TOWN CLERK'S OFFICE SERVICES

ISSUES PERMITS AND LICENSES

Issues permits and/or licenses for Dogs, Garage Sales, Hawking/Peddling/Soliciting, Games of Chance, Parking for the Disabled, Yardwaste Facility, Marriages, Parade Vending, Waste Collectors, Auctions, Fireworks, Carnivals, Going out of Business Sales, Junkyards, Taxicabs, E-Z Pass and Fishing/Hunting.

REGISTRAR OF VITAL STATISTICS

Maintains all Birth, Death and Marriage license records within the town. Issues Birth and Death Certificates, Burial Permits, Marriage Licenses as well as Genealogical services.

RECORDS MANAGEMENT OFFICER & RECORDING SECRETARY

Maintains Town Board Records, Vital Records and is the Custodian of all Town records. Responsible for the active files, storage and disposition of inactive records and the careful maintenance or archival material.

FILING OFFICER