

<b>ELECTIONS/TOWN MEETINGS</b>	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	FY2024 DEPT REQ	FY2024 TM REC	FY2024 FIN COM REC
<i>Salaries</i>										
5120 Temporary Part-Time	13,950	13,950	59,476	46,558	15,229	11,792	73,650	37,500	37,500	
5130 Overtime	5,350	5,068	19,950	18,096	3,805	3,540	22,450	13,500	13,500	
<b>Total Salaries</b>	<b>19,300</b>	<b>19,018</b>	<b>79,426</b>	<b>64,654</b>	<b>19,034</b>	<b>15,332</b>	<b>96,100</b>	<b>51,000</b>	<b>51,000</b>	
<i>Operating</i>										
5240 Repairs and Maintenance	2,158	2,158	3,650	2,904	6,000	5,850	6,050	8,225	8,225	
5310 Professional Services	5,936	4,851	12,200	6,195	5,800	3,284	14,100	7,100	7,100	
5345 Postage	-	-	-	-	-	-	20,000	10,000	10,000	
5420 Office Supplies	855	855	10,450	10,176	6,945	6,945	2,300	2,300	2,300	
5790 Staff Development	100	25	100	-	100	-	100	100	100	
<b>Total Operating</b>	<b>9,050</b>	<b>7,890</b>	<b>26,400</b>	<b>19,275</b>	<b>18,845</b>	<b>16,079</b>	<b>42,550</b>	<b>27,725</b>	<b>27,725</b>	
<i>Capital Outlay</i>										
5833 Capital Outlay	-	-	-	-	-	-	8,200	-	-	
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,200</b>	<b>-</b>	<b>-</b>	
<b>Total Budget</b>	<b>28,350</b>	<b>26,908</b>	<b>105,826</b>	<b>83,928</b>	<b>37,879</b>	<b>31,411</b>	<b>146,850</b>	<b>78,725</b>	<b>78,725</b>	

	FY2020 BUDGETED	FY2021 BUDGETED	FY2022 BUDGETED	FY2023 BUDGETED	FY2024 DEPT REQ	FY2024 TM REC	FY2024 FIN COM REC
Position	FTE	FTE	FTE	FTE	FTE	FTE	FTE
<b>Total Staffing</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FISCAL YEAR 2024**  
**ELECTIONS/TOWN MEETINGS SALARY INFORMATION TOWN MANAGER RECOMMENDED**

**Temporary Part-Time Salaries**

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Election and Poll Workers									37,500
Constable									---
<b>Total Temporary Part-Time Salaries</b>									<b>37,500</b>

**Overtime**

Name	Position	Amount	Total Benefit
<b>Total Overtime</b>			<b>13,500</b>

<b>Department Total</b>									<b>51,000</b>
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This projection is for known FY24 town meetings and elections only. It does not include any Special Town Meetings or Elections. MGL requires 1 week of Early Voting for the Presidential Primary. In Person Early Voting for local elections is opt-in only. Vote By Mail for state and local elections made permanent with the Votes Act of 2022. Minimum Wage = \$15

<b>FY24 Projection</b>		Election Day	Election	Election	EV/VBM	Total
October 3, 2023	Special Town Meeting	\$500.00	\$500.00	---	---	<b>\$1,000.00</b>
March 5, 2024	Presidential Primary	\$13,000.00	\$3,000.00	\$5,000.00	\$2,500.00	<b>\$23,500.00</b>
April 6, 2024	Annual Town Election	\$13,000.00	\$4,000.00	\$5,000.00	\$2,500.00	<b>\$24,500.00</b>
May 6 & 8, 2024	ATM/STM	<u>\$1,000.00</u>	<u>\$1,000.00</u>	---	---	<b>\$2,000.00</b>
		<b>\$27,500.00</b>	<b>\$8,500.00</b>	<b>\$10,000.00</b>	<b>\$5,000.00</b>	<b>\$51,000.00</b>

<b>FY23 Actual</b>		Election Day	Election	Election	EV/VBM	Total
September 20, 2022	State Primary	\$11,695.56	\$1,762.93	\$4,547.14	\$2,037.25	<b>\$20,042.88</b>
October 4, 2022	Special Town Meeting	\$394.50	\$163.29	---	---	<b>\$557.79</b>
November 8, 2022	State Election	\$11,721.56	\$2,801.43	\$8,040.25	\$3,202.04	<b>\$25,765.28</b>
April 1, 2023	Annual Town Election					Pending
May 1 & 3, 2023	ATM/STM					Pending

<b>FY23 Projection</b>		Election Day	Election	Election	EV/VBM	Total
September 20, 2022	State Primary	\$11,000.00	\$2,500.00	\$9,000.00	\$2,500.00	<b>\$25,000.00</b>
October 4, 2022	Special Town Meeting	\$550.00	\$650.00	---	---	<b>\$1,200.00</b>
November 8, 2022	State Election	\$13,000.00	\$3,000.00	\$18,500.00	\$6,000.00	<b>\$40,500.00</b>
April 1, 2023	Annual Town Election	\$13,000.00	\$4,000.00	\$7,500.00	\$2,500.00	<b>\$27,000.00</b>
May 1 & 3, 2023	ATM/STM	<u>\$1,100.00</u>	<u>\$1,300.00</u>	---	---	<b>\$2,400.00</b>
		<b>\$38,650.00</b>	<b>\$11,450.00</b>	<b>\$35,000.00</b>	<b>\$11,000.00</b>	<b>\$96,100.00</b>

April 4, 2020 (June 16 Annual Town Election	\$7,176.50	\$1,303.88	---	---	\$50.00	<b>\$8,530.38</b>
May 2020 (June 22 & : ATM/STM	<u>\$450.00</u>	<u>\$571.65</u>	---	---	<u>\$200.00</u>	<b>\$1,221.65</b>
	<b>\$7,626.50</b>	<b>\$1,875.52</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$250.00</b>	<b>\$9,752.02</b>

**FISCAL YEAR 2024**  
**ELECTIONS/TOWN MEETINGS DEPARTMENT SALARY INFORMATION DEPARTMENT REQUEST**

**Temporary Part-Time Salaries**

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Election and Poll Workers									37,500
Constable					---				
<b>Total Temporary Part-Time Salaries</b>									37,500

**Overtime**

Name	Position				Amount				Total Benefit
<b>Total Overtime</b>									13,500

<b>Department Total</b>									51,000
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This projection is for known FY24 town meetings and elections only. It does not include any Special Town Meetings or Elections.  
MGL requires 1 week of Early Voting for the Presidential Primary  
In Person Early Voting for local elections is opt-in only  
Vote By Mail for state and local elections made permanent with the Votes Act of 2022  
Minimum Wage = \$15

**FY24 Projection**

		Election Day	Election Day OT	Election Staff EV/VBM	EV/VBM Overtime	Total Expenditures
October 3, 2023	Special Town Meeting	\$500.00	\$500.00	---	---	<b>\$1,000.00</b>
March 5, 2024	Presidential Primary	\$13,000.00	\$3,000.00	\$5,000.00	\$2,500.00	<b>\$23,500.00</b>
April 6, 2024	Annual Town Election	\$13,000.00	\$4,000.00	\$5,000.00	\$2,500.00	<b>\$24,500.00</b>
May 6 & 8, 2024	ATM/STM	<u>\$1,000.00</u>	<u>\$1,000.00</u>	---	---	<b>\$2,000.00</b>
		<b>\$27,500.00</b>	<b>\$8,500.00</b>	<b>\$10,000.00</b>	<b>\$5,000.00</b>	<b>\$51,000.00</b>

**FY23 Actual**

		Election Day	Election Day OT	Election Staff EV/VBM	EV/VBM Overtime	Total Expenditures
September 20, 2022	State Primary	\$11,695.56	\$1,762.93	\$4,547.14	\$2,037.25	<b>\$20,042.88</b>
October 4, 2022	Special Town Meeting	\$394.50	\$163.29	---	---	<b>\$557.79</b>
November 8, 2022	State Election	\$11,721.56	\$2,801.43	\$8,040.25	\$3,202.04	<b>\$25,765.28</b>

April 1, 2023	Annual Town Election					Pending
May 1 & 3, 2023	ATM/STM					Pending

**FY23 Projection**

		Election Day	Election Day OT	Election Staff EV/VBM	EV/VBM Overtime	Total Expenditures
September 20, 2022	State Primary	\$11,000.00	\$2,500.00	\$9,000.00	\$2,500.00	<b>\$25,000.00</b>
October 4, 2022	Special Town Meeting	\$550.00	\$650.00	---	---	<b>\$1,200.00</b>
November 8, 2022	State Election	\$13,000.00	\$3,000.00	\$18,500.00	\$6,000.00	<b>\$40,500.00</b>
April 1, 2023	Annual Town Election	\$13,000.00	\$4,000.00	\$7,500.00	\$2,500.00	<b>\$27,000.00</b>
May 1 & 3, 2023	ATM/STM	<u>\$1,100.00</u>	<u>\$1,300.00</u>	---	---	<b>\$2,400.00</b>
		<b>\$38,650.00</b>	<b>\$11,450.00</b>	<b>\$35,000.00</b>	<b>\$11,000.00</b>	<b>\$96,100.00</b>

**FISCAL YEAR 2023  
ELECTIONS/TOWN MEETINGS SALARY INFORMATION**

**Temporary Part-Time Salaries**

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Election and Poll Workers					73,650				73,650
Constable					---				-
<b>Total Temporary Part-Time Salaries</b>					73,650				73,650

**Overtime**

Name	Position	Amount	Total Benefit
		22,450	-
<b>Total Overtime</b>		22,450	22,450

<b>Department Total</b>									96,100
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This projection is for known FY23 town meetings and elections only. It does not include any Special Town Meetings or Elections.  
 Minimum wage will be \$15.00 as of January 1, 2023.  
 "Split Precinct" will require 3 additional staff members for state primary & election, 1 additional teller and take longer to tally results  
 Early Voting & Vote By Mail will most likely continue to be expanded

<b>FY23 Projection</b>		Election	OT	Early	Early	Total	
September 20, 2022	State Primary	\$11,000.00	\$2,500.00	\$9,000.00	\$2,500.00	<b>\$25,000.00</b>	
October 4, 2022	Special Town Meeting	\$550.00	\$650.00	---	---	<b>\$1,200.00</b>	
November 8, 2022	State Election	\$13,000.00	\$3,000.00	\$18,500.00	\$6,000.00	<b>\$40,500.00</b>	
April 1, 2023	Annual Town Election	\$13,000.00	\$4,000.00	\$7,500.00	\$2,500.00	<b>\$27,000.00</b>	EV/Vote By Mail for Municipal Elections?
May 1 & 3, 2023	ATM/STM	\$1,100.00	\$1,300.00	---	---	<b>\$2,400.00</b>	
		<b>\$38,650.00</b>	<b>\$11,450.00</b>	<b>\$35,000.00</b>	<b>\$11,000.00</b>	<b>\$96,100.00</b>	

<b>FY22 Actual</b>		Election	OT	Early	Early	Total	
October 5, 2021	Special Town Meeting	\$550.00	\$498.69	---	---	<b>\$1,048.69</b>	
April 2, 2022	Annual Town Election					<b>\$0.00</b>	EV/Vote By Mail for Municipal Elections?
May 1 & 3, 2022	ATM/STM					<b>\$0.00</b>	
		<b>\$550.00</b>	<b>\$498.69</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,048.69</b>	

<b>FY22 Projection</b>		Election	OT	Early	Early	Total	
October 5, 2021	Special Town Meeting	\$550.00	\$650.00	---	---	<b>\$1,200.00</b>	
April 2, 2022	Annual Town Election	\$13,000.00	\$4,000.00	\$7,500.00	\$2,500.00	<b>\$27,000.00</b>	EV/Vote By Mail for Municipal Elections?
May 1 & 3, 2022	ATM/STM	\$1,500.00	\$1,800.00	---	---	<b>\$3,300.00</b>	
		<b>\$15,050.00</b>	<b>\$6,450.00</b>	<b>\$7,500.00</b>	<b>\$2,500.00</b>	<b>\$31,500.00</b>	

<b>FY21 Actual</b>		Election	OT	Early	Early	Constable	Total	
September 2020	State Primary	\$9,749.94	\$2,298.94	\$7,318.09	\$2,101.38		<b>\$21,468.35</b>	7 Days In Person EV/Vote By Mail (\$918.35)
October 6, 2020	Special Town Meeting	\$135.00	\$158.05	---	---		<b>\$293.05</b>	\$1,006.95
November 3, 2020	State Election	\$10,338.81	\$2,603.03	\$17,605.97	\$5,464.51		<b>\$36,012.32</b>	14 Days In Person EV/Vote By Mail (\$14,462.32)
April 10, 2021	Annual Town Election	\$9,035.88	\$3,182.21	---	---		<b>\$12,218.09</b>	\$4,831.91
May 3 & 5, 2021	ATM/STM	\$520.00	\$1,138.08	---	---		<b>\$1,658.08</b>	\$1,841.92
		<b>\$29,779.63</b>	<b>\$9,380.31</b>	<b>\$24,924.06</b>	<b>\$7,565.89</b>	<b>\$0.00</b>	<b>\$71,649.89</b>	(\$7,699.89)

<b>FY21 Projection</b>		Election	OT	Early	Early	Constable	Total
September 2020	State Primary	\$12,000.00	\$3,000.00	\$4,000.00	\$1,500.00	\$50.00	<b>\$20,550.00</b>
October 6, 2020	Special Town Meeting	\$550.00	\$650.00	---	---	\$100.00	<b>\$1,300.00</b>
November 3, 2020	State Election	\$13,000.00	\$3,000.00	\$4,000.00	\$1,500.00	\$50.00	<b>\$21,550.00</b>
April 10, 2021	Annual Town Election	\$13,000.00	\$4,000.00	---	---	\$50.00	<b>\$17,050.00</b>
May 3 & 5, 2021	ATM/STM	\$1,500.00	\$1,800.00	---	---	\$200.00	<b>\$3,500.00</b>
		<b>\$40,050.00</b>	<b>\$12,450.00</b>	<b>\$8,000.00</b>	<b>\$3,000.00</b>	<b>\$450.00</b>	<b>\$63,950.00</b>

<b>FY20 Actuals</b>		Election	OT	Early	Early Voting	Constable	Total
October 1, 2019	Special Town Meeting	\$480.00	\$469.18	---	---	\$100.00	<b>\$1,049.18</b>
March 3, 2020	Presidential Primary	\$13,469.88	\$2,511.27	\$ 1,709.81	\$ 363.43	\$50.00	<b>\$18,104.39</b>
April 4, 2020 (June 16th Annual Town Election		\$7,176.50	\$1,303.88	---	---	\$50.00	<b>\$8,530.38</b>
May 2020 (June 22 & 2 <sup>nd</sup> ATM/STM		\$450.00	\$571.65	---	---	\$200.00	<b>\$1,221.65</b>
1/26/2023 3:16 PM		<b>\$21,576.38</b>	<b>\$4,855.98</b>	<b>\$1,709.81</b>	<b>\$363.43</b>	<b>\$400.00</b>	<b>\$28,905.59</b>

**FISCAL YEAR 2022  
ELECTIONS/TOWN MEETINGS SALARY INFORMATION**

**Temporary Part-Time Salaries**

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Election and Poll Workers					15,229				15,229
Constable					---				-
<b>Total Temporary Part-Time Salaries</b>					15,229				15,229

**Overtime**

Name	Position	Amount	Total Benefit
<b>Total Overtime</b>		3,805	3,805

<b>Department Total</b>									19,034
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This projection is for known FY21 town meetings and elections only. It does not include any Special Town Meetings or Elections.  
 Minimum wage will be \$15.00 as of January 1, 2022.  
 Constable services have been removed from salary line and added to election professional services  
 Early Voting & Vote By Mail will most likely continue to be expanded

**FY22 Projection**

		Election	OT	Early	Early	Constable	Total	
October 5, 2021	Special Town Meeting	\$550.00	\$650.00	---	---		<b>\$1,200.00</b>	
April 2, 2022	Annual Town Election	\$13,000.00	\$4,000.00	\$7,500.00	\$2,500.00		<b>\$27,000.00</b>	EV/Vote By Mail for Municipal Elections
May 1 & 3, 2022	ATM/STM	<u>\$1,500.00</u>	<u>\$1,800.00</u>	---	---		<b>\$3,300.00</b>	
		<b>\$15,050.00</b>	<b>\$6,450.00</b>	<b>\$7,500.00</b>	<b>\$2,500.00</b>	<b>\$0.00</b>	<b>\$31,500.00</b>	

**FY20 Actuals**

		Election	OT	Early	Early Voting	Constable	Total
October 1, 2019	Special Town Meeting	\$480.00	\$469.18	---	---	\$100.00	<b>\$1,049.18</b>
March 3, 2020	Presidential Primary	\$13,469.88	\$2,511.27	\$1,709.81	\$ 363.43	\$50.00	<b>\$18,104.39</b>
April 4, 2020 (June 16th Annual Town Election		\$7,176.50	\$1,303.88	---	---	\$50.00	<b>\$8,530.38</b>
May 2020 (June 22 & 2 <sup>nd</sup> ATM/STM		<u>\$450.00</u>	<u>\$571.65</u>	---	---	<u>\$200.00</u>	<b>\$1,221.65</b>
		<b>\$21,576.38</b>	<b>\$4,855.98</b>	<b>\$1,709.81</b>	<b>\$363.43</b>	<b>\$400.00</b>	<b>\$28,905.59</b>

**FY21 Projection**

		Election	OT	Early	Early	Constable	Total
September 2020	State Primary	\$12,000.00	\$3,000.00	\$4,000.00	\$1,500.00	\$50.00	<b>\$20,550.00</b>
October 6, 2020	Special Town Meeting	\$550.00	\$650.00	---	---	\$100.00	<b>\$1,300.00</b>
November 3, 2020	State Election	\$13,000.00	\$3,000.00	\$4,000.00	\$1,500.00	\$50.00	<b>\$21,550.00</b>
April 10, 2021	Annual Town Election	\$13,000.00	\$4,000.00	---	---	\$50.00	<b>\$17,050.00</b>
May 3 & 5, 2021	ATM/STM	<u>\$1,500.00</u>	<u>\$1,800.00</u>	---	---	<u>\$200.00</u>	<b>\$3,500.00</b>
		<b>\$40,050.00</b>	<b>\$12,450.00</b>	<b>\$8,000.00</b>	<b>\$3,000.00</b>	<b>\$450.00</b>	<b>\$63,950.00</b>

**FY21 Actual**

		Election	OT	Early	Early	Constable	Total	
September 2020	State Primary	\$9,749.94	\$2,298.94	\$7,318.09	\$2,101.38		<b>\$21,468.35</b>	7 Days In Person (\$918.35)
October 6, 2020	Special Town Meeting	\$135.00	\$158.05	---	---		<b>\$293.05</b>	\$1,006.95
November 3, 2020	State Election	\$10,338.81	\$2,603.03	\$17,605.97	\$5,464.51		<b>\$36,012.32</b>	14 Days In Perso (\$14,462.32)
April 10, 2021	Annual Town Election							
May 3 & 5, 2021	ATM/STM							
		<b>\$20,223.75</b>	<b>\$5,060.02</b>	<b>\$24,924.06</b>	<b>\$7,565.89</b>	<b>\$0.00</b>	<b>\$57,773.72</b>	<b>(\$14,373.72)</b>

**DESCRIPTION/DETAIL**

**ELECTIONS/TOWN MEETINGS OPERATING**

*5240 Repairs and Maintenance*

FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	<b>FY2024 DEPT REQ</b>	<b>FY2024 TM REC</b>
2,158	2,158	3,650	2,904	6,000	5,850	6,050	<b>8,225</b>	<b>8,225</b>

ImageCast Tabulators (14) Maintenance Fee 200 each	2,800	2,800
ImageCast Tabulators Battery Replacement (Every 5 Years) \$175 x 9	1,575	1,575
RTR Election Reporting Annual Fee	850	850
Poll Pad (10) Service Agreement Annual Fee 300 each	3,000	3,000

*Total 5240 Repairs and Maintenance:* 8,225 8,225

**DESCRIPTION/DETAIL**

**ELECTIONS/TOWN MEETINGS OPERATING**

*5310 Professional Services*

FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	FY2024 DEPT REQ	FY2024 TM REC
5,936	4,851	12,200	6,195	5,800	3,284	14,100	<b>7,100</b>	<b>7,100</b>

**ImageCast Ballots & Programming**

ImageCast Tabulators Programming Media per Election - \$2000							2,000	2,000
Automark for Disabled voters Programming Media per Election - \$1,000							2,000	2,000
Printing and Delivery of Ballots Local Election - \$2174.65 (20) \$2175.65 (21) \$2336.20 (22)							2,500	2,500
Constable Services							600	600
Total 5310 Professional Services:							7,100	7,100

**DESCRIPTION/DETAIL**

**ELECTIONS/TOWN MEETINGS OPERATING**

*5345 Postage*

FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	FY2024 DEPT REQ	FY2024 TM REC
-	-	-	-	-	-	20,000	10,000	10,000

9.8.22 State Primary \$2700

11.8.22 State Election \$4500

Vote By Mail has been made permanent by the Votes Act of 2022

Mailing Ballots

10,000

10,000

*Total 5345 Postage:*

10,000

10,000

**DESCRIPTION/DETAIL**

**ELECTIONS/TOWN MEETINGS OPERATING**

*5420 Office Supplies*

FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	<b>FY2024 DEPT REQ</b>	<b>FY2024 TM REC</b>
855	855	10,450	10,176	6,945	6,945	2,300	<b>2,300</b>	<b>2,300</b>

Request additional election office supply budget due to expanded EV and Vote By Mail  
 Envelopes, EV Labels Paper, Toner, Voting Pens, Binders, Signage for Election Day

2,300 2,300

*Total 5420 Office Supplies:* 2,300 2,300

**DESCRIPTION/DETAIL**

**ELECTIONS/TOWN MEETINGS OPERATING**

*5790 Staff Development*

FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	<b>FY2024 DEPT REQ</b>	<b>FY2024 TM REC</b>
100	25	100	-	100		100	<b>100</b>	<b>100</b>

Poll Worker Training/Town Clerk Staff Training & Conferences

100 100

*Total 5790 Staff Development:*

100 100

