

# East Hartford Town Clerk “Keeper of the Town Seal”



Budget Presentation

2015

# Who We Are

**Town Clerk, Robert J. Pasek**

- **Deputy Town Clerk, Patricia Consalvo**
- **Vitals Clerk, Barbara McKay**
- **Office Interdepartmental, Linda Muscaro**

# Functions

- Recording Land Records and Maps
- Recording Vital Statistics (Births, Marriages, Deaths)
- Issue Certified Copies of Vital Certificates
- Regular & Absentee Ballots; Election Results
- Dog Licenses
- Sporting Licenses
- Notary Services
- Boards and Commissions, Recording Agendas and Minutes, swearing in members

# Accomplishments

- Recorded 6,719 Land Record Documents
- Processed 1,542 Vital Records
- 675 Births, 427 Marriages and 440 Deaths
- Held a Low Cost, No Cost Rabies Clinic
- Licensed 1,872 dogs
- 2,504 of the Town's 3,205 record maps are now on the computer for viewing and printing
- Converted 46,878 microfilmed pages to digital images for computer viewing and printing

# Initiatives

- Funds from the Historic Document Preservation Grant and Town Clerk Land Protection Fund, will be use to make a substantial impact on the amount of Images available from the computer and on line. Approximately 212,500 microfilmed images are slated to be converted.
- A new map cabinet installed to hang 1,500 existing maps for safer and easier storage.

Questions?