

Town Clerk Services

Dog licenses: All residents with a dog or wolf-hybrid over the age of 6 months are required, by State Law, to license the animal with their Town Clerk. Bring a copy of the rabies certificate from your veterinarian, along with \$14 for a spayed/neutered dog or \$18 for an intact animal. The deadline for licensing is April 1st, each year. After April 1st, the cost goes up to \$16/neutered and \$22/intact. For your convenience, I have scheduled a **rabies clinic on Saturday, March 19, from 9:30-10:30 am at the Town Office.**

Transfer Station Stickers: These allow you to use the Lincoln Transfer Station during Saturday hours, 8a.m. to 1p.m. Your first sticker is \$15; additional or replacement stickers are \$4 each. Stickers expire every year on June 15th. We can recycle glass, paper, cardboard, metal, and plastics #1-#7, but no longer accept plastic bags for recycling. Recyclables must be in open bins. Disposal of tires and appliances require an additional fee, which can be paid for at the transfer station.

Property Tax Payments: These can be made at any time during the year.

Zoning Permits: Applications for Building, Access, Temporary Use Permits, and Certificates of Occupancy/Compliance are available here. Bob Hall, our Zoning Administrator holds office hours on Tuesday and Thursday mornings.

Land Records: This office keeps permanent records of property transfers, liens, zoning, surveys, and other land records. The recording fee is \$10 per document page, and \$15 for maps. For each page or map, \$2 is earmarked for restoration and conservation of the records. Copies of Land Records are \$1 per page.

Vital records: Certified copies of birth, death, and marriage certificates are available here if the event occurred while you were a resident here, or if a birth or death was pronounced in town. The cost is \$10.

Civil Marriage Licenses: The fee is \$45, and you need detailed information about the happy couple and their parents. Licenses are good for 60 days after the issue date. VT Law does not require any blood tests to get married.

Voter Registration: You may register to vote here if you are a U.S. Citizen, you are 18 years old on or before an election, and your primary residence is Lincoln, VT. Bring an I.D. if we don't know you well.

Elections: If you would like to help as an election worker, please contact us.

Department of Motor Vehicles (DMV): We can process a vehicle, boat, or trailer registration renewal, as long as it is not more than 60 days expired; and snowmobiles within the year. A check or money order for the DMV renewal fee is required (no cash). There is a \$3 fee for the Town, payable separately from the DMV check. We issue a temporary registration and sticker while you wait for your renewal to come by mail. Many DMV forms and manuals are available here. New vehicle registrations must be done with DMV directly.

Excess Weight Vehicle Permits: Excess Weight Permits are required for operators of vehicles in excess of the posted weights on Lincoln's roads and bridges. These permits cost \$5 for a single

vehicle, or \$10 for a fleet, and they expire each year on March 31. A valid Certificate of Insurance is required along with the fee.

Land Posting: State law requires a landowner to record notice of land posted against hunting, shooting, fishing, or trapping, annually at the Town Clerk's Office; the fee: \$5.

Fish and game licenses: These are not available at the Town Office, but the Lincoln General Store does have them.

Notary public services: Ann and Sally can notarize documents for you. This means that we need to see you sign your name. Please do not sign before you come here. Bring an I.D. if we do not know you very well. There is no fee for this service.

Green Mountain Passports: These are available for residents of Vermont over age 62, disabled Vermont Veterans, or residents of the Vermont Veterans Home. The cost is \$2. The passport offers discounts at State Parks and the Addison County Fair.

9-1-1 Reflective Address Signs: These can be ordered from Floyd Hall, at 453-3328. Payment goes to Lincoln Neighborhood Watch. A single-sided sign is \$15 and double-sided is \$20. These help emergency services find your home.

Town of Lincoln Web Site: A great way to find information! Go to www.lincolnvermont.org.

Town E-Mail List: We maintain an e-mail distribution list, for sharing information about things happening in town. Postings include information and deadlines for voters, help wanted for town government, notices, events in town, office or road closings, etc. If you would like to receive this information or post something, send me an e-mail at: clerk@lincolnvermont.org.

Office Hours: Regular hours are Monday through Thursday, 8 am to 2 pm and Wednesday evenings from 4 pm to 7 pm. We post regular hours and changes on the answering machine. If our regular hours don't work for you, please call; we are happy to make an appointment. Sally walks to work, so you may not see a car in the parking lot. We put the flags out when we are open.

Thank you for the opportunity to serve you. –Sally Ober, Town Clerk and Ann Kensek, Asst. Clerk