

## **Town Clerk Report**

1. Total State, County & Local Revenue - \$84, 837.95
  - Vital Statistics
  - Police alarms
  - Zoning Board of Appeals
  - Racing & Wagering
  - Dog License
  - Building & Plumbing Permit
  - Electrical & Plumbing License
2. FOIL Requests – 15 total to date
  - Police Payroll
  - Attendance records of the Senior Center
  - Drug testing cost
  - Town Attorney contract
  - Building permit count
  - 10 property records
  - FOIL request can now be found on the home page
3. Records Management
  - Shred it on site on Friday to destroy 125 boxes of records that have reached their retention time frame
  - New York State Archives Division – signed up for two upcoming webinars (Digital Imaging & Email Essentials)
  - Regional director Sarah Durling will be making an onsite visit to offer critiques and suggestions
4. Purchase of BAS Dog Licensing Software – Allows resident to renew a dog license online
  - \$1200 start up and \$600 maintenance
  - \$36,300 in dog licensing fees for 2019
  - 284 delinquent dogs for 2019 (average is \$11 per dog - total \$3124)
5. Initiating “Clerk on the Go” program to assist the senior residents
  - Thursday March 5<sup>th</sup> the Town Clerks Office will be on hand at the West Seneca Senior Center to serve lunch, provide forms, answer questions service the needs of the senior residents
  - Will be a regular program

## **RECEIVER OF TAX REPORT**

1. As of 2/27/2020 - \$57,273,948.18 has been collected
2. Paid to the Supervisor
  - \$3,956,327.00 – Fire Districts
  - \$1070.57 – Delinquent Water
  - \$34.53 – January bank balance
  - \$37,059, 469.08 - Balance of town warrant
3. March 3<sup>rd</sup> start payment on the county portion of the warrant