

TOWN OF ENFIELD
ANNUAL BUDGET

FUNCTION: General Fund	DEPT/AGENCY: Town Clerk	ACTIVITY: Town Clerk	CODE: 1600
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PROGRAM SUMMARY	2002-03 ACTUAL	2003-04 BUDGET	2003-04 REVISED	2004-05 PROPOSED	2004-05 ADOPTED
0100 Personal Services - Salaries	225,209	229,029	235,367	251,624	251,624
0300 Purchased Prof. & Technical	41,709	38,950	38,950	38,050	38,050
0400 Purchased Property Services	1,540	1,500	1,500	1,500	1,500
0500 Other Purchased Services	25,771	22,950	25,950	24,950	24,950
0600 Supplies/Materials	2,988	4,200	4,100	4,300	4,300
0800 Other Objects	385	300	400	350	350
PROGRAM TOTAL	297,602	296,929	306,267	320,774	320,774

PROGRAM INFORMATION & DATA:

The Town Clerk's office is responsible for land record management, election/primary returns, registration and statistical analysis of vital records and is the controller of canine, sportsmen and various other licensing. Also, assistance is afforded the public, serving as a communication link between the citizens and their Town Government, providing access to information which is essential to their participation in the democratic process.

DEPARTMENT GOALS:

Complete review of recreated records.

Continue verification of town land records to allow merge of information into computerized general index.

To plan for the preservation of historic documents and apply for State and other grants, as available.