

**Town Administrator Report
November 14, 2022**

The focus of the office for the last month and since my return has been on the November 8, 2022 General Election. In the time leading up to election day the office issued 261 absentee ballots. This represented approximately 24% of the total votes. On polling day, we had a large turnout with approximated 833 voters coming to vote in person. This represents an 84% voter turnout of active registered voters. I would like to thank Public Works for helping us set up the voting room and helping us with set up on election morning. Thank you to all the election clerks that worked and helped make the day successful! Without them we could not run the election.

When time permitted, I worked on the following tasks:

- Human Resources
- Employee On-boarding
- Checkbook reconciliation
- Mallett Hall maintenance
- Website posting
- Monthly Email
- Getting caught up on paperwork for the last few weeks

I would like to recognize the hard work that the Deputy Clerk, Ginifir Giddinge, did over the last few weeks while I was out. She did the work of 2 people keeping the office running, waiting on the counter, issuing absentee ballots for a highly attended election and many other tasks that did not go unnoticed. I came back to very minimal work to catch up on and her efforts are greatly appreciated!

In the coming weeks we will continue the post-election work as required by the State.

Respectfully Submitted,
Becky Taylor-Chase
Town Administrator