



Town of Windsor
Windsor Town Clerk
124 Main Street
Windsor, NY 13865
Telephone (607) 655-5440

Town Clerk / Registrar's Report

Submitted for the March 11, 2026 Town Board Meeting

For the Month of February 2026:

DEC Licenses:

Hunting/Fishing Licenses Total Sales: \$25.00 Commission: \$1.38

Dog Licensing:

Number of New Dog Licenses Issued: 4 Number of Renewals: 28
Number of Purebred Renewals: 1
Number of Dog Letters sent out for March 2026 Renewal: 46
Number of Dog Letters sent out for January 2026 Delinquent: 11

Miscellaneous:

Number of Accessible Parking Permits Issued/Renewed: 15-Permanent, 2-Temporary

Vital Statistics:

Number of Marriage Licenses Filed: 2
Number of Death Certificates Filed: 1

Number of Certified Copies Issued:

Birth (From Past Records): 0
Marriage (From Past Records): 3

Death:

At Time of Filing: 13 From Past Records: 0

West Windsor Wastewater Treatment Plant:

Sewer Payments Collected: \$1,134.00

Tax Collection:

Taxes Collected: \$415,814.27 81.26% Collected Second Notices Printed & Mailed: 644

I attended the kickoff webinar for the 2026-2027 LGRMIF Grant cycle, I intend to apply for a file management grant. This will allow us to have staff from NYS Archives come and assist in setting up a file management system for all departments in the Town and destroying old files so there is a system in place moving forward. Once we have a file system in place and a records inventory then we can attack digitizing documents.

I will be attending the NYSTCA Regional meeting & training March 15 -16th at the Rivers Casino & Resort in Schenectady, NY. The training is with the NYS Comptrollers Office on "Improving the Effectiveness of Your Claims Auditing Process"

Submitted By: Elizabeth Pfister,
Windsor Town Clerk/Registrar