

As City Clerk it is my responsibility to be a resource for information to the community. Publishing agendas and minutes for the Mayor & Council meetings as well as for Boards, Commissions and Committees are still my primary responsibility. The City Clerk is responsible for maintaining and archiving City records. We are continuing the digitizing of City records in an attempt to lessen our reliance on paper while still remaining compliant with current State of Connecticut retention regulations. In an effort to preserve our City records 2 additional volumes have been restored this past year. I will continue this program until all volumes are restored. Notary services are also available for a fee of \$5.00 per signature as regulated by State Statute. The income derived for Notary services for FY 2018/2019 was \$.00. The John DeLaura Auditorium is available for rental on a limited basis. The small conference rooms in the Municipal Building are available for meetings of community organizations. The income derived from the rentals totaled for FY 2019/2020 was \$.00. The Potassium Chloride pills issued by the State of Connecticut are available for distribution at the City Clerk's office during business hours 9:00 a.m.-4:30 p.m. Monday-Friday to residents and non-resident workers.

As I end my tenure as your City Clerk in May 2021 I want to say that it has been my privilege to meet and serve the residents of the City of Groton for the past 22 years.

Ordinances approved by the City Council July 1, 2019 thru June 30, 2020

227. Approve "An Ordinance Authorizing The Mayor And Council To Approve Increases To Retirees Pensions Up To And Including Those Who Retired In 2015 As Recommended By The City Of Groton Retirement Board"

Initial Approval April 1, 2019 Final Approval May 20, 2019

Resolutions: A total of Resolutions were approved by the City Council for the period July 1, 2019 through June 30, 2020

Debra Patrick, City Clerk