

# The Public Recorder



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Report of the President, Sally M. Hayden

## February Report

As I sit in my office thinking of what “news” I can write about, I am glancing around looking at stacks of census forms in boxes. We have boxes titled “No Changes”, “Changes” and “Return to sender”. Next to our census form stacks, we have stacks of blue dog registration forms. Originally I thought it was a great idea to include the dog registration form with our census. Residents could just mail in the information, include a self-addressed stamped envelope and we would send back the license and tag. I didn’t anticipate how well the Mail-in Dog Registration would be received. Creating another stack was not my intention. Stacks of paperwork must be the Town Clerks lot in life; I swear we just found a place for all the stacks of paperwork the goes along with elections.

On February 3, 2009, Denise MacAloney, Randall Hanson, Laurence Pizer, Patrick Ward and I attended a meeting called by the Secretary of State. Several city clerks were in attendance, as well as staff from the Secretaries office. The Secretary informed the group of the availability of additional HAVA funding. To be eligible to receive the additional funding the State Plan must be revised. During the meeting discussion took place on the cost of programming the AutoMark and the real possibility that some communities may choose not to use the AutoMark for municipal elections. The Secretary filed Emergency Regulation to ensure that the AutoMark would be used at every state, federal and municipal election.

At this same meeting we discussed the issue of the AccuVote-OS memory card no longer being produce. The Secretary offered to purchase the memory cards at the \$125 rate; in turn municipalities will purchase the memory card from the state at the \$125 rate. The State having a supply of memory cards will be helpful to communities. The Secretary’s Office is working out the details. Possibly memory cards could be leased for a particular election.

Although the meeting was to discuss the revisions to the State Plan, having decisions made on these two issues was a good thing. Even if you disagree or agree on the decisions, at least a decision was made. In regards to the AutoMark we now have a regulation in place stating it must be used in all elections. You can show this regulation to your Finance Committee, Town Manager or whoever questions your budget.

Hope you are able to get through your stacks of census and dog registrations.

*Happy Valentines Day! May cupid deliver You stacks of Valentines!*

**MTCA LOBBYIST REPORT – FEBRUARY 2009**  
**By Stephen Roche**

*A NEW SPEAKER – NEW LEGISLATIVE LEADERSHIP*

It's been crazy on Beacon Hill since the beginning of the new year:

- 1/7/2009 - Speaker Salvatore DiMasi is re-elected by House members
- 1/14/2009 – Bill filing deadline for new legislative session
- 1/27/2009 - Speaker DiMasi resigns as a Speaker and as a state representative
- 1/28/2009 - Rep. Robert DeLeo is elected House Speaker by House members
- 1/28/2009 – Governor Deval Patrick makes a second round of cuts in FY2009, including cuts in the Local Aid account, to address a \$2.4 billion deficit
- 1/28/2009 – Governor Patrick releases his FY2010 spending plan that includes further cuts in state & local programs and calls for a variety of new taxes
- 2/12/2009 – Speaker DeLeo and Senate President Therese Murray name their leadership teams for the new session

Wow! We are still digesting all the changes and the Governor's FY2010 budget. What is clear is that we will be very, very busy this year.

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*THE STATE BUDGET MESS*

As you know, we are looking at devastating cuts across the board at the state and local levels. The one ray of hope is the newly approved federal stimulus plan. The federal government will be sending Massachusetts over \$11 billion in funding to create jobs, fund road & bridge projects, and help pay for growing Medicaid costs. While this aid will relieve a lot of stress on our state budget, we are in a dire fiscal situation in Massachusetts, just like nearly every other state.

In terms of the Governor's FY2010 budget, here's a quick look at accounts of interest in the State Secretary's Office:

Account	Description	FY2009	FY2010 House 1
0511-0270	Census Data Technical Assistance For technical assistance on United States Census data and the preparation of annual population estimates; provided, that the secretary of the commonwealth shall contract with the University of Massachusetts Donahue Institute for those services	800,000	2,254,933

Account	Description	FY2009	FY2010 House 1
0511-0420	Address Confidentiality Program For the operation of the address confidentiality program	163,269	145,308

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**GENERAL  
CODE**

Account	Description	FY2009	FY2010 House 1
0521-0000	Elections Division Administration For the operation of the elections division	8,300,543	3,676,647
Account	Description	FY2009	FY2010 House 1
0521-0001	Central Voter Registration Computer System For the operation of the central voter registration computer system	6,156,294	4,863,646
Account	Description	FY2009	FY2010 House 1
0524-0000	Information to Voters For providing information to voters	1,932,807	583,744

As expected, the election related accounts have been cut significantly since no state elections will occur until after the start of FY2011 in July 2010.

And, the state census account has almost tripled in light of the 2010 federal census.

#### *NEW HOUSE & SENATE LEADERSHIP FOR 2009-2010*

Obviously, the greatest number of changes occurred in the House with the election of a new Speaker – to the victors go the spoils, to the losers go – loss of stipends for chairmanships, less than exciting committee assignments, staff cuts, offices in the Basement or 5<sup>th</sup> Floor of the State House, etc. In the Senate, there were also a number of changes made to accommodate a number of new members.

#### FEBRUARY 2009 – MARCH 2009

Thursday	February 12	Lincoln's Birthday
Saturday	February 14	Valentine's Day
Monday	February 16	Presidents' Day
Sunday	February 22	Washington's Birthday
Tuesday	March 17	St. Patrick's Day
Friday	March 20	Spring Begins

#### MTCA CONFERENCE SCHEDULES 2009

<b>MTCA</b>	WINTER CONFERENCE JANUARY 28, 29 & 30, 2009 STURBRIDGE HOST HOTEL STURBRIDGE, MA	<b>MTCA</b>	SUMMER CONFERENCE JUNE 10, 11, & 12, 2009 SEA CREST FALMOUTH, MA
<b>IIMC</b>	NE CLERK'S INSTITUTE & ACADEMY JULY 18 – 24, 2009 PLYMOUTH STATE UNIVERSITY PLYMOUTH, NH		

Here's a look at some of the key appointments in each chamber – based upon matters of concern to town clerks. Please bear in mind these are all Democrats since the Republican leaders have yet to announce their appointments.

<b>POSITION/COMMITTEE 2009-2010</b>	<b>SENATE</b>	<b>HOUSE</b>
	<b>Sen. President Therese Murray</b>	<b>Speaker Robert DeLeo</b>
<b>Majority Leader</b>	Sen. Frederick Berry	Rep. James Vallee
<b>Assistant Majority Leader</b>	Sen. Joan Menard	Rep. Ronald Mariano
<b>Second Assistant Majority Leader</b>		Rep. Patricia Haddad
<b>Majority Whip</b>	Sen. Marian Walsh	
<b>Assistant Majority Whip</b>	Sen. Steven Tolman	
<b>President Pro Tempore</b>	Sen. Stanley Rosenberg	
<b>Speaker Pro Tempore</b>		Rep. Thomas Petrolati
<b>Ways and Means (chair)</b>	Sen. Steven Panagiotakos	Rep. Charles Murphy
<b>Ways and Means (vice chair)</b>	Sen. Stephen Brewer	Rep. Barbara L'Italien
<b>Ways and Means (asst. vice chair)</b>	Sen. Harriette Chandler	Rep. Stephen Kulik
<b>Election Laws</b>	Sen. Thomas Kennedy	Rep. Michael Moran
<b>Environment, Natural Resources and Agriculture</b>	Sen. Anthony Petruccelli	Rep. William Strauss
<b>Judiciary</b>	Sen. Cynthia Creem	Rep. Eugene O'Flaherty
<b>Municipalities and Regional Government</b>	Sen. James Eldridge	Rep. Paul Donato
<b>Public Health</b>	Sen. Susan Fargo	Rep. Jeffrey Sanchez
<b>State Administration and Regulatory Oversight</b>	Sen. Brian Joyce	Rep. Steven Walsh

As can you see, the top folks in the House are almost all new while the top Senate people have been in their positions for a while.

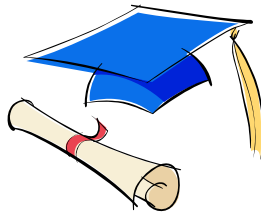
There are a number of clerk-friendly legislators sprinkled among these folks as well as chairs of other committees not listed here.

### *MTCA'S 2009-2010 LEGISLATIVE AGENDA*

The filing of bills became a little too interesting this session as the General Court's new computerized bill filing system crashed. This resulted in a number of problems, from assigning the wrong bill docket numbers to failing to add additional sponsors. The bottom line is that we are hoping to have the MTCA bill/docket numbers ready to report to you next month, along with a complete list of sponsors.

Until then, good luck with your municipal elections and implementing budget cuts.





**PLYMOUTH STATE UNIVERSITY – PLYMOUTH, NEW HAMPSHIRE**  
**2009 NEW ENGLAND MUNICIPAL CLERK INSTITUTE AND ACADEMY**  
BY TEDI EATON

Plymouth State University, Plymouth New Hampshire will be the new home and graciously host the 2009 New England Municipal Clerk Institute and Academy the week of July 18 – 24, 2009. It promises to be a new and exciting year. Included in this issue of The Public Recorder you will find the scholarship criteria and application for the New England Municipal Clerk Institute and Academy.

Please send your application to the address below, accompanied by a letter from your Finance Director or Board of Selectman that states you have been denied funds from your municipality. The deadline for submission of your application is April 22, 2009. All applications will be reviewed by the Scholarship Committee and the recipients will be announced at the June Conference. Members of the MTCA Scholarship Committee are Tedi Eaton, Needham; Marlene B. Chused, Sharon; and Sandra J. Burgess, Amherst.

This year the application deadline has been moved up one week. Preference is given to first-time students, but all students have a chance for a scholarship. The state associations, the New England Association of City and Town Clerks and the New England Municipal Clerks Institute all provide money for scholarships to go to the Institute. The scholarship chairman will process the application on the state level and forward it to the New England Association for further funding if needed.

**DEADLINE IS APRIL 22, 2009**  
**~ No Exceptions ~**

Submit scholarship application to:  
Theodora K. Eaton, Chair-Scholarship Committee  
Town of Needham, 1471 Highland Avenue, Needham, MA 02492  
Phone: 781-455-7510, Fax: 781-449-1246, [Teaton@town.needham.ma.us](mailto:Teaton@town.needham.ma.us)

## SCHOLARSHIP CRITERIA

1. The Executive Board shall determine, annually, the amount of scholarship monies to be allocated. Scholarships are only for those applicants who have been denied funds from their municipalities.
  2. The Joint Scholarship Committee shall consist of a committee made up of members appointed by the President of the New England Association of City & Town Clerks and the Chair of the NEMCI & Academy Board of Directors.
  3. Scholarship money from both sources shall be combined and allocated to applicants as agreed by the committee, with the exception of funds specifically earmarked and in the possession of the New England Municipal Clerks Institute & Academy Board of Directors.
  4. The NEACTC President appoints a Joint Scholarship Chairman to serve for three years.
  5. Scholarships shall be awarded to students attending the New England Municipal Clerks Institute and Academy.
  6. Scholarship awards will be limited to one person per office with the Clerk having first preference.
  7. Applicant must be a Municipal Clerk or Deputy/Assistant Clerk.
  8. The Joint Scholarship Committee will give priority to first year Institute students.
  9. An applicant must be a current member of his or her state association.
  10. An applicant must have been a member of the NEACTC for over one year.
  11. Applicant shall disclose at time of application they have applied for IIMC funds.
  12. An applicant must have requested funds from his/her municipality and include a letter of denial for such funds.
- 
1. Applicants should (after denial from municipality) send this application to their state association for funding. A reason for denial or explanation must accompany this application in order to be considered.
  2. Deadline for filing an application with the Joint Scholarship Chair is May 09, 2009.
  3. Joint Scholarship Chair will notify the applicant, the Treasurer of the NEACTC, and the Treasurer of the NEMCI & Academy by May 30, 2009.

### Joint Scholarship Chairperson

ME: Connie Brown, PO Box 67, Orland, Me 04472 - phone 207 469-3186, fax 469-3187 [townclerk@orlandme.org](mailto:townclerk@orlandme.org)

### State Scholarship Chairpersons

CT: Sharon Miller, 740 Main St, East Hartford, CT 06108 Phone: 860-291-7235 [smiller@ci.east.hartford.ct.us](mailto:smiller@ci.east.hartford.ct.us)

MA: Theodora (Tedi) K. Eaton, Town of Needham, 1471 Highland Avenue, Needham, MA 02492  
Phone: 781-455-7510, Fax: 781-449-12465 [Teaton@town.needham.ma.us](mailto:Teaton@town.needham.ma.us)

NH: Sharon Teel, PO Box 194, Center Sandwich NH, 03227, 603-284-7113, fax 603-284-6819  
[tctcsandwich@cyberpine.net](mailto:tctcsandwich@cyberpine.net)

RI: Maureen Smith, Deputy Town Clerk, Town of Lincoln, 100 River Rd., PO Box 100, Lincoln RI 02860  
401-333-3648, fax: 401-333-8450 [msmith@lincolnri.org](mailto:msmith@lincolnri.org)

VT: Linda Spence, PO Box 830, Manchester Center VT, 05255, 802-362-1315, fax 802-362-1315 [manclerk@sover.net](mailto:manclerk@sover.net)

ME: Connie Brown, PO Box 67, Orland, Me 04472 – phone 207 469-3186, fax 469-3187 [townclerk@orlandme.org](mailto:townclerk@orlandme.org)

### NEMCI & Academy Scholarship Chairperson

RI: Maureen Smith, Deputy Town Clerk, Town of Lincoln, 100 River Rd., PO Box 100, Lincoln RI 02860  
401-333-3648, fax: 401-333-8450 [msmith@lincolnri.org](mailto:msmith@lincolnri.org)

# New England Association of City & Town Clerks

## And

### New England Municipal Clerks Institute & Academy

#### SCHOLARSHIP APPLICATION

- |   | <u>YES</u> | <u>NO</u> |
|---|------------|-----------|
| 1. I am a Deputy or Municipal Clerk.  | _____      | _____     |
| 2. I am the only applicant from my municipality.  | _____      | _____     |
| 3. I have been denied all or partial funding from my municipality<br>And I am enclosing the <u>letter of denial</u> .   | _____      | _____     |
| 4. I am a member in good standing of my state association.  | _____      | _____     |
| 5. I am a dues-paying member of the New England Association<br>Of City & Town Clerks and have been a member for at least<br>one year prior to the date of this application. | _____      | _____     |

If you have answered **YES** to all of the above, you may apply for financial assistance. If you have answered **NO** to any of the above, you must include a letter of explanation stating why you have not complied with the above criteria

NAME \_\_\_\_\_ DATE \_\_\_\_\_

ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_ FAX \_\_\_\_\_

JOB TITLE/TOWN \_\_\_\_\_ POPULATION \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

I am applying for financial assistance for the New England Municipal Clerks Institute Year \_\_\_\_\_ or Academy Course \_\_\_\_\_  
**AMOUNT REQUESTED \$** \_\_\_\_\_

If Academy student, the year you graduated from the Institute:

My Municipality will pay \$ \_\_\_\_\_

I have \_\_\_\_\_ have not \_\_\_\_\_ applied to IIMC for scholarship funds. IIMC will pay \$ \_\_\_\_\_

Return this application, letter of denial and any necessary letter of explanation to your STATE Scholarship Chair (on page 2 of this application) by your state deadline.

\*\* Check with your State Scholarship Chair to see if you need additional paperwork\*\*

**FOR USE BY STATE SCHOLARSHIP CHAIR ONLY:**

Date received: \_\_\_\_\_ Date action taken: \_\_\_\_\_

Amount awarded: \_\_\_\_\_ **OR:** Reason for denial \_\_\_\_\_

\*\*\*After state action, State Scholarship Chair should forward to NEACTC Joint Chair by May 14, 2009\*\*\*

**FOR USE BY NEACTC JOINT SCHOLARSHIP COMMITTEE CHAIR ONLY:**

Date received: \_\_\_\_\_ Date action taken: \_\_\_\_\_

Amount awarded: \_\_\_\_\_ **OR:** Reason for denial \_\_\_\_\_

# You Who? Yahoo!!

For those of you, who are Town or City Clerks, (and may be new to the office, or have a new email address); and want to join the Yahoo group for clerks, please contact me.

We have a system where you can email all clerks simultaneously, ask questions, raise concerns – and not have to worry about the emails being read by anyone else other than the clerks. It is a closed group and I approve all entries.

If you want to join, email me at [linda.hutchenrider@town.barnstable.ma.us](mailto:linda.hutchenrider@town.barnstable.ma.us) and I will be happy to add your name to the system. I need to know the name of your town/city, your name, and your email address. No vendors, state officials, or anyone else is allowed to join the group. The list of email addresses is not available for distribution either.

Any questions, just ask...

Linda Hutchenrider/Barnstable Town Clerk

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## International Institute of Municipal Clerks

I am pleased to inform you that the following individual(s) have earned the prestigious Certified Municipal Clerk (CMC) designation from the International Institute of Municipal Clerks (IIMC) in the month of December 2008:

**David A. Olson, CMC**  
**City Clerk**  
**City of Newton**  
**Dolson@newtonma.gov**

The CMC designation program is designed to enhance the job performance of the Clerk in small and large municipalities. To earn the CMC designation, a Municipal Clerk must attend extensive education programs. The designation also requires pertinent experience in a municipality. The program prepares the participants to meet the challenges of the complex role of the municipal clerks by providing them with quality education in partnership with 47 institutions of higher learning. The program has been in existence since 1970 and has helped thousands of clerks in various municipalities.

Founded in 1947, IIMC is a professional association with more than 10,000 members in the US, Canada and 15 other countries. IIMC's primary goal is to actively promote the continuing education and professional development of municipal clerks through extensive education programs, certification, recertification, publications, networking, annual conferences and research. IIMC also engages in municipal research administration, enhances critical professional skill development and fosters a spirit of mutual assistance and good fellowship among municipal clerks around the globe. IIMC is governed by a 26-member Board of Directors.

For more information please visit our website at [www.iimc.com](http://www.iimc.com) or contact us at [hq@iimc.com](mailto:hq@iimc.com) or 909-944-4162.

Sincerely,

Mohammad H. Eftekhari, Ph.D.  
Director of Education and Research

Sent by: *Maria E. Miranda*  
Administrative Assistant  
International Institute of Municipal Clerks  
8331 Utica Avenue, Suite 200  
Rancho Cucamonga, CA 91730  
Tel: (909) 944-4162  
Fax: (909) 944-8545  
[Maria@iimc.com](mailto:Maria@iimc.com)



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**MASSACHUSETTS TOWN CLERKS ELECTION REPORTING  
THE ASSOCIATED PRESS, SUMMARY**

**ELECTION 2008**

<b>129 Towns of 1 Precinct:</b>	<b>126 Towns, Full Credit 3 Towns, No Credit</b>	<b>\$1,008.00</b>
<b>54 Towns of 2 – 3 Precincts:</b>	<b>53 Towns, Full Credit 1 Town, No Credit</b>	<b>\$ 636.00</b>
<b>111 Towns of 4 – 9 Precincts:</b>	<b>55 Towns, Full Credit 56 Towns, Half Credit 0 Towns, No Credit</b>	<b>\$1,540.00 \$ 784.00</b>
<b>14 Towns of 10 -19 Precincts:</b>	<b>10 Towns, Full Credit 3 Towns, Half Credit 1 Town, No Credit</b>	<b>\$ 600.00 \$ 90.00</b>
<b>1 Town of 20+ Precincts</b>	<b>1 Town, Full Credit</b>	<b>\$ 120.00</b>
		<hr/>
		<b>\$ 4,778.00</b>
<b>Full Credit</b>	<b>245 Towns</b>	
<b>Half Credit</b>	<b>59 Towns</b>	
<b>No Credit</b>	<b>5 Towns</b>	

The above is the report Dick Fleming submitted to MTCA. Thought the membership would find this interesting. Thank you all for your hard work.

Sally Hayden,  
President



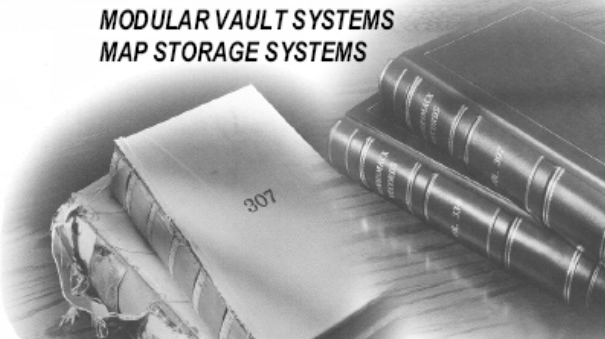
WESTERN MASS.  
CITY & TOWN CLERKS' ASSOCIATION

The Western Mass. City & Town Clerks Association will have a meeting on Friday, April 3, 2009 at the Whately Inn with registration beginning at 9:30 a.m. and a brief business meeting at 9:45 a.m. At 10:00 a.m. there will be two speakers - one on the new marijuana law and how it affects our offices and the second speaker will talk about Municipal Finance and the recap sheet that we have to prepare each year. More details will follow, so save the date.

If you have questions contact:

Nancy Blackmer  
978-544-1100, ext. 101  
[townclerk@townoforange.org](mailto:townclerk@townoforange.org)

Lynn Sibley  
413-665-0054  
[tclerk2@comcast.net](mailto:tclerk2@comcast.net)

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# Newsletter of the MTCA

584 Main Street  
Athol MA 01331



## **Massachusetts Town Clerks Association**

### **President**

Sally M. Hayden, CMC/CMMC, Rutland

### **First Vice-President**

Theodora K. Eaton, MMC/CMMC, Needham

### **Second Vice-President**

Donna Hooper, CMC/CMMC, Lexington

### **Secretary**

Sandra J. Burgess, CMC, Amherst

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Nancy E. Burnham, CMMC, Athol

## **The Public Recorder**

The Recorder is published monthly August to June by the Massachusetts Town Clerks' Association for its membership.

Closing date for copy submission is the First DAY of each month. All news, notes, clippings, meeting notices and address corrections should be sent to Editor Nancy E. Burnham, 584 Main Street, Athol, MA 01331

Phone: 978-249-4551

E-mail: [townclerk@townofathol.org](mailto:townclerk@townofathol.org)

Website: [www.newenglandclerks.org](http://www.newenglandclerks.org)