

TOWN CLERK
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TOWN HALL
238 Danbury Road
Wilton, Connecticut 06897

December 5, 2023

Toni Boucher, First Selectman
Town of Wilton
238 Danbury Road
Wilton, CT 06897

Re: Re-Appointment of Sub-Registrars

Dear Toni,

I would like to re-appoint the following Funeral Directors as sub-registrars of vital statistics pursuant to CGS §7-65(b) for the Town of Wilton:

Andrew D. Skidd, Collins Funeral Home, 92 East Ave., Norwalk, CT
Daniel P. Jowdy, Kane Funeral Home, 25 Catoonah Street, Ridgefield, CT 06877
James P. Magner, Jr., Magner Funeral Home, 12 Mott Ave., Norwalk, CT

Please add the above names to your next Selectmen's meeting agenda for approval. Their term will expire on November 30, 2025.

If you have any questions, please feel free to contact me.

Thank you,

A handwritten signature in cursive script that reads "Lori A. Kaback".

Lori A. Kaback, CCTC
Town Clerk

Sec. 7-65. Removal, transit and burial permit. Subregistrars. (a) The embalmer or funeral director licensed by the department, or licensed in a state having a reciprocal agreement on file with the department and complying with the terms of such agreement, who assumes custody of a dead body shall obtain a removal, transit and burial permit from the registrar of the town in which the death occurred or the town in which the embalmer or funeral director maintains a place of business not later than five calendar days after death, and prior to final disposition or removal of the body from the state. The embalmer or funeral director who assumes custody and control of the body and obtains a removal, transit and burial permit from the registrar of the town in which the embalmer or funeral director maintains a place of business shall be obligated to file the death certificate, in accordance with the provisions of section 7-62b, in person, through an electronic registry system or by certified mail, return receipt requested. The removal, transit and burial permit shall specify the place of burial or other place of interment and state that the death certificate and any other certificate required by law have been returned and recorded.

(b) A local registrar shall appoint not less than two suitable persons as subregistrars, who shall be authorized to issue removal, transit and burial permits and cremation permits for any death that occurs in such registrar's town, during the hours in which the office of the registrar of vital records is closed. The appointment of subregistrars shall be made in writing, with the approval of the selectmen of such town, and shall be made with reference to locality, to best accommodate the inhabitants of the town. Such subregistrars shall be sworn, and their term of office shall not extend beyond the term of office of the appointing registrar. The names of such subregistrars shall be reported to the Department of Public Health. The Chief Medical Examiner, Deputy Chief Medical Examiner and associate medical examiners shall be considered subregistrars of any town in which death occurs for the sole purpose of issuing removal, transit and burial permits.