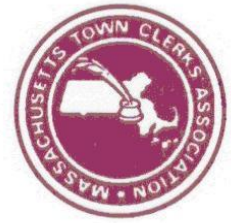


**Executive Board Meeting**  
**Sheraton Springfield Monarch Place**  
**Wednesday, September 20, 2023 – 9 AM**



[www.masstownclerks.org](http://www.masstownclerks.org)

1. SECRETARY'S REPORT—JAYNE DAVOLIO
  - Approve August 7, 2023 Minutes (attached)
2. TREASURER'S REPORT— TRICIA BESSETTE
  - Plymouth 2023 Conference Final Report (attached)
  - FY 24 Year to date Budget vs Actual (attached)
  - Membership report (attached)
3. PRESIDENT'S REPORT—ELIZABETH GREENDALE (verbal)
  - MTCA/MCCA Merger
  - Auditor Diana DiZoglio – Devens
  - Conference Registration Deadline
4. 1<sup>ST</sup> VICE PRESIDENT'S REPORT—DANIELLE SICARD
  - Scholarship Report (verbal)
  - Vendors Report (attached)
  - Vendor Fee Waiver Information (attached)
  - Vendor Registration Late Fee
5. 2<sup>ND</sup> VICE PRESIDENT'S REPORT—DOTTIE POWERS
  - Update - Fall conference 2024 location (verbal)
6. EDUCATION COMMITTEE REPORT—TRUDY REID
  - Poll Pads for conference attendance (verbal) – MARY
7. LEGISLATIVE REPORT—ANDY DOWD
  - Legislative Agenda – website update (verbal)
8. COMMITTEE REPORTS:
  - BYLAW / POLICY & PROCEDURES REVIEW COMMITTEE – NANCY BLACKMER
  - CLERKS MANUAL COMMITTEE – JAYNE DAVOLIO (verbal)
  - COMMUNICATIONS COMMITTEE
    - WEBSITE UPDATE / TRAINING – ANDY DOWD & KELLY MCELREATH (verbal)
  - CMMC CERTIFICATION/CONFERENCE ADMINISTRATOR—BARBARA LABOMBARD
    - Conference Update (attached)
  - MEMBER RECOGNITION COMMITTEE – NANCY BLACKMER
  - MENTORING COMMITTEE – DANIELLE SICARD (verbal)
  - NOMINATION COMMITTEE REPORT—TEDI EATON
  - TECHNOLOGY AD HOC COMMITTEE REPORT – DANIELLE SICARD (verbal)
9. SOFTWARE COORINATOR – DANIELLE SICARD (verbal)
10. SUNSHINE FUND ADMIN / SOCIAL SECRETARY REPORT—CHERYL ESTRELLA (verbal)
11. PAST PRESIDENT REPORT—BOB CUTLER

# MTCA EXECUTIVE BOARD MEETING



**AUGUST 7, 2023 – Northborough Senior Center**

DRAFT 8-7-2023

	Attendance	Present
PRESIDENT	ELIZABETH T. GREENDALE	X
1ST VICE PRESIDENT	DANIELLE M. SICARD	x
2ND VICE PRESIDENT	DOROTHY POWERS	x
TREASURER	PATRICIA BESSETTE	X Conf. Call
ASST. TREASURER	VACANT	
SECRETARY	JAYNE MARIE DAVOLIO	x
PAST PRESIDENT	ROBERT E. CULTER, JR	
EXECUTIVE BOARD 2024	JOSEPH JUDD	
EXECUTIVE BOARD 2024	ANDREW DOWD	X
EXECUTIVE BOARD 2024	VALERIE FOX	x
EXECUTIVE BOARD 2025	C. DAWNE WARREN	X
EXECUTIVE BOARD 2025	KELLY DARLING	x
EXECUTIVE BOARD 2025	MARY de ALDERETE	X
EXECUTIVE BOARD 2026	ELLEN S. AGRO	X
EXECUTIVE BOARD 2026	DEBRA A. GREMO	X
EXECUTIVE BOARD 2026	KELLY MCELREATH	
CONFERENCE REG ADMIN CERTIFICATION ADMIN	BABRABA LABOMBARD	
ED. DATABASE COOR.	TRUDY L. REID	X
SUNSHINE ADMIN/SOCIAL SEC	CHERYL C.A. ESTRELLA	x

Meeting called to order @ 10:08 AM

President Greendale welcomed Ellen Agro to the board and Andy Dowd presided over the swearing in ceremony. Also, a Thank note to the board and members who attended Ellen Robinsons retirement party was distributed for reading.

## 1. SECRETARY'S REPORT—JAYNE DAVOLIO

- Approve June 7, 2023 Minutes (attached) No corrections

Motion to approve Danielle Sicard seconded by Kelly Darling, All in favor.

# MTCA EXECUTIVE BOARD MEETING



**AUGUST 7, 2023 – Northborough Senior Center**

DRAFT 8-7-2023

## 2. TREASURER'S REPORT— PATRICIA BESSETTE

- FY23 Year End Budget vs Actual (attached) No corrections

Motion to accept Mary de Aldrete seconded Ellen Agro, All in favor.

- Plymouth 2023 Conference Draft Report as of 7.31.23 (attached) Short discussion and waiting on finalization.
- FY 24 Year to date Budget vs Actual (attached)
- Membership report (attached)

Motion to accept Mary de Aldrete, seconded Valerie Fox, all in favor.

## 3. PRESIDENT'S REPORT—ELIZABETH GREENDALE

- Appointments – Education Committee replacement (attached)

Motion made by Andy Dowd to appoint Stefany Ohannesian of Medway seconded by Dottie Powers, all in favor.

- Conference Timeline Worksheet (attached)

Per Discussion on the timelines, we have new templates to fill out for the conferences. So far, they are working out great and the templates help the printer to get the brochures ready. These templates will now be distributed to the members who need them.

Question on who will pick up the books now that Bob Cutler is no longer president? Dottie Powers will pick up the brochures for the conferences.

Ideas were brought about to alleviate printing so many brochures. One idea was to have the conference books under the education page. Cheryl will discuss this with Kelly McElreath, Andy Dowd, and Dawne Warren. Also, the idea of a QR code for the check-in table will help to diminish the printing of the brochures.

# MTCA EXECUTIVE BOARD MEETING



**AUGUST 7, 2023 – Northborough Senior Center**

DRAFT 8-7-2023

- Conference Update – Wednesday Class

The education committee will now take over the Wednesday class. This helps to promote the themes for the conferences.

- Vendor Fee Waived Request – Department of Correction

MA Core printing is a vendor who provides personalization of many items such as clothing, signs, etc. Discussion took place and the board should have a list of vendors who are required to pay and who do not pay.

Motion: To bring forth to the officers of the board the vendors who are requesting a fee waiver for conferences. This will be on a case-by-case basis. Criteria will be the most important factor of the process and the officers will produce an internal document to use when determining waiving vendor fee requests. The criteria should include a fee schedule of the product and if the vendor fits into the organization for all clerks and benefits the offices.

Danielle Sicard brought forth the motion Second Mary de Aldrete, All in favor.

- Bill Campbell proposal of Campaign Donation Funds: Andy Dowd will be speaking on Mr. Campbell.

#### 4. 1ST VICE PRESIDENT'S REPORT—DANIELLE SICARD (verbal)

- Scholarship Report: updated application and live on the web page
- Vendors Report: went out and 12 vendors signed up, 10 have paid and they have until the 30<sup>th</sup> of August. Working on software for vendors. Template forms from Cheryl need to be added into the software.

#### 5. 2ND VICE PRESIDENT'S REPORT—DOTTIE POWERS

This is my first report and I am happy to be here!

- Conference Cost Comparisons (attached) see report it will be placed on the Web site and we will proceed with looking for more conference spaces and pricing. Discussion took place on the first initial email going out to the board for the rooms and registration, than for the members. The Vendors should receive a teaser notification letting them know when the rooms and registrations will begin. This will



# MTCA EXECUTIVE BOARD MEETING



## AUGUST 7, 2023 – Northborough Senior Center

DRAFT 8-7-2023

prepare the vendors for success. Discussion on a different week, different space, etc. and possible idea if we could switch the Devens and Springfield conferences due to outside circumstances?

This could help with Springfield as they have Big E members at the same time as our conference. Please send Dottie some ideas and she will put a working group together to explore new opportunities.

Note: Devens reported that the February conference costs will not increase from last year.

- Conference Turn out summary (attached) See report.

Note: Danielle Sicard mentioned that for Devens we need to look in advance at the rooms for education and vendors. The Conference Committee should meet and discuss the needs to take place for extra planning.

Slight 5-minute break. Convened back at 10:59AM

### 6. EDUCATION COMMITTEE REPORT—TRUDY REID

- Springfield Class Line Up (attached) Trudy spoke to Michelle – Election related focus! Wednesday Pre-Election- UOCAVA, Thursday- Election Day Tabletop exercises to break up learning, Friday – Post Election. LHS & ESS will conduct a class for members who are currently using the product for easy tips for usage of the equipment.

Discussion took place on the E board starting the meeting at 9AM for Springfield so maybe our members can go to those classes. Possible 10:30 to 12:00 for demonstrations and easy tips for our voting equipment. Discussion on moving these classes to Devens for a morning session or an evening session to include Poll Pads/high speed vendors if members would like that for a one-hour session.

Discussion on sign in sheets for registration and sign up for classes. Using a QR code and communication to the members on the details of who, what, when where and why we do this and the benefit it produces for the association.

### 7. LEGISLATIVE REPORT—ANDY DOWD

- MTCA Legislative Agenda (attached great clerk days on the hill and thank you to Cheryl Estrella for the thank you notes. The cost was around three grand, but well worth it.

Bill Campbell proposal: To transition the state election campaign fund on taxes to a fund for an EV grant program to use these funds. Would our association be able to file a bill? Andy recommended this; he does not see a down side. We do need to be careful to not let the legislators off the hook, let them

# MTCA EXECUTIVE BOARD MEETING



**AUGUST 7, 2023 – Northborough Senior Center**

DRAFT 8-7-2023

know this is a grant program. Discussion took place the board is supportive in bringing this forward and would like Andy to get the information to Tom Joyce to begin the process.

- MTCA survey & Data Results – Key Objectives for Changes Final (attached)

## 8. COMMITTEE REPORTS:

- BYLAW / POLICY & PROCEDURES REVIEW COMMITTEE – NANCY BLACKMER

• CLERKS MANUAL COMMITTEE – JAYNE DAVOLIO: Elizabeth Greendale, Danielle Sicard and Dottie Powers invited to the first zoom meeting. Ryan Witkos and I have been in contact and we will be conducting a zoom meeting before Springfield and a meeting in Springfield.

- COMMUNICATIONS COMMITTEE-

WEBSITE UPDATE / TRAINING – ANDY DOWD, KELLY MCELREATH & DAWNE WARREN (verbal): MTCA Website 2019 to update their pages to keep the site current. Danielle has done a spreadsheet great work on how to keep organized and easy to find information.

Civic plus to share training videos and maybe one on one.

- CMMC CERTIFICATION/CONFERENCE ADMINISTRATOR—BARBARA LABOMBARD – N/A

- MEMBER RECOGNITION COMMITTEE – NANCY BLACKMER – N/A

- MENTORING COMMITTEE – DANIELLE SICARD

o New Clerk Mentoring Session Report (attached) 20 dollars from 15.

o FY24 Mentoring Calendar & fee increase (verbal) revamping website.

- NOMINATION COMMITTEE REPORT—TEDI EATON: NA

- TECHNOLOGY AD HOC COMMITTEE REPORT – DANIELLE SICARD (verbal)

Beginning shortly this week or next week. In general, for options to stream line our conference signup, etc. Members include Danielle Sicard, Elizabeth Greendale, Mary De alderate, Cheryl Estrella, Karri Mai Tari, and Dawne Warren.

## 9. SOFTWARE COORINATOR – DANIELLE SICARD (verbal)

# MTCA EXECUTIVE BOARD MEETING



**AUGUST 7, 2023 – Northborough Senior Center**

DRAFT 8-7-2023

This is an in between year- getting everyone in and ready to go forward. Benefits access to MTCA and Google group. We have not followed the protocol, now we will be working forward Kelly McElreath and Nancy Blackmer to follow through for the membership. Starting in Sept or October! Discussion took place on if we can do a read only for the members who are retired.

10. SUNSHINE FUND ADMIN / SOCIAL SECRETARY REPORT—CHERYL ESTRELLA (attached)

Update for June and July see report. Thank you cards and photos for Clerks day on the hill.

11. PAST PRESIDENT REPORT—BOB CUTLER -N/A

Motion to adjourn 11:46 AM

Respectfully Submitted,

*Jayne Marie Davolio*

Jayne Marie Davolio, MTCA Secretary

MASSACHUSETTS TOWN CLERK'S ASSOCIATION CONFERENCE REPORT

INCOME	Conference: Plymouth 2023	Plymouth 2022	Plymouth 2021	Plymouth 2019	Plymouth 2018	Plymouth 2017
	ACTUAL revised	ACTUAL revised	ACTUAL	ACTUAL	ACTUAL	ACTUAL
3100 - Conference Revenue						
3110 - Registration	\$14,960.00	\$13,800.00	\$6,600.00	\$13,500.00	\$13,410.00	\$11,950.00
3120 - Meals	\$23,811.00	\$22,460.00	\$10,560.00	\$14,370.00	\$14,515.00	\$15,966.00
3140 - Vendor Income	\$11,315.00	\$27,110.00	\$4,800.00	\$8,570.00	\$7,375.00	\$8,655.00
Total Conference Revenue	<b>\$50,086.00</b>	<b>\$63,370.00</b>	<b>\$21,960.00</b>	<b>\$36,440.00</b>	<b>\$35,300.00</b>	<b>\$36,571.00</b>
EXPENSE	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL
5000 President Expense	\$465.78	\$445.68				
5400 - Scholarship Expenses						
5403 - MTCA Conference Scholarship	\$0.00	\$148.56	\$0.00	\$851.16	\$692.37	\$930.44
5700 - Conference Expenses						
5701 - Printing Brochures/Program	\$694.25	\$560.40		\$425.27	\$417.02	\$381.35
5702 - Conference Deposits	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
5703 - Postage / Brochure Mailing	\$0.00					
5705 - Entertainment	\$500.00	\$8,900.00	\$500.00			\$1,100.00
5706 - Speakers / Education	\$711.35	\$3,125.00	\$600.00	\$190.00	\$591.00	\$501.80
5707 - Conference Hotel / Meals	\$35,695.58	\$47,819.81	\$18,777.40	\$36,055.55	\$31,998.11	\$33,122.09
5707-2 AV	\$4,884.68					
5708 - NE Conference					\$2,000.00	
5709 - Misc Conf Exp (mentory/survey	\$244.38	\$2,106.02	\$1,326.91		\$321.28	
5710 - Printing / Copying						
5800 Executive Meeting/lunches	\$873.32	\$732.00				
Total Conference Expenses	<b>\$46,069.34</b>	<b>\$65,837.47</b>	<b>\$23,204.31</b>	<b>\$39,521.98</b>	<b>\$38,019.78</b>	<b>\$38,035.68</b>
<b>Income / Expense Variance</b>	<b>\$4,016.66</b>	<b>(\$2,467.47)</b>	<b>(\$1,244.31)</b>	<b>(\$3,081.98)</b>	<b>(\$2,719.78)</b>	<b>(\$1,464.68)</b>
<b>Total # of Registrants:</b>	<b>291</b>	<b>264</b>	<b>88</b>	<b>256</b>	<b>263</b>	<b>236</b>
			88 - zoom			
<b>MCCA donation:</b>		<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$1,500.00</b>	<b>\$2,700.00</b>	<b>\$250.00</b>

**Massachusetts Town Clerks' Association**

**Budget vs. Actual**

**As of September 12, 2023**

<b>INCOME</b>	<b>FY24 Budget</b>	<b>NEW INCOME</b>	<b>ACTUAL</b>	<b>REMAINING</b>
3100 - Conference Revenue				
3110 - Registration	\$53,000.00	\$13,805.00	\$13,805.00	\$39,195.00
3120 - Meals	\$51,600.00	\$11,817.50	\$11,817.50	\$39,782.50
3130 - Mentoring Workshops	\$1,800.00		\$0.00	\$1,800.00
3140 - Vendor Income	\$24,000.00	\$6,485.00	\$6,485.00	\$17,515.00
Total Conference Revenue	<b>\$130,400.00</b>	<b>\$32,107.50</b>	<b>\$32,107.50</b>	<b>\$98,292.50</b>
3200 - Certification Revenue	<b>\$1,500.00</b>	\$420.00	\$770.00	\$730.00
3300 - Scholarship Donations	<b>\$2,500.00</b>	\$0.00	\$0.00	\$2,500.00
3400 - Public Recorder/Website Ads	<b>\$2,000.00</b>	\$4,750.00	\$4,750.00	(\$2,750.00)
3500 - Media Stipends/AP/Educ	<b>\$6,000.00</b>	\$0.00	\$0.00	\$6,000.00
3600 - Dues	<b>\$31,100.00</b>	\$32,370.00	\$32,370.00	(\$1,270.00)
3700 - Interest Income (Bank Account)	<b>\$0.00</b>	\$0.00	\$0.00	\$0.00
3800 - MISC (Mkting/Sundries)	<b>\$0.00</b>	\$0.00	\$0.00	\$0.00
Cash Transfer from Reserves	\$0.00	\$0.00	\$0.00	\$0.00
	<b>\$43,100.00</b>	<b>\$37,540.00</b>	<b>\$37,890.00</b>	<b>\$5,210.00</b>
<b>TOTAL INCOME</b>	<b>\$173,500.00</b>	<b>\$69,647.50</b>	<b>\$69,997.50</b>	<b>\$103,502.50</b>

**Massachusetts Town Clerks' Association**

**Budget vs. Actual**

**As of September 12, 2023**

<b>EXPENSE</b>	<b>FY23 BUDGET</b>	<b>NEW EXP</b>	<b>ACTUAL</b>	<b>REMAINING</b>
5000 - President Expenses	<b>\$2,500.00</b>	<b>\$0.00</b>	\$0.00	<b>\$2,500.00</b>
5100 - Secretary Expense	<b>\$0.00</b>	<b>\$0.00</b>	\$0.00	<b>\$0.00</b>
5200 - Treasurer Expenses				
5200 - Treasurer Expenses	\$250.00		\$0.00	\$250.00
5201- MTCA software	\$2,900.00		\$0.00	\$2,900.00
5202 - Software Coordinator	\$1,200.00		\$600.00	\$600.00
Total Treasurer Expenses	<b>\$4,350.00</b>	<b>\$0.00</b>	<b>\$600.00</b>	<b>\$3,750.00</b>
5300 - Lobbyist Expenses				
5301 - Lobbyist Salary	\$36,050.00	\$6,008.34	\$9,012.51	\$27,037.49
5302 - Lobbyist Expenses	\$0.00		\$0.00	\$0.00
5303 - Lobbyist Reg Fee	\$110.00		\$0.00	\$110.00
Total Lobbyist Expense	<b>\$36,160.00</b>	<b>\$6,008.34</b>	<b>\$9,012.51</b>	<b>\$27,147.49</b>
5400 - Scholarship Expenses				
5401 - NEMCI Exp (outside sources)	\$2,500.00		\$0.00	\$2,500.00
5402 - NEMCI Exp (MTCA)	\$1,100.00		\$0.00	\$1,100.00
5403 - MTCA Conference Scholarships	\$4,000.00		\$2,000.00	\$2,000.00
5404 - Awards/Scholarships	\$0.00		\$0.00	\$0.00
Total Scholarship Expenses	<b>\$7,600.00</b>	<b>\$0.00</b>	<b>\$2,000.00</b>	<b>\$5,600.00</b>
5500 - Legislative Committee Expenses	<b>\$250.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$250.00</b>
5600 - Certification Expenses				
5601 - Administrator Stipend	\$1,000.00		\$0.00	\$1,000.00
5602 - Certification Expenses	\$400.00		\$136.92	\$263.08
Total Certification Expenses	<b>\$1,400.00</b>	<b>\$0.00</b>	<b>\$136.92</b>	<b>\$1,263.08</b>
5700 - Conference Expenses				
5701 - Printing Brochures/Program	\$1,800.00		\$0.00	\$1,800.00
5702 - Conference Deposits	\$7,000.00		\$0.00	\$7,000.00
5703 - Postage / Brochure Mailing			\$0.00	\$0.00
5705 - Entertainment	\$600.00		\$0.00	\$600.00
5706 - Speakers / Education	\$1,240.00		\$0.00	\$1,240.00
5707-1 - Conference Hotel / Meals	\$89,600.00		\$0.00	\$89,600.00
5707-2 - Conference AV equipmemt	\$7,500.00		\$0.00	\$7,500.00
5708 - NE Conference (2022)	\$1,000.00		\$0.00	\$1,000.00
5709 - Misc Conf Exp (survey)	\$2,500.00		\$0.00	\$2,500.00
5710 - Mentoring - refreshments	\$1,800.00		\$0.00	\$1,800.00
Total Conference Expenses	<b>\$113,040.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$113,040.00</b>

**Massachusetts Town Clerks' Association**

**Budget vs. Actual**

**As of September 12, 2023**

<b>EXPENSE Continued</b>	<b>FY2024 BUDGET</b>	<b>NEW EXP</b>	<b>ACTUAL</b>	<b>REMAINING</b>
5800 - Executive Board Meetings/Lunches	<b>\$2,600.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,600.00</b>
5900 - Communication/Public Recorder				
5901 - Pub Rec Stipend / Editor	\$0.00		\$0.00	\$0.00
5902 - Postage	\$0.00		\$0.00	\$0.00
5903 - Printing	\$0.00		\$0.00	\$0.00
5904 - Web Update & Hosting	\$2,000.00		\$0.00	\$2,000.00
Total Communication/Public Recorder	<b>\$2,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,000.00</b>
6000 - Auditor				
6001 - Annual Financial Review	\$850.00		\$0.00	\$850.00
6002 - Annual Tax Returns	\$850.00		\$0.00	\$850.00
Total Auditor Expense	<b>\$1,700.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,700.00</b>
6100 - Marketing / Name Badges	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
6200 - Miscellaneous Expenses				
6201 - Gifts/Memorials/Flowers	\$1,000.00		\$0.00	\$1,000.00
6202 - NEMCI Graduation Gifts	\$400.00		\$199.04	\$200.96
6203 - Miscellaneous	\$500.00		\$0.00	\$500.00
Total Miscellaneous Expense	<b>\$1,900.00</b>	<b>\$0.00</b>	<b>\$199.04</b>	<b>\$1,700.96</b>
<b>TOTAL EXPENSE</b>	<b>\$173,500.00</b>	<b>\$6,008.34</b>	<b>\$11,948.47</b>	<b>\$161,551.53</b>
<b>Income / Expense Variance</b>	<b>\$0.00</b>		\$58,049.03	

**Checking Account**

Beginning Balance	7/31/2023	\$28,932.38
New Income		\$69,647.50
New Expenses		\$6,008.34
Current Balance	9/12/2023	<b>\$92,571.54</b>

**Money Market account Balance**

Beginning Balance	8/1/2023	\$32,296.24
New Income		\$0.82
New Expenses		
Current Balance	9/12/2023	<b>\$32,297.06</b>

# Membership Summary

2024

Member Type	Member Status	#	Membership Amt	Over Paid	Total
ACTIVE MEMBER	ACTIVE	291	\$23,165.00	\$10.00	\$23,175.00
ACTIVE MEMBER	TRANSFER-INACTIVE	4	\$270.00	\$0.00	\$270.00
AFFILIATE MEMBER	ACTIVE	22	\$2,200.00	\$0.00	\$2,200.00
ASSOCIATE	ACTIVE	259	\$6,475.00	\$0.00	\$6,475.00
CITY STAFF - No Membership	ACTIVE	3	\$0.00	\$0.00	\$0.00
NEW CLERK	ACTIVE	2	\$0.00	\$0.00	\$0.00
RETIRED	ACTIVE	20	\$200.00	\$0.00	\$200.00
STAFF- No Membership	ACTIVE	18	\$0.00	\$0.00	\$0.00
TRANSFER-ACTIVE	ACTIVE	1	\$0.00	\$0.00	\$0.00



2024

MTCA MEMBERSHIPS

ACTIVE MEMBER

Town	Name	Population	Total Fee	
Acton	Eva K. Szkaradek	22031	\$100.00	
Adams	Haley A Meczywor	8268	\$75.00	
Agawam	Vincent Gioscia	28000	\$150.00	
Alford	Peggy Rae Henden-Wilson	507	\$15.00	
Amesbury	Amanda Haggstrom	17582	\$100.00	TRANSFER-INACTIVE
Amherst	Susan Audette	39263	\$150.00	
Aquinnah	Gabriella Camilleri	426	\$15.00	
Arlington	Juliana Brazile	46000	\$150.00	
Ashburnham	Heather Ruziak	6315	\$75.00	
Ashby	Angela Jack	3193	\$35.00	
Ashfield	Alexis Fedorjaczenko	1695	\$35.00	
Ashland	Cindy Livingstone	18832	\$100.00	
Athol	Nancy E Burnham	11945	\$100.00	
Attleboro	Kathleen Jackson	46461	\$150.00	
Auburn	Ginger Buteau	16688	\$100.00	
Avon	Patricia Besette	4500	\$35.00	
Ayer	Susan E Copeland	6980	\$75.00	
Barnstable	Ann Quirk	45193	\$150.00	
Barre	Ellen M Glidden	5010	\$75.00	
Becket	Robin Mathiesen	2130	\$35.00	
Bedford	Bridget Rodrigue	12544	\$100.00	
Belchertown	Theresa Camerlin	15350	\$100.00	
Bellingham	Lawrence Sposato	17000	\$100.00	
Belmont	Ellen O'Brien Cushman	23977	\$100.00	
Berkley	Heather Almy	6800	\$75.00	
Berlin	Eloise E Salls	3788	\$35.00	
Bernardston	Christina Slocum-Wysk	2111	\$35.00	
Billerica	Donna McCoy	40243	\$150.00	
Blandford	Doris L Jemiolo	1187	\$35.00	
Bolton	Pamela H Powell	5750	\$75.00	

**2024****MTCA MEMBERSHIPS**

Bourne	Barry H. Johnson	20452	\$100.00
Boxborough	Rebecca Harris	5502	\$75.00
Boxford	Robin Phelan	8500	\$75.00
Boylston	Dawn Porter	5092	\$75.00
Brewster	Colette M Williams	9700	\$75.00
Bridgewater	Marilee Kenney Hunt	27365	\$150.00
Brimfield	Debra Fagerstrom	3790	\$35.00
Brookfield	Michael P. Seery	3439	\$35.00
Brookline	Ben Kaufman	58666	\$150.00
Buckland	Alicia Graves	1850	\$35.00
Burlington	Amy E Warfield	25426	\$150.00
Canton	Tracy K Kenney	21759	\$100.00
Carlisle	Peggy E Wang	5451	\$75.00
Carver	Cara Dahill	11783	\$100.00
Charlemont	Kathy A. Reynolds	1057	\$35.00
Charlton	Karen Lacroix	12824	\$100.00
Chatham	Julie Smith	6500	\$75.00
Chelmsford	Patricia Dzuris	36392	\$150.00
Cheshire	Christine B Emerson-Camp	3348	\$35.00
Chester	Terry Donovan	1240	\$35.00
Chesterfield	Sandra Wickland	1250	\$35.00
Chicopee	Keith Rattell	55298	\$150.00
Chicopee Registrars of Vo	Barbara Galindo	55298	\$150.00
Chilmark	Jennifer Christy	1068	\$35.00
Clarksburg	Marilyn Gomeau	1566	\$35.00
Clinton	Holly P. Sargent	15428	\$100.00
Cohasset	Elisabeth Legge	8018	\$75.00
Colrain	Anna Lavarreda	1477	\$35.00
Concord	Kaari Mai Tari	18957	\$100.00
Conway	Laurie Lucier	1622	\$35.00
Cummington	Brenda Emerson-Camp	843	\$15.00
Dalton	Heather Hunt	6350	\$75.00

**2024****MTCA MEMBERSHIPS**

Danvers	Catherine Ellsworth	28087	\$150.00
Dartmouth	Sarah Arruda	31012	\$150.00
Deerfield	Kathlene Sanderell	5090	\$75.00
Dennis	Theresa T. Bunce	14293	\$100.00
Dighton	Shara Costa	8226	\$75.00
Douglas	Christine E Furno	8744	\$75.00
Dover	Felicia S Hoffman	6305	\$75.00
Dracut	Jayne Boissonneault	34000	\$150.00
Dudley	Lori A Smith	11390	\$100.00
Dunstable	Ellen Faiella	3395	\$35.00
Duxbury	Susan C Kelley	16279	\$100.00
East Bridgewater	Kathleen Cavanagh	13932	\$100.00
East Brookfield	Susan V Jacobs	2054	\$35.00
East Longmeadow	Jeanne Quaglietti	16169	\$100.00
Eastham	Linda Sassi	5000	\$35.00
Easton	Danielle M Sicard	25000	\$150.00
Edgartown	Karen R Medeiros	4988	\$35.00
Egremont	Juliette Haas	1225	\$35.00
Erving	Richard Newton	1800	\$35.00
Essex	Marie Felzani	3650	\$35.00
Fairhaven	Elisabeth Horan	14453	\$100.00
Fall River	Alison M Bouchard	89541	\$150.00
Falmouth	Michael Palmer	29706	\$150.00
Fitchburg	Joanna Bilotta	41946	\$150.00
Florida	Lisa H Brown	670	\$15.00
Foxborough	Robert E. Cutler, Jr	18100	\$100.00
Franklin	Nancy Danello	34500	\$150.00
Freetown	Cheryl Estrella	9206	\$75.00
Georgetown	Kerri A McManus	8517	\$75.00
Gill	Doreen Stevens	1398	\$35.00
Goshen	Kristen Estelle	950	\$15.00
Grafton	Kandy Lavallee	18000	\$100.00

**2024****MTCA MEMBERSHIPS**

Granby	Katherine A Kelly-Regan	6226	\$75.00
Granville	Christina Teter	1600	\$35.00
Great Barrington	Jennifer Messina	7000	\$75.00
Greenfield	Kathryn J Scott	17450	\$100.00
Groton	Dawn Dunbar	11360	\$100.00
Groveland	Elizabeth Cunniff	6289	\$75.00
Hadley	Jessica Spanknebel	5000	\$35.00
Halifax	Susan M Lawless	7749	\$75.00
Hamilton	Carin Kale	7871	\$75.00
Hampden	Eva A Wiseman	4966	\$35.00
Hancock	Linda C Burdick	734	\$15.00
Hanover	Catherine Harder-Bernier	14977	\$100.00
Hanson	Elizabeth Sloan	10123	\$100.00
Hardwick	Ryan J Witkos	2667	\$35.00
Harvard	Rose M Miranda	5868	\$75.00
Harwich	Emily Mitchell	12800	\$100.00
Hatfield	Alaina E Wilcox	3397	\$35.00
Hawley	Donna Lemoine	323	\$15.00
Heath	Mary Sumner	723	\$15.00
Hingham	Carol M Falvey	24292	\$100.00
Hinsdale	Dawn Frissell	1612	\$35.00
Holbrook	Jeanmarie Tarara	11405	\$100.00
Holden	Jeanne Hudson	19905	\$100.00
Holliston	Elizabeth T. Greendale	15057	\$100.00
Holyoke	Brenna McGee		\$150.00
Hopedale	Lisa Pedroli	5654	\$75.00
Hopkinton	Connor Degan	18758	\$100.00
Hubbardston	Candace Livingston	4300	\$35.00
Hudson	Joan M Wordell	20092	\$100.00
Ipswich	Amy Akell	13433	\$100.00
Kingston	Paul M Gallagher	14233	\$100.00
Lakeville	Lillian M Drane	11986	\$100.00

**2024****MTCA MEMBERSHIPS**

Lancaster	Amanda J Cannon	8441	\$75.00
Lanesborough	Ruth Knysh	3200	\$35.00
Lawrence	Eileen Bernal	89000	\$150.00
Lee	Rachael Armstrong	5400	\$75.00
Leicester	Pamela LaFleur	11700	\$100.00
Lenox	Kerry L. Sullivan	5095	\$75.00
Leverett	Lisa Stratford	1852	\$35.00
Lexington	Mary de Alderete	33199	\$150.00
Lincoln	Valerie Fox	6832	\$75.00
Littleton	Diane Crory	10150	\$100.00
Longmeadow	Tim Donnelly	15827	\$100.00
Ludlow	Kim Batista	18618	\$100.00
Lynnfield	Linda A. Emerson	12526	\$100.00
Manchester-By-The-Sea	Dianne K Bucco	5385	\$75.00
Mansfield	Marianne E. Staples	24113	\$100.00
Marblehead	Robin A Michaud	20100	\$100.00
Marion	Elizabeth Magauran	6241	\$75.00
Marshfield	Narice A Casper	26500	\$150.00
Mashpee	Deborah Kaye	14500	\$100.00
Mattapoisett	Catherine L Heuberger	6500	\$75.00
Maynard	Dianne Reardon	10550	\$100.00
Medfield	Marion Bonoldi	12866	\$100.00
Medway	Stefany Ohannesian	13400	\$100.00
Mendon	Ellen Agro	6274	\$75.00
Merrimac	Gwendoyne Lay Sabbagh	6700	\$75.00
Middleborough	Pamela Menconi	23645	\$100.00
Middlefield	Suzanne Lemieux	426	\$15.00
Middleton	Ilene B. Twiss	9000	\$75.00
Milford	Amy E Hennessy Neves	29999	\$150.00
Millbury	Jayne Marie Davolio	13866	\$100.00
Millis	Lisa Jane Hardin	8500	\$75.00
Millville	Diane C. Lockwood	3100	\$35.00

TRANSFER-INACTIVE



**2024****MTCA MEMBERSHIPS**

Milton	Susan Galvin	27003	\$150.00
Monroe	Molly K Lynch	115	\$15.00
Monson	Mary F Watson	8160	\$75.00
Montague	Kathern Pierce	8580	\$75.00
Monterey	Christopher Andrews	678	\$15.00
Montgomery	Cheryl Masciadrelli	783	\$15.00
Mount Washington	Linda Beckwith	135	\$15.00
Nahant	Diane M Dunfee	3502	\$35.00
Nantucket	Nancy L Holmes	13790	\$100.00
Natick	Diane Packer	37000	\$150.00
Needham	Theodora K Eaton	33000	\$150.00
New Ashford	Susan Supranowicz	250	\$15.00
New Marlborough	Katherine M. Chretien	1357	\$35.00
New Salem	Stacy Senflug	922	\$15.00
Newbury	Gretchen E Girard	6500	\$75.00
Norfolk	Carol Greene	11988	\$100.00
North Andover	Carla Dawne Warren	31188	\$150.00
North Attleboro	Patricia McNielly	28965	\$150.00
North Brookfield	Tara A Hayes	4700	\$35.00
North Reading	Susan J Duplin	15525	\$100.00
Northampton	Pamela Powers	25810	\$150.00
Northborough	Andrew T Dowd	15741	\$100.00
Northbridge	Linda B. Zywieen	15707	\$100.00
Northfield	Amanda Lynch	3023	\$35.00
Norton	Lucia Longhurst	19162	\$100.00
Norwell	Patricia M Anderson	11155	\$100.00
Norwood	Mary Lou Folan	27000	\$150.00
Oak Bluffs	Colleen Morris	5898	\$75.00
Oakham	Christine Mardirosian	1892	\$35.00
Orange	Nancy M Blackmer	7800	\$75.00
Orleans	Kelly Darling	6214	\$75.00
Otis	Lyn O'Brien	1432	\$35.00

**2024****MTCA MEMBERSHIPS**

Oxford	Michelle Jenkins	13347	\$100.00	
Palmer	Susan M. Coache	10900	\$100.00	
Paxton	Laurie A Becker	4732	\$35.00	
Pelham	Sandra J Burgess	1276	\$35.00	TRANSFER-INACTIVE
Pembroke	Margaret Struzik	18885	\$100.00	
Pepperell	Brynn Durno	11646	\$100.00	
Peru	Kim Leach	839	\$15.00	
Petersham	Diana L Cooley	1300	\$35.00	
Phillipston	Karin L Foley	1880	\$35.00	
Plainfield	Ruth Osgood	600	\$15.00	10
Plainville	Cynthia Bush	9945	\$75.00	
Plymouth	Kelly A. McElreath	61000	\$150.00	
Plympton	Patricia L Detterman	3000	\$35.00	
Princeton	Alissa Horsung	3590	\$35.00	
Provincetown	Elizabeth Paine	3388	\$35.00	
Randolph	Cheryl Sass	34000	\$150.00	
Raynham	Marsha L. Silvia	15142	\$100.00	
Reading	Laura A Gemme	27391	\$150.00	
Rehoboth	Laura L Schwall	12609	\$100.00	
Richmond	Angela Garrity	1350	\$35.00	
Rochester	Marjorie Barrows	5934	\$75.00	
Rockland	Liza Landry	17802	\$100.00	
Rockport	Melanie J Waddell	6149	\$75.00	
Rowe	Kevin Balawick	424	\$15.00	
Rowley	Catherine McClenaghan	6161	\$75.00	
Royalston	Barbara Richardson	1251	\$35.00	
Russell	Kim Morgan	1787	\$35.00	
Rutland	Anita K Carlson	9570	\$75.00	
Salisbury	Melinda J Morrison	9236	\$75.00	
Sandwich	Taylor D White	20000	\$100.00	
Saugus	Ellen J. Schena	28600	\$150.00	
Savoy	Valerie Reiner	638	\$15.00	

**2024**

**MTCA MEMBERSHIPS**

Scituate	Kathleen A. Gardner	18600	\$100.00
Seekonk	Florice Craig	13800	\$100.00
Sharon	Mark Hogan		\$100.00
Sheffield	Felecie Joyce	3500	\$35.00
Shelburne	Joseph J. Judd	1867	\$35.00
Sherborn	Jacklyn Morris	4493	\$35.00
Shirley	William Oelfke	5800	\$75.00
Shrewsbury	Sharyn M Thomas	38375	\$150.00
Shutesbury	Grace Bannasch	1766	\$35.00
Somerset	Dolores Bence	17105	\$100.00
South Hadley	Sarah B Gmeiner	18200	\$100.00
Southampton	Lucille Dalton	6200	\$75.00
Southborough	James F. Hegarty	10818	\$100.00
Southbridge	Madaline I. Bonadies	15043	\$100.00
Southwick	Michelle Hill	9502	\$75.00
Spencer	Sandra Fritze	10452	\$100.00
Sterling	Kathleen Farrell	7968	\$75.00
Stockbridge	Teresa Iemolini	1867	\$35.00
Stoneham	Maria R Sagarino	23244	\$100.00
Stoughton	Stephanie Carrara	25000	\$150.00
Stow	Linda E Hathaway	7242	\$75.00
Sturbridge	Lynne Girouard	9552	\$75.00
Sudbury	Beth R. Klein	18416	\$100.00
Sunderland	Wendy Houle	3641	\$35.00
Swampscott	Jared LaLiberte	15111	\$100.00
Swansea	Diane Pelland	16165	\$100.00
Templeton	Carol A. Harris	8000	\$75.00
Tewksbury	Denise Graffeo	31342	\$150.00
Tisbury	J.Hillary Conklin	4500	\$35.00
Tolland	Susan H Voudren	460	\$15.00
Topsfield	Mary E Willis	6737	\$75.00
Townsend	Kathleen M Spofford	8744	\$75.00



**2024**

**MTCA MEMBERSHIPS**

Truro	Trudi Brazil	2210	\$35.00	TRANSFER-INACTIVE
Tyngsborough	Joanne Shifres	12243	\$100.00	
Upton	M. Denise Smith	8200	\$75.00	
Uxbridge	Kelly J Cote	12900	\$100.00	
Walpole	Elizabeth Gaffey	26363	\$150.00	
Ware	Nancy J Talbot	10066	\$100.00	
Wareham	Debra A. Gremo	21822	\$100.00	
Warwick	John Paganetti	719	\$15.00	
Washington	Allison Mikaniewicz	653	\$15.00	
Wayland	Trudy L Reid	14424	\$100.00	
Webster	Robert T. Craver	13374	\$100.00	
Wellesley	KC Kato	29050	\$150.00	
Wellfleet	Jennifer Congel	3515	\$35.00	
Wendell	Anna Wetherby	875	\$15.00	
Wenham	Kirsten Alexander	4924	\$35.00	
West Boylston	Daymian Bartek	8160	\$75.00	
West Bridgewater	Anne G. Iannitelli	7668	\$75.00	
West Brookfield	Heather Gough	3700	\$35.00	
West Newbury	James RW Blatchford	4500	\$35.00	
West Stockbridge	Veronica Barrett	1363	\$35.00	
West Tisbury	Tara J Whiting-Wells	3364	\$35.00	
Westborough	Deborah Ledoux	21567	\$100.00	
Westford	Patricia Dubey	24643	\$100.00	
Westhampton	Katrin Kaminsky	1645	\$35.00	
Westminster	Ellen M Sheehan	8200	\$75.00	
Weston	Deborah M Davenport	11391	\$100.00	
Westport	Kristin Stinson	15076	\$100.00	
Westwood	Dorothy A Powers	16266	\$100.00	
Weymouth	Kathleen A. Deree	55998	\$150.00	
Whately	Amy Lavallee	1604	\$35.00	
Whitman	Dawn M. Varley	14641	\$100.00	
Wilbraham	Carole Tardif	14500	\$100.00	

**2024**

**MTCA MEMBERSHIPS**

Williamsburg	Brenda Lessard	2588	\$35.00
Williamstown	Beverly	7900	\$75.00
Wilmington	Elizabeth Lawrenson	22500	\$100.00
Winchendon	Wendy A. Stevens	9023	\$75.00
Winchester	MaryEllen Lannon	23500	\$100.00
Windsor	Sandra Kalmus	858	\$15.00
Worthington	Katrin Kaminsky	1193	\$35.00
Wrentham	Cynthia L. Thompson	12060	\$100.00
Yarmouth	Mary A Maslowski	25023	\$150.00

**ACTIVE MEMBER TOTAL      \$23,445.00**

**AFFILIATE MEMBER**

Town	Name	Population	Total Fee
Attleboro Elections Office	Mary Butler	46461	\$100.00
Beverly	Lisa E Kent	41000	\$100.00
Easthampton	Barbara L LaBombard	16211	\$100.00
Everett	Sergio Cornelio	50000	\$100.00
Everett	Danielle Pietrantonio	50000	\$100.00
Framingham	Lisa Ferguson	72362	\$100.00
Gardner	Titi Siriphan	21287	\$100.00
Gloucester	Joanne M. Senos	29729	\$100.00
Haverhill	Kaitlin Wright	68000	\$100.00
Leominster	Katelyn Huffman	46000	\$100.00
Lynn	Janet L Rowe	101557	\$100.00
Marlborough	Steven W Kerrigan	43000	\$100.00
Medford	Adam Hurtubise	59000	\$100.00
Newton	Carol Moore	88000	\$100.00
Pittsfield	Michelle M Benjamin	43927	\$100.00
Salem	Ilene Simons	34000	\$100.00
Somerville	Kimberly M Wells	80906	\$100.00
Springfield	Gladys Oyola-Lopez	156000	\$100.00
Taunton	Jennifer Leger	59408	\$100.00
Watertown	Janet M Murphy	35300	\$100.00

**2024****MTCA MEMBERSHIPS**

West Springfield	Otto J. Frizzell	28835	\$100.00
Woburn	Lindsay E Higgins	40876	\$100.00
<b>AFFILIATE MEMBER TOTAL</b>			<b>\$2,200.00</b>

**ASSOCIATE**

Town	Name	Population	Total Fee
Acton	Leo Mercado	22031	\$25.00
Amesbury	Jennifer Smith	17582	\$25.00
Amherst	Amber Martin	39263	\$25.00
Arlington	Denise Houser	46000	\$25.00
Ashburnham	Donna Burton	6315	\$25.00
Ashland	Christopher Sullivan	18832	\$25.00
Athol	Leanna Dennis	11945	\$25.00
Attleboro	Katie Greenough	46461	\$25.00
Auburn	Wendy Bloomquist	16688	\$25.00
Ayer	Christina Zoller	6980	\$25.00
Barnstable	Janet Murphy	45193	\$25.00
Bedford	Ashley Cote	12544	\$25.00
Belchertown	Robert Sterling	15350	\$25.00
Bellingham	Amy Bartelloni	17000	\$25.00
Belmont	Daniel Cane	23977	\$25.00
Belmont	Meg Piccione	23977	\$25.00
Belmont	Nancy Casale	23977	\$25.00
Berkley	Ashley Tigano	6800	\$25.00
Berlin	James H Wheeler	3788	\$25.00
Bernardston	Camilla Thacher	2111	\$25.00
Beverly	Kathleen Dupont	41000	\$25.00
Beverly	Christine Dixon	41000	\$25.00
Beverly	William McCarthy	41000	\$25.00
Blandford	Mary N Kronholm	1187	\$25.00
Bolton	Jennifer Marquis	5750	\$25.00
Bourne	Syreeta Amaral	20452	\$25.00
Bourne	Jamila Ray	20452	\$25.00

**2024****MTCA MEMBERSHIPS**

Bourne	Mary Fernandes	20452	\$25.00
Bourne	Linda D'Angelo	20452	\$25.00
Boxborough	Karen Guzzardi	5502	\$25.00
Boxford	Kimberly Alberta	8500	\$25.00
Boylston	Rebecca Walker	5092	\$25.00
Brewster	Jayanne Monger	9700	\$25.00
Bridgewater	Christine Nemes	27365	\$25.00
Bridgewater	Jolie Sprague-Martin	27365	\$25.00
Brookfield	Linda Lincoln	3439	\$25.00
Carlisle	Gretchen Gallimore	5451	\$25.00
Charlton	Alise Cunningham	12824	\$25.00
Chatham	Amy E Burrow	6500	\$25.00
Chelmsford	Harrison Mayotte	36392	\$25.00
Chelmsford	Maria Vasquez	36392	\$25.00
Chelmsford	Pamela Gilchrest	36392	\$25.00
Chesterfield	Jennie Lamour	1250	\$25.00
Clinton	Rebecca Schoolcraft	15428	\$25.00
Cohasset	Elizabeth Anderson	8018	\$25.00
Concord	MaryLou Carney	18957	\$25.00
Concord	Nathanial Smith	18957	\$25.00
Concord	Laurie Austin	18957	\$25.00
Cummington	Eliza Dragon	843	\$25.00
Dalton	Patricia Nichols-Mele	6350	\$25.00
Danvers	Stephanie Jarosz	28087	\$25.00
Dartmouth	Kelly Thompson	31012	\$25.00
Dartmouth	Alda Raposo	31012	\$25.00
Dennis	Sara McDonald	14293	\$25.00
Dennis	Angela Taylor	14293	\$25.00
Dighton	Rebecca Mello	8226	\$25.00
Douglas	Lisa A Postma	8744	\$25.00
Dracut	Melissa Parra	34000	\$25.00
Dracut	Susan Hardy	34000	\$25.00

**2024****MTCA MEMBERSHIPS**

Dracut	Rachael Fast	34000	\$25.00
Dudley	Jacqueline M Phelps	11390	\$25.00
Duxbury	Tara Wakefield	16279	\$25.00
East Bridgewater	Michele Doll	13932	\$25.00
East Longmeadow	Jackie Sullivan	16169	\$25.00
Eastham	Kendra Menard	5000	\$25.00
Easthampton	Mary Ann Giza	16211	\$25.00
Easton	Denise Morgan	25000	\$25.00
Easton	Peter Van Der Hey	25000	\$25.00
Easton	Melissa McGuinness	25000	\$25.00
Edgartown	Collette Jordan	4988	\$25.00
Erving	Elizabeth Sicard	1800	\$25.00
Fairhaven	Paula Vieira	14453	\$25.00
Fall River	Ryan Lyons	89541	\$25.00
Fall River	Ines da Silva Paulino Leite	89541	\$25.00
Falmouth	Laurie Robbins	29706	\$25.00
Falmouth	Harriett Draper	29706	\$25.00
Fitchburg	Elizabeth McNiff	41946	\$25.00
Foxborough	Claudine Gover	18100	\$25.00
Framingham	Carol Phalen	72362	\$25.00
Framingham	Emily Butler	72362	\$25.00
Franklin	Melissa Kiriapoulos	34500	\$25.00
Franklin	Dyan Fitzgerald	34500	\$25.00
Freetown	Timm McIntosh	9206	\$25.00
Gardner	Elizabeth Doiron	21287	\$25.00
Georgetown	Jaclyn Davenport	8517	\$25.00
Gloucester	Grace Poirier	29729	\$25.00
Goshen	Gina Papineau	950	\$25.00
Grafton	Michael Jennette	18000	\$25.00
Granby	Emily E Reed	6226	\$25.00
Great Barrington	Katherine Couch	7000	\$25.00
Greenfield	Quinn Jaquins	17450	\$25.00



**2024****MTCA MEMBERSHIPS**

Groton	Nancyellen Pierce	11360	\$25.00
Groton	Frances Stanley	11360	\$25.00
Groveland	Julie Fabri	6289	\$25.00
Halifax	Jennifer Carr	7749	\$25.00
Hamilton	Anne Huguen	7871	\$25.00
Hampden	Morrison Gray	4966	\$25.00
Hanson	Jean Kelly	10123	\$25.00
Harvard	Andrew Sammarco	5868	\$25.00
Harwich	Jennifer Clarke	12800	\$25.00
Hatfield	Karen Karowski	3397	\$25.00
Haverhill	Rose Leonard-Flynn	68000	\$25.00
Hingham	Jennifer A Donnelly	24292	\$25.00
Hingham	Mary Kelley	24292	\$25.00
Holden	Amy-Laing Bobkowski	19905	\$25.00
Holden	Elizabeth Monahan	19905	\$25.00
Holden	Sue Lucia	19905	\$25.00
Hopedale	Ellen Murphy	5654	\$25.00
Hopkinton	Nicole M Levay	18758	\$25.00
Hudson	Jeff Malachowski	20092	\$25.00
Ipswich	Andrea Pappalimberis	13433	\$25.00
Kingston	Janna Morrissey	14233	\$25.00
Lakeville	Kimberly A DeGrazia	11986	\$25.00
Lawrence	Jennifer Duran	89000	\$25.00
Lawrence	Richard Reyes	89000	\$25.00
Leicester	Susan Zuscak	11700	\$25.00
Leominster	Katelyn Rivard	46000	\$25.00
Leominster	Maribel Perez	46000	\$25.00
Leominster	Elizabeth Moisan	46000	\$25.00
Leominster	Jeanine Medina	46000	\$25.00
Lexington	Lisa Maguire	33199	\$25.00
Lexington	Dianne Sperber	33199	\$25.00
Lincoln	Lisa Castro	6832	\$25.00

**2024****MTCA MEMBERSHIPS**

Lincoln	Cara Maroney	6832	\$25.00
Littleton	Kim Prehl	10150	\$25.00
Longmeadow	Krista Efantis	15827	\$25.00
Lynnfield	Sue Lagorio	12526	\$25.00
Mansfield	Jennifer Davis	24113	\$25.00
Marion	Lisa MacLean	6241	\$25.00
Marlborough	Wilson Chu	43000	\$25.00
Marlborough	Harrison Mayotte	43000	\$25.00
Marshfield	Lauren Hughes	26500	\$25.00
Marshfield	Theresa Wening	26500	\$25.00
Mashpee	Jessica Kelley	14500	\$25.00
Mattapoisett	Jodie Mazerolle-Camara	6500	\$25.00
Maynard	Jim Alexander	10550	\$25.00
Medfield	Tracey Klenk	12866	\$25.00
Medway	Morgan Harris	13400	\$25.00
Merrimac	Kendra Blitz	6700	\$25.00
Middleborough	Allison J Ferreira	23645	\$25.00
Middleborough	Elizabeth Gazerro	23645	\$25.00
Middleborough	Laura Bamford	23645	\$25.00
Middlefield	Mark Doane	426	\$25.00
Middleton	Carmelina Fiore	9000	\$25.00
Millbury	Nancy West	13866	\$25.00
Millbury	Beth Johnson	13866	\$25.00
Millis	Susan Vara	8500	\$25.00
Millis	Kathleen Smith	8500	\$25.00
Millville	Catherine Correia	3100	\$25.00
Milton	Gayle M Neville	27003	\$25.00
Monson	Jo Sauriol	8160	\$25.00
Montague	Tina Sulda	8580	\$25.00
Nantucket	Laura Raimo	13790	\$25.00
Newton	Scott Matthews	88000	\$25.00
Newton	Cassidy Flynn	88000	\$25.00

**2024****MTCA MEMBERSHIPS**

Norfolk	Rebecca Tefft	11988	\$25.00
North Andover	Suzanne Pelich	31188	\$25.00
North Andover	Patricia Sifferlin	31188	\$25.00
North Attleboro	Patricia Boyland	28965	\$25.00
North Attleboro	Patricia Dolan	28965	\$25.00
North Reading	Stephanie Connolly	15525	\$25.00
Northborough	Karen Wilber	15741	\$25.00
Northbridge	Laura Medeiros	15707	\$25.00
Norton	Peter Lally	19162	\$25.00
Norwood	Emily Manning	27000	\$25.00
Norwood	Marcy Rossi	27000	\$25.00
Norwood	Patricia Ralph	27000	\$25.00
Orange	Rachael Fortier	7800	\$25.00
Orleans	Jennifer Higgins	6214	\$25.00
Orleans	Erin Ellis	6214	\$25.00
Oxford	Amelia Lupis	13347	\$25.00
Pembroke	Andraea McEttrick	18885	\$25.00
Pepperell	Joan Ladik	11646	\$25.00
Pittsfield	Ashley Gangell	43927	\$25.00
Plymouth	Elveera Gallino	61000	\$25.00
Plympton	Nancy Magnussen	3000	\$25.00
Princeton	Linda Hetu	3590	\$25.00
Provincetown	Ana Ruiz	3388	\$25.00
Randolph	Kristin McDonald	34000	\$25.00
Raynham	Tami Houde	15142	\$25.00
Raynham	Amy McRae	15142	\$25.00
Rehoboth	Jennifer Hose	12609	\$25.00
Rehoboth	Kerrie Perkins	12609	\$25.00
Richmond	Claudia Ryan	1350	\$25.00
Rockland	Christine Campanile	17802	\$25.00
Rockland	Helen L Thayer	17802	\$25.00
Rockport	Kourtney Buchanan	6149	\$25.00



**2024**

**MTCA MEMBERSHIPS**

Rowley	Janet Peabody	6161	\$25.00
Rutland	Benjamin Barakian	9570	\$25.00
Salem	Maureen Fisher	34000	\$25.00
Salem	Rochelle Sport	34000	\$25.00
Salisbury	Lynne Karpenko	9236	\$25.00
Saugus	Stephanie Hardy	28600	\$25.00
Saugus	Andrew DePatto	28600	\$25.00
Scituate	Paul Ohrenberger	18600	\$25.00
Seekonk	Lorraine Sorel	13800	\$25.00
Sheffield	Nicole Parker	3500	\$25.00
Sherborn	Kelly Clarke	4493	\$25.00
Sherborn	Tony Abril	4493	\$25.00
Shrewsbury	Kathleen Thompson	38375	\$25.00
Shrewsbury	Kimberly Dehal	38375	\$25.00
Somerset	Kathleen Maiato	17105	\$25.00
Somerset	Caitlin Hadala	17105	\$25.00
South Hadley	Zoe Ingram	18200	\$25.00
Southampton	Sabina McCarthy	6200	\$25.00
Southborough	Amy Berry	10818	\$25.00
Southborough	Kathleen Battles	10818	\$25.00
Southwick	Bonnie Morgan	9502	\$25.00
Southwick	Holly Hebda	9502	\$25.00
Spencer	Brynn L. Johnson	10452	\$25.00
Springfield	Migdalia Leon	156000	\$25.00
Springfield	Chelsea Parmentier	156000	\$25.00
Springfield	Megan Anzalotti	156000	\$25.00
Sterling	Shane Rhodes	7968	\$25.00
Stoughton	Samantha Rego	25000	\$25.00
Stoughton	Kellie Johnson	25000	\$25.00
Stow	Debra Seith	7242	\$25.00
Sturbridge	Sheila O'Connell	9552	\$25.00
Sudbury	Ann Dunne	18416	\$25.00

**2024****MTCA MEMBERSHIPS**

Swampscott	Michael Brison	15111	\$25.00
Swansea	Stephanie A Suplido	16165	\$25.00
Swansea	Celine E Brown	16165	\$25.00
Taunton	Krystal Dion	59408	\$25.00
Taunton	Mark Pacheco	59408	\$25.00
Taunton	Rosalind Grassie	59408	\$25.00
Tewksbury	Sarah McMullen	31342	\$25.00
Townsend	Jessica Funaiolo	8744	\$25.00
Upton	Kathleen Bern	8200	\$25.00
Uxbridge	Tara Mullen	12900	\$25.00
Walpole	Pamela J. Riccio	26363	\$25.00
Ware	Kathleen Galford	10066	\$25.00
Wareham	Shayne Martin	21822	\$25.00
Watertown	Stephen Addonizio	35300	\$25.00
Watertown	Noelle Gilligan	35300	\$25.00
Wayland	Theresa Mansfield	14424	\$25.00
Wellesley	Donna Whitham	29050	\$25.00
Wellfleet	Shannon Ellis	3515	\$25.00
Wenham	Margaret Brown	4924	\$25.00
West Boylston	Lynn Harding-McGrail	8160	\$25.00
West Bridgewater	Sharon Ledin	7668	\$25.00
West Newbury	Maxwell Close	4500	\$25.00
West Stockbridge	Marie Y Ryan	1363	\$25.00
Westborough	Kevin McLaughlin	21567	\$25.00
Westford	Andrew Sherman	24643	\$25.00
Westminster	Jennifer Duquette	8200	\$25.00
Weston	Dianne Poole	11391	\$25.00
Westport	Carla Vieira	15076	\$25.00
Westwood	Brooke A Congdon	16266	\$25.00
Westwood	Pam Cumings	16266	\$25.00
Weymouth	Lee Ann Hultin	55998	\$25.00
Weymouth	Christine Rose	55998	\$25.00

**2024****MTCA MEMBERSHIPS**

Wilbraham	Deborah M Brennan	14500	\$25.00
Wilmington	Claire Martin	22500	\$25.00
Wilmington	Meghan Jones	22500	\$25.00
Winchendon	Debra Skinner	9023	\$25.00
Winchester	Linda-Lee Angiolillo	23500	\$25.00
Wrentham	Ann Fisk	12060	\$25.00
Yarmouth	Stephanie Cappello	25023	\$25.00
Yarmouth	Susan Regan	25023	\$25.00

**ASSOCIATE TOTAL      \$6,475.00**

**CITY STAFF - No Membership**

Town	Name	Population	Total Fee
Attleboro Elections Office	Sharon Fortune	46461	\$0.00
Somerville	Maria Pierotti	80906	\$0.00
Somerville	Megan Arruda	80906	\$0.00

**CITY STAFF - No Membership TOTAL      \$0.00**

**NEW CLERK**

Town	Name	Population	Total Fee
Pelham	Melissa Hibbard	1276	\$0.00
Truro	Elisabeth Verde	2210	\$0.00

**NEW CLERK TOTAL      \$0.00**

**RETIRED**

Town	Name	Population	Total Fee
Ashburnham	Linda Ramsdell	6315	\$10.00
Billerica	Shirley E Schult	40243	\$10.00
Deerfield	Carlene C Hamlin	5090	\$10.00
Essex	Pamela Thorne	3650	\$10.00
Foxborough	Arlene Marie Crimmins	18100	\$10.00
Groton	Michael Bouchard	11360	\$10.00
Hardwick	Paula L Roberts	2667	\$10.00
Harwich	Anita N Doucette	12800	\$10.00
Ipswich	Pamela Z Carakatsane	13433	\$10.00

**2024****MTCA MEMBERSHIPS**

Mendon	Margaret Bonderencko	6274	\$10.00
Newton	David A. Olson	88000	\$10.00
North Reading	Barbara Stats	15525	\$10.00
Salisbury	Wilma McDonald	9236	\$10.00
Sturbridge	Lorraine Murawski	9552	\$10.00
Swansea	Susan E Taveira	16165	\$10.00
Westminster	Denise MacAloney	8200	\$10.00
Whately	Lynn M Sibley	1604	\$10.00
Wilbraham	Beverly J Litchfield	14500	\$10.00
Woburn	William C Campbell	40876	\$10.00
Yarmouth	Jane E Hibbert	25023	\$10.00

**RETIRED TOTAL                    \$200.00**

<b>STAFF- No Membership</b>
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Town	Name	Population	Total Fee
Arlington	Chris Staiti	46000	\$0.00
Attleboro Elections Office	Rebecca Trieb	46461	\$0.00
Bedford	Rosemary B Harvell	12544	\$0.00
Foxborough	Laurie Tinti	18100	\$0.00
Hanover	Lisabeth Daly	14977	\$0.00
Holliston	Kevin Sanderson	15057	\$0.00
Holliston	Lisa Bacchiocchi	15057	\$0.00
Lynn	Emily Mercado	101557	\$0.00
Lynn	Karen Richard	101557	\$0.00
Milton	Karen Dilworth	27003	\$0.00
Palmer	Mary Fickett	10900	\$0.00
Paxton	Hannah Lipper	4732	\$0.00
Somerville	Tom Joyce	80906	\$0.00
Somerville	Bernabe Rodriguez	80906	\$0.00
Somerville	Jenneen Pagliaro	80906	\$0.00
Somerville	Nicholas Salerno	80906	\$0.00
South Hadley	Linda Jacobs	18200	\$0.00
Whitman	Michael Ganshirt	14641	\$0.00

**2024**

**MTCA MEMBERSHIPS**

**STAFF- No Membership TOTAL                      \$0.00**

<b>TRANSFER-ACTIVE</b>
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Town	Name	Population	Total Fee
Lynnfield	Amanda Haggstrom	12526	\$0.00

**TRANSFER-ACTIVE TOTAL                      \$0.00**

2024

MTCA MEMBERSHIPS PENDING

Printed on: 9/12/2023

ACTIVE MEMBER

Town	Name	Population	Total Fee
Abington	Leanne M. Adams	15757	\$100.00
Acushnet	Pamela Labonte	10197	\$100.00
Andover	Austin Simko	32000	\$150.00
Dedham	Paul M Munchbach	25364	\$150.00
Melrose	Kristin Foote	28000	\$150.00

ACTIVE MEMBER TOTAL \$650.00

AFFILIATE MEMBER

Town	Name	Population	Total Fee
Boston	Alex Geourntas	690000	\$100.00
Braintree	James M Casey	35700	\$100.00
Medford	Melissa Ripley	59000	\$100.00
Quincy	Nicole L Crispo	96622	\$100.00

AFFILIATE MEMBER TOTAL \$400.00

ASSOCIATE

Town	Name	Population	Total Fee
Andover	Vanessa French	32000	\$25.00
Andover	Suzy Narayanan	32000	\$25.00
Andover	Jamie Doherty	32000	\$25.00
Boston	Dassie Bheecham	690000	\$25.00
Boston	Paul Flaherty	690000	\$25.00
Dedham	Kristen Morse	25364	\$25.00
Melrose	Honey Rossi	28000	\$25.00
Melrose	Joanne Perperian	28000	\$25.00
Natick	Debra Blatz	37000	\$25.00
Natick	Laurie Shaw	37000	\$25.00
West Brookfield	Anne Garwood-Hampp	3700	\$25.00

ASSOCIATE TOTAL \$275.00

TOTAL \$1,325.00

FALL - 2023

Date:

9/11/2023 3:09:16 PM

Vendor	Attending	Tables	Add Tables	Power	Ad Full	Ad Half	Break	Breakfast	Lunch	Pres	Banquet	Donation	BRKF #	L #	D #	BRKF 2 #	Total Due	Pd Date	AmtPaid	2nd PD Date	Bal Due
A. Rifkin Co.	1	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$300.00		\$0.00		\$300.00
Democracy Live	1	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$300.00	0	0	0	0	\$600.00		\$0.00		\$600.00
Donnegan Systems, Inc	1	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$300.00	9/5/2023	\$300.00		\$0.00
EasyVote Solutions	1	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$300.00	8/17/2023	\$300.00		\$0.00
Edison Media Research, Inc	2	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$300.00	8/17/2023	\$300.00		\$0.00
Election Systems & Software (ES&S)	2	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$300.00	2	2	2	0	\$870.00	8/17/2023	\$870.00		\$0.00
General Code LLC / ICC-CDS	1	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	1	1	0	0	\$380.00		\$0.00		\$380.00
Inception Technologies Inc	1	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$300.00	8/29/2023	\$300.00		\$0.00
Inclusion Solutions	1	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$300.00	8/17/2023	\$300.00		\$0.00
Kofile Technologies, Inc.	1	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$500.00	0	1	0	0	\$845.00	8/28/2023	\$845.00		\$0.00
LHS Associates, Inc.	4	1	2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$500.00	4	4	0	0	\$1,320.00	8/17/2023	\$1,320.00		\$0.00
LL DATA Designs LLC	1	1	2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$500.00		\$0.00		\$500.00
Mass Mailers Plus, LLC	2	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$500.00	2	0	0	0	\$870.00	8/17/2023	\$870.00		\$0.00
Meridia Interactive Solutions	2	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$300.00	8/17/2023	\$300.00		\$0.00
New England Time Solutions, Inc	1	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$300.00		\$0.00		\$300.00
Northeast Document Conservation Center	1	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$300.00	8/17/2023	\$300.00		\$0.00
Quadient	2	1	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	2	0	0	\$490.00		\$0.00		\$490.00
UniBank	4	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	4	0	0	\$480.00	8/22/2023	\$480.00		\$0.00

COUNTS														
Vendor Contacts	Tables	18	Sponsor	Ad Half	0	Breakfast	0	Pres	0	Meal	Breakfast	9	Dinner	2
Attending	Add Tables	5		Ad Full	0	Lunch	0	BAnquet	0		Lunch	14	Breakfast	0
29	Power	18		Break	0									

TOTALS							
Tables	\$5,400.00	Sponsor Break	\$0.00	Breakfast	\$315.00	Grand Total	\$9,055.00
Add Tables	\$500.00	Sponsor Breakfast	\$0.00	Lunch	\$630.00	1st Payment	\$6,485.00
Full Ad	\$0.00	Sponsor Lunch	\$0.00	Dinner	\$110.00	2nd Payment	\$0.00
Half Ad	\$0.00	Sponsor President	\$0.00	Breakfast 2	\$0.00	Adjustments	\$0.00
Donations	\$2,100.00	Sponsor Banquet	\$0.00			Balance Due	\$2,570.00



## Vendors – internal document regarding – waiving fees

When a vendor requests to have a fee waived the following should be considered:

- Do they charge fees for services? Do their services compete with paying vendors?
- Do their services align with the needs of MTCA members? Is this conference the right timing?
- Are they a state agency?
- Is there additional space available in the vendor room?
- Should they be a luncheon speaker instead?

The President, 1<sup>st</sup> VP and 2<sup>nd</sup> VP should consult, using the information above and history for approved/denied listed below to make a determination. Keeping in mind that once a vendor fee is waived it likely will be moving forward as well.

List of past waived vendors:

Agency	Conferences
• US Census Bureau	Fall 2018
• SOC	Summer 2019
• JP Association	Fall 2021, Winter 2022
• MA State Historical Records	Fall 2019

List of past denied waived vendors:

Agency	Conferences
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List of past modified approved vendors:

Agency	Conferences	
• MassCor	Springfield 2023 ONLY	approved ½ price table for this conference only YES - we have room, they are a state agency NO - services compete with paying vendors

List of related agencies in the past as paid vendors:

Agency	Conferences
• Center for Tech & Civic Life	Summer 2023
• Democracy Live	always paid
• Edison Research	always paid
• MA Genealogical Council	Summer 2019

**Proposed new Fall 2024 Conference location (Central, MA)**  
**Southbridge Hotel & Conference Center**



[www.southbridgehotel.com](http://www.southbridgehotel.com)

**Hotel and conference center in Southbridge, MA, minutes from historic Sturbridge, spacious guest rooms, state-of-the-art meeting facilities, and stylish lounge.**

**203 guest rooms and suites-Approx.-\$129 per night**





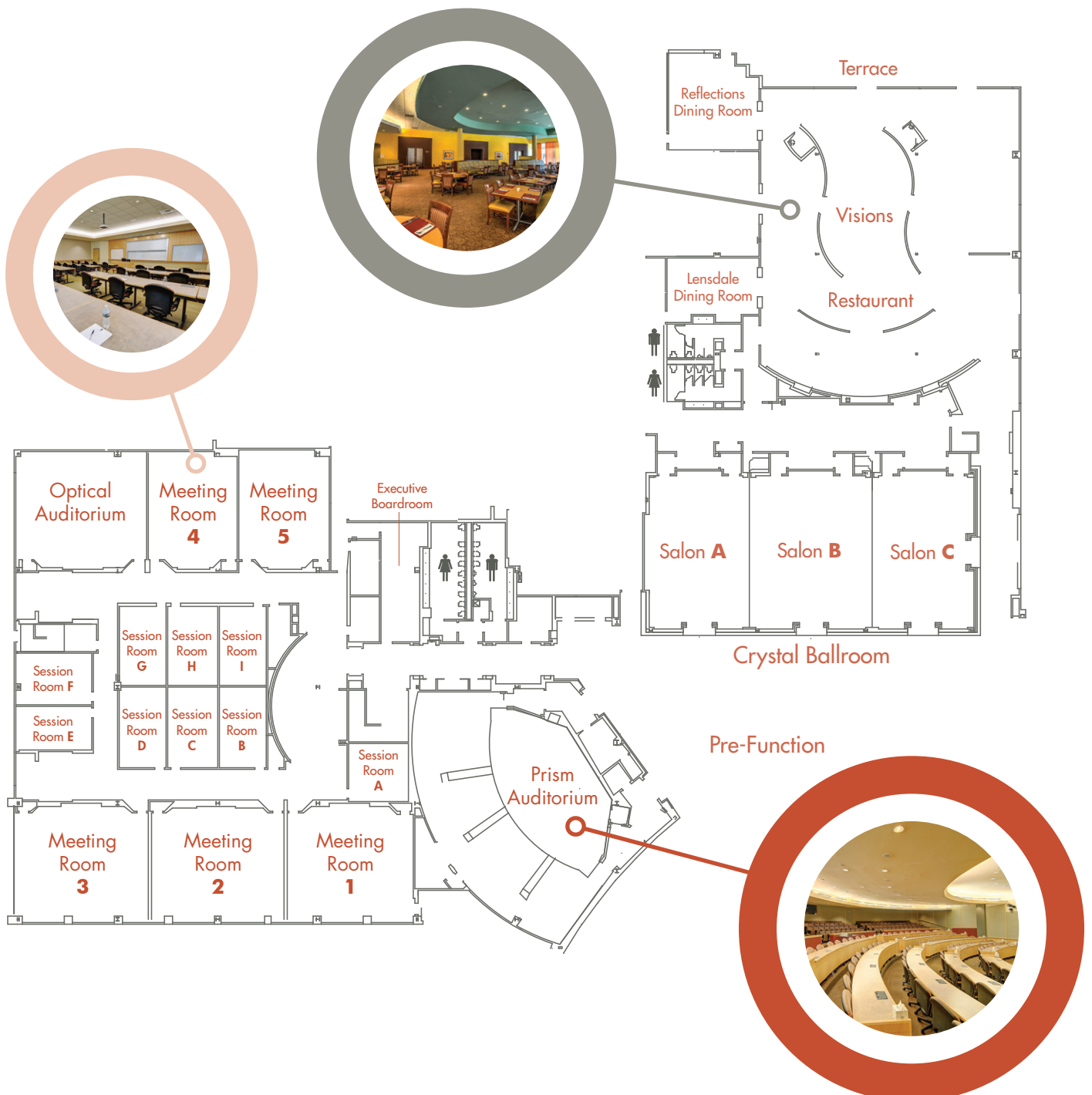




**SOUTHBRIDGE**  
Hotel & Conference Center

## MEETING SPACE

### FLOOR PLANS





**SOUTHBRIDGE**  
Hotel & Conference Center

## ALL THE SPACE YOU NEED

Meeting Room Name	Sq. Ft.	Dimension	Ceiling Height	Classroom	Conference	U-Shaped	Theatre	Reception	Banquet
Prism Auditorium	2,405	65' x 37'	20'	93 (+157 Theater)	–	–	157 (+93 Classroom)	–	–
Crystal Ballroom	4,508	98' x 46'	18'	200	76	64	500	400	300
Salon A	1,426	46' x 31'	18'	50	28	24	160	100	90
Salon B	1,656	46' x 36'	18'	56	30	26	180	120	100
Salon C	1,426	46' x 31'	18'	50	28	24	160	100	90
Salon AB	3,082	67' x 46'	18'	130	56	36	300	260	160
Salon BC	3,082	67' x 46'	18'	130	56	36	300	260	160
Meeting Room 1	1,254	38' x 33'	11.5'	36	32	24	120	100	80
Meeting Room 2	1,320	40' x 33'	11.5'	40	34	26	140	100	80
Meeting Room 3	1,353	41' x 33'	11.5'	40	34	26	140	100	80
Meeting Room 4	918	34' x 27'	11.5'	28	28	21	100	90	60
Meeting Room 5	945	35' x 27'	11.5'	28	28	21	100	90	60
Optical Auditorium	1,326	39' x 34'	11.5'	24	–	–	–	–	–
Session Room A	306	18' x 17'	10'	12	10	10	24	25	20
Session Room B	360	24' x 15'	10'	16	16	10	30	30	20
Session Room C	360	24' x 15'	10'	16	16	10	30	30	20
Session Room D	360	24' x 15'	10'	16	16	10	30	30	20
Session Room E	299	23' x 13'	10'	12	10	10	25	25	20
Session Room F	345	23' x 13'	10'	12	10	10	30	30	20
Session Room G	360	24' x 15'	10'	16	16	10	30	30	20
Session Room H	360	24' x 15'	10'	16	16	10	30	30	20
Session Room I	360	24' x 15'	10'	16	16	10	30	30	20
3rd Floor Library	1,122	66' x 17'	8.5'	18	16	12	60	60	30
Visions Restaurant	7,680	96' x 80'	12'	–	–	–	–	–	250
Reflections Dining Room	780	30' x 26'	11'	18	26	75	75	50	40
Lensdale Dining Room	392	28' x 14'	11'	–	18	–	–	–	–



# Break Services

A Selection of Mid Morning and Afternoon Snacks

All break services are offered for any consecutive 2-hour period



## Enhancements

Whole Fresh Fruit | \$2 per Person

Fresh Fruit Cup | \$5 per Person

Sliced Fresh Seasonal Fruit | \$7 per Person

Yogurt Cup | \$4 Per Person

Yogurt Granola Parfait | \$6 Per Person

Granola & Energy Bars | \$18 Dozen

Bagels | \$48 Dozen

Assorted Muffins or Danish | \$28 Dozen

Assorted Pastries | \$37 Dozen

Breakfast Sandwiches | \$56 Dozen

Bacon, Sausage or Ham Egg and Cheddar on an English Muffin

## Break Services

### AM Snacks

**Continental | \$11 per person**

Freshly Baked Pastries, Whole Fresh Fruit, Individual Chilled Juices, Freshly Brewed Coffee, Decaf and Assorted Teas

**Deluxe | \$13 per person**

Freshly Baked Muffins and Danish, Sliced Seasonal Fruit, Yogurt with Granola, Individual Chilled Juices, Freshly Brewed Coffee, Decaf and Assorted Teas

**Jump Start | \$14 per person**

Yogurt Smoothies, Hard Boiled Eggs, Granola Bars, Sliced Seasonal Fruit, Individual Chilled Juices, Freshly Brewed Coffee, Decaf and Assorted Teas

**Coffee Service | \$5 per person**

Regular & Decaffeinated Coffee, Selections of Herbal Teas

**AM Beverage Break | \$7 per person**

Individual Chilled Juices, Freshly Brewed Coffee, Decaf and Assorted Teas

### PM Snacks

**Cookie Jar | \$11 per person**

Freshly Baked Assorted Cookies, Brownies, Individual Chocolate and Plain Milks, Bottled Water

**Popcorn Bar | \$11 per person**

Freshly Popped Popcorn, Assorted Toppings to include White Cheddar Cheese, Garlic Parmesan, Kettle Corn, Caramel, Chocolate, Jalapeno Bacon, Assorted Soft Drinks and Bottled Waters

**Health Craze | \$14 per person**

Hummus, Tapenade, Pita Chips, Celery and Carrots, Assorted Sparkling Flavored Waters

**Movie Theater | \$14 per person**

Mini Soft Pretzels Buttered Popcorn, Assorted Candies to include Twizzlers, Gummy Bears, Twix, Snickers and Hershey Bars, Assorted Soft Drinks and Bottled Water

**Energizer | \$15 per person**

Cubed Cheese and Dried Fruit Platter, House-made Focus Trail Mix, Energy Drinks, Bottled Water

**Coffee Service | \$5 per person**

Regular & Decaffeinated Coffee, Selections of Herbal Teas

**PM Beverage Break | \$8 per person**

Assorted Soft Drinks and Bottled Waters, Freshly Brewed Coffee, Decaf and Assorted Teas

**\*Coffee Add On To Any Break | \$4 per person**

Freshly Brewed Coffee, Decaf and Assorted Teas added to any of the above PM breaks

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*(Administrative charges are not intended to be a tip, gratuity or surcharge for the benefit of employee.)*

14 Mechanic Street | Southbridge, MA 01550  
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## Breakfast

25 PERSON MINIMUM REQUESTED

### Breakfast

#### Continental | \$11 per person

Freshly Baked Breakfast Pastries, Whole Fresh Fruit, Individual Chilled Juices, Freshly Brewed Coffee, Decaffeinated Coffee and Assorted Teas

#### The Vision | \$17 per person

Scrambled Eggs with Fresh Herbs, Smoke House Bacon, Seasoned Breakfast Potatoes, Sliced Seasonal Fruit with Honey Yogurt Dip, Assorted Breakfast Baked Goods, Individual Chilled Juices, Freshly Brewed Coffee, Decaffeinated Coffee and Assorted Tea

#### New England Buffet | \$20 per person

Pancakes or French Toast, Scrambled Eggs with Fresh Herbs, Smoke House Bacon, Sausage Links, Seasoned Breakfast Potatoes, Oatmeal Served with Brown Sugar and Raisins, Sliced Seasonal Fruit with Honey Yogurt Dip, Assorted Breakfast Baked Goods, Individual Chilled Juices, Freshly Brewed Coffee, Decaffeinated Coffee and Assorted Tea

### Enhancements

Whole Fresh Fruit | \$2 each

Fresh Fruit Cup | \$5 per person

Sliced Fresh Seasonal Fruit | \$7 per person

Yogurt Cup | \$4 per person

Yogurt Granola Parfait | \$6 each

Oatmeal , Raisins, Granola and Brown Sugar  
| \$5 per person

Bagels | \$48 dozen

Assorted Muffins & Danish | \$28 dozen

Assorted Pastries | \$37 dozen

Breakfast Sandwiches | \$56 dozen

Bacon, Sausage or Ham with Egg and Cheddar  
Cheese on an English Muffin

### Breakfast Stations

*Must be accompanied by Breakfast Buffet*

#### \*Omelet Station | \$8 per person

Eggs, Egg Whites and Egg Beaters Cooked to Order with Peppers, Cheddar Cheese, Tomatoes, Onions, Mushrooms, Spinach, Bacon and Ham

#### \*Belgian Waffle Station | \$8 per person

Belgian Waffles Prepared to Order, Fresh Berries, Maple Syrup, Whipped Cream and Butter

*\*50 Person Minimum Required for all Chef Attended Stations.*

*A Surcharge of \$125 per Station will Apply.*

*1 Attendant per 50 Guests*

*State Sales tax of 7% and a taxable administrative charge of 23% will be added to all food and beverage.  
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# Lunch Buffet

All Buffets Include:

Chef's Seasonal Dessert

Freshly Brewed Regular & Decaffeinated Coffee, a Selection of Herbal Teas

Assorted Soft Drinks - \$3.00

25 PERSON MINIMUM REQUESTED



## The Pizza Party | \$22.00 per person

Caesar Salad Bar of Romaine Lettuce, Garlic Croutons, and Shaved Parmesan Cheese. Assorted Pizzas to Include: Cheese, Pepperoni, Sausage, & Vegetarian. Baked Ziti Marinara and Fresh Garlic Breads

## The Delicatessen | \$23.00 per person

Tossed Garden Salad with Garden Fresh Vegetables with choice of Dressings, Creamy Cole Slaw & Potato Salad, Pasta Salad, Deli Sliced Roast Beef, Smoked Turkey & Ham, Albacore Tuna Salad, Assortment of Sliced Cheeses, Crisp Green Leaf Lettuce, Sliced Bermuda Onions, Vine Ripened Tomatoes, Potato Chips, Kosher Pickle Spears and Assorted Breads & Rolls

## Tex Mex Buffet | \$22.00 per person

Choose 2 Options: Carne Asada Steak, Fajita Seasoned Grilled Chicken, Al Pastor Seasoned Pork or Chipotle Grilled Shrimp  
Served with Hard & Soft Tortillas, Lettuce, Tomato, Black Olives, Pico De Gallo, Shredded Cheese, Sour Cream, and Guacamole, Fire Roasted Corn & Jalapeno Blend with Oaxaca Cheese, Black Beans & Rice and Fajita Style Vegetables

## BBQ Buffet | \$28 per person

Choose 2 Options: Smokehouse Savory Chicken (Bone-in Quarters or Boneless Breast), Slow Cooked Brisket, Pulled Pork, Baby Back Ribs or Smoked Sausage  
Choose 2 Options: Brown Sugar and Molasses Baked Beans, Chipotle Potato Salad, Cole Slaw or Macaroni and Cheese  
Served with: Relish Tray, BBQ Sauces, Texas toast and Corn Bread

## Italian Buffet | \$26 per person

Antipasto Salad, Caesar Salad and Garlic Bread Sticks  
Choose 2 Pastas: Angel Hair, Ziti, Cheese Tortellini, Fettucine or Penne  
Choose 2 Sauces: Alfredo, Basil pesto, Pomodoro, Bolognese, Sun-dried Tomato Pesto  
Choose 2 Proteins: Garlic Parmesan Grilled Chicken, Sweet & Hot Italian Sausage, Italian Baked Cod or Beef Meatballs

## Mediterranean Buffet | \$30 per person

Greek Salad, Tabbouleh, Watermelon Salad  
Choose 2 Options: Moroccan Pot Roast, Chicken Souvlaki, Lemon Garlic Salmon, Moroccan Vegetable Tagine, Falafel Fritters with Tzatziki  
Served with Greek Roasted Vegetable (Potatoes, Eggplant, Peppers & Mint), Rice Pilaf with golden Raisins & Pistachio, Pita with Hummus and Green Olive Tapenade

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## Dinner Buffet

All Buffets Include:

Chef's Seasonal Dessert Selection

Freshly Brewed Regular & Decaffeinated Coffee, a Selection of Herbal Teas

Assorted Soft Drink - \$3.00 per Person

25 PERSON MINIMUM REQUESTED



### New England Coastal Buffet | \$49.00 per person

New England Clam Chowder served with Oyster Crackers, Ocean Fresh Steamers & Mussels served with Broth & Drawn Butter, Fresh Fried Haddock, Chicken Quarters in Savory Barbecue, Roasted New Herbed Potatoes, Fresh Corn on the Cob and Freshly Baked Breads

*1¼ Pound Steamed Maine Lobster Available at Market Price*

### New England Farmers Buffet | \$41.00 per person

Tossed Seasonal Greens with Garden Fresh Vegetables with a Choice of Dressings, Chef's Creamy Corn Chowder, Yankee Pot Roast, Herb Roasted Turkey Breast with Traditional Bread Stuffing, Yukon Mashed Potatoes and Fresh Vegetable of the Season

### Tex Mex Buffet | \$45.00 per person

Choose 2 Options: Carne Asada Steak, Fajita Seasoned Grilled Chicken, Al Pastor Seasoned Pork or Chipotle Grilled Shrimp  
Served with Hard & Soft Tortillas, Lettuce, Tomato, Black Olives, Pico De Gallo, Shredded Cheese, Sour Cream, and Guacamole, Fire Roasted Corn & Jalapeno Blend with Oaxaca Cheese, Black Beans & Rice and Fajita Style Vegetables

### BBQ Buffet | \$41 per person

Choose 2 Options: Smokehouse Savory Chicken (Bone-in Quarters or Boneless Breast), Slow Cooked Brisket, Pulled Pork, Baby Back Ribs or Smoked Sausage  
Choose 2 Options: Brown Sugar and Molasses Baked Beans, Chipotle Potato Salad, Cole Slaw or Macaroni and Cheese  
Served with: Relish Tray, BBQ Sauces and Corn Bread

### Italian Buffet | \$43 per person

Antipasto Salad, Caesar Salad and Garlic Bread Sticks  
Choose 2 Pastas: Angel Hair, Ziti, Cheese Tortellini, Fettucine or Penne  
Choose 2 Sauces: Alfredo, Basil pesto, Pomodoro, Bolognese, Sun-dried Tomato Pesto  
Choose 2 Proteins: Garlic Parmesan Grilled Chicken, Sweet & Hot Italian Sausage, Italian Baked Cod or Beef Meatballs

### Mediterranean Buffet | \$45 per person

Greek Salad, Tabbouleh, Watermelon Salad  
Choose 2 Options: Moroccan Pot Roast, Chicken Souvlaki, Lemon Garlic Salmon, Moroccan Vegetable Tagine, Falafel Fritters with Tzatziki  
Served with Greek Roasted Vegetable (Potatoes, Eggplant, Peppers & Mint), Rice Pilaf with golden Raisins & Pistachio, Pita with Hummus and Green Olive Tapenade

Pricing is not inclusive of taxes and administrative fees State Sales tax of 7% and a taxable administrative charge of 23% will be added to all food and beverage.  
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# Reception



## Stationary Display

### \*Display Platter Price Based on 50 Guests

Seasonal Sliced Fresh Fruit with Honey Yogurt Dipping Sauce | \$310

Vegetable Crudit  with Hummus and Ranch Dipping Sauce | \$265

International and Domestic Cheese with French Bread and Crackers | \$290

Charcuterie Board with International and Domestic Cheese | \$325

## Hot Hors D'Oeuvres

### \*Price Based on 100 Pieces

Chicken Satay  
with Thai Peanut Dipping Sauce | \$175

Stuffed Mushrooms | \$170

Flatbread Pizza – Choice of

- Blackberry Basil Ricotta | \$225
- Steak Gorgonzola | \$275
- BBQ Chicken | \$250
- Caprese | \$200

Mini Beef Wellington | \$275

Raspberry Brie Phyllo Puffs | \$225

Bacon Wrapped Scallops | \$285

Mushroom and Fontina Turnover | \$275

Asparagus Wrapped in Phyllo Dough | \$135

Coconut Shrimp  
with Spicy Orange Marmalade Dipping Sauce | \$340

## Cold Hors D'Oeuvres

### \*Price Based on 100 Pieces

Antipasto Skewers | \$210

Crostini - Choice of:

Beef Tenderloin with Boursin and  
Horseradish | \$250  
Tomato Basil | \$180  
Strawberry Chevre | \$210

Cucumber Dill Bites | \$175

Chilled Jumbo Shrimp | \$340

Mini Chips and Salsa | \$210

Mini Cheese Ball Bites | \$210

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## Bar Options

*Set Up Fee for Full Bars is \$150 per Bar.*

*Set Up Fee for Limited Bars (Beer, Wine & Soda) is \$75 per Bar*

*We Provide 1 Bartender per every 100 Guests*

*Additional Bartenders - \$150 per Bartender*



## Open Bar Per Person

### Call Bar Package |

Tito's, Tanqueray, Parrot Bay Rum, Captain Morgan, Bacardi, Jack Daniel's, Johnny Walker Red, José Cuervo Gold, Selection of Cordials, Selection of Domestic & Premium Beers, Selection of House Red & White Wines, Includes Soft Drinks, Water, Mixers & Fruit Garnishes

#### Per Person Pricing:

One Hour: \$20

Two Hours: \$28

Three Hours: \$38

Four Hours: \$42

\*Under 21 Years of Age: \$6 per person

### Top Shelf Package |

Includes all items from the Call Bar Package, Plus the Following Additions:

Grey Goose, Bombay Sapphire, Makers Mark, Crown Royal, Glenfiddich 12 yr., Patron, Selection of Cordials, Selection of Domestic & Premium Beers, Selection of Premium Red & White Wines, Includes Soft Drinks, Water, Mixers & Fruit Garnishes

#### Per Person Pricing:

One Hours: \$26

Two Hours: \$34

Three Hours: \$44

Four Hours: \$48

\*Under 21 Years of Age: \$6 per person

## Consumption Bar

Consumption Bar | Cash or Host Available.

#### Beverage Pricing:

Soft Drink: \$2.50

Standard Beer: \$6.00

Craft Beer: \$7.00

House Wine: \$7.50

Premium Wine: \$10.00

Top Shelf Wine: \$13.00

House Drink: \$7.50

Call Drink: \$8.75

Top Shelf Drink: \$10.00

## Wine Pass

House Wine Pass is available for \$6 per Person, per Pass

*A 23% Administrative Charge Plus Applicable Taxes will be Applied to all Host and Ticket Bars*

**Springfield, 2023**  
**Conference Registration Administrator Report:**

Total number registered for the Springfield conference as of Sept. 6, 2023: 247

Total submitted to treasurer for registration & meals as of Sept. 6, 2023 = **\$25,500.00**

**Certification Administrator Report:**

**1<sup>st</sup> CMMC Recertification:**

Kathryn M. Herrick, Lunenburg  
Ellen J. Schena, Saugus  
Eva K. Szkaradek, Acton

**2<sup>nd</sup> CMMC Recertification:**

Pamela A. Labonte, Acushnet  
Otto J. Frizzell, West Springfield

**3<sup>rd</sup> CMMC Recertification:**

Katherine A. Kelly-Regan, Granby

**4<sup>th</sup> CMMC Recertification:**

Julie Smith, Chatham  
Nancy J. Talbot, Ware

Respectfully Submitted,



Conference Registration Administrator &  
Certification Administrator