

TOWN OF GRANBY

MEMORANDUM

DATE: May 15, 2023

TO: Board of Selectmen

FROM: Scott A. Nolan, Town Clerk

REGARDING: **V. BUSINESS – ITEM I**
Notice of Dog License Renewal Reminder

Background

Each year, Granby dog owners must license their dog(s) beginning June 1st through June 30th. All dogs aged six months and older must be licensed within 30 days and/or by June 30, 2023. The fee for licensing a neutered male or spayed female is \$8.00. For dogs that are not spayed or neutered, the fee is \$19.00. Beginning July 1, 2023, a \$1.00 late fee per dog will be charged each month for dogs not licensed prior to June 30, 2023. Failure to receive a reminder notice does not excuse the obligation of renewing a dog license per C.G.S. §22-338.

In order to renew a license, proof of current rabies vaccination must be on file with the Town Clerk's Office.

Dog licenses can be purchased via mail or in person at the Town Clerk's Office during normal business hours, Monday through Wednesday 8:00 a.m. to 4:00 p.m., Thursdays 8:00 a.m. to 6:00 p.m., and Fridays 8:00 a.m. to 12:30 p.m.

For renewal by mail, dog owners should include check payment, proof of rabies certificate if updating is needed, a self-addressed envelope with 70¢ postage, and mail it to: Town Clerk, 15 North Granby Road, Granby, CT 06035. *No monies will be collected prior to June 1st*. A dog license, proof of rabies certificate, and a tag will be mailed back in the return envelope.

Next Steps

Per Connecticut General Statute §22-337 Notice of licensing requirements: *"The selectmen of each town shall, annually, at least thirty days before June thirtieth, post a notice on the signpost in their town, if any, or at some other exterior place near the office of the town clerk, which shall warn that dogs must be licensed during the month of June."*

If the Board of Selectmen is in agreement, the following motion is offered for consideration.

PROPOSED MOTION:

I move that the Board of Selectmen hereby authorize the Town Clerk, Scott Nolan, to post a notice on the Town Signpost no later than June 1, 2023, in accordance with Connecticut General Statute §22-337.