



Town of Montague
Department, Board, Committee, Commission
BUDGET NARRATIVE

FY 21

Complete this form electronically! Be clear and concise!

Department: Town Clerk Submitted by: Deb Bourbeau

1. Please describe and provide the rationale for any substantial changes in your FY21 line item budget submission.

The Town Clerk's office will have 3 Elections this Fiscal Year, including a huge Presidential Election in November which will also include 11 days of Early Voting in town hall. The Secretary of State's office is predicting an unprecedented turnout for the Presidential election.

I will not be able to have a level funded budget for FY 21 due to the huge election year. My budget is cyclical – it depends on the amount of elections each year. Currently FY 22 has only one scheduled Election; therefore my budget will be significantly lower.

2. Did you receive funding for any special articles in FY20? What is the status of those expenditures/investments?

Yes, I did receive \$50,000 in funding for Optical Scanners. I bought 4 optical scanners and 3 ballot boxes with election accessories and an election reporting package for a total of 28,694. The 4th optical scanner is a back-up for any possible Election Day malfunction – the state highly recommends all clerks have a back-up in their arsenal.

I also have rented three additional optical scanners with ballot boxes for a total of \$5,175 for a year. I have hopes of reducing the town's precincts from 6 to only 3. Precincts are designated by MGL and by population. Montague only needs 3 precincts. My hope is to have them reduced at the May 2021 Annual Town Meeting.

If the precinct reduction is approved and passed at town meeting, I am all set with the amount of machines I have currently purchased. If not approved, I will need to purchase 3 more complete bundles.

Currently there is a balance of \$16,131 in the special article.

3. Did you receive funding for a discretionary account in FY20? What have you purchased to date, at what cost? Looking forward in FY21, what do you expect to purchase at what cost?

N/A

4. To-date in FY20, has your department experienced any notable successes, such as improving or providing new programs or services, or implementing new technologies? If so, please describe.

Yes, the Town of Montague will be entering into the electronic age of vote counting with Optical Scanners to be used at all elections. We still have to hand count ballots that may have any write-in candidates on them and/or any ballots that are marked incorrectly.

5. Are there challenges to your department's ability to meet its goals and objectives that are due to its FY20 operating budget? If so, offer your recommendation(s) for improving the situation.

N/A