

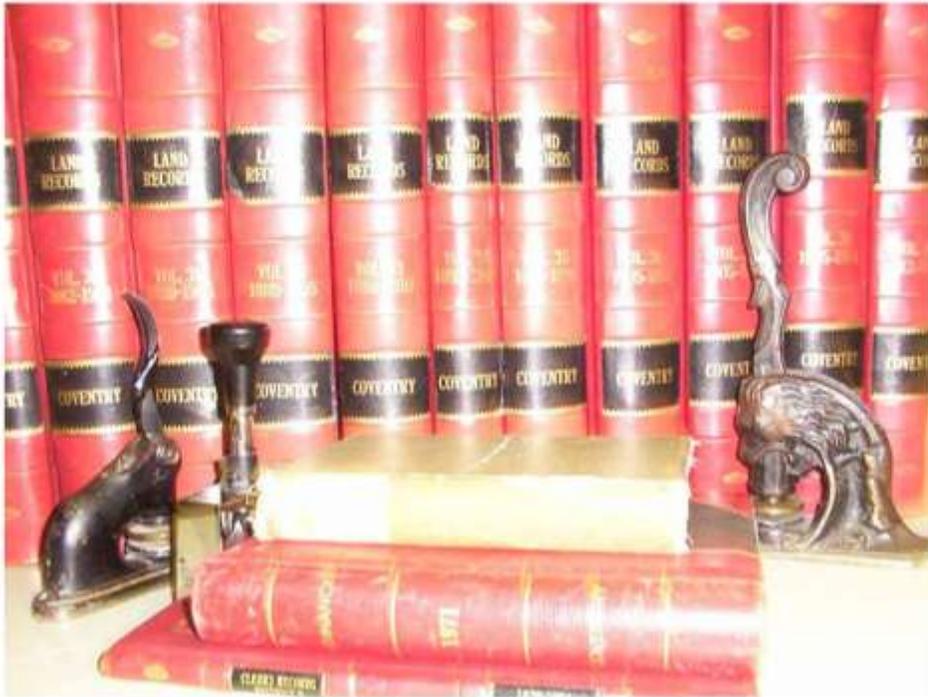


ADMINISTRATION

*Above: Coventry Town Hall, 1712 Main Street.
Photo by Laura Stone.*

**OFFICE OF THE TOWN CLERK
2011-2012 Annual Report**





The General Statutes of the State of Connecticut determine the duties and responsibilities of the Town Clerk. The Clerk's office serves as the center for public records and information from which most other departments receive the data necessary to perform their specific duties. The Clerk's office is responsible for filing vital statistics, minutes and agendas of all boards and commissions, issuing dog and sports licenses, and recording, maintaining and security filming all land records and maps. The office is also responsible for the registration of trade name certificates, liquor permits, Notary Public appointments and veteran's discharges and to assist in the administration of elections.



Debra A. Gyp
Town Clerk

One of the major responsibilities of the Town Clerk's office is the issuance and maintenance of vital statistics records. The indexing of these records is tracked on a calendar year rather than a fiscal year basis.

COVENTRY 2011 VITAL STATISTICS

Births of residents occurring in other towns	107
Births in town	1
Marriage Licenses issued in Coventry	38
Marriage Licenses of residents issued by other towns	34
Deaths occurring in Coventry	31
Deaths of Coventry residents occurring in other towns	45
Fetal Deaths	0
Burial Permits/Cremation Permits	25

This office issues *Certified Copies of Vital Records* upon proper application. Accounted for by fiscal year, 381 copies were issued.

MARRIAGE LICENSES: May be applied for only in the town in which the ceremony is to be performed. Pre-marital blood tests are not required. Information and a worksheet are available for download from our website at www.coventryct.org.



RABIES CLINIC: Our twenty-eighth Annual Rabies Vaccination Clinic, in cooperation with the Connecticut Veterinary Medical Association, was held Saturday, May 5, 2012 at the Capt. Nathan Hale School. 1,250 flyers were prepared, printed, packaged and delivered to CGS, GHR and CNH for distribution to the students to take home to their parents. 754 Rabies Clinic Notices were prepared and mailed to all dog owners of record whose animal's rabies vaccination expired prior to September 30th encouraging them to take advantage of this low cost clinic. Press Releases were issued to all local newspapers and announcements were made on Channel 13. Clinic information also appeared on the Town of Coventry website and was announced on "Coventry Today". **One hundred two** cats and dogs were vaccinated against rabies during the 2 hour clinic. Volunteers donated their time to help make this low cost clinic a success. Volunteer certificate writers were Nicole Boutot, Laura Stone and Lori Tollmann. Susan Cyr, Town Clerk, acted as coordinator and collected the fees. Coventry resident, Wendy Ernst, DVM, volunteered her time as Clinic Veterinarian.

Various licenses and permits issued by the Town Clerk's Office.

DOG LICENSES: Must be purchased when the dog is six months of age and annually thereafter during the month of June. If paid after June 30th, penalties of \$1.00 per month are due. New owners of dogs are required to license them immediately if the animal is six months of age or older. A valid rabies certificate is required at the time the license is purchased. The license is valid from July 1st through June 30th of the following year. We prepared and mailed 2,019 license renewal notices to all dog owners of record this year.

DOG LICENSES ISSUED: **FY 2011-2012**
1,564 individual dogs
16 kennel

VETERAN'S DISCHARGES: Must be on file by September 30th to entitle the eligible veteran to an exemption on taxes due the following July. The veteran must present the original discharge (DD-214) in the new town of residence if moving from Coventry.



DISCHARGES FILED: **FY 2011-2012**
23

LIQUOR PERMITS: Must be presented by the Permittee to the Town Clerk of the town where the business is located. The fee for filing is \$2.00 (30-53). The permit is receipted, signed and copied for filing. A certificate of revocation, suspension, or reinstatement must be sent by the Department of Consumer Protection to the Town Clerk to be attached to the copy of the permit on file.

LIQUOR PERMITS FILED: **FY 2011-2012**
16



FISH & GAME LICENSES: Valid for the calendar year, licenses, and most permits, may be purchased anytime during the year. For each new calendar year licenses become available for sale the previous December.

<u>LICENSES & PERMITS ISSUED:</u>	<u>2011-2012</u>
Licenses	602
Pheasant Tags	9
Migratory Bird Stamp	11
HIP Permit	20
Hunting/Archery Permits	115



ELECTIONS AND PRIMARIES

The Town Clerk's duties include assisting the Registrar of Voters in administering elections or primaries. The clerk is required to publish notice of party endorsements and warning of the primary and election in the newspaper; file the list of offices to be filled, list of candidates, list of elected officials, vacancy in office and an accounting of absentee ballot forms with the Secretary of the State. The clerk prepares the layout, and arranges for the printing of sample ballots, posters and official absentee ballots. The Clerk's office issues all absentee ballots, (regular, blank 90 day and 45 day, emergency and overseas) has complete charge of absentee ballot applications and is responsible to deliver absentee ballots to the Registrars of Voters on Election Day to be counted by sworn absentee ballot counters. During a Federal Election, the clerk is also in charge of issuing Presidential Ballot applications and Ballots to unregistered voters. This office registers voters in the absence of the Registrar of Voters. The Town Clerk receives and maintains election returns, official check lists and depository envelopes containing executed absentee ballots in accordance with Connecticut records retention law and notifies the Head Moderator when a close vote re-canvass must be conducted. Additionally, the clerk determines the maximum number of members of any political party who may be elected to a board.



PRESIDENTIAL PREFERENCE PRIMARY: April 24, 2012, the Connecticut Presidential Primary was held to determine voter preference for nomination of a Republican presidential candidate. Only party-enrolled voters may vote in a primary in Connecticut. Town-wide voter turnout was 11.9%. Pursuant to Public Act 11-143, the primary was held on the last Tuesday in April. Previously, Connecticut's Primary was always held on "Super Tuesday" in February, when numerous other states are also conducting their primaries.

The Clerks Office filed the list of offices to be filled with the Secretary of the State and prepared and published warnings of the Primary. Sample ballots, official ballots, absentee ballots, manual tabulation sheets and moderator's returns were designed and printed in the Town Clerks Office. Due to Public Act 11-173, towns are not required to use Electronic Tabulators for primaries, elections and referendums and may use hand counted paper ballots when practical to do so. Because Memory cards and encoded ballots were not used, the town realized a cost savings.

Absentee ballot packets were prepared; 7 absentee ballots were issued. We prepared forms for the Official Returns of Primary and provided them to the Head Moderator for completion. The Clerk received the Official Returns from the Head Moderator and forwarded them to the Secretary of the State accompanied by a Certification of the Voting Tabulator receipts.

MUNICIPAL ELECTION: On November 8, 2011, eligible voters for the Town of Coventry cast their vote for candidates for election to the offices of Town Council, Board of Education, Board of Assessment Appeals, Zoning Board of Appeals and Zoning Board of Appeals Alternates. Town-wide voter turnout was 27%. Of the 7335 registered voters in Coventry, 1,931 voted at the polls and 32 voted by absentee ballot.

SUMMARY OF ORDINANCES ADOPTED

**Ordinance
Number 234**

Ordinance Title

**An Ordinance Regarding Passive Solar Heating or Cooling and Hybrid Systems;
Exemption**

(Effective November 14, 2011)

The Town of Coventry authorized the property tax exemption for passive heating or cooling or hybrid systems set forth in C.G.S. §12-81(62)(a), (b) and (c). Hybrid systems shall be deemed to include photovoltaic systems which provide electrical supply for the property on which they are located to assist in the heating or cooling process.

**Ordinance
Number 235**

Ordinance Title

**An Ordinance Regarding the Repeal of Membership and Participation in the Central
Connecticut Solid Waste Authority**

(Effective April 30, 2012)

The Ordinance repealed Sections 82-160 through 82-170 of the Code of Ordinances which officially withdraws the Town's membership and participation in the Central Connecticut Solid Waste Authority.

**Ordinance
Number 236**

Ordinance Title

**An Ordinance to Create a Permanent Tax Deferral Program for Elderly and/or Totally Disabled
Residents – Amending Ordinance #212**

(Effective May 14, 2012)

Amended Chapter 94, Article III of the Code of Ordinances. The Amended Ordinance eliminates the requirement of an annual review of the Program as well as its automatic expiration on December 31, 2011. The Program allows elderly and/or totally disabled residents to defer the payment of property taxes by the placement of a lien on the individual's property for the amount deferred and repayment at a time no later than the sale of the property.

BOARDS AND COMMISSIONS

Schedule of Meetings Annual Notice #32: Sent to 28 active committees, boards & commissions & respective town staff liaisons on August 23, 2011, the packet contains information on the mandatory filing of each committee's schedule of meeting dates for the forthcoming calendar year. A review of the Connecticut General Statutes pertaining to public meetings, examples of the proper method of recording and filing minutes and available meeting room locations were included in the packet as well.

Boards & Commissions Directory

The Town of Coventry has more than 25 active, elected and volunteer Boards & Commissions that hold regular meetings each month. One of the duties of the Town Clerk's Office is to maintain the Boards & Commissions Directory and present up-to-date information to the Town Council Steering Committee for review monthly. Many hours of staff time are required to keep the information current so that the essential business of the town may be conducted.

The Town Council Steering Committee makes recommendations to the full membership of the Town Council from the requests that they receive from the registered voters of Coventry who are willing to serve their community on a town board or commission. When a new member is appointed to a Board or Commission by the Town Council, whether to a new committee or to fill a vacancy, we send a letter to notify the appointee of the place and time of the next meeting, contact information and expiration date of term. The appointees name, address, telephone number, email address and term expiration date is added to our current index, the "Boards & Commissions Directory" and to the "Appointed List" which is a permanent index. Cross reference information is kept in the permanent index regarding length of service, date of appointment and resignation, and who the appointee replaced or was replaced by. The Chairpersons of the appropriate committee and any staff members acting as liaisons to the committee are notified. Record books containing the appointments are updated.

When the term of a board member is due to expire, we send a form to be completed and returned to the Town Clerk requesting that he or she indicate interest in reappointment. If the board member chooses to be reappointed, the statement of interest form is forwarded to the Town Council Steering Committee for recommendation and the cycle begins anew. Should the board member decide to resign, or not be reappointed at expiration of their term, a vacancy is created for which a new member must be sought. A list of vacancies on various boards & commissions, along with a summary description of each board, is available on the town's website and updated by the Town Clerk as changes occur.

PA- 08-3 made changes to the posting requirements for minutes and agendas of public meetings. The provisions of The Freedom of Information Act require all public agencies to post all agendas and minutes on their Internet websites that are required to be available to the public and to do so within the existing time limits for filing with the town clerk. Although PA-171 repealed the requirement to post Boards & Commissions minutes on the Town's internet website effective October 1, 2010, we consider this to be a public service for our community and continue to do so. The Clerk's office currently posts agendas and minutes for:

- √ Ad-hoc Coventry Conservation Corp;
- √ Ad-hoc Lake Advisory & Monitoring Committee;
- √ Local Emergency Coordinating Committee (f/k/a ad-hoc Joint Fire/Public Safety Committee);
- √ Building Code Board of Appeals;
- √ Cemetery Commission;
- √ Energy Conservation/Alternative Energy Advisory Committee;
- √ Housing Authority;
- √ HUD Housing Rehab;
- √ Fair Housing Commission;
- √ Human Rights Commission;
- √ North Coventry Fire Station Building;
- √ Public Works Building Committee;
- √ 300th Anniversary Committee (f/k/a Tercentenary Committee);
- √ Veterans Memorial Commission.

Other remaining Boards and Commissions have affiliations with Town Departments. These departments post agendas & minutes on the website for their respective boards.

Revenues & Disbursements

The Town Clerk collects revenue for the Town and is required to act as agent for the State of Connecticut to collect fees, which are not revenue to the Town of Coventry, and remit those fees to various state agencies. Revenues and disbursements comparisons to Town & State for the last two fiscal years were as follows:

<u>RECEIPTS:</u>	<u>2011-12</u>
Recording Instruments	\$ 70,196.00 (2,653 Instruments, 44 maps)
Conveyance Tax	\$289,203.29
Vital Statistics	8,925.00
Copies of Town Records	14,480.78
Misc. (permits, postage, etc.)	579.01
Notary Fees & Filings	1,555.00
*PA-05-228 & PA -09-229	100,960.00
**PA-00-146	7,572.00
PA-490	4,500.00
Fish & Games Licenses	12,597.00
Dog Licenses	<u>14,775.00</u>
Total	\$525,343.08
<u>DISBURSEMENTS:</u>	
Cash Pool (Town Revenue)	\$185,205.18
State Treasurer (Fish & Game)	12,240.00
Special Dog Fund	13,251.00
ST Treasurer (Marriage)	779.00
**ST Treasurer PA-00-146	5,048.00
*ST Treasurer PA-09-229	90,864.00
Dept of Revenue (ST Conveyance)	<u>217,955.90</u>
Total	\$525,343.08

***PA 09-229:** Public Act 05-228, which became effective October 1, 2005, required the Town Clerk to collect an additional \$30 fee for each document recorded in the town's land records. The State of Connecticut received \$26 of this fee to fund affordable housing development and farmland, open space and historic preservation. The town kept the remaining \$4, of which \$3 must be used by the town to pay for local capital improvement projects, as defined in Sec. 7-536 of the Connecticut General Statutes. On June 30, 2009, Governor Rell signed Public Act 09-229 into law. Effective July 1, 2009 this legislation requires an additional \$10 for the first page of land recordings. The additional \$10 fee is collected, combined and reported with Public Act 05-228 and remitted to the State of Connecticut. The purpose is to provide a safety net program for Connecticut's one billion dollar dairy industry. PA 11-48 made this recording fee permanent. This fiscal year, the Clerk's office has collected \$100,960 of which \$10,096 has been added to the Town's Cash Pool (General Fund).

****PA 00-146:** Effective July 1, 2000, this Public Act requires the Town Clerk to receive a fee of \$3 for each document that is recorded in the town's land records. Two-thirds of the fees (\$2 of every \$3) collected during the previous calendar month are forwarded to the State Treasurer for deposit in the historic documents preservation account. One dollar of the fees is retained by the Town Clerk for preservation and management of historic records. PA 11-48 made this recording fee permanent. These funds may not be used to supplant budgeted funds. This fiscal year \$2,524 was retained by the clerk's office.

LEGISLATIVE UPDATES AFFECTING THE TOWN CLERKS OFFICE

PA 11-220 An Act Concerning Access to Information Concerning the Division of Public Defender Services and Secret Ballots of Volunteer Fire Departments Under the Freedom of Information Act - *Effective October 1, 2011*, this act requires public agencies to waive any fees for providing records requested under FOIA if the requestor is a member of the Division of Public Defender Services or court-appointed special assistant public defender and certifies that the records pertain to his or her duties.

PA 12-29 An Act Concerning the Definition of "Notarial Act" - *Effective October 1, 2012* - 3-94a to 3-95 - Defines terms including "Copy certification" means a notarial act in which a notary public is presented with an original document, copies or supervises the copying of such document, compares the original to the copy and certifies the copy is an accurate and complete reproduction of the original. A notary may not complete a copy certification if the original document presented is a vital record, a document that is required to be recorded by state of political subdivision, or is issued by a federal agency and federal law prohibits copying of such document. Signed by the Governor 5/14/2012.

PA 12-49 An Act Concerning the Appointment of Primary Polling Place Officials - *Effective from Passage* - The Registrar of Voters may appoint any elector of the state to be a poll worker. Signed by the Governor 5/31/2012.

PA 12-57 An Act Concerning Permanent Absentee Ballot Status for the Permanently Disabled - *Effective January 1, 2013* - Any elector who is permanently physically disabled and files an application for an absentee ballot with a certification from a primary care provider shall be eligible for permanent absentee ballot status, Signed by the Governor 5/31/2012.

PA 12-56 An Act Concerning Voting Rights - *Effective July 1, 2013* - Those who are eligible may register to vote on election day and receive an election day ballot from the Registrar of Voters. 9-158b - Unregistered voters who are former residents of the town may receive a presidential ballot from the Town Clerk. Residents are no longer eligible for a presidential ballot. Signed by the Governor 5/31/2012.

PA 12-187 An Act Concerning Recording Fees - *Effective October 1, 2012* - 7-34a (a) Clarifies copy fees: Town Clerks shall receive, for a copy in any format of any document either recorded or filed in their offices, one dollar for each page or fractional part - removes "marginal notation of an assignment"; increases from \$1 to \$2 fee for assignments subsequent to the first two. 7-29 (b) Limits recording of multiple assignments to twenty on a single document.

PA 12-197 An Act Concerning Various Revisions to the Public Health Statutes - *Effective October 1, 2012* - This bill makes numerous changes to the Dept. of Public Health related statutes. 12-14 allow minors who are either a certified homeless youth or an emancipated minor to access their birth certificate. A certified homeless youth is a 15-17 year old not in the physical custody of a parent or legal guardian, who is homeless and certified by (1) a school district homeless liaison, (2) the director of an emergency shelter program funded by HUD; or (3) the director of a runaway or homeless youth basic center funded by U.S. Dept. of Health and Human Services. The youth must be accompanied by the person certifying him/her and present a written request and sufficient identification. Signed by the Governor 6/15/2012.

PA 12-163 An Act Concerning Delayed Birth Registration - *Effective October 1, 2012* - The Department of Public Health will create the birth certificate and transmit a copy to the registrar of the town where the birth occurred and to the registrar of the town where the mother resided at the time of the birth. Signed by the Governor 6/15/2012.

PA 12-193 An Act Increasing Penalties for Voter Intimidation and Interference - *Effective July 1, 2012* - Increases penalties for violating certain election laws. Adds a provision on absentee voting to allow town clerks, registrars and staff to vote by absentee ballot. Signed by the Governor 6/15/2012.

PA 11-242 An Act Concerning Various Revisions to Public Health Related Statutes - Appointments and Vacancies of the Registrar and Assistant Registrar of Vital Statistics must be reported to the Department of Public Health within 10 days. Conservators will have access to birth certificates and Title Examiners will no longer have access effective *October 1, 2011*.

HAPPENINGS

New, Comprehensive, Records Management System: The new operating system was installed on October 16, 2011. This system can manage Land Records, Trade Names, Absentee Ballots, Military Discharges, Justices of the Peace, Notaries, Vital Records and Dog Licensing databases. Internet access to the land records index went LIVE on April 20, 2012. The index can be searched for free by logging on to the internet at <http://www.searchiqs.com/Coventry.html>. The site may be accessed also by logging on to the Town of Coventry website at www.coventryct.org. From the Home Page, follow the link under property information. No password is required. Images of the documents will be available for viewing in the future and may be printed for a fee.

Connecticut State Library FY 2013 Historic Document Preservation Grant #032-PC-13: We applied to the State Library in March for a Historic Preservation and Conservation grant in the amount of \$4,000 to microfilm, digitize and link 628 maps to the computerized land record map index. The State Library informed us that our application was approved on June 28th. Our government records management vendor, Info Quick Solutions, will perform the service.



The majority of the maps were security filmed throughout the years as required, but unfortunately the images cannot be located on the film. Furthermore, 106 sewer maps filed 30 years ago were not assigned map numbers, nor indexed or microfilmed at the time of recording. To prevent the possibility of permanent loss of information, it is extremely important to create a security backup, which is maintained offsite, for these records.

Lori Tollmann, Assistant Town Clerk: Lori became a member of the International Institute of Municipal Clerks and New England Association of City and Town Clerks (NEACTC) in 2010 and is working toward advanced certification.

November 16 through 18, 2011, Lori attended the New England Association of City and Town Clerks Conference in Mystic, CT. She participated in multiple educational sessions including Communication, Leadership and Technology. Completion of the sessions awarded 4 points towards Certified Municipal Clerk (CMC) accreditation. Lori attended the Master Municipal Clerks Academy School for Connecticut Town Clerks on May 24, 2012, at Central Connecticut State University. The full day of classes consisted of "Managing Time and Tasks in Trying Times" and "How the Mechanics of Elections are Impacted by Politics". Completion of both sessions awarded 6 credit hours towards advancement.

On April 17, 2012, Lori received her CPR/AED certification from the American Red Cross. The certification is valid for 2 years.

The week of July 16 through 22, 2011, Lori attended the New England Municipal Clerk's Institute & Academy at Plymouth State University in New Hampshire on a scholarship. NEMCI is a three year Institute for Municipal Clerks to obtain Certified Municipal Clerk (CMC) Certification. The week long, intensive training covered topics related to personal and time management, effective letter writing and communication, introduction to law, media relations and creative thinking, among others. Lori earned a certificate of completion for her 1st year toward advanced certification. Three years of attendance is required for graduation.

Workers Safety Committee: The Town Clerk, representing the Supervisors Union, regularly attends the Workers Safety Committee meetings acting as recording secretary. Meetings were held on July 27, 2011, January 11, 2012 and April 17, 2012. The meetings are generally held quarterly to identify training needs, facilitate job related safety training, review Workers Compensation injury claims, develop and recommend guidelines, and support and offer wellness initiatives. Susan has been a member since 2005.

The committee sponsored Fire Extinguisher Training conducted by Chief Carilli at the Coventry Volunteer Fire Department on February 2nd. The use of appropriate fire extinguishers was explained and participants were shown how to properly operate them. The Clerk and assistants attended.

Connecticut Town Clerks Association Conference: The Town Clerk attended the 2011 fall conference in Westbrook, CT September 14th through the 16th. Agency presentations included speakers from

the Freedom of Information Commission, State Elections Enforcement Commission, Department of Public Health and the State Library Public Records Administrator.

Lori Tollmann, Assistant Town Clerk, attended the spring 2012 Conference in Norwalk, CT April 12th and 13th. She participated in the accredited course entitled, "What does a Town Clerk need to do to get ready for eRecording?" In recognition of completing the 4.5 hour course, she earned 1.5 points toward Master Municipal Clerk Certification.

Tolland County Town Clerks Association: May 2nd, **Lori Tollmann** and **Susan Cyr** attended the regular meeting of the Tolland county Town Clerk's Association held at Willington Senior Center. The County has been working together toward implementing a disaster prevention/recovery plan for all member towns. The State Library announced that there are 3 companies that specialize in records recovery services available on State Contract. Disaster Recovery information was distributed to attendees.

Fiscal Year 2012-2013 Operating Budget: Budget preparation began the latter half of November. Gathering, processing, analyzing and organizing this essential information is exceptionally involved and time consuming. A great deal time and energy is put forth to assemble accurate data which reflects this office's needs in order to provide the many services for which we are statutorily charged. Every effort is made to deliver a responsible budget request. The fluctuating state of the economy further complicates the challenge of forecasting anticipated revenues. This year a significant portion of the budget request material was prepared by Assistant Town Clerk, Lori Tollmann, because the Town Clerk was on medical leave from December 8, 2011 through January 9, 2012. The departmental budget was submitted January 5, 2012.

Real Property Electronic Recording Advisory Committee: Lori Tollmann, Assistant Town Clerk, attended the eRecording Meeting at the Van Block Facility, Connecticut State Library, in Hartford on February 7th, standing in for the Town Clerk. The committee is exploring how e-recording is operating in other states and attempting to set the standards to enable implementation in Connecticut. At this meeting, the committee reviewed revisions to the final draft of the regulations.

Electronic recording has been functioning in the United States for over 10 years now, currently 35 states are accepting recording in this manner.



SUMMARY OF TOWN MEETINGS

Special Town Meeting

August 30, 2011

To consider a resolution entitled "Resolution Appropriating \$2,075,000 For The Planning, Design, Acquisition And Construction Of A New North Coventry Fire Department Station 11 And Authorizing The Issuance Of \$1,675,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose", pursuant to the provisions of Sections 9-1 and 9-3 of the Town of Coventry Charter, the final vote was adjourned by the Moderator to Tuesday, September 27, 2011.

To consider a resolution entitled "Resolution Appropriating \$2,400,000 For The Design Of The Rehabilitation/Replacement Of The Pucker Street Bridge Over The Hop River, Bridge No. 04621 And Authorizing The Issuance Of \$400,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose", pursuant to the provisions of Sections 9-1 and 9-3 of the Town of Coventry Charter, the final vote was adjourned by the Moderator to Tuesday, October 18, 2011.

Adjourned Town Meeting and Referendum

September 27, 2011

"Shall the resolution making an appropriation of \$2,075,000 for the planning, design, acquisition and construction of a new North Coventry Fire Department Station 11 and authorizing \$1,675,000 bonds of the Town to meet said appropriation, be approved?"

YES/NO

Results: Yes 927 No 611

Question Passed

Adjourned Town Meeting and Referendum

October 18, 2011

"Shall the resolution making an appropriation of \$2,400,000 for the design of the rehabilitation/replacement of the Pucker Street Bridge over the Hop River, Bridge No. 04621 and authorizing \$400,000 bonds of the Town to meet said appropriation, be approved?"

YES/NO

Results: Yes 436 No 200

Question Passed

Annual Town Meeting

April 28, 2012



To consider and take action on the Town Council's recommendation for the 2012-2013 fiscal year appropriation of \$37,238,929, pursuant to Section 9-1 of the Town Charter, the final vote was adjourned by the Moderator to May 8, 2012.



To authorize the Town Manager to enter into an agreement with the Commissioner of Transportation for Town Aid Funds for roads available to the Town of Coventry under Chapter 240 of the Connecticut General Statutes. Voted in the affirmative.



To take action on the Town Council's recommendation for the FY 2013 Local Capital Improvement Plan (LOCIP) and to authorize the Town Manager to make application pursuant to Chapter 116b of the Connecticut General Statutes for funding of \$10,000 for Creaser Park; \$45,000 for Laidlaw Park improvements (entrance, plan, playscape); \$10,000 for Richardson/Landfill fields; \$20,000 Generator upgrade and \$25,000 for School Street drainage for a total of \$100,000. Voted in the affirmative.



To authorize the Town Manager and the Town Treasurer to borrow money from time to time in anticipation of tax collections to meet current expenditures. Voted in the affirmative.

May 8, 2012

Adjourned Annual Town Meeting

"Shall the 2012-2013 fiscal year appropriation of \$37,238,929 be approved?" YES/NO

Results: Yes 620 No 446

Question Passed



New Mil Rate Effective July 1, 2012 is 27.00 mils

REGISTRARS OF VOTERS

The Registrars of Voters are responsible for conducting elections, primaries, referenda, enrolling voters, and maintaining the voter list. Registrars are required by the General Statutes of Connecticut to conduct an annual canvass of electors between January 1 and May 1. If we receive notice an elector has moved, he will receive a notice at his place of residence. If the notice is not returned by June 1 and he cannot be reached, he will be placed on the inactive list.

Coventry is in the 2nd Congressional District and is represented in the Connecticut State Legislature in the 8th General Assembly and the 35th Senate Districts.

Special enrollment sessions are held in the summer and the fall as required by law. An additional session is held at the high school for students who are 17 and will be 18 by the November election. Residents can register to vote in the Registrars office during posted hours, at the Town Clerk's Office during regular office hours, by mail, at the Library, when renewing a driver's license, or in any Town Hall in the State of Connecticut. Registration forms can also be obtained on the internet.

Coventry has two voting districts. The First District for all November elections is at the George Hersey Robertson School, 227 Cross Street and for all other elections and referenda at the Central Fire Station, 1755 Main Street. The Second District for November elections is at the Coventry Grammar School, 3453 Main Street and for all other elections and referenda at the North Coventry Fire Station, 3427 Main Street.

All 169 cities and towns are directly connected to the Secretary of the State's office by computer. New voters, changes and removals are done in the State's data base. If you were a voter in another Connecticut town, when you register to vote in Coventry your record will be taken from your previous town.

The optical scan voting machines are now being used for all elections except for referenda where paper ballots will still be used.

This year 337 new voters were made. District 1 has a total of 3929 voters: Republicans 798, Democrats 1183, Unaffiliated 1919, other parties 29. District 2 has a total of 3759 voters: Republicans 799, Democrats 1115, Unaffiliated 1818, other parties 27.