145 GCR	12/21/2022	TOWN CLERK 12/12-12/16/2022			74.00	\$ (1,543.09)	
* 6		153 API	12/23/2022	000678 53387 RICOH USA INC		91.51	-	\$ (1,451.58)	
* 6		153 API	12/23/2022	002404 53228 COMPBASE, INC		1,200.00	-	\$ (251.58)	
* 6		159 GCR	12/21/2022	TOWN CLERK 12212022			3.00	\$ (254.58)	
* 6		174 GCR	12/22/2022	TOWN CLERK EXR 12222022			1.00	\$ (255.58)	
* 6		181 GCR	12/28/2022	TOWN CLERK 12/19-12/23/2022			88.00	\$ (343.58)	
* 6		195 GCR	12/28/2022	TOWN CLERK EXR 12282022			2.00	\$ (345.58)	
* 6		203 GCR	12/29/2022	TOWN CLERK EXR 12292022			2.00	\$ (347.58)	
* 6		208 GCR	12/30/2022	TOWN CLERK EXR 12302022			2.00	\$ (349.58)	
* 6		240 GCR	12/31/2022	TOW 12/27-12/30/22 DEP 01042			47.00	\$ (396.58)	
* 6		247 GEN	12/31/2022	G852 COLOR COPY CHARGES 123122		1.30	-	\$ (395.28)	
* 7		15 API	1/6/2023	000946 53527 INFOSHRED, LLC		29.91	-	\$ (365.37)	
* 7		32 GCR	1/3/2023	TOWN CLERK EXR 01032023			3.00	\$ (368.37)	
* 7		33 GCR	1/4/2023	TOWN CLERK EXR 01042023			2.00	\$ (370.37)	
* 7		34 GCR	1/5/2023	TOWN CLERK EXR 01052023			12.00	\$ (382.37)	
* 7		35 GCR	1/6/2023	TOWN CLERK EXR 01062023			1.00	\$ (383.37)	
* 7		45 GCR	1/11/2023	TOWN CLERK 1/3-1/06/2023			76.00	\$ (459.37)	
* 7		54 GCR	1/9/2023	TOWN CLERK EXR 01092023			1.00	\$ (460.37)	
* 7		55 GCR	1/10/2023	TOWN CLERK EXR 01102023			6.00	\$ (466.37)	
* 7		56 GCR	1/11/2023	TOWN CLERK EXR 01112023			1.00	\$ (467.37)	
* 7		61 GEN	1/4/2023	G805 CT TOWN CLERK'S ASSOC -CODIN		85.00	-	\$ (382.37)	
* 7		77 GCR	1/12/2023	TOWN CLERK EXR 01122023			2.00	\$ (384.37)	
* 7		78 GCR	1/13/2023	TOWN CLERK EXR 011323			1.00	\$ (385.37)	
* 7		103 API	1/20/2023	000678 54116 RICOH USA INC		106.95	-	\$ (278.42)	
* 7		109 GCR	1/17/2023	TOWN CLERK EXR 01172023			1.00	\$ (279.42)	
* 7		116 GCR	1/18/2023	TOWN CLERK EXR 01172023			7.00	\$ (286.42)	
* 7		117 GCR	1/19/2023	TOWN CLERK EXR 01182023			1.00	\$ (287.42)	
* 7		118 GCR	1/20/2023	TOWN CLERK 1/9-1/13/2023			58.00	\$ (345.42)	
* 7		128 GCR	1/20/2023	TOWN CLERK EXR 01192023			3.00	\$ (348.42)	
* 7		136 GCR	1/23/2023	TOWN CLERK EXR 01202023			4.00	\$ (352.42)	
* 7		155 GCR	1/24/2023	TOWN CLERK EXR 01232023			3.00	\$ (355.42)	
* 7		156 GCR	1/25/2023	TOWN CLERK 1/17-1/20/2023			41.00	\$ (396.42)	

ACCOUNT PER	ACCOUNT NAME	SRC	EFF DATE	REFERENCE	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
101 -000-00-000-21039	TOWN CLERK'S PORTION AGR. REC.				\$ (24,690.84)				
* 7	156 GCR	1/25/2023	TOWN CLERK EXR 01242023		\$ -	\$ -	\$ 3.00	\$ (399.42)	
* 7	167 GCR	1/26/2023	TOWN CLERK EXR 01252023		\$ -	\$ -	\$ 4.00	\$ (403.42)	
* 7	192 GCR	1/27/2023	TOWN CLERK EXR 01262023		\$ -	\$ -	\$ 3.00	\$ (406.42)	
* 7	224 GCR	1/30/2023	TOWN CLERK EXR 01272023		\$ -	\$ -	\$ 3.00	\$ (409.42)	
* 7	232 API	1/4/2023	001651 54510 JP MORGAN CHASE		\$ 340.17	\$ -	\$ -	\$ (69.25)	
* 7	247 GCR	1/31/2023	TOW 01/23-01/31/23 DEP 02032		\$ -	\$ -	\$ 79.00	\$ (148.25)	
* 7	256 GEN	1/31/2023	GB67 COLOR COPY CHARGES 013123		\$ 0.30	\$ -	\$ -	\$ (147.95)	
* 8	12 API	2/3/2023	000946 54448 INFOSHRED, LLC		\$ 29.91	\$ -	\$ -	\$ (118.04)	
* 8	12 API	2/3/2023	002155 54505 CIVICPLUS, INC		\$ 29.78	\$ -	\$ -	\$ (88.26)	
* 8	32 GCR	2/2/2023	TOWN CLERK EXR 02012023		\$ -	\$ -	\$ 4.00	\$ (92.26)	
* 8	33 GCR	2/3/2023	TOWN CLERK EXR 02022023		\$ -	\$ -	\$ 2.00	\$ (94.26)	
* 8	49 GCR	2/6/2023	TOWN CLERK EXR 02032023		\$ -	\$ -	\$ 14.00	\$ (108.26)	
* 8	50 GCR	2/7/2023	TOWN CLERK EXR 02062023		\$ -	\$ -	\$ 1.00	\$ (109.26)	
* 8	52 GCR	2/8/2023	TOWN CLERK 02/01-02/03/2023		\$ -	\$ -	\$ 48.00	\$ (157.26)	
* 8	52 GCR	2/8/2023	TOWN CLERK EXR 02072023		\$ -	\$ -	\$ 1.00	\$ (158.26)	
* 8	73 GCR	2/9/2023	TOWN CLERK EXR 02082023		\$ -	\$ -	\$ 8.00	\$ (166.26)	
* 8	74 GCR	2/10/2023	TOWN CLERK EXR 02092023		\$ -	\$ -	\$ 2.00	\$ (168.26)	
* 8	80 GCR	2/13/2023	TOWN CLERK EXR 02102023		\$ -	\$ -	\$ 1.00	\$ (169.26)	
* 8	87 API	2/17/2023	000678 54870 RICOH USA INC		\$ 91.51	\$ -	\$ -	\$ (77.75)	
* 8	87 API	2/17/2023	000873 54806 CT TOWN CLERK'S		\$ 161.90	\$ -	\$ -	\$ 84.15	
* 8	87 API	2/17/2023	001794 54655 W.B. MASON CO.,		\$ 10.33	\$ -	\$ -	\$ 94.48	
* 8	87 API	2/17/2023	001851 54805 GOVERNMENT REVE		\$ 7,236.64	\$ -	\$ -	\$ 7,331.12	
* 8	99 GCR	2/14/2023	TOWN CLERK EXR 02132023		\$ -	\$ -	\$ 2.00	\$ 7,329.12	
* 8	100 GCR	2/15/2023	TOWN CLERK 2/6-2/10/2023		\$ -	\$ -	\$ 45.00	\$ 7,284.12	
* 8	100 GCR	2/15/2023	TOWN CLERK EXR 02152023		\$ -	\$ -	\$ 14.00	\$ 7,270.12	
* 8	117 GCR	2/16/2023	TOWN CLERK EXR 02152023		\$ -	\$ -	\$ 11.00	\$ 7,259.12	
* 8	127 GCR	2/17/2023	TOWN CLERK EXR 02162023		\$ -	\$ -	\$ 2.00	\$ 7,257.12	
* 8	170 GCR	2/21/2023	TOWN CLERK EXR 02172023		\$ -	\$ -	\$ 1.00	\$ 7,256.12	
* 8	171 GCR	2/22/2023	TOWN CLERK 02/13-02/17/2023		\$ -	\$ -	\$ 66.00	\$ 7,190.12	
* 8	171 GCR	2/22/2023	TOWN CLERK EXR 02212023		\$ -	\$ -	\$ 13.00	\$ 7,177.12	
* 8	183 GCR	2/23/2023	TOWN CLERK EXR 02222023		\$ -	\$ -	\$ 3.00	\$ 7,174.12	
* 8	185 GCR	2/24/2023	TOWN CLERK EXR 02232023		\$ -	\$ -	\$ 4.00	\$ 7,170.12	
* 8	223 GCR	2/27/2023	TOWN CLERK EXR 022423		\$ -	\$ -	\$ 12.00	\$ 7,158.12	
* 8	225 GCR	2/28/2023	TOWN CLERK EXR 02272023		\$ -	\$ -	\$ 1.00	\$ 7,157.12	
* 8	229 API	2/4/2023	001651 55279 JP MORGAN CHASE		\$ 208.68	\$ -	\$ -	\$ 7,365.80	
* 8	231 GCR	2/28/2023	TOWN CL EXR 022823 DEP 03012		\$ -	\$ -	\$ 1.00	\$ 7,364.80	
* 8	231 GCR	2/28/2023	TOW 02/21-02/28/23 DEP 03032		\$ -	\$ -	\$ 62.00	\$ 7,302.80	
* 8	241 GEN	2/28/2023	GB52 COLOR COPY CHARGES 022823		\$ 0.35	\$ -	\$ -	\$ 7,303.15	
* 9	5 API	3/3/2023	000946 54992 INFOSHRED, LLC		\$ 29.91	\$ -	\$ -	\$ 7,333.06	
* 9	72 GCR	3/2/2023	TOWN CLERK EXR 030123		\$ -	\$ -	\$ 3.00	\$ 7,330.06	
* 9	73 GCR	3/3/2023	TOWN CLERK EXR 030223		\$ -	\$ -	\$ 1.00	\$ 7,329.06	
* 9	76 API	3/17/2023	000678 55301 RICOH USA INC		\$ 91.51	\$ -	\$ -	\$ 7,420.57	
* 9	78 GCR	3/6/2023	TOWN CLERK EXR 030323		\$ -	\$ -	\$ 4.00	\$ 7,416.57	
* 9	80 GCR	3/8/2023	TOWN CLERK EXR 030723		\$ -	\$ -	\$ 1.00	\$ 7,415.57	
* 9	80 GCR	3/8/2023	TOWN CLERK 03/01/23-03/03/23		\$ -	\$ -	\$ 52.00	\$ 7,363.57	

ACCOUNT PER	ACCOUNT NAME	SRC	EFF DATE	REFERENCE	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
101-000-00-000-21039	JNL TOWN CLERK'S PORTION AGR. REC.				\$ (24,690.84)				
*9		83 GCR	3/10/2023	TOWN CLERK ERX 030823			2.00	\$ 7,361.57	
*9		85 GCR	3/14/2023	TOWN CLERK ERX 031323			3.00	\$ 7,358.57	
*9		86 GCR	3/15/2023	TOWN CLERK ERX 030923			3.00	\$ 7,355.57	
*9		86 GCR	3/15/2023	TOWN CLERK ERX 031023			1.00	\$ 7,354.57	
*9		86 GCR	3/15/2023	TOWN CLERK ERX 031423			2.00	\$ 7,352.57	
*9		86 GCR	3/15/2023	TOWN CLERK 030523-031023			109.00	\$ 7,243.57	
*9		122 GCR	3/16/2023	031623 TOWN CLERK 031523 ERX			2.00	\$ 7,241.57	
*9		123 GCR	3/17/2023	031723 TOWN CLERK 031623 ERX			1.00	\$ 7,240.57	
*9		124 GEN	3/21/2023	032123 TOWN CLERK 032023 ERX			1.00	\$ 7,239.57	
*9		130 GCR	3/20/2023	032023 TOWN CLERK 031723 ERX			2.00	\$ 7,237.57	
*9		130 GCR	3/20/2023	032023 TOWN CLERK 031723 EPX			1.00	\$ 7,236.57	
*9		136 GCR	3/22/2023	032223 T CLERK 0313-031723			65.00	\$ 7,171.57	
*9		136 GCR	3/22/2023	032223 T CLERK 032123 ERX			2.00	\$ 7,169.57	
*9		138 GCR	3/23/2023	032323 T CLERK 032223 ERX			1.00	\$ 7,168.57	
*9		149 GCR	3/24/2023	032423 T CLERK 032323 ERX			3.00	\$ 7,162.57	
*9		149 GCR	3/24/2023	032423 T CLERK 032323 ERX			-	\$ 7,162.57	
*9		169 API	3/31/2023	000873 55952 CT TOWN CLERK'S	295.00		-	\$ 7,457.57	
*9		169 API	3/31/2023	000946 55977 INFOSHRED, LLC	29.91		-	\$ 7,487.48	
*9		182 GCR	3/30/2023	033023 T CLERK 032923 ERX			4.00	\$ 7,483.48	
*9		183 GCR	3/27/2023	032723 T CLERK 032423 ERX			1.00	\$ 7,482.48	
*9		184 GCR	3/28/2023	032823 T CLERK 032723 ERX			2.00	\$ 7,480.48	
*9		185 GCR	3/29/2023	032923 T CLERK 03/20-3/24/23			94.00	\$ 7,386.48	
*9		185 GCR	3/29/2023	032923 T CLERK 032823 ERX			6.00	\$ 7,380.48	
*9		196 API	3/4/2023	001651 56041 JP MORGAN CHASE	30.73		-	\$ 7,411.21	
*9		208 GCR	3/31/2023	033123 T CLERK 033023 ERX			1.00	\$ 7,410.21	
*9		214 GCR	3/31/2023	MARCH T CLERK 033123 ERX DEP 04032			5.00	\$ 7,405.21	
*9		222 GCR	3/31/2023	MARDIT T CLERK 03/27-03/31/23 DIT			25.00	\$ 7,380.21	
*10		26 GCR	4/4/2023	040423 T CLERK 040323 ERX			4.00	\$ 7,376.21	
*10		44 GCR	4/6/2023	040623 T CLERK 040523 ERX			4.00	\$ 7,372.21	
*10		46 GCR	4/7/2023	040723 TOWN CLERK 040523 ERX			1.00	\$ 7,371.21	
*10		71 GCR	4/11/2023	041123 T CLERK 041023 ERX			9.00	\$ 7,362.21	
*10		85 GCR	4/12/2023	TCLERK 4/3-4/6/23			59.00	\$ 7,303.21	
*10		85 GCR	4/12/2023	TCLERK 041123 ERX			1.00	\$ 7,302.21	
*10		95 GCR	4/13/2023	TCLERK 04122023			2.00	\$ 7,300.21	
*10		97 GCR	4/14/2023	TCLERK 041323			2.00	\$ 7,298.21	
*10		111 GCR	4/17/2023	TCLERK 041423 CC			17.00	\$ 7,281.21	
*10		113 GCR	4/18/2023	TCLERK 041723 EPX			1.00	\$ 7,280.21	
*10		113 GCR	4/18/2023	TCLERK 041723 ERX			7.00	\$ 7,273.21	
*10		126 API	4/28/2023	000137 56455 STAPLES, INC	447.60		-	\$ 7,720.81	
*10		126 API	4/28/2023	000873 56451 CT TOWN CLERK'S	175.00		-	\$ 7,895.81	
*10		126 API	4/28/2023	000678 56371 RICOH USA INC	106.16		-	\$ 8,001.97	
*10		130 GCR	4/19/2023	TCLERK 041023-041423			80.00	\$ 7,921.97	
*10		130 GCR	4/19/2023	TCLERK 041923 CC			2.00	\$ 7,919.97	
*10		150 GCR	4/20/2023	TCLERK 041923 ERX			4.00	\$ 7,915.97	
*10		162 API	4/4/2023	001651 56710 JP MORGAN CHASE	91.66		-	\$ 8,007.63	

ACCOUNT PER	ACCOUNT NAME	SRC	EFF DATE	REFERENCE	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
101 -000-00-00-000-21039	TOWN CLERK'S PORTION AGR. REC.				\$ (24,690.84)				
*10		173 GCR	4/24/2023	TCLERK 042123 ERX	\$	-	\$ 1.00	\$ 8,006.63	
*10		177 GCR	4/27/2023	TCLERK 041723-042123	\$	-	\$ 53.00	\$ 7,953.63	
*10		181 GEN	4/30/2023	GB47 COLOR COPY CHARGES 033123	\$	1.15	-	\$ 7,954.78	
*10		191 GCR	4/25/2023	TCLERK 042423 EPX	\$	-	\$ 1.00	\$ 7,953.78	
*10		191 GCR	4/25/2023	TCLERK 042423 ERX	\$	-	\$ 1.00	\$ 7,952.78	
*10		193 GCR	4/26/2023	TCLERK 042523 EPX	\$	-	\$ 2.00	\$ 7,950.78	
*10		203 GCR	4/30/2023	T CLERK 042823 ERX DIT	\$	-	\$ 14.00	\$ 7,936.78	
*10		206 GCR	4/30/2023	T CLERK 0424-042823 DIT	\$	-	\$ 47.00	\$ 7,889.78	
*11		76 GCR	5/2/2023	TCLERK 050123 ERX	\$	-	\$ 6.00	\$ 7,883.78	
*11		77 GCR	5/3/2023	TCLERK 050223 ERX	\$	-	\$ 3.00	\$ 7,880.78	
*11		78 API	5/12/2023	000678 56805 RICOH USA INC	\$	91.51	-	\$ 7,972.29	
*11		78 API	5/12/2023	000946 56951 INFOSHRED, LLC	\$	29.91	-	\$ 8,002.20	
*11		99 GCR	5/5/2023	TCLERK 050423 ERX	\$	-	\$ 2.00	\$ 8,000.20	
*11		101 GCR	5/8/2023	TCLERK 050523 ERX	\$	-	\$ 2.00	\$ 7,998.20	
*11		102 GCR	5/10/2023	TCLERK 050123-050523	\$	-	\$ 98.00	\$ 7,900.20	
*11		102 GCR	5/10/2023	TCLERK 050923 EPX	\$	-	\$ 1.00	\$ 7,899.20	
*11		102 GCR	5/10/2023	TCLERK 050923 ERX	\$	-	\$ 14.00	\$ 7,885.20	
*11		107 GCR	5/9/2023	TCLERK 050823 ERX	\$	-	\$ 10.00	\$ 7,875.20	
*11		108 GCR	5/12/2023	TCLERK 051123 ERX	\$	-	\$ 1.00	\$ 7,874.20	
*11		120 GCR	5/15/2023	TCLERK 051223 EPX	\$	-	\$ 1.00	\$ 7,873.20	
*11		120 GCR	5/15/2023	TCLERK 051223 ERX	\$	-	\$ 3.00	\$ 7,870.20	
*11		121 GCR	5/16/2023	TCLERK 051523 ERX	\$	-	\$ 1.00	\$ 7,869.20	
*11		134 GCR	5/17/2023	TCLERK 050823-051223	\$	-	\$ 57.00	\$ 7,812.20	
*11		134 GCR	5/17/2023	TCLERK 051623 ERX	\$	-	\$ 2.00	\$ 7,810.20	
*11		180 API	5/26/2023	001842 57325 CT DEPT OF AGR	\$	86.00	-	\$ 7,896.20	
*11		193 GCR	5/22/2023	TCLERK 051923 ERX	\$	-	\$ 1.00	\$ 7,895.20	
*11		200 GCR	5/23/2023	TCLERK 052223 ERX	\$	-	\$ 3.00	\$ 7,892.20	
*11		204 GCR	5/24/2023	TCLERK 051523-051923	\$	-	\$ 70.00	\$ 7,822.20	
*11		204 GCR	5/24/2023	TCLERK 052323 ERX	\$	-	\$ 2.00	\$ 7,820.20	
*11		220 GCR	5/25/2023	TCLERK 052423 EPX	\$	-	\$ 1.00	\$ 7,819.20	
*11		220 GCR	5/25/2023	TCLERK 052423 ERX	\$	-	\$ 11.00	\$ 7,808.20	
*11		231 GCR	5/26/2023	TCLERK 053123 ACH IRS	\$	-	\$ 1.00	\$ 7,807.20	
*11		231 GCR	5/26/2023	TCLERK 052523 ERX	\$	-	\$ 3.00	\$ 7,804.20	
*11		254 GCR	5/30/2023	TCLERK 052623 ERX	\$	-	\$ 4.00	\$ 7,800.20	
*11		256 GCR	5/31/2023	TCLERK 053023 ERX	\$	-	\$ 1.00	\$ 7,799.20	
*11		276 GEN	5/31/2023	G856 COLOR COPIES 043023	\$	0.10	-	\$ 7,799.30	
*11		277 GEN	5/31/2023	G857 COLOR COPIES 053123	\$	1.00	-	\$ 7,800.30	
*11		282 GCR	5/31/2023	TCLERK 053123 ERX DEP 060123	\$	-	\$ 4.00	\$ 7,796.30	
*11		283 GCR	5/31/2023	TCLERK 0522-053123 DEP 06022	\$	-	\$ 103.00	\$ 7,693.30	
*12		30 GCR	6/2/2023	TCLERK 060123 EPX	\$	-	\$ 1.00	\$ 7,692.30	
*12		30 GCR	6/2/2023	TCLERK 060123 ERX	\$	-	\$ 3.00	\$ 7,689.30	
*12		31 API	6/9/2023	000946 57722 INFOSHRED, LLC	\$	29.91	-	\$ 7,719.21	
*12		34 GCR	6/5/2023	TCLERK 060223 ERX	\$	-	\$ 13.00	\$ 7,706.21	
*12		72 GCR	6/6/2023	TCLERK 060523 ERX	\$	-	\$ 5.00	\$ 7,701.21	
*12		75 GCR	6/8/2023	TCLERK 060723 ERX	\$	-	\$ 12.00	\$ 7,689.21	

ACCOUNT PER	ACCOUNT NAME JNL	SRC	EFF DATE	REFERENCE	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
101-000-00-00-000-21039	TOWN CLERK'S PORTION AGR. REC.				\$ (24,690.84)				
*12		75 GCR	6/8/2023	TCLERK 060723 EPX	\$	-	\$ 1.00	\$ 7,688.21	
*12		102 GCR	6/7/2023	TCLERK 0601-060223	\$	-	\$ 88.00	\$ 7,600.21	
*12		102 GCR	6/7/2023	TCLERK 060623 ERX	\$	-	\$ 2.00	\$ 7,598.21	
*12		102 GCR	6/7/2023	TCLERK 060623 EPX	\$	-	\$ 1.00	\$ 7,597.21	
*12		114 GCR	6/9/2023	TCLERK 060923 IRS	\$	-	\$ 1.00	\$ 7,596.21	
*12		114 GCR	6/9/2023	TCLERK 060823 ERX	\$	-	\$ 5.00	\$ 7,591.21	
*12		143 GCR	6/14/2023	RECDESK 061223	\$	-	\$ 42.00	\$ 7,549.21	
*12		143 GCR	6/14/2023	TCLERK 061323 ERX	\$	-	\$ 2.00	\$ 7,547.21	
*12		143 GCR	6/14/2023	TCLERK 061323 EPX	\$	-	\$ 1.00	\$ 7,546.21	
*12		151 GCR	6/13/2023	TCLERK 061223 ERX	\$	-	\$ 4.00	\$ 7,542.21	
*12		151 GCR	6/13/2023	TCLERK 061223 EPX	\$	-	\$ 1.00	\$ 7,541.21	
*12		153 GCR	6/16/2023	TCLERK IRS 061623	\$	-	\$ 3.00	\$ 7,538.21	
*12		153 GCR	6/16/2023	TCLERK 061523 EPX	\$	-	\$ 1.00	\$ 7,537.21	
*12		160 API	6/23/2023	000137 57773 STAPLES, INC	\$	94.59	\$ -	\$ 7,631.80	
*12		160 API	6/23/2023	000137 57776 STAPLES, INC	\$	43.03	\$ -	\$ 7,674.83	
*12		160 API	6/23/2023	000678 57771 RICOH USA INC	\$	91.51	\$ -	\$ 7,766.34	
*12		200 GCR	6/21/2023	TCLERK 0612-061623	\$	-	\$ 45.00	\$ 7,721.34	
*12		200 GCR	6/21/2023	TCLERK 062023 ERX	\$	-	\$ 1.00	\$ 7,720.34	
*12		209 GCR	6/26/2023	TCLERK 062323 ERX	\$	-	\$ 12.00	\$ 7,708.34	
*12		212 API	6/28/2023	000946 58224 INFOSHRED, LLC	\$	29.91	\$ -	\$ 7,738.25	
*12		213 APM	6/28/2023	000946 57722 INFOSHRED, LLC	\$	-	\$ 29.91	\$ 7,708.34	
*12		214 API	6/28/2023	000946 58225 INFOSHRED, LLC	\$	29.91	\$ -	\$ 7,738.25	
*12		215 APM	6/28/2023	000946 58951 INFOSHRED, LLC	\$	-	\$ 29.91	\$ 7,708.34	
*12		216 API	6/28/2023	000946 58226 INFOSHRED, LLC	\$	29.91	\$ -	\$ 7,738.25	
*12		217 APM	6/28/2023	000946 54992 INFOSHRED, LLC	\$	-	\$ 29.91	\$ 7,708.34	
*12		218 API	6/28/2023	000946 58227 INFOSHRED, LLC	\$	29.91	\$ -	\$ 7,738.25	
*12		219 APM	6/28/2023	000946 54448 INFOSHRED, LLC	\$	-	\$ 29.91	\$ 7,708.34	
*12		220 API	6/28/2023	000946 58228 INFOSHRED, LLC	\$	29.91	\$ -	\$ 7,738.25	
*12		222 API	6/28/2023	000946 52692 INFOSHRED, LLC	\$	-	\$ 29.91	\$ 7,708.34	
*12		222 API	6/30/2023	000946 58229 INFOSHRED, LLC	\$	29.91	\$ -	\$ 7,738.25	
*12		237 GCR	6/20/2023	TCLERK 061623 ERX	\$	-	\$ 3.00	\$ 7,735.25	
*12		240 GCR	6/23/2023	TCLERK 062223 ERX	\$	-	\$ 1.00	\$ 7,734.25	
*12		241 GCR	6/27/2023	TCLERK 062623 EPX	\$	-	\$ 1.00	\$ 7,733.25	
*12		241 GCR	6/27/2023	TCLERK 062623 ERX	\$	-	\$ 3.00	\$ 7,730.25	
*12		272 GCR	6/28/2023	TCLERK 0619-062323	\$	-	\$ 61.00	\$ 7,669.25	
*12		287 GEN	6/30/2023	G852 COLOR COPY CHARGES JUNE	\$	1.25	\$ -	\$ 7,670.50	
*12		294 GCR	6/30/2023	TCLERK 062923 ERX	\$	-	\$ 1.00	\$ 7,669.50	
*12		295 GCR	6/30/2023	TCLERK 063023 ERX	\$	-	\$ 13.00	\$ 7,656.50	
*12		310 GCR	6/30/2023	063023 T CLERK 0626-063023	\$	-	\$ 89.00	\$ 7,567.50	
					\$ (24,690.84)	\$ 13,972.21	\$ 6,404.71	\$ 7,567.50	\$ (17,123.34)

FUNDS FROM OTHER SOURCES

Summary and Explanation

Historic Documents Preservation Revenue Fund

LI 101-21036

Pursuant to CGS 7-34a(d), An Act Concerning Real Estate Filings and the Preservation of Historic Documents, records restoration and related storage are being funded from this revenue fund. Source: \$2/recording.

Revenue Balance FY23: \$15,359

Anticipated additional revenues FY2: \$5,500

Town Clerk Revenue Fund

LI 101-21039

Pursuant to CGS 7-34a(e), (Land Protection, Affordable Housing & Historic Preservation). Source: Since 2013 with every mortgage recorded with Mortgage Electronic Registration Systems (MERS) as nominee, \$39 goes into the general fund and \$10 into this revenue fund. Otherwise, \$1 per recording.

Revenue Balance FY23: \$17,124

Anticipated additional revenues FY21: \$7,500

Historic Documents Preservation Grant Program

Also Pursuant to CGS 7-34a(d), records restoration and related storage are being funded by grants from the Office of the Public Records administrator, Connecticut State Library.

Grant Received FY19: \$4,500

Grant Received FY20: \$5,500

Grant Received FY21: \$5,500

Grant Received FY22: \$5,500

Grant Received FY23: \$5,500

Grant Received FY24: \$6,000

Expectation FY25: \$4,500 – \$6,000

Anticipated Future Expenditures of Funds

Continued off-site document and security microfilm storage, continuing document preservation and uploading of land record to the internet and storage with a focus on technology integration throughout the office, annual purchase of vital records binders, select office supplies and equipment, copier costs, microfilming, professional fees, tracking software and as needs arise, purchasing of shelving, cabinets for the vault and furniture for the office.

(d) In addition to the fees for recording a document under subsection (a) of this section, town clerks shall receive a fee of three dollars for each document recorded in the land records of the municipality. Not later than the fifteenth day of each month, town clerks shall remit two-thirds of the fees paid pursuant to this subsection during the previous calendar month to the State Librarian for deposit in a bank account of the State Treasurer and crediting to the historic documents preservation account established under section 11-81. One-third of the amount paid for fees pursuant to this subsection shall be retained by town clerks and used for the preservation and management of historic documents. The provisions of this subsection shall not apply to any document recorded on the land records by an employee of the state or of a municipality in conjunction with said employee's official duties. As used in this section "municipality" includes each town, consolidated town and city, city, consolidated town and borough, borough, district, as defined in chapter 105 or chapter 105a, and each municipal board, commission and taxing district not previously mentioned.

LI 101-21039

(e) In addition to the fees for recording a document under subsection (a) of this section, town clerks shall receive a fee of forty dollars for each document recorded in the land records of the municipality. The town clerk shall retain one dollar of any fee paid pursuant to this subsection and three dollars of such fee shall become part of the general revenue of the municipality and be used to pay for local capital improvement projects, as defined in section 7-536. Not later than the fifteenth day of each month, town clerks shall remit thirty-six dollars of the fees paid pursuant to this subsection during the previous calendar month to the State Treasurer. Upon deposit in the General Fund, such amount shall be credited to the community investment account established pursuant to section 4-66aa. The provisions of this subsection shall not apply to any document recorded on the land records by an employee of the state or of a municipality in conjunction with such employee's official duties. As used in this subsection, "municipality" includes each town, consolidated town and city, city, consolidated town and borough, borough, and district, as defined in chapter 105 or 105a, any municipal corporation or department thereof created by a special act of the General Assembly, and each municipal board, commission and taxing district not previously mentioned.

Historic Document Preservation Grant Program

Sec. 11-8J. Preservation and management of historic documents: Definitions. As used in sections 11-81 to 11-8J, inclusive, "preservation and management of historic documents" means activities that include, but are not limited to, the following: (1) The restoration and conservation of land records, land record indexes, maps or other records; (2) the microfilming of land records, land record indexes, maps or other records; (3) the use of information technology to facilitate the performance of duties integral to the maintenance and tracking of historic documents; (4) providing public access to an electronic indexing system that combines the grantor index and the grantee index of a town's land records; (5) the assessment or upgrading of records retention facilities; (6) disaster recovery; and (7) the training of personnel to perform duties integral to the maintenance and tracking of historic documents.

NEAR AND LONG TERM PLANS TO RESTRAIN BUDGETARY GROWTH

As in the past and going forward we will remain a no frills office. That being said, we continue to implement technology incrementally throughout the years reducing the time spent on particular projects. The primary purpose of these funds is for document and record preservation. These funds are set aside by the State of Connecticut. The office is benefiting from many of the upgrades instituted over the previous years.

Thanks to CGS 7-34a(d), records restoration is being funded from a revenue fund (An Act Concerning Real Estate Filing and the Preservation of Historic Documents). Thanks, also, to CGS 7-34a(e), (An Act Concerning Farm Land Preservation, Land Protection, Affordable Housing and Historic preservation), the office has more latitude in expenditures. Also available is an annual grant award from the State Library, most recently in the amount of \$6,000. Over the last several years the grant amount has ranged from \$3,000 to \$6,000. Grants have also been made available for election purposes from the State of Connecticut.

We will continue to reduce the postage line with the use of email when appropriate.

The use of part time personnel in the office will not be needed to implement any technology. Any amount of additional implementation will be provided without overtime, either will be completed by staff during the town hours of operation or by the clerk during hours outside of normal operating hours.

We will continue to share advertising costs with other towns to help reduce expenses when appropriate.

State and Town Clerk Association provided education will be committed to and implemented when appropriate. We fully implemented the State Death Registration System (which we helped to pilot) which allows us to easily retrieve and create death records. The savings by this department per year will be approximately \$250, and will include additional revenues. A marriage registration system will be in the near future with similar benefits.

When appropriate the plan is to continue the use of the revenue funds to help support some line items and department initiatives.

**TOWN OF WATERFORD
PROPOSED REVENUE BY DEPARTMENT
GENERAL FUND
2024-2025 FISCAL YEAR**

All revenues from each department must be listed in the following categories. Please add any revenue lines that are not listed below.

DEPARTMENT: TOWN CLERK 10109

LINE ITEM	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 EXPECTED	2023-2024 YTD	2024-2025 PROPOSED	VARIANCE
Alarm Monitoring						\$ -
Alarm Penalties						\$ -
Ambulance Subsidy						\$ -
Beach Admission Fees						\$ -
Benefit Assessments						\$ -
Bulky Waste Fees						\$ -
Conveyance Tax	469,753	431,899	200,000		200,000	\$ -
Copy Fees	24,848	16,602	25,000		25,000	\$ -
East Lyme Animal Control Fee						\$ -
Enhanced E 9-1-1						\$ -
Fines/Penalties						\$ -
Hazardous Household Waste						\$ -
Inspection Fees						\$ -
Interest/Lien Fees						\$ -
Inter-Municipal Revenues						\$ -
Miscellaneous						\$ -
Permitting/Licensing Fees						\$ -
Program/Registration Fees						\$ -
Recording Fees	229,236	162,277	175,000		175,000	\$ -
Regional Communications Fees						\$ -
Rentals						\$ -
Sale of Recyclables						\$ -
State Operational Grants						\$ -
Tipping Fees						\$ -
Versa Kart/Blue Box Purchases						\$ -
TOTALS	\$ 723,837.00	\$ 610,778.00	\$ 400,000.00	\$ -	\$ 400,000.00	\$ -

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2023 12

ORIGINAL APPROP	TRANS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
101 GENERAL FUND						
10109 TOWN CLERK						
40351 LIENS						
10109 40351	LIENS -COLLECTED BY UTILITY CO	0.00	0.00	0.00	8,140.00	100.0%
40400 CONVEYANCE TAX						
10109 40400	CONVEYANCE TAX	0.00	-431,898.57	0.00	231,898.57	215.9%
41020 MARRIAGE LICENSES						
10109 41020	MARRIAGE LICENSES	0.00	-3,280.00	0.00	3,280.00	100.0%
41021 HUNTING & FISHING LICENSE						
10109 41021	HUNTING & FISHING LICENSE	0.00	-81.00	0.00	81.00	100.0%
41022 DOG LICENSES						
10109 41022	DOG LICENSES	0.00	-1,660.00	0.00	1,660.00	100.0%
41029 WTFD-EL SHELLFISH PERMITS						
10109 41029	WTFD-EL SHELLFISH PERMITS	0.00	-290.00	0.00	290.00	100.0%
41031 WATERFORD SHELLFISH PERMIT						
10109 41031	WATERFORD SHELLFISH PERMIT	0.00	-74.00	0.00	74.00	100.0%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ORIGINAL APPROP	TRANS/ADJSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
42009 RECORDING FEES						
10109 42009	RECORDING FEES	0.00	-200,000.00	-96,752.00	-103,248.00	48.4%
44004 COPIES						
10109 44004	COPIES	0.00	0.00	-16,602.50	16,602.50	100.0%
44005 VITAL STATISTICS						
10109 44005	VITAL STATISTICS	0.00	0.00	-25,530.00	25,530.00	100.0%
44006 MISCELLANEOUS						
10109 44006	MISCELLANEOUS	0.00	0.00	-4,097.00	4,097.00	100.0%
44254 LOCAL CAPITAL IMPROVEMENT						
10109 44254	LOCIP FUND- AGRICULTURAL REC.	0.00	0.00	-7,875.00	7,875.00	100.0%
GRAND TOTAL						
-400,000.00	0.00	-400,000.00	-596,280.07	0.00	196,280.07	149.1%

** END OF REPORT - Generated by David Campo **

TOWN of WATERFORD

Targeted Grants:

FY 2024

**Historic Documents
Preservation Grant Program
State of Connecticut**



Prepared by: •
David L. Campo, CCTC
Waterford Town Clerk

APPLICATION**TARGETED GRANT FY 2024**

Historic Documents Preservation Program

Connecticut Municipalities

GP-001 (rev. 1/2023)



STATE OF CONNECTICUT

Connecticut State Library

PUBLIC RECORDS ADMINISTRATOR

231 Capitol Ave., Hartford, CT 06106

This form may be completed and printed for submission at <https://ctstatelibrary.org/publicrecords/hdpp>

Name of Municipality:Use full municipality name, ie
'Town of ' or 'City of '**Town of Waterford****Name of Municipal CEO:****Robert Brule****Title: First Selectman****Phone with Area Code:**

860.444.5834

Email:

Rbrule@waterfordct.org

Name of Town Clerk:**David L. Campo****Title: Town Clerk****Phone with Area Code:**

860.444.5829

Email:

Dcampo@waterfordct.org

Check if Designated Applicant: ☒**TC Mailing Address:**

15 Rope Ferry Rd, Waterford CT, 06385

MCEO Address if Different:**Grant Application Deadline:**☒ Cycle 1: April 30, 2023☐ Cycle 2: September 30, 2023**Grant Contract Period:**

The contract period begins after July 1, 2023 AND receipt of the fully executed contract. Grant projects must be completed and funds expended by June 30, 2024.

Maximum Grant Allowed:

\$6,000

Small Municipality

Population less than 20,000

\$8,000

Medium Municipality

Population between 20,000 and 69,999

\$11,000

Large Municipality

Population of 70,000 or greater

Amount Requested:**\$ 6,000****Grant Category(ies):**☐ Inventory and Planning☐ Organization and Indexing☐ Program Development☒ Storage and Facilities☒ Preservation/Conservation

See Page 6 of the Guidelines for Category descriptions.

Budget Summary	Grant Funds (A)	Local Funds (B)	Total Funds (A+B)
1. Consultants/Vendors (Total cost for all consultants and vendors)	\$ 1300	\$	\$ 1300
2. Equipment (Total cost for eligible items, i.e. shelving)	\$ 3000	\$	\$ 3000
3. Supplies (Total cost for eligible items, i.e. archival supplies)	\$ 1700	\$ 80	\$ 1780
4. Town Personnel Costs (Total cost for all town personnel)	1\$	2\$	\$
5. Other (Please specify on a separate sheet; rarely used)	\$	\$	\$
6. TOTAL	\$ 6000	\$ 80	\$ 6080

¹ Base pay only for personnel hired directly by the municipality for the grant project. Consultant/vendor costs should be listed on Line 1.

² Personnel taxes, benefits and any overtime must be paid by the municipality.

Narrative Page & Supporting Documents

Answer on an attached page. **Number each question and answer.** If applying for more than one project, questions 1 through 3 must address each project **separately** and be numbered separately, i.e., 1a and 1b, 2a and 2b, 3a and 3b.

Answers should be provided in the applicant's own words, not by referencing the vendor's proposal.

1. **Describe the project.** State what will be done and why. In addition, for records projects, identify the specific records, including date ranges. For conservation projects, also address microfilming – see Guidelines booklet for instructions under Preservation/Conservation on Page 9.
2. **Provide vendor/personnel info & timeframe.** For vendors, identify the company and the timeframe for completing the work within the grant period. For town personnel – see Guidelines booklet for instructions under Town Personnel Costs on Page 12.
3. **State what will be accomplished.** Explain how the project will impact the records, the office and/or the municipality.
4. **Provide a detailed budget.** If applying for only one project with one vendor – omit this question. If applying for more than one project – show the detail for each line item listed on page 1 of the Application (Consultants/Vendors, Equipment, Supplies, and Town Personnel Costs) and the split between grant and local funds for each line item (if any).
5. **Attach supporting documents.** For vendors: provide a copy of the proposal or quote. For direct purchases of equipment or supplies: provide a copy of the product information/pricing from the website or catalog.

Designation of Town Clerk as Applicant

This section to be completed only if the MCEO wishes to designate the Town Clerk to make the application for the grant.

I hereby designate, David L. Campo, the Town Clerk, as the agent for making the above application

Signature of MCEO

Date

Name and Title of MCEO

Certification of the Application

This section must be signed by the applicant.

If the Town Clerk is designated above, the Town Clerk must sign. If the Town Clerk is not designated, the MCEO must sign.

I hereby certify that the statements contained in this application are true and that all eligibility requirements as outlined in the FY 2024 Targeted Grant Guidelines have been met.

Signature of Applicant (MCEO or Town Clerk if Designated)

Date (must be same as or later than above date)

Name and Title of Applicant

For State Library Use Only

Grant Disposition: ☐ Approved ☐ Denied

Grant Award: \$ _____

Grant Number: _____ - _____ - _____

Signature of Public Records Administrator

Date

APPLICATION

TARGETED GRANT FY 2024, CYCLE 1

Historic Documents Preservation Program

1. Describe the project: This is a continuation of last year's project. The primary focus of the project is preservation and retrieval of records in case of disaster. Minutes will be microfilmed from last year and stored. New binders will replace older worn out binders. Additionally, some paper and linen maps do not copy well and need to be left unused for preservation. Florek Surveying will convert some of these to mylars. Two new cabinets will be purchased for the vault. The current cabinet is too small and are beginning to age out. We use these for vitals, election materials, litigation records, DD214's etc.

(See attached job estimate)

2. Identify the vendors: The primary contact is Irene Sulewski at:

Adkins
40 South Street
P.O. Box 2440
New Britain, CT 06050-2440

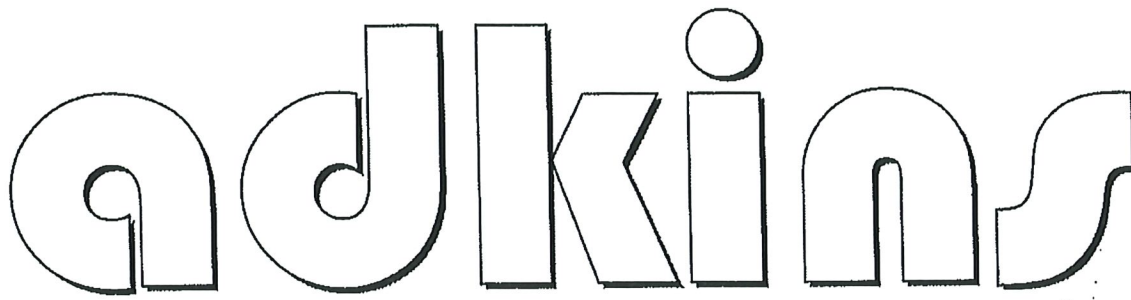
and Brian Florek, LS at:

Florek Surveying, LLC
239 Shore Road
Waterford, CT 06385-2886

3. State what the municipality hopes to accomplish: This project will keep us compliant with regard to preservation and security of records. A secondary outcome will be an ease of retrieval for clients and municipal employees.

4. Provide a detailed budget: Attached is the detailed job estimates displaying all costs and what will be included.

5. Attach supporting documentation: Enclosed



40 SOUTH STREET, P.O. BOX 2440, NEW BRITAIN, CT 06050-2440

Tel: 1-800-807-3981 irene@adkinsinc.net

JOB ESTIMATE

March 23, 2023

Client: Waterford Town Clerk

Title of Job: Storage Cabinet

Two Cabinets with locking doors @ \$1,400/ea.....\$2,800

- 18" deep
- 36" wide
- 78" high
- Reinforced - 5 shelves
- Putty color

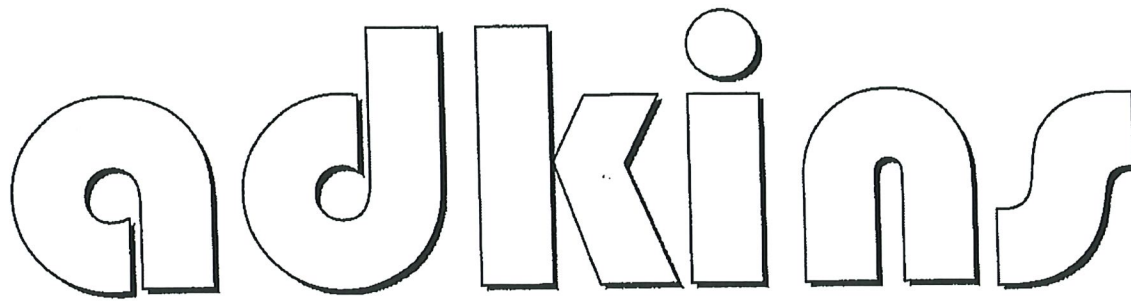
Delivery/Freight -----\$200

Total - \$3,000

Signed: _____

A handwritten signature in cursive script, reading "Irene Sulewski", is written over a horizontal line.

Irene Sulewski, Municipal Account Specialist



40 SOUTH STREET, P.O. BOX 2440, NEW BRITAIN, CT 06050-2440

Tel: 1-800-807-3981 irene@adkinsinc.net

JOB ESTIMATE

March 29, 2023

Client: Waterford Town Clerk

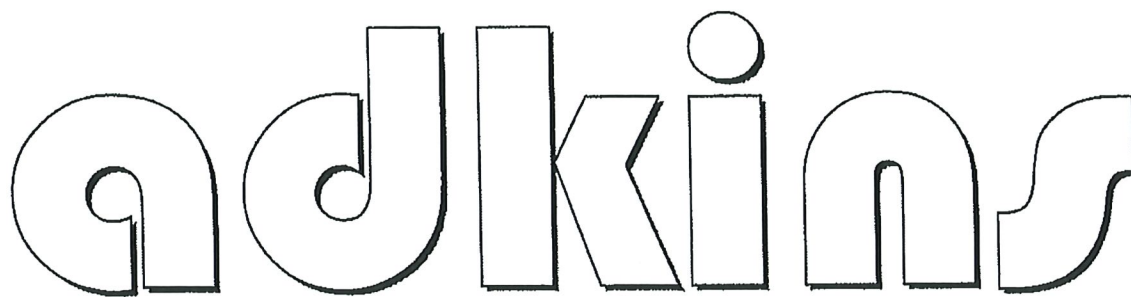
Title of Job: Archival Supplies

- Ten vital binders @ \$140/binder..... \$1,400.00/lot
- UPS freight on above.....\$50.00

TOTAL COST.....\$1,450

Signed: _____

Irene Sulewski, Municipal Account Specialist



40 SOUTH STREET, P.O. BOX 2440, NEW BRITAIN, CT 06050-2440

Tel: 1-800-807-3981 irene@adkinsinc.net

JOB ESTIMATE

March 28, 2023

Client: Waterford Town Clerk

Title of Job: Creation of microfilm from PDF's

The Town of Waterford has 5,000 PDF images of minutes that need to be converted to microfilm for security.

5,000 images converted to archival microfilm @ \$0.10/image.....\$500/lot

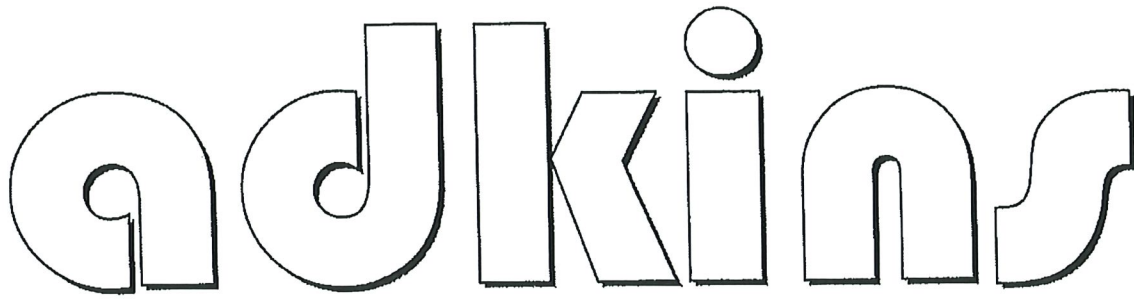
TOTAL COST.....\$500.00

This project will take approximately 4 weeks to complete.

Signed: _____

A handwritten signature in cursive script, reading 'Irene Sulewski', is written over a horizontal line.

Irene Sulewski, Municipal Account Specialist



40 SOUTH STREET, P.O. BOX 2440, NEW BRITAIN, CT 06050-2440

Tel: 1-800-807-3981 irene@adkinsinc.net

JOB ESTIMATE

March 28, 2023

Client: Waterford Town Clerk

Title of Job: Archival Supplies

1. Red & Black imitation leather binder.....\$195.00
 - a. 14 x 8.5
 - b. 1.5" capacity
2. 4 lines of Gold stamping on spine @ \$7.00/line.....\$28.00
 - a. MINUTES OF
 - b. TOWN BUSINESS
 - c. MEETING
 - d. VOL. 15
3. Minute book filler for above.....\$85.00/ream
 - a. 500 sheets (1,000 pages)
4. UPS.....\$22

TOTAL COST.....\$330

Signed: _____

A handwritten signature in cursive script, reading "Irene Sulewski", is written over a horizontal line.

Irene Sulewski, Municipal Account Specialist

Florek Surveying, LLC

239 Shore Road
Waterford, CT 06385
860.271.6006
bflorek@floreksurveyingllc.com

JOB ESTIMATE

March 29, 2023

Client: Waterford Town Clerk

Title of Job: Creation of Fix-Line Mylars to the State of Connecticut filing code from original filed copies.

The Town of Waterford has original filed plans on linen and paper that need to be converted to Fix-Line Mylar for easier viewing and copying.

9 filed plans on linen and paper to be converted to fix-line mylar @ \$ / fix-line mylar. \$800.00

Total Cost= \$800.00

This project will take approximately 4 weeks to complete after approval to proceed.

Regards,

Brian D. Florek, LS
Managing Member, Florek Surveying, LLC.



TOWN BOARD OF FINANCE—Cont'd**Meetings,****Members, of,**

Additional appropriations, considering, 7-348

Minutes in record of, 7-342

Notice of, when, 7-342

Regular and special, 7-342

Public,

Appropriations, 7-344

Expenditures, estimated, 7-344

Members of,

Alternates, 7-340a

Appointment, 7-340, 7-340a, 7-343

Chairman, 7-342

Clerk, 7-342

Dual job ban, 9-210

Election, 9-202

Expenses, reimbursement of, 7-341

Oath of, 7-341

Officers,

Selection of, 7-342

Violations by, penalty, 7-349

Term, 7-340, 9-202

Vacancies, 7-343

Officers,

Quorum, 7-342

Selection of, 7-342

Violations by, penalty, 7-349

Public hearing, estimate of expenditures, submitted to, 7-344

Public schools, appropriations for, 10-222

Recommendations, public schools, appropriations and spending, 10-222

Records of town, kept by, 7-344

Apportionment, when, 7-346

Public hearings, 7-344

Reports, 7-406

Statement of expenditures and revenues, 7-344

Town agencies, 7-345

Rights and duties conferred on, when, 7-340

Secretary of the state, notice of establishment of, 7-340

Selectmen,

Contracts in excess of appropriations, duties re, 7-348

Members, appointed by, 7-340

Offices, selection of, 7-342

Student tuition, disclosure of information re, 1-210(b)

Taxation,

Accounts, keeping of, 7-344

TOWN BOARD OF FINANCE—Cont'd**Taxation—Cont'd**

Apportionment, 7-346

Laying of taxes on grand list, 7-344

Teacher contracts, meetings with board of education re, 10-153d

Town manager,

Appointment and removal of, 7-98

Appropriations, limited by, 7-99

Salary, fixing of, 7-98

Statement of disbursements and receipts, filed with, 7-99

Town meeting,

Appropriations made by, 7-344

Bond issuance, vote on, by, 7-346

Contracts in excess of appropriations, approval of appropriation for, 7-348

Established at, 7-340

Expenditures, estimate, submitted to, 7-344

Public emergencies, appropriations, 7-148(c)(2)

Special, appropriations by, 7-344

TOWN CLERKS

Absentee ballots—*See* ELECTIONS, at Absentee voting.

Accounting of fees and compensation, 7-34b

Acknowledgment before, 1-36

Acting, appointed when, 7-20

Action against by state's attorney, 7-22

Appointment, notice to secretary of the state, 7-16a

Assembly district, vacancy in, writ of election to, 9-215(b)

Assessors, board of, list of transferred property to, 7-33

Assistants,

Appointments, 7-19

Notice to secretary of the state, 7-19

Duties, 7-19

Oaths,

Administered by, 1-24

Taking of, 7-19

Vacancies, notice to secretary of the state, 7-16a, 7-19

Attachments, duties re,

Certificate of dissolution of, filed with, 52-310

Withdrawal of suit on, 52-324

Discharge of, filed with, 52-322

Nonresidents, 52-284

Petition for discharge, 49-13(a)

Real estate, 52-85

Destruction of records re, when, 7-109

Recorded by, 7-30

TOWN CLERKS—Cont'd

Attachments, duties re—Cont'd

Removal of property, without, 52-283

Attestation, omission to, 7-26

Automotive glass work and flat glass work board, roster furnished by, 20-332

Bank depository designation, filed with, 7-402(b)

Bonds in lieu of attachment, duties re, 49-86 to 49-91

Cemeteries, plan for above ground vaults, filed with, 19a-310

Certificates of authority, issued by, when, 7-33a

Certification program for, 7-22a

Child born outside United States, record, filing, 7-58

Claims against, indemnity, 7-26a

Closing-out sales, licenses issued by, 21-35d

Compensation, 7-34b

Accounting of, 7-34b

Condominiums, recording of, 47-71

Connecticut Reports turned over by, disposition of, 51-216b(d)

Connecticut River gateway committee, meetings to determine if governed by, called by, 25-102d(b)

Connecticut town clerk association, consultation re records management program, 11-8a(a)

Consolidation ordinance, submitted to, 7-199

Constable, oath of, filed with, 7-88

Constitutional amendment, proposed, posting of,

Transmitting to town clerks, Ct. Const.

Am. VI, Ct. Const. XII

Cooling contractors examining board, roster furnished by, 20-332

Corporate documents, destroyed by, when, 7-109

Dams,

Maps filed with, 22a-409

Permits filed with, 22a-403

Deeds,

Recording of,

Fees for, 7-34a

Real estate conveyance tax, payment condition precedent to recording, exceptions, 12-497

True copies, records, 47-16a

Deposit of public funds, designation filed with, 7-401

Disclaimer of real property, filed with, 45a-579, 45a-583

TOWN CLERKS—Cont'd

Documents, destruction of, when, 7-109

Dogs—See DOGS, at Town clerks.

Education,

Equalization grants, date filed by, 10-261b

School district, holding powers of clerk and treasurer of, 10-243

Elderly persons, municipal agent, appointment, notice, 7-127b(c)

Elections,

Appeals from decisions of admitting official, 9-311

Servicemen, 9-30

Applications for admission as electors, 9-19b, 9-19c

Armed forces members, forms for, mailing, 9-28

Board for admission of electors,

Membership in, 9-15a

Sessions, when, 9-17

Challenged ballots, preservation in counting of, 9-232f

City elections, list of eligible voters, maintenance of, 9-171

Compensation for duties as to enrollment, 9-195

Conferences with registrars and secretary of the state, 9-6

Duties, charter provisions not affecting, 7-192a

Examination of applications from members of armed forces, 9-30

Forms for armed forces members, mailing, 9-28

Forms for canvass, receipt from secretary of the state, 9-313

General Assembly, vacancy in certified by, 9-215(a)

List of applicants for absentee ballots, 9-158h

Overseas ballot,

Application for, 9-158c

List of applicants, 9-158h

Mailing to elector, 9-158e

Notice to registrars of application for, 9-158j

Return of, 9-158g

Permanently physically disabled persons,

Application form, 9-31b

Provided to, 9-31d

Examination of, 9-31a

Provisional ballots, packets, provided to moderator, 9-232j

Record of appointment of deputy registrars, 9-192

TOWN CLERKS—Cont'd**Elections—Cont'd**

- Registration of voters, 9-19b, 9-19c
- Registry list,
 - Active, registrar of voters to file, 9-23(b)
- Report of alleged violations, 9-7b
- Special elections,
 - Write-in candidates, registration with, 9-224b(b)
- Temporarily nonresident persons, forms for, mailing, 9-28
- Warning of, 9-225, 9-226
- Electors—*See* ELECTORS.
- Electricians' examining board, roster furnished by, 20-332
- Elevator craftsmen's examining board, roster furnished by, 20-332
- Embalmer licensees and registrants, list filed with, 20-226
- Environmental impact statements, submitted to, 22a-1d(a)
- Federal tax lien registration, 49-32a
- Fees,
 - Accounting of, 7-34b
 - Documents, recording of, 7-34a
 - Dog licenses, 22-338, 22-339
 - Uses of, 22-347
 - Electronic collection,
 - Electronic documents, recording, 7-35dd
 - Fishing licenses, 26-28(a)
 - Historic documents preservation and management, for, 7-34a(d)
 - Hunting licenses, 26-28(a)
 - Local capital improvement projects, for, 7-34a(c)
 - Recording documents, 7-24(c), 7-34a
 - Return of documents, 7-34a(b)
 - Salary in lieu of, 7-34b
 - Trapping licenses, 26-28(a)
- Fire insurance, notice of payment of proceeds, 49-73d
- Fire protection sprinkler systems board, roster furnished by, 20-332
- Fisheries and game—*See* FISHERIES AND GAME, *at* Town clerks.
- Fishing licenses, duties, 26-30, 26-36
- Foreclosed residential properties,
 - Registration, 7-148ii
- Funeral director licensees and registrants, list filed with, 20-226
- Game and fisheries—*See* FISHERIES AND GAME, *at* Town clerks.
- Garnishments of mortgages, filed with, 52-346
- General Assembly,
 - Journals, distributed on request of, 2-49

TOWN CLERKS—Cont'd**General Assembly—Cont'd**

- Vacancy in certified by, 9-215(a)
- Heating contractors' examining board, roster furnished by, 20-332
- Historic district,
 - Ordinance, filed by, 7-147b(i)
 - Study committee report, available from, 7-147b(e)
- Hunting licenses, duties, 26-30, 26-36
- Indemnification of, re errors, 7-26a
- Indexes, 7-24, 7-25
 - Electronic system, 7-25a
 - Errors corrected, 7-26
 - Mechanic's lien, 7-28
 - Surveys and maps, 7-32
- Instruments,
 - Attachments, record by, 7-30
 - Illegible, 7-24(e)
 - Index of, kept by, 7-25
 - Lien or mortgage release, partial release, or assignment, 7-29(a)
 - Recording of, 7-24
 - Form, 7-24(f)
- Intangible official publications, notice to state library, 7-110
- Judgment liens, release of, 52-380d(b)
- Junk dealers, weekly reports to, 21-11
- Justices of the peace,
 - Appointment, minor parties, from, 9-184c
 - Certificate of authority, issued by, 7-33a
 - Oath and signature, filed with, 51-95
 - Reappointment, minor parties, from, 9-184c(b)
 - Record of, kept by, 51-95
 - Vacancies in,
 - Appointment, minor parties, from, 9-184c
 - Notice given by, 9-184
- Land records,
 - Commercial property, leases, real estate brokers and salespersons, notice of commission, 20-325k
 - Destruction of original, 7-27a
 - Electronic imaging, 7-27a
 - Errors, 7-26
 - Corrected, 7-26
 - Indemnification re claims because of, 7-26a
 - Foreclosed residential properties,
 - Registration, 7-148ii
 - Maps of, 7-31
 - Omissions by, 7-14
 - Open space lands, preservation, 23-8b(b)
 - Social Security numbers, expungement, 7-27b

TOWN CLERKS—Cont'd

Land records—Cont'd

Subdivision plan, filed with, 8-25(a)

Land titles—*See* LAND TITLES, *at* Town clerk.

Law journals, keeping for public use, 7-35

Libraries—*See also* LIBRARIES.

State publications sent to, 7-35

Liens—*See also* LIENS.

Discharge, recording of, 49-13(d)

Mechanic's, indexing, 7-28

Release, partial release, or assignment of,

Recording, 7-29(a)

Limited partnerships, filing certificates of merger or consolidation, 34-33d(c)

Liquor permits,

Destroyed by, when, 7-109

Recorded with, 30-53

Revocation, suspension or reinstatement, notice, 30-59

Lis pendens—*See* LIS PENDENS.

Mailing of, 9-153b, 9-153d

Return of, 9-158g

Maps of surveys and plots,

Fee for filing and keeping, 7-34a

Filing of, 7-31

Index, 7-32

Making of, 7-31

Public service company maps, filing of, 16-50a

Recording of, 7-31

Master mortgage recording, 49-5a

Mechanic's liens,

Assignment of, recording, 7-29(a)

Certificate of lien, recording, 49-34

Indexing, 7-28

Partial release of, recording, 7-29(a)

Release of, 7-29(a)

Recording, 49-9(c)

Mediation and arbitration board, decisions filed with, 31-98

Mobile manufactured homes and mobile

manufactured home parks—*See*

MOBILE MANUFACTURED HOMES

AND MOBILE MANUFACTURED

HOME PARKS, *at* Documents to be filed

in town clerk's office for recording in land records.

Mortgage,

Assignment of, recording, 7-29(a)

Number permitted in one document, 7-29(b)

Garnishment filed with, 52-346

Partial release of, recording, 7-29(a)

TOWN CLERKS—Cont'd

Mortgage—Cont'd

Recording of discharge or partial release, 49-9(c)

Release of, 7-29(a), 49-8a(g)

Mortgagor, assignments, index, 7-25

Motor vehicle registration list, destroyed by, when, 7-109

Municipal bounds, duties re, 7-115

Municipal documents, destroyed by, when, 7-109

Municipal retirement system, actuarial evaluation filed with, 7-450a(d)

Municipal tax liens—*See* MUNICIPAL TAX LIENS, *at* Town clerk.

New Haven colony records, deposited with, 3-97

Notary public,

Certificate of appointment, recording, 3-94c(c)

Certified by, 7-33a

Fees in regard to, 7-34a

Name, change of, recording of replacement certificate of appointment, 3-94o(a)

Resignation, revocation or suspension of appointment, notice to town clerks, 3-94m(c)

Oath of, 7-17

Assistant, 7-19

Registrar of vital statistics, town clerk acting as, 7-37

Oaths, administered by, 1-24

Partnerships,

Statements, fees, 34-305(f)

Personalty, foreclosure of liens on, recording of, 49-52, 49-53

Petition for vote to, 7-7

Piping contractors examining board, roster furnished by, 20-332

Plumbers examining board, roster furnished by, 20-332

Power of attorney,

To convey land, acknowledgment before, 47-5a

Release of, recording, 49-9(c)

Primaries—*See* PRIMARIES.

Probate court official admonishment, copy furnished to, 45a-65(b)

Professional engineers and land surveyors, roster filed with, 20-301

Property taxes,

List of transfers, 7-33

Mistake in assessment, report by collector, 12-138

TOWN CLERKS—Cont'd**Property taxes—Cont'd**

Penalty, 12-150

Pro tempore, choosing, 7-21

Public acts, distribution to, 2-61

Public service company maps, filing of, 16-50a

Purchaser's lien, record of discharge, 49-92d

Rabies control—*See* DOGS, at Town clerks.

Railroads, layout, plan of, deposited with, 13b-260

Real estate,

Attachments, recorded by, 7-30

Conveyance tax—*See* REAL ESTATE

CONVEYANCE TAX, at Town clerk.

County clerk's certificate, recording, 47-11

Land records—*See* LAND RECORDS; Land records, this heading.Maps—*See* Maps of surveys and plots, this heading.

Name change, acquisition prior to, 47-13

Owner, change in name or status, recording, 47-12

Property tax, list of transfer, 7-33

Taking by appraisal, certificate of, 47-15

Title or interest, affidavit of facts relating to, 47-12a(c)

True copies, records, 47-16a

Record books, custody of, 51-52(a)

Records,

Attachments of real estate, 7-30

Binding of, 7-24(a)

Certified copies of, 7-23

Condominium ownership, 47-71

Custody, 7-23

Dating of, 7-24

Deeds, true copies, 47-16a

Destruction of, 7-109

Electronic imaging, 7-23

Electronic records,

Certified copies of, original documents stored off-site, 7-35a

Conversion from paper form, 7-35dd

Recording, 7-35dd

Energy and environmental protection commissioner, recording of certificate showing compliance with order to correct or abate polluted or environmentally hazardous condition, 22a-7b

Errors and omissions, indemnity for, 7-26

Fees, 7-34a

Accounting for, public record, 7-34b

Files for, 7-24

Filing, 7-24(c)

TOWN CLERKS—Cont'd**Records—Cont'd**

Fire-resistive vaults or safes for, 7-27

Fishing licenses, 26-36

Foreclosures, 49-53

Hunting licenses, 26-36

Hunting or shooting sports, location of property, 7-32k

Index of, 7-24, 7-25

Electronic system, 7-25a

Keeping of, 7-23

Land titles, true copies, 47-16a

Liens, release, partial release, or assignment of, 7-29(a)

Maps of surveys and plots, 7-31

Microforms, 7-23

Mortgage, release, 49-9(c)

Partial release, or assignment of, 7-29(a)

Power of attorney, 49-9

Public records administrator, duties re—*See* PUBLIC RECORDS AND MEETINGS, at Public records administrator.

Real estate sales, orders and decrees re, 52-12

Repair of, 7-24(a)

Seal affixed to, 7-23

Shellfish grounds, designation of, 26-243, 26-246

Street index, 7-32

Time of recording, 7-24(d)

Trapping licenses, 26-36

Vaults, deposited in, 7-27

Redevelopment and urban renewal—*See* REDEVELOPMENT AND URBAN RENEWAL, at Town clerk.**Referenda,**

Racing and frontons, duties, 12-574a(a)

School districts, duties re, 10-45(a)

Regional boards of education,

Regional school reapportionment committee, duties re, 10-63k, 10-63m(c)

Regional districts, referenda on, duties re, 10-45(a)

Register and manual, keeping for public use, 7-35

Registrar of vital statistics, ex-officio, when, 7-37

Removal of, 7-22

Resignation, 7-103

Salary, 7-34b

Salmon, issuance of permits, tags or stamps, 26-48a(b)

School districts, powers and duties of clerk and treasurer, holding of, 10-243

Seal of town,

Affix to records, 7-23

TOWN CLERKS—Cont'd

Seal of town—Cont'd
 Custody of, 7-101
 Selectmen, oath filed with, 7-10
 Service on town by serving, 52-57
 Shellfish grounds, designation of, 26-242, 26-243, 26-246
 Soldiers, sailors, and marines fund, regulations made available, 27-138a
 Special acts, distribution to, 2-61
 Distributed to, 2-61
 Keeping for public use, 7-35
 State publications, turned over to libraries, 7-35
 State's attorney, action against town clerk by, 7-22
 Statutes, distribution to, 2-61, 7-35
 Kept for public use by, 7-35
 Subdivision plan, filed with, 8-25(a)
 Supplies for, 7-24
 Tangible official publications, sent to state library, 7-110
 Taxes,
 Abstracts, destruction of, when, 7-109
 Account numbers, assigned by, 12-150
 Assessments, report of mistakes, 12-138
 Property transfer, list of, 7-33
 Tax liens, municipal—*See* MUNICIPAL TAX LIENS, *at* Town clerk.
 Term, 9-189, 9-189a
 Town meetings,
 Absence of, choosing of pro tempore, 7-21
 Signing of, 7-3
 Trapping licenses, duties, 26-30, 26-36
 Trout, issuance of permits, tags or stamps, 26-48a(b)
 Turkeys, issuance of permits, tags or stamps, 26-48a(b)
 Vacancy in, 7-22
 General Assembly district, certified by, 9-215(a)
 Town offices, in, notice to, 9-223
 Veterans, soldiers, sailors and marines fund, aid application forms at town clerk's office, 27-138a
 Voting checklist, destroyed by, when, 7-109
 Water resources, stream channel encroachment lines, 22a-344, 22a-409
 Wetlands and water courses,
 Certificates of orders, recording, 22a-44(a)

TOWN DEVELOPMENT
See CITY AND TOWN DEVELOPMENT ACT.

TOWN ELECTIONS

See ELECTIONS, *at* Municipal elections, and Town elections.

TOWN MANAGERS

Appointment, 7-98
 Appropriations, expenses and liabilities incurred limited by, 7-99
 Bills against town, certified by, 7-99
 Bond, performance, 7-99
 Charters, required provisions re, 7-193
 Children, petition for neglected, uncared-for or abused child, 46b-129
 Compensation, 7-98
 Departmental coordinators, appointed by, when, 7-99a
 Deputy managers and assistants, appointment, 7-99a
 Dogs, damaging domestic animals, duties re, 22-355(e)
 Duties, 7-99
 Expenditures by, limitations on, 7-99
 Finance, board of,
 Expenditures limited by, 7-99
 Removal by, 7-98
 Removal of, 7-98
 Gasoline station application, approval of, Appeal re, 14-324
 Motor vehicles, dealers and repairers,
 Business location approval, appeals, 14-57
 Plan,
 Abandonment of, 7-100
 Approval of, 7-100
 Qualifications, 7-98
 Removal, 7-98
 Salary, 7-98
 Selectmen, appointment of, 7-98
 Service of process on, 52-57
 Statement of disbursements and receipts, filing of, 7-99
 Traffic authority, included in definition of, 14-297
 Vacancy, 7-98

TOWN MEETINGS

See TOWN AND COMMUNITY MEETINGS.

TOWNS

See also BOROUGHES.

See also MUNICIPALITIES.

Actions by and against, 52-73

Agricultural land, state acquisition of development rights—*See* AGRICULTURAL LAND, *at* State acquisition of development rights.