

**Town of New Boston
2021
Town Clerk & Elections**

| Account Number | Account Name | {2019} | | {2020} | | | {2021} | | | | | | | | | | | | |
|----------------------------|---|------------------|-------------|-------------|----------------|---------------------|--------|--------|--------|---------------|--------|--------|--------|--|--|--|--|--|--|
| | | Operating Budget | Actual | Requested | Default Budget | Actual | | | | | | | | | | | | | |
| | | Passed | | | | as of 10/26/2020 | | | | | | | | | | | | | |
| 01-4140-1-110 | DEPUTY TOWN CLERK (Cathy) | 21,471 | 23,806 | 23,698 | 22,968 | 17,310 | 22,626 | | | | | | | | | | | | |
| Grade 4, Step 5 | \$ 20.38 x 20 hrs x 12 wks = | | | | | | 4,891 | | | | | | | | | | | | |
| Grade 4, Step 6 | \$ 21.24 x 20 hrs x 40 wks = | | | | | | 16,992 | | | | | | | | | | | | |
| Grade 4, Step 7 (1/2 step) | \$ 0.45 x 20 hrs x 40 wks = | | | | | | 356 | | | | | | | | | | | | |
| | 22,239 | | | | | | | | | | | | | | | | | | |
| | For Election = | | | | | | | | | | | | | | | | | | |
| | \$ 20.38 x 3 hrs x 1 = | | | | | | 61 | | | | | | | | | | | | |
| | (Deliberative of Session) | | | | | | | | | | | | | | | | | | |
| | \$ 20.38 x 16 hrs x 1 election = | | | | | | 326 | | | | | | | | | | | | |
| | (Town Election) | | | | | | | | | | | | | | | | | | |
| | \$ 21.24 x 16 hrs x - election = | | | | | | 0 | | | | | | | | | | | | |
| | (State Election) | | | | | | | | | | | | | | | | | | |
| | \$ 21.24 x 16 hrs x - elections = | | | | | | 0 | | | | | | | | | | | | |
| | (Federal Elections) | | | | | | | | | | | | | | | | | | |
| | TOTAL 22,626 | | | | | | | | | | | | | | | | | | |
| | <table border="1"> <tr> <td>Budget</td><td>2016</td><td>2017</td><td>2018</td></tr> <tr> <td></td><td>21,392</td><td>20,717</td><td>20,328</td></tr> <tr> <td>Actual</td><td>23,854</td><td>20,871</td><td>24,400</td></tr> </table> | Budget | 2016 | 2017 | 2018 | | 21,392 | 20,717 | 20,328 | Actual | 23,854 | 20,871 | 24,400 | | | | | | |
| Budget | 2016 | 2017 | 2018 | | | | | | | | | | | | | | | | |
| | 21,392 | 20,717 | 20,328 | | | | | | | | | | | | | | | | |
| Actual | 23,854 | 20,871 | 24,400 | | | | | | | | | | | | | | | | |
| 01-4140-1-120 | PT CLERK (Lorraine) | 6,206 | 8,074 | 7,374 | 7,111 | 8,995 | 6,817 | | | | | | | | | | | | |
| Grade 3, Step 1 | \$ 15.31 x 8.0 hrs x 12 wks = | | | | | | 1,470 | | | | | | | | | | | | |
| Grade 3, Step 2 | \$ 15.65 x 8.0 hrs x 40 wks = | | | | | | 5,008 | | | | | | | | | | | | |
| Grade 3, Step 3 (1/2 step) | \$ 0.15 x 8.0 hrs x 40 wks = | | | | | | 48 | | | | | | | | | | | | |
| | 6,526 | | | | | | | | | | | | | | | | | | |
| | For Election = | | | | | | | | | | | | | | | | | | |
| | \$ 15.31 x 3 hrs x 1 = | | | | | | 46 | | | | | | | | | | | | |
| | (Deliberative of Session) | | | | | | | | | | | | | | | | | | |
| | \$ 15.31 x 16 hrs x 1 election = | | | | | | 245 | | | | | | | | | | | | |
| | (Town Election) | | | | | | | | | | | | | | | | | | |
| | \$ 15.65 x 16 hrs x - election = | | | | | | 0 | | | | | | | | | | | | |

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| Account Number | Account Name | {2019} | | {2020} | | | {2021} |
|------------------|-----------------------------------|------------------|--------|-----------|----------------|------------------|-----------|
| | | Operating Budget | Actual | Requested | Default Budget | Actual | Requested |
| | | Passed | | | - | as of 10/26/2020 | |
| | (State Election) | | | | | | |
| | \$ 15.95 x 16 hrs x - elections = | | 0 | | | | |
| | (Federal Elections) | | | | | | |
| | TOTAL | | 6,817 | | | | |
| Budget Actual | 2016 | 2017 | 2018 | | | | |
| | 7,631 | 7,753 | 14,051 | | | | |
| | 11,065 | 13,203 | 9,310 | | | | |

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| Account Number | Account Name | {2019} | | {2020} | | | {2021} | | | | | | | | | | | | |
|-----------------|--|------------------|--------|-----------|----------------|---------------------|-----------|--------|--------|--|--------|--------|--------|--|--|--|--|--|--|
| | | Operating Budget | Actual | Requested | Default Budget | Actual | Requested | | | | | | | | | | | | |
| | | Passed | | | | as of 10/26/2020 | | | | | | | | | | | | | |
| | | | | | - | | | | | | | | | | | | | | |
| 01-4140-1-130 | TOWN CLERK (Kim) | 27,082 | 27,369 | 29,574 | 29,110 | 24,648 | 28,418 | | | | | | | | | | | | |
| Grade 6, Step 5 | \$ 21.74 x 24 hrs x 12 weeks = 6,261 | | | | | | | | | | | | | | | | | | |
| Grade 6, Step 6 | \$ 22.65 x 24 hrs x 40 wks = 21,744 | | | | | | | | | | | | | | | | | | |
| | 28,005 | | | | | | | | | | | | | | | | | | |
| | For Election = | | | | | | | | | | | | | | | | | | |
| | \$ 21.74 x 3 hrs x 1 = 65 (Deliberative of Session) | | | | | | | | | | | | | | | | | | |
| | \$ 21.74 x 16 hrs x 1 election = 348 (Town Election) | | | | | | | | | | | | | | | | | | |
| | \$ 22.20 x 16 hrs x - election = 0 (State Election) | | | | | | | | | | | | | | | | | | |
| | \$ 22.20 x 16 hrs x - elections = 0 (Federal Elections) | | | | | | | | | | | | | | | | | | |
| | TOTAL 28,418 | | | | | | | | | | | | | | | | | | |
| | <table><tr><td>Budget</td><td>2016</td><td>2017</td><td>2018</td></tr><tr><td>Actual</td><td>34,498</td><td>34,763</td><td>24,922</td></tr><tr><td></td><td>24,875</td><td>19,641</td><td>21,312</td></tr></table> | Budget | 2016 | 2017 | 2018 | Actual | 34,498 | 34,763 | 24,922 | | 24,875 | 19,641 | 21,312 | | | | | | |
| Budget | 2016 | 2017 | 2018 | | | | | | | | | | | | | | | | |
| Actual | 34,498 | 34,763 | 24,922 | | | | | | | | | | | | | | | | |
| | 24,875 | 19,641 | 21,312 | | | | | | | | | | | | | | | | |
| 01-4140-1-140 | ELECTIONS - EXTRA TIME NEEDED Will need for 2022 and out budgets when several elections. | 281 | - | - | - | 5,924 | - | | | | | | | | | | | | |
| | <table><tr><td>Budget</td><td>2016</td><td>2017</td><td>2018</td></tr><tr><td>Actual</td><td>0</td><td>281</td><td>600</td></tr><tr><td></td><td>0</td><td>0</td><td>62</td></tr></table> | Budget | 2016 | 2017 | 2018 | Actual | 0 | 281 | 600 | | 0 | 0 | 62 | | | | | | |
| Budget | 2016 | 2017 | 2018 | | | | | | | | | | | | | | | | |
| Actual | 0 | 281 | 600 | | | | | | | | | | | | | | | | |
| | 0 | 0 | 62 | | | | | | | | | | | | | | | | |
| 01-4140-1-200 | LONGEVITY PLAN C. Strausbaugh 12 yrs = 375 | 125 | 125 | 375 | 375 | - | 375 | | | | | | | | | | | | |
| 01-4140-1-220 | FICA - SOCIAL SECURITY | 3,440 | 3,712 | 3,783 | 3,693 | 3,526 | 3,611 | | | | | | | | | | | | |
| 01-4140-1-225 | FICA - MEDICARE | 800 | 868 | 885 | 864 | 825 | 844 | | | | | | | | | | | | |

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|----------------|---|------------------|--------|-----------|----------------|------------------|-----------|-------|-------|--------|-------|-------|-------|--|--|--|--|--|--|
| | | Operating Budget | Actual | Requested | Default Budget | Actual | Requested | | | | | | | | | | | | |
| | | Passed | | | - | as of 10/26/2020 | | | | | | | | | | | | | |
| 01-4140-1-260 | WORKERS COMPENSATION | 375 | 133 | 167 | 167 | 167 | 167 | | | | | | | | | | | | |
| | <table><tr><td></td><td>2016</td><td>2017</td><td>2018</td></tr><tr><td>Budget</td><td>5,727</td><td>5,392</td><td>5,339</td></tr><tr><td>Actual</td><td>5,307</td><td>4,656</td><td>4,517</td></tr></table> | | 2016 | 2017 | 2018 | Budget | 5,727 | 5,392 | 5,339 | Actual | 5,307 | 4,656 | 4,517 | | | | | | |
| | 2016 | 2017 | 2018 | | | | | | | | | | | | | | | | |
| Budget | 5,727 | 5,392 | 5,339 | | | | | | | | | | | | | | | | |
| Actual | 5,307 | 4,656 | 4,517 | | | | | | | | | | | | | | | | |
| 01-4140-1-290 | MILEAGE/CONFERENCES | 850 | 818 | 850 | 850 | 58 | 850 | | | | | | | | | | | | |
| | Mileage expense = 200 State Annual Town Clerk Conference = 650 850 | | | | | | | | | | | | | | | | | | |
| | <table><tr><td></td><td>2016</td><td>2017</td><td>2018</td></tr><tr><td>Budget</td><td>850</td><td>850</td><td>850</td></tr><tr><td>Actual</td><td>666</td><td>874</td><td>932</td></tr></table> | | 2016 | 2017 | 2018 | Budget | 850 | 850 | 850 | Actual | 666 | 874 | 932 | | | | | | |
| | 2016 | 2017 | 2018 | | | | | | | | | | | | | | | | |
| Budget | 850 | 850 | 850 | | | | | | | | | | | | | | | | |
| Actual | 666 | 874 | 932 | | | | | | | | | | | | | | | | |
| 01-4140-1-342 | TECHNOLOGY | 3,819 | 7,718 | 3,910 | 3,819 | 1,164 | 4,159 | | | | | | | | | | | | |
| | Avitar - Town Clerk MV = 3,419 Avitar - online estimator = 500 Invoice Cloud \$20/mo avg x 12 mos = 240 (Avitar 5% annual increase) 4,159 | | | | | | | | | | | | | | | | | | |
| | <table><tr><td></td><td>2016</td><td>2017</td><td>2018</td></tr><tr><td>Budget</td><td>3,462</td><td>4,262</td><td>3,499</td></tr><tr><td>Actual</td><td>0</td><td>3,693</td><td>3,658</td></tr></table> | | 2016 | 2017 | 2018 | Budget | 3,462 | 4,262 | 3,499 | Actual | 0 | 3,693 | 3,658 | | | | | | |
| | 2016 | 2017 | 2018 | | | | | | | | | | | | | | | | |
| Budget | 3,462 | 4,262 | 3,499 | | | | | | | | | | | | | | | | |
| Actual | 0 | 3,693 | 3,658 | | | | | | | | | | | | | | | | |
| 01-4140-1-430 | OFFICE EQUIPMENT | 1,874 | 1,597 | 20,543 | 5,942 | 4,509 | 15,446 | | | | | | | | | | | | |
| | For Election = AccuVote coding per election: Town election \$1,300 x 1 election = 1,300 Federal/State elections \$1,200 x - elections = - Accuvote machine annual maintenance = 250 AccuVote battery (1 x year) = 37 Pens, ribbon, paper rolls = 39 For Election 1,626 Miscellaneous office equipment = 400 | | | | | | | | | | | | | | | | | | |

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|----------------|--|------------------|-------------|-------------|----------------|------------------|-------|-------|-------|---------------|-----|-------|-------|--|--|--|--|--|
| | | Operating Budget | Actual | Requested | Default Budget | Actual Requested | | | | | | | | | | | | |
| | | Passed | | | - | as of 10/26/2020 | | | | | | | | | | | | |
| | 2 printers = 1,420 AccuVote machine = 12,000 13,820 TOTAL 15,446 | | | | | | | | | | | | | | | | | |
| | <table><tr><td>Budget</td><td>2016</td><td>2017</td><td>2018</td></tr><tr><td></td><td>400</td><td>400</td><td>400</td></tr><tr><td>Actual</td><td>225</td><td>299</td><td>2,426</td></tr></table> | Budget | 2016 | 2017 | 2018 | | 400 | 400 | 400 | Actual | 225 | 299 | 2,426 | | | | | |
| Budget | 2016 | 2017 | 2018 | | | | | | | | | | | | | | | |
| | 400 | 400 | 400 | | | | | | | | | | | | | | | |
| Actual | 225 | 299 | 2,426 | | | | | | | | | | | | | | | |
| 01-4140-1-560 | DUES & SUBSCRIPTIONS Town Clerk Assoc. Dues = 20 N.E. Assoc = 85 Auto Red online books for vehicle values = 210 315 | 310 | 595 | 310 | 310 | 20 315 | | | | | | | | | | | | |
| | <table><tr><td>Budget</td><td>2016</td><td>2017</td><td>2018</td></tr><tr><td></td><td>310</td><td>310</td><td>310</td></tr><tr><td>Actual</td><td>190</td><td>201</td><td>105</td></tr></table> | Budget | 2016 | 2017 | 2018 | | 310 | 310 | 310 | Actual | 190 | 201 | 105 | | | | | |
| Budget | 2016 | 2017 | 2018 | | | | | | | | | | | | | | | |
| | 310 | 310 | 310 | | | | | | | | | | | | | | | |
| Actual | 190 | 201 | 105 | | | | | | | | | | | | | | | |
| 01-4140-1-620 | OFFICE SUPPLIES For Election = Absentee envelopes: Town election \$400 x 1 election = 400 State election \$400 x 0 election = - Federal elections \$800 x 0 elections = - Election envelopes: Town: \$150 = 150 For Election = 550 Registrations, dog tags, licences, notices, catridges, misc office supplies = 2,400 TOTAL = 2,950 | 2,750 | 1,272 | 4,950 | 4,950 | 3,197 2,950 | | | | | | | | | | | | |
| | <table><tr><td>Budget</td><td>2016</td><td>2017</td><td>2018</td></tr><tr><td></td><td>2,400</td><td>2,400</td><td>2,400</td></tr><tr><td>Actual</td><td>820</td><td>1,701</td><td>2,576</td></tr></table> | Budget | 2016 | 2017 | 2018 | | 2,400 | 2,400 | 2,400 | Actual | 820 | 1,701 | 2,576 | | | | | |
| Budget | 2016 | 2017 | 2018 | | | | | | | | | | | | | | | |
| | 2,400 | 2,400 | 2,400 | | | | | | | | | | | | | | | |
| Actual | 820 | 1,701 | 2,576 | | | | | | | | | | | | | | | |
| 01-4140-1-625 | POSTAGE For Election = Postage per election = | 4,300 | 3,509 | 6,050 | 5,050 | 6,050 5,300 | | | | | | | | | | | | |

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| Account Number | Account Name | {2019} | | {2020} | | | {2021} | | | | | | | | | | | | |
|----------------|---|------------------|-------------|-------------|----------------|------------------|-----------|-------|-------|---------------|-------|-------|-------|--|--|--|--|--|--|
| | | Operating Budget | Actual | Requested | Default Budget | Actual | Requested | | | | | | | | | | | | |
| | | Passed | | | - | as of 10/26/2020 | | | | | | | | | | | | | |
| | Town election \$100 x 1 election = 100 | | | | | | | | | | | | | | | | | | |
| | State election \$150 x 0 election = - | | | | | | | | | | | | | | | | | | |
| | Federal elections \$300 x 0 elections = - | | | | | | | | | | | | | | | | | | |
| | | | 100 | | | | | | | | | | | | | | | | |
| | Postage for registrations = 5,200 | | | | | | | | | | | | | | | | | | |
| | | | 5,300 | | | | | | | | | | | | | | | | |
| | <table border="1"> <tr> <td>Budget</td><td>2016</td><td>2017</td><td>2018</td></tr> <tr> <td></td><td>3,280</td><td>3,200</td><td>3,200</td></tr> <tr> <td>Actual</td><td>3,139</td><td>2,585</td><td>5,227</td></tr> </table> | Budget | 2016 | 2017 | 2018 | | 3,280 | 3,200 | 3,200 | Actual | 3,139 | 2,585 | 5,227 | | | | | | |
| Budget | 2016 | 2017 | 2018 | | | | | | | | | | | | | | | | |
| | 3,280 | 3,200 | 3,200 | | | | | | | | | | | | | | | | |
| Actual | 3,139 | 2,585 | 5,227 | | | | | | | | | | | | | | | | |
| 01-4140-1-700 | RECORDS RETENTION & PRESERVATIONS | 5,000 | 5,247 | 5,000 | 2,618 | 2,430 | 5,000 | | | | | | | | | | | | |
| | <table border="1"> <tr> <td>Budget</td><td>2016</td><td>2017</td><td>2018</td></tr> <tr> <td></td><td>0</td><td>5,000</td><td>5,000</td></tr> <tr> <td>Actual</td><td>0</td><td>0</td><td>0</td></tr> </table> | Budget | 2016 | 2017 | 2018 | | 0 | 5,000 | 5,000 | Actual | 0 | 0 | 0 | | | | | | |
| Budget | 2016 | 2017 | 2018 | | | | | | | | | | | | | | | | |
| | 0 | 5,000 | 5,000 | | | | | | | | | | | | | | | | |
| Actual | 0 | 0 | 0 | | | | | | | | | | | | | | | | |
| 01-4140-2-130 | SUPERVISORS OF CHECKLIST | 1,400 | 1,626 | 3,783 | 7,600 | 3,755 | 1,014 | | | | | | | | | | | | |
| | \$ 13 x 3 hrs x 3 Supervisors = 117 (Deliberative of Session) | | | | | | | | | | | | | | | | | | |
| | \$ 13 x 21 hrs x 3 Supervisors = 819 (Town Election) | | | | | | | | | | | | | | | | | | |
| | \$ 13 x 21 hrs x 3 Supervisors = - (Federal/State Elections) x - elections | | | | | | | | | | | | | | | | | | |
| | TOTAL = 936 | | | | | | | | | | | | | | | | | | |
| | Scanning | | | | | | | | | | | | | | | | | | |
| | \$ 13 x 6 hrs x 1 Supervisors = 78 (Town Election) | | | | | | | | | | | | | | | | | | |
| | \$ 13 x 5 hrs x - Supervisors = - (State Election) | | | | | | | | | | | | | | | | | | |

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2021
Town Clerk & Elections**

| Account Number | Account Name | {2019} | | {2020} | | | {2021} |
|----------------|---|------------------|--------|-----------|----------------|---------------------|-----------|
| | | Operating Budget | Actual | Requested | Default Budget | Actual | Requested |
| | | Passed | | | | as of 10/26/2020 | |
| | | | | | | | |
| Actual | 185 | 0 | 0 | | | | |
| 01-4140-3-430 | VOTING BOOTH EXPENSES Cost to set-up booths \$ 200.00 x 1 Election(s) = 200 | 200 | 328 | 800 | 800 | 1,108 | 200 |
| | | | | | | | |
| | | | | | | | |
| Budget | 2016 | 2017 | 2018 | | | | |
| | 1,600 | 200 | 600 | | | | |
| Actual | 1,708 | 178 | 940 | | | | |
| 01-4140-3-550 | PRINTING BALLOTS Print ballots + S&H for ballot machine for Town election \$ 1,400 x 1 Election (Town) = 1,400 | 1,159 | 2,044 | 1,159 | 1,159 | - | 1,400 |
| | | | | | | | |
| | | | | | | | |
| Budget | 2016 | 2017 | 2018 | | | | |
| | 6,500 | 2,500 | 2,500 | | | | |
| Actual | 4,151 | 1,257 | 2,673 | | | | |
| 01-4140-3-900 | MISCELLANEOUS ELECTION EXPENSES Food for elections workers, misc expenses | 800 | 402 | 800 | 800 | 1,031 | 800 |
| | | | | | | | |
| | | | | | | | |
| Budget | 2016 | 2017 | 2018 | | | | |
| | 1,300 | 800 | 2,400 | | | | |
| Actual | 754 | 82 | 578 | | | | |
| Budget Totals | | 83,417 | 90,437 | 122,541 | 102,900 | 87,559 | 101,489 |

| | | | |
|---------------|-------------|-------------|-------------|
| TOTAL | 2016 | 2017 | 2018 |
| Budget | 93,646 | 90,063 | 90,183 |
| Actual | 83,014 | 71,078 | 83,670 |

| | | | | |
|-------|----------|----------|----------|----------|
| | 83,417 | 90,437 | 102,900 | 87,559 |
| check | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |