
TOWN COUNSEL

During 1999, Town Counsel handled a number of complex litigation matters. In addition, the firm rendered numerous legal opinions to various Town boards, approved contracts as to form, and handled a number of real estate transactions. There are currently 19 active litigation cases involving the Town. Most of these cases involve appeals from decisions of the Board of Appeals and other land use boards in the Town. During 1999, a total of 2 cases were concluded.

Town Counsel has been representing the Town with respect to the Town's efforts to increase the number of affordable housing units, particularly for senior citizens. We have also provided extensive advice concerning the comprehensive permit process and regulation of telecommunication towers within the Town.

We extend our appreciation to the Board of Selectmen for their confidence in retaining this firm, and appreciate the assistance and cooperation received on all matters from the Board of Selectmen, Town Meeting, Town Administrator, department heads, boards, committees and other Town personnel. We look forward to working with the members of the Town Government in the future.

Respectfully submitted,

Leonard Kopelman, for the
Firm of Kopelman and Paige, P.C.
Town Counsel

TOWN CLERK

In this year of our 200th birthday, Town Meeting voted to create a fulltime position of Archivist/Records Manager. A state of the art Records Center was constructed as part of the Town Hall renovation project and a Records Management Commission was created leading the way for the establishment of a solid Records Management Program. We settled back into our newly renovated office space in March in time for the Annual Town Election. During this period of transition, services were not disrupted and have since been enhanced.

In January 1999, each member of the office applied to the State Department to become an acceptance agent for processing Passports. We received approval in March and attended training sessions during April and May. Our first passport application was processed May 26th and we have processed 327 since then. The Town receives \$15 for each application processed. The public frequently expresses appreciation for this service and we are pleased to offer it.

Reflecting on the past 200 years and looking forward to the new millennium, we reiterate our commitment to be a dependable source of accurate and timely information and to impartially provide prompt and courteous service.

Please visit us at: www.burlington.org/townservices.html then scroll down to the **Town Clerk** link

Respectfully submitted,

Jane L. Chew, Town Clerk