

The Town Clerk is elected at Town Meeting to a three-year term plays a vital role in Vermont municipal government.

The Town Clerk is responsible for providing services to the public including the receiving and recording of all land record documents, vital statistics, voter registration, preparing and officiating all elections and Town meetings, issuance of certified copies of birth, death and marriage certificates, and the issuance of civil marriage licenses and dog licenses.

In addition to receiving, recording and issuing these documents, the Clerk is responsible for the maintenance, indexing and storage of all of these records as required by State law.



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