

Town Clerk Questions and Answers

- Election overtime (0116101-513001) has a budget of \$1,520; what is the rationale? What specific elections will be occurring in FY22?

Collective Bargaining Obligations

Ø CBA allows for AFSCME staff overtime adding \$1,520 to the budget. Previously staff received compensatory time. To minimize overtime costs overtime will be restricted to Election Day only. The Town Clerk and Assistant Town Clerk will share all other overtime needs.

- Election 16104:
 - Equipment maintenance increased from \$14K to \$20K; what specific equipment is in need of maintenance for this increase?

Equipment Maintenance

Ø Additional funding is required for electronic poll books, paid via a grant during the Fall 2020 elections, and for various expenses paid by the state during state elections; voting tabulator, AutoMark machine (ADA). The town owns these expenses for local elections.

- Postage went from \$600 to \$5K, why?

Postage

Ø If early voting by mail is a requirement for the November 2nd election the town is responsible for the cost of mailing the ballot to the voter. Based on last years' experience rate I budgeted for 7,000 ballot requests times 65-cents per ballot mailing. If early voting by mail is not required, \$4,500 will revert back to general fund.

- Printing/forms went from \$7K to \$19K, why?

Ballots / Ballot Supplies

Ø The town is responsible for the all costs for printing ballots for local elections; state pays the costs for state elections. Additionally, for early voting by mail, costs for additional ballots, ballot envelopes (3 per ballot mailed) and mailing labels are included in the line item request. During the odd number fiscal years, this amount will decline by approximately \$12,000 and increase again during even numbered fiscal years.

- Now that the Town Council has voted to extend the consolidated polling places through the end of 2021, does it make sense to alter the FY22 budget request to reflect that change?

Voting Centers

Ø The presented FY2022 budget request was prepared based on 12 individual polling locations. With the change to voting centers I will be modifying my request to reflect a \$4,000 reduction in election staffing costs.