



Massachusetts Town Clerks' Association

The Public Recorder

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From the President, Andrew T. Dowd

Greetings! We had a record number of Clerks attend our fall conference this year. I hope the 207+ Clerks and staff members who attended thoroughly enjoyed it. For those of you not able to attend, please remember the handouts are posted on our website: <http://www.masstownclerks.org/>

I would like to thank all of those involved in putting this conference together, great job!! Mark your calendars now and please plan on attending our next conference in Devens, February 3rd – 5th. Also, if you've never attended a New England Clerks conference, I highly recommend it. Vermont is the host State this year, they have a great event planned at the beautiful Woodstock Inn in Woodstock, VT. All of the information can be found <http://www.newenglandclerks.org>

Our Legislative Committee and our Lobbyist have been busy monitoring a variety of bills that could impact us. Please know that the committee and our lobbyist always have the best interest of our association in mind.

Myself and Lisa Thomas, President of the City Clerks Association, have been invited to meet with Lt. Governor Polito and DLS Commissioner Cronin to discuss municipal/state relations and

the issues facing Clerks across the Commonwealth. I'm thrilled to be representing our association at the Statehouse. All Clerks should be proud to know that State Officials recognize the importance of our position in the community.

Thank you,

Andrew T. Dowd,
MTCA President 2015-2017



UPCOMING MTCA CONFERENCES

MTCA WINTER CONFERENCE

FEBRUARY 3-5, 2016
DEVENS COMMON CENTER
DEVENS, MA

MTCA SUMMER CONFERENCE

JUNE 15-17, 2016
RADISSON HOTEL
PLYMOUTH, MA

BEACON HILL REPORT

by Thomas Joyce, Esq.

Autumn seems to bring out the best of New England with brisk nights and spectacular foliage. Also, it is the time of year that our Massachusetts Legislature revs into high gear. Beacon Hill policy makers are working overtime carefully examining over 6000 bills.

Important to the MTCA was the Joint Committee on Election Laws first public hearing on October 5. The Committee received testimony on a number of issues including House Bill 587, allowing municipalities to use electronic poll books filed on our behalf by former Election Laws Committee Chairman James Murphy. I had the pleasure of testifying on your behalf. The proposal, if enacted, will permit municipalities to replace paper-voting lists at the polls with secure electronic tablets. This bill has the opportunity to make your work during elections and at election sites easier and more productive.

Next Monday the Committee is conducting a public hearing on 30 more bills of interest to the Association. I will have the opportunity to testify on two more bills filed on our behalf. The first is House Bill 584 relative to voter status, also filed by Representative James Murphy. This proposed legislation would change a voter's designation from unenrolled to undeclared, arguably making check in a bit less confusing. The second is House Bill 583 relative to the date of primary elections. Another former Election Laws Committee Chairman, Representative Mike Moran, filed this piece of legislation. This bill would change the state primary date to the 11th Tuesday preceding a biennial election. I will also be commenting on a few bills which your Legislative Committee has deemed are not in the voters best interest.

Another matter we have been watching closely, which may be voted by the House within the next few weeks is Representative Kocot's Bill, House

2772 that provides further access to public records. We continue to work with the Representative and House Ways & Means to make some minor changes to ensure the law is ultimately more easily enforceable.

While major issues such as energy, opiate addiction and the state oversight of foster children occupy most news headlines, I will continue to work quietly to ensure the Association is heard and well represented. President Andy Dowd, Legislative Committee Chair Bob Cutler and I will keep you abreast as things progress.

Enjoy the remainder of this lovely time of year!

North Shore Town & City Clerks Association



On Wednesday, October 7, 2015, Michelle Tassinari, from the State's Secretary Office, Elections Division, took time out of her busy schedule and met with the Town and City Clerks of the North Shore Association. Michelle talked about the upcoming March 2016 Presidential Primary, and new elections laws the Clerks will see for 2016. The 61 in attendance were Town / City Clerks, staff members, and election wardens.

CERTIFIED & MASTER MUNICIPAL CLERKS

The following individual has earned the prestigious Certified Municipal Clerk (CMC) designation from the International Institute of Municipal Clerks (IIMC):

Nancy L. Holmes, CMC - Assistant Town & County Clerk - Town of Nantucket, MA.

The CMC designation program is designed to enhance the job performance of the Clerk in small and large municipalities. To earn the CMC designation, a Municipal Clerk must attend extensive education programs. The designation also requires pertinent experience in a municipality. The program prepares the participants to meet the challenges of the complex role of the municipal clerks by providing them with quality education in partnership with 47 institutions of higher learning. The program has been in existence since 1970 and has helped thousands of clerks in various municipalities.

Founded in 1947, IIMC is a professional association with more than 10,000 members in the US, Canada and 15 other countries. IIMC's primary goal is to actively promote the continuing education and professional development of municipal clerks through extensive education programs, certification, recertification, publications, networking, annual conferences and research. IIMC also engages in municipal research administration, enhances critical professional skill development and fosters a spirit of mutual assistance and good fellowship among municipal clerks around the globe. IIMC is governed by a 26-member Board of Directors.

The following individual has earned the prestigious Master Municipal Clerk (MMC) designation from the International Institute of Municipal Clerks (IIMC):

Sandra J. Burgess, MMC - Town Clerk - Town of Amherst, MA.

The MMC is one of the two professional designations granted by IIMC. To qualify for entrance into the Master Municipal Clerk Academy (MMCA), which prepares participants for achieving the MMC status, one must have earned the CMC designation. To earn the CMC designation, a Municipal Clerk must attend extensive education programs. The designation also requires pertinent experience in a municipality. The program prepares the participants to meet the challenges of the complex role of the Municipal Clerk by providing them with quality education in partnership with 47 institutions of higher learning.

The MMCA is an advanced continuing education program that prepares participants to perform more complex municipal duties. The program has an extensive and rigorous educational component, a professional and social contributions component, and a commitment to lifelong learning. The Academy members must demonstrate that they have actively pursued educational and professional activities and have remained informed of current socio-political, cultural, and economic issues that affect local governments and municipalities.

For more information please visit our website at www.iimc.com or contact us at hq@iimc.com or 909-944-4162.



MTCA CERTIFICATION EXAM (CMMC) IN JANUARY

The MTCA examination for Certified Massachusetts Municipal Clerk (CMMC) designation will be offered in January. Applications must be received by Administrator Barbara LaBombard by **DECEMBER 15th** for the January exam, which will be mailed between January 1st and January 7th.

Applicants must have at least **three years** experience as **Town Clerk** and must complete a minimum of six required courses sponsored by the MTCA.

The Administrator will verify the courses through the Education Committee. More information is available in the certification program brochure.

Completed exams must be postmarked no later than February 10th for the January exam. Applicants are strongly urged to return the completed answer sheets by certified mail, return receipt requested.

Applicants will be notified by mail of the results of their exams by March 1st. A copy of the notification must be submitted with the application for MTCA certification. The notification of successful completion of the exam will be valid for one year and will have an expiration date printed on it. If an applicant is not certified within one year, the test must be repeated.

The passing score for the exam is 80. Applicants are advised that they will need access to an updated copy of the Massachusetts General Laws to complete the exam successfully.

A non-refundable fee of \$50.00, made payable to the MTCA, must be submitted with the application. This examination is offered twice yearly –

during the months of January and July. Application forms for the examination are available at all MTCA conferences and from the administrator, Barbara LaBombard - (cityclerk@easthampton.org) or by calling 413-529-1460.

Need to know what MTCA classes you have taken?

Contact Database Coordinator:

Katherine Ingram

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- Mary-Ellen Lannon Town Clerk of Winchester

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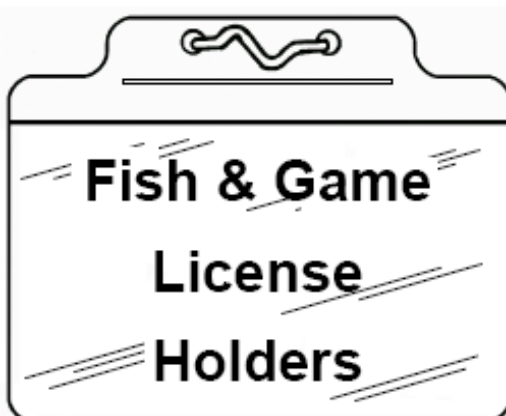
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Massachusetts Town Clerks Association

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