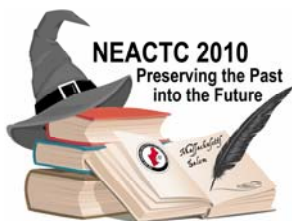


The 2010 New England conference to be held in Salem has taken shape, and it will be wonderful. The program committee has come up with a diverse and exciting group of presentations. Salem is charming beyond words. The headquarters hotel is a historical gem, and the nearby hotel is new and up to date. The President's reception at the exquisite Peabody-Essex Museum will be memorable. Optional trolley tours will help you discover historic Salem. Your problem will be to fit in everything we have to offer in the all too short time laid out for the meeting.

We are including the program to give you an idea of what is ahead for you, but we are holding off on asking you to sign up for programs until July 1. We know that some of you will want to pay for some parts of your costs using FY 10 money, so we are putting the application in this month. We'll be back during the summer for those of you who will be using FY 11 dollars.

On behalf of NEACTC President Catherine Flanagan Stover and the wonderful conference committee, I look forward to seeing you in Salem and to being able to answer any questions you might have.

Laurence R. Pizer, Conference Chair
Plymouth



New England Association of City and Town Clerks

43rd Annual Conference

November 17, 18, and 19, 2010

Hawthorne Hotel

Salem, MA. 01970

Name : _____

Title: _____ Municipality _____

Mailing Address: _____

City/Town _____

EMAIL: _____ Telephone# _____

Indicate name for use on a badge: _____

First name or nickname of guest for use on a badge _____

REGISTRATION: (Cancellations after October 18th are non-refundable) Amount

NEACTC Members/Associates \$200.00 _____

(Limited to the 1st 200 registrants)

Non-members \$225.00 _____

Guests Full Registration \$200.00 _____

1 Hr Trolley Tour \$ 10.00 _____

3 Hr Trolley Tour \$ 20.00 _____

(Register for tours on educational forms)

Your registration includes all meals.

WEDNESDAY

Education Session
President's Reception
(Casual dress)

THURSDAY

Continental Breakfast
Educational Sessions
Lunch
Educational Sessions
Banquet/Entertainment

FRIDAY

Full Breakfast
Educational Sessions

Do you have any special diet considerations? _____

Check enclosed for a total of \$ _____

Make Check payable to: "NEACTC CONFERENCE FUND"

Mail to: Linda Lincoln (Retired Town Clerk)

24 Quaboag St.,
Brookfield, MA. 01506

glincoln@charter.net

Fax # 413-477-6703

1. Fill out Registration Form #1. Use Separate form for each person.
2. Hotel Reservations made directly to the Hotel - See Hotel Information form #2.
3. Register for Classes and Trolley Tours with form #3



Reservation Form

Hawthorne Hotel
18 Washington Square West
Salem, MA 01970
Tel: 978-744-4080

New England City & Town Clerks Conference November 17, 18, 19, 2010

CHECK IN TIME IS 4:00P.M.

CHECK OUT TIME IS 11:00A.M.

1 NIGHT PLAN – WED ONLY or THURS ONLY 2 NIGHT PLAN – WED & THURS

Single \$170.04 per person
Double \$85.02 per person
Triple \$60.33 per person

Single \$340.08 per person
Double \$170.44 per person
Triple \$120.66 per person

3 NIGHT PLAN – TUES, WED & THURS or WED, THURS & FRI

Single \$510.12 per person / Double \$255.06 per person / Triple \$181.00 per person

ABOVE RATES ARE GUARANTEED UNTIL OCTOBER 18, 2010

COMPLETE ONE FORM PER ROOM

Smoking: ____ Non-Smoking: ____ **No. of Occupants in room:** ____
(There are only 5 smoking rooms in the hotel on a first come basis)

No. of Beds (Circle one) 1 2 3 (3rd bed will be a cot)

Only one individual's credit card is needed to guarantee the room.

You may choose to pay by company check or credit card upon arrival for check in.

OCCUPANT #1 (Person who will be using their card to guarantee the room)

Last Name: _____ First Name: _____

Address: _____ Town: _____ State _____ Zip _____

Daytime Phone: _____ Arrival Date: _____ Departure Date: _____

E-mail address: _____

Credit Card: (Circle One) AMEX VISA MC DISCOVER Check Enclosed: \$ _____

Card #: _____ Exp Date: _____

Name that appears on Credit Card: _____

Signature: _____

OCCUPANT #2

Last Name: _____ First Name: _____

Address: _____ Town: _____ State _____ Zip _____

Daytime Phone: _____ Arrival Date: _____ Departure Date: _____

E-mail address: _____

OCCUPANT #3

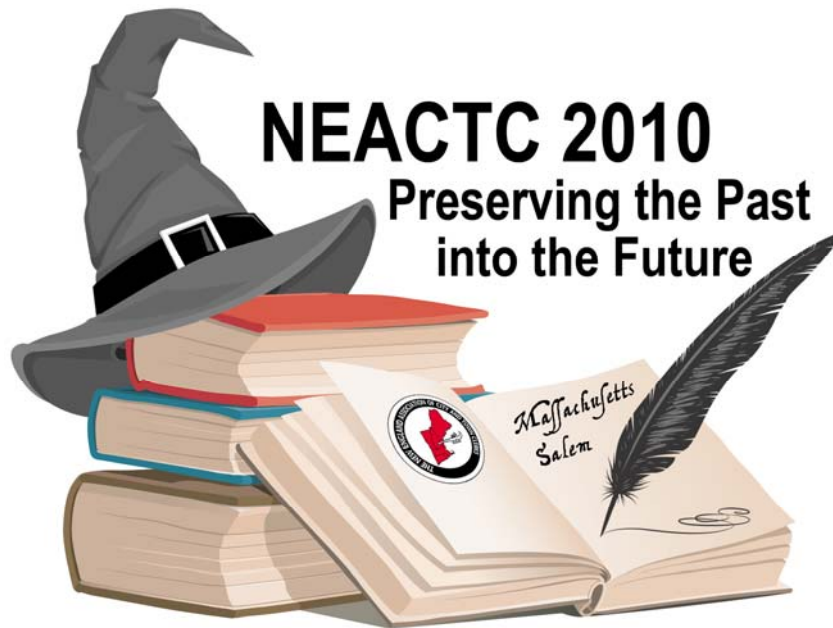
Last Name: _____ First Name: _____

Address: _____ Town: _____ State _____ Zip _____

Daytime Phone: _____ Arrival Date: _____ Departure Date: _____

E-mail address: _____

PLEASE FAX THIS FORM TO 978-745-2626 Attn. Thomas MacDonald



NEACTC 2010

Preserving the Past
into the Future

NEACTC 43rd ANNUAL CONFERENCE PROGRAM

'Preserving the Past....Into the Future'

November 17-18-19, 2010 - Hawthorne Hotel, Salem, MA

Wednesday, November 17, 2010

Event

	Time
Registration	9:00 am - 3:00 pm
Exhibits Open	10:00 am - 3:00 pm
NEACTC/NEMCI Meetings/Luncheons	10:30 am - 12:45 pm
Welcome to Salem (City Clerk)/Annual Business Meeting	1:00 pm - 1:30 pm
<u>Education Session</u>	1:30 pm - 4:30 pm

- **General Session #1 - 'The Way We Vote: The Local Dimension of American Suffrage'**
Alec Ewald, University of Vermont - Of particular interest for students of American elections and election law, Ewald draws from history, law, political science, and other disciplines as he paints a picture of the pluses and minuses of decentralization, from the beginning of the Republic through modern times. Ewald, in 'The Way We Vote' makes a case for celebrating the diversity in American democracy

Break	2:45 pm - 3:15 pm
President's Reception @ Peabody Essex Museum Kim Driscoll, Mayor, City of Salem	5:00 pm - 7:00 pm

Entertainment: *Bagpiper & The Jolly Rogues - The Jolly Rogues*, Wilmington, MA -4 folk-men in period costumes featuring sea shanty tunes from the 18th and 19th Century

Thursday, November 18, 2010

Registration	7:30 am - Noon
Continental Breakfast	7:30 am - 8:30 am
Exhibits	8:00 am - 4:30 pm

Education Sessions

- **Session A - Slaying the E-Mail Dragon - Abby Marks Beale** 8:30 am - 11:30 am.
Communicating via email can be very efficient, but things are getting out of hand! Learn how to better manage our email skills with one of the leading experts in the field of productivity. Abby's expertise in helping busy people manage time, reading, and handling email workload will help position participants to improve time management skills and reduce stress!

- **Session B - Preserving Historic Records -** 8:30 am - 11:30 am
A hands-on experience of Peabody Essex archives/preservation initiatives with Irene Axelrod, Peabody Essex Museum, and Deborah Wender, NEDCC - Director of Book Conservation.

- **Session C - Evolving Role of the Municipal Clerk** 8:30 am - 10:00 am
A panel presentation of New England's Municipal Clerks will guide participants through the changes in the office of Municipal Clerk over the years and offer insight into future possibilities of this vital office.

\$Tour-1A	Trolley Tour City of Salem - nonstop - 1 hour tour	10:30 am - 11:30 am
\$Tour-2	Trolley Tour Salem - Nathaniel Hawthorne - 3 hour tour	8:30 am - 11:30 am

Break	10:00 am - 10:30 am
Lunch	12:00 Noon - 1:30 pm

(Historical In-Character Nathaniel Hawthorne)

Education Sessions

- Session D - History of Voting Rights Act of 1965** 1:30 pm - 4:30 pm
Mass. ACLU - Carol Rose, President
Carol M. Rose, Executive Director, ACLU - Massachusetts, will enlighten participants on the history of the Voting Rights Act of 1965, and impact on voting today and the future. *'Our constitutional democracy rests on certain core principles,' "Every vote should be counted accurately, every vote should be counted equally, and no one should be denied the right to vote based on the color of his or her skin."* (Nadine Strossen, ACLU).

- Session E - Vital Records Through Time: The New England Perspective** 1:30 pm - 4:30 pm

A panel of NE Directors of Registries of Vital Records & Statistics will review past, current and proposed initiatives impacting vital records throughout the NE states and upcoming involvement with initiatives at the federal level. Moderated by Laurence Pizer, Plymouth Town Clerk

Session F - CoSTEP - Coordination & Collaboration Initiatives for

Historic Preservation of Cultural Resources 1:30 pm - 3:00 pm

Representatives from NEDCC, Mass. State Archives & Mass. Board of Library Commissioners will enlighten participants on the CoSTEP Massachusetts Pilot Project underway to develop model statewide disaster plans for dissemination to state libraries and archives across the United States - to provide a blueprint for preparing in advance for area-wide disasters, building alliances with federal, state, and local emergency management agencies, and coordination between different types of cultural institutions.

\$Tour-3 - Tour - Salem Witches 1:30 pm - 4:30 pm

\$Tour-1b - Tour - Trolley Tour of the City - Nonstop 3:30 pm - 4:30 pm

Break/Drawings 3:00 pm - 3:30 pm

Reception 6:00 pm - 7:00 pm

Banquet 7:00 pm - 8:30 pm

Performance: 8:00 pm

- **Cry Innocent** - The people versus Bridget Bishop - a dramatic live recreation of Salem's first witch trial, where audience members play the role of jury.

\$Note: Trolley Tours rates of \$10 for half-day and \$20 for full-day tours, payable with registration.

Friday, November 19, 2010

Breakfast Buffet 7:30 am - 8:30 am

NEACTC/NEMCI Breakfast Meeting

• **General Session #2 -** 8:30 am - 11:00 am

Breakfast with Susan Wornick- award-winning television 8:30 a.m. - 9:15 a.m.

journalist and consumer advocate will share some stories behind the news and how she has survived in a competitive business over the years

General Session #3 - 9:30 a.m. - 11:00 a.m.

Noreen Reilly - Transformational Leadership - the Keys to Success

The key to success in any organization is effective leadership. Learn ways to improve the lines of communication between staff, departments, and bosses; acquire skills for communicating the message you want, clearly, concisely, and positively. Learn how to build bridges between people. Discover how you can be a transformational leader who inspires positive change through vision, trust, goal setting, and making others feel valuable and capable.

Closing Remarks 11:00 am - 11:15 am

EDUCATIONAL COURSE REGISTRATION FORM ONLY!

PLEASE MAKE A COPY FOR YOUR FILES!

Register online or complete the form below. Pre-registration is required for all courses.
For planning purposes, please register by **OCTOBER 15, 2010**

Please read the course description and note the times before choosing your classes and choose only one morning and one afternoon class or one of the 3-hour trolley tours on Thursday. Note that if you choose either Session C or Session F, you will have time for the 1-hour trolley tour as well. Class and tour sizes are limited, so be sure to sign up early in order to guarantee a spot in your first choice!

FOUR Easy Ways to Register for Classes — (1) **Online** at <http://prestogem.com/vo/neactc> (see instructions on following page); (2) **Via Fax** at 978-318-3093; (3) **Via E-Mail:** atekle@concordma.gov (send the class registration form as an attachment); or (4) **Mail to:** Anita Tekle, Town Clerk, P.O. Box 535, Concord, MA 01742.

Wednesday, November 17th

General Session #1 1:30–4:30 pm “The Way We Vote: The Local Dimension of American Suffrage” _____
President’s Reception 5:00—7:00 pm Reception & Entertainment at the Peabody Essex Museum _____

Thursday AM, November 18th

Session A 8:30—11:30 am Slaying the E-Mail Dragon _____
Session B 8:30—11:30 am Preserving Historic Records _____
Session C 8:30—10:00 am Evolving Role of the Municipal Clerk _____
Tour 1A (\$10 fee) 10:30—11:30 am Trolley Tour City of Salem—non-stop (include payment with registration fee) _____
Tour 2 (\$20 fee) 8:30—11:30 am Trolley Tour Salem—Nathaniel Hawthorne—3-hour tour (include payment with registration fee) _____

Thursday PM, November 18th

Session D 1:30—4:30 pm History of the Voting Rights Act of 1965 _____
Session E 1:30—4:30 pm Vital Records Through Time: The N.E. Perspective _____
Session F 1:30—3:00 pm CoSTEP—Coordination & Collaboration Initiatives for Historic Preservation & Cultural Resources _____
Tour 1B (\$10 fee) 3:30—4:30 pm Trolley Tour City of Salem—non-stop (include payment with registration fee) _____
Tour 3 (\$20 fee) 1:30—4:30 pm Trolley Tour Salem—Salem Witches—3-hour tour (include payment with registration fee) _____

Friday AM, November 19th

General Session #2 8:30—9:15 am Breakfast with Susan Wornick _____
General Session #3 9:30—11:00 am Transformational Leadership _____

CLASSROOM ASSIGNMENTS WILL BE POSTED AT THE REGISTRATION DESK

NAME: _____ **TOWN/STATE:** _____
TITLE: _____ **PHONE:** _____
EMAIL ADDRESS (write clearly, please): _____

SIGNATURE OF TOWN CLERK

To Register for classes online: If this is your first time signing up

1. Go to the Sign up site: Click on this link: <http://prestogem.com/vo/neactc>
(You can copy and paste the link into your browser if this link doesn't work for you)
2. At the top of the page click on the **Register** link
3. Enter in your personal information and create a Password
4. When you have finished click on the LOG-IN button
5. Sign up for the Courses you'd like to attend and Log Out when you are done.

Now you're ready to sign up for classes

1. Go to the Sign up site: Click on this link: <http://prestogem.com/vo/neactc>
(You can copy and paste the link into your browser if this link doesn't work for you)
2. At the top of the page click on the **Log In** link
3. Enter in your Email and Password
4. Sign up for the Courses you'd like to attend and Log Out when you are done.

