



ELECTIONS COMMISSION

DEPARTMENT DESCRIPTION

The City of Newton Election Department is responsible for administering the City's Federal, State, and Municipal elections in accordance with all applicable election laws and regulations.

Additional responsibilities include the oversight and inspection of municipal Campaign and Political Finance Reports for accuracy and compliance with state campaign finance laws, and the certification of nomination and petition papers for federal, state and municipal offices.

The department also manages the City's annual census to update population data for the school and other city departments to assure proper funding by the Commonwealth and other sources.

The department performs the following functions:

- Administers the City's Federal, State and Municipal elections.
- Provides oversight and inspection of Municipal Campaign and Political Finance Reports for accuracy and compliance with state campaign finance laws.

- Certifies nomination papers for federal, state and municipal offices and petition papers for ballot questions.
- Manages the City's annual census to update population data for the school and other city departments.
- Oversees voter registrations and the updating of the Voter Registry Information System to assure updated voter histories.
- Provides disks of census and voter data to political candidates and interested parties.

ACCOMPLISHMENTS

1. Implemented new accessible voting machines (DRE voting machines) to insure voter access to all voters as required by the Help America Vote Act.

DEPARTMENT:

112 - ELECTION COMMISSION

**CITY OF NEWTON BUDGET
DEPARTMENT SUMMARY**

OBJECT SUMMARY	ACTUAL 2005	ACTUAL 2006	ORIGINAL	2007		RECOMMENDED 2008	APPROPRIATION CHANGE	
				ADJUSTMENTS	TOTAL		2007 To 2008	
51 - PERSONAL SERVICES	328,350	454,355	485,086	53,500	538,586	520,884	-17,702	-3%
52 - EXPENSES	66,815	61,522	69,670	11,500	81,170	79,425	-1,745	-2%
SUB-TOTALS:	395,164	515,877	554,756	65,000	619,756	600,309	-19,447	-3%
57 - FRINGE BENEFITS	44,850	48,528	57,555	0	57,555	70,104	12,549	22%
SUB-TOTALS:	44,850	48,528	57,555	0	57,555	70,104	12,549	22%
DEPARTMENT TOTALS:	440,014	564,404	612,311	65,000	677,311	670,413	-6,898	-1%

FUNCTIONAL ELEMENT SUMMARY	ACTUAL 2005	ACTUAL 2006	ORIGINAL	2007		RECOMMENDED 2008	APPROPRIATION CHANGE	
				ADJUSTMENTS	TOTAL		2007 To 2008	
0111201 CENSUS RECORDS	401,675	434,664	464,112	21,000	485,112	479,827	-5,285	-1%
0111202 ELECTIONS	38,339	129,740	148,199	44,000	192,199	190,586	-1,613	-1%
DEPARTMENT TOTALS:	440,014	564,404	612,311	65,000	677,311	670,413	-6,898	-1%

CENSUS RECORDS	ACTUAL 2005	ACTUAL 2006	ORIGINAL	2007		RECOMMENDED 2008	APPROPRIATION CHANGE	
				ADJUSTMENTS	TOTAL		2007 To 2008	
51 - PERSONAL SERVICES	328,350	355,196	380,817	21,000	401,817	384,634	-17,183	-4%
52 - EXPENSES	28,476	30,940	26,465	0	26,465	26,220	-245	-1%
SUB-TOTALS:	356,825	386,136	407,282	21,000	428,282	410,854	-17,428	-4%
57 - FRINGE BENEFITS	44,850	48,528	56,830	0	56,830	68,973	12,143	21%
SUB-TOTALS:	44,850	48,528	56,830	0	56,830	68,973	12,143	21%
Element Totals:	401,675	434,664	464,112	21,000	485,112	479,827	-5,285	-1%

ELECTIONS	ACTUAL 2005	ACTUAL 2006	ORIGINAL	2007		RECOMMENDED 2008	APPROPRIATION CHANGE	
				ADJUSTMENTS	TOTAL		2007 To 2008	
51 - PERSONAL SERVICES	0	99,158	104,269	32,500	136,769	136,250	-519	0%
52 - EXPENSES	38,339	30,582	43,205	11,500	54,705	53,205	-1,500	-3%
SUB-TOTALS:	38,339	129,740	147,474	44,000	191,474	189,455	-2,019	-1%
57 - FRINGE BENEFITS	0	0	725	0	725	1,131	406	56%
SUB-TOTALS:	0	0	725	0	725	1,131	406	56%
Element Totals:	38,339	129,740	148,199	44,000	192,199	190,586	-1,613	-1%

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CITY OF NEWTON BUDGET
PERSONAL SERVICES SUMMARY

ACCOUNT	POSITION TITLE	RANGE	2007 BUDGET		2008 RECOMMENDED	
			FTE	SALARY	FTE	SALARY
511001	Executive Secretary/ARV	H11	1	83,089	1	83,408
511001	Deputy Exec Sectary/ARV	H08	1	59,687	1	59,916
511001	ARV & Data Supervisor	S06	1	44,985	1	45,189
511001	Elec Spec/Bookkpr/ARV	S06	1	50,237	1	50,430
511001	ARV & Elect Coordinator	S05	1	41,186	1	41,344
511001	Asst Regist of Voters	S04	2	72,031	2	73,544
Account Totals:			7	351,215	7	353,832
511103	Election Commissioner	QQQ	0.4	3,952	0.4	3,952
Account Totals:			0.4	3,952	0.4	3,952
512001	Poll Workers	QQQ	1	50,000	1	78,000
Account Totals:			1	50,000	1	78,000
Report Totals:			8.4	405,167	8.4	435,784