



Massachusetts Town Clerks' Association

The Public Recorder

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From the President, Andrew T. Dowd

Greetings! I hope all of you have gotten a chance to enjoy some time off this summer. Spending time away from work with friends and family is important, if you haven't yet, schedule that vacation!

Thanks to the efforts of our Lobbyist, Tom Joyce and our Legislative Committee, we started the summer off with some fantastic news, the proposed Secure Vital Records Trust Fund sections were removed from the budget. Although we will likely deal with this issue again in the future, at least for the summer, the issue has been put to sleep.

Legislative issues of significant importance to Clerks continue to gain much attention and media coverage across the State. The proposed changes to the Public Records Law has strong support from Governor Baker, Secretary Galvin, and the media. Through our Lobbyist and Legislative Committee we have worked hard, behind the scenes, in an effort to offer revisions that make sense for our communities. Once again we have been fortunate, even with the tremendous support, the legislature has put off dealing with this Act until after their summer recess. Please know, that our Lobbyist and Legislative Committee, continue to work hard, with all of our best interests in mind, monitoring these pieces of legislation and many others that may impact us. We will continue to keep you informed as appropriate.

As you begin to notice the summer months coming to an end, please mark your calendars and plan to attend our fall conference

September 30th – October 2nd. We will once again hold our conference at the Sheraton Springfield Monarch Place Hotel. Registrations materials will be sent out shortly and the information will be posted on our website. See you in Springfield!

Thank you!

Andy Dowd,
MTCA President 2015-2017



MTCA CONFERENCES

MTCA FALL CONFERENCE
SEPTEMBER 30 - OCTOBER 2, 2015
SHERATON SPRINGFIELD MONARCH
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BEACON HILL REPORT

by Thomas Joyce, Esq.

The Massachusetts legislature agreed on its 2016 fiscal budget two weeks into the new fiscal year. A number of major policy issues were hammered out by the six-member conference committee. Most notably was the compromise agreement to suspend the so-called Pacheco law as it relates to hiring contractors to fix the hobbled MBTA. This is viewed as a big loss for unions who lobbied extensively to continue union preference in hiring at the "T."

Not to be overlooked in the budget process, for our purposes, was the heavy lobbying by the Department of Public Health (DPH) and Senate Ways & Means to establish a surcharge on public records to be collected by Clerks and transferred to a vital records trust fund. You may recall that in the most recent attempt Representative John Mahoney from Worcester and the Association Legislator of the Year, helped convince his House colleagues to delete it from the House version. Then finally, House Ways & Means Chair Brian Dempsey from Haverhill with the backing of Speaker DeLeo assured us it was stricken from the conference committee report! These same House leaders have been successful in defeating this measure no less than 5 times since I became your legislative counsel 2 ½ years ago!

Additionally, as instructed by Bob Cutler and your legislative committee I testified against a similar vitals proposal heard before the Joint Committee on Public Health. That bill, House Bill 1962 filed by Rep. Denise Garlick of Needham is still in committee. As you can surmise the issue just will not go away.

Another bill that has received literally scores of favorable media attention and tremendous editorial support is Rep. Peter Kocot's Public Records access bill. This bill is sitting in House Ways & Means where it will be reworked and probably reported for action in the full House in early fall.

While our President Andy Dowd has masterly and carefully handled the press, positioning the MTCA as supportive, while offering a few minor changes to make the proposal more easily enforceable, I have been working quietly with Chairmen Kocot and Dempsey to make certain our minimal concerns are taken into consideration. Adding pressure to this issue, Secretary Galvin has begun the initiative position process to place the issue before the voters next year if the legislature fails to act!

Lastly, I expect this fall the Joint Committee on Election Laws to begin hearing the hundreds of proposals of interest to the Association.

Stay tuned. I will keep you informed of any activity on the hill as the Legislature gets back to work after Labor Day. Enjoy the rest of the summer.

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MUNICIPAL CLERKS ARCHIVAL EDUCATION PROGRAM

The Municipal Clerks Archival Education Program is for YOU!

Thanks to a generous grant from NHPRC, and 44 participating Municipal Clerks across the Commonwealth, the first year of the Mass Municipal Clerks Archival Education Program (MMCARP) has been a great success. Through five modules developed and taught by Simmons College School of Library Science (SLIS) faculty, we have learned key archival concepts and developed tools using our own records to better understand, organize and advocate for our historical treasures. And true to their profession, Clerks provided great feedback to help improve coursework for the 2015-2016 year that will begin later this month.

Level 1 will be offered beginning with a face-to-face orientation in mid November (two locations will be offered) where you will meet the faculty, learn how to use the online learning program and actually begin working on Module 1. A total of five modules will be offered over the course of six months and you will be working at your own pace, completing readings, simulations and assignments using your own records. This is a personally guided tour through an archival collection in your office with Archives Specialists.

For those who completed Level 1 in the last session, the Advanced Level that focuses on Electronic Archives management will be offered beginning in January 2016. Stay tuned for details!

How do we fit this into our busy lives in a presidential election year? This is where the benefit of working on our own records comes in. We are learning the tools and developing templates that will give us a roadmap to prioritize and manage the care and custody of our ever growing collections.

The registration fee is \$150.00

Both MTCA and IIMC have recognized the enduring value of this coursework

The Massachusetts Town Clerks Association (MTCA) Certification Committee has determined that participants successfully completing each module of the course will qualify for 5 credits toward Certified Massachusetts Municipal Clerk (CMMC) certification. The International Institute of Municipal Clerks (IIMC) will award 5 credits toward the International Institute of Municipal Clerks' Association's CMC or MMC program.

Massachusetts Municipal Clerks Archival Education Program is a project funded by the National Historical Publications and Records Commission (NHPRC) and sponsored by the Graduate School of Library and Information Science at Simmons College, the Massachusetts Archives, the Massachusetts Town Clerks Association, and the Massachusetts Board of Library Commissioners

IIMC

By Carol Anderson, Region One Director

Hello and Greetings from IIMC!

The big news in Region One is the addition of our new Director, Julie Coelho, CMC, from Warren, RI. Julie has replaced the retired Paul Bergeron as of August 3rd, and is going to hit the ground running! She'll be completing her Orientation this month, and working with me to visit as many State Conferences as we can, confirm dates and plan our Annual Meeting next winter, and send out lots of welcome letters to new members and congratulations to members who achieve their CMC and MMC.

This past June and July, Massachusetts added seven new IIMC members: Wendy Mickel from Westborough, Cynthia Thompson from Wrentham, Marilee Kenney Hunt from Bridgewater, Teresa Wooding from N. Easton, Catherine Heuberger from Mattapoisett, Taylor White from Sandwich, and Dianne Bucco from Wenham. Welcome to all of you!

I'm delighted to congratulate Nancy Burnham from Athol and Patricia Clifford from Concord for recently achieving their Certified Municipal Clerk designation. I know all Massachusetts clerks join me in commending both of you on this accomplishment, signifying excellence in continuing professional education. We're so proud of your success!

Next month I'll have news for you regarding the dates and location for our Annual Meeting here in Region One. I've attended the past three and have enjoyed them all. The Annual Meeting is a fabulous mix of education, information and of course, great fellowship! We all know that Massachusetts sure has that great fellowship piece down pat! I'm looking forward to seeing you all again soon!

Best Regards,

Carol Anderson, MCTC, CMC
IIMC Region One Director



CERTIFIED MUNICIPAL CLERKS

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

Nancy E. Burnham, CMC - Town Clerk - Town of Athol, MA.

Patricia Clifford, CMC - Assistant Town Clerk - Town of Concord, 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.

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

Sincerely,

Chris Shalby
Executive Director

NEW ENGLAND MUNICIPAL CLERKS INSTITUTE & ACADEMY

On behalf of the Board of Directors of the New England Municipal Clerks' Institute and Academy, we want to thank all of you who joined us this past summer at Plymouth State University in New Hampshire. Congratulations to the graduates and congratulations to all the attendees for fulfilling the requirements for your institute and academy experience.

The Board is dedicated to making this educational experience better for you every year. If you have not gone to the Institute, 2016 may be your year. If you completed the institute and have not come back to the Academy, or not come back in a number of years give us a try in 2016. Please keep in mind you will be attending school, and living in a dormitory, not a 4 or 5 star hotel.

As most of you know we ask you to describe your week – here are some of the words that were used to describe the 2015 NEMCI Experience:

Networking, leadership skills, camaraderie, long but rewarding, fantastic week, great classes, new friends, very worthwhile, learned a lot, great group of people, activities made me come out of my comfort zone, great time bonding with my fellow clerks, intense, yet

exciting, learned a lot about myself, thankful for the opportunity, new experiences and concepts, fun, busy, relationship building, intense, stressful, informative, fun educational, exhausting, thought provoking, sentimental journey, challenging, making memories, great opportunity for professional development, life changing, incredible and awesome experience, great week, great program, mind-expanding, tiring but gratifying, and finally “Best week of my year.”

One clerk said, “This was the best week of my year!”
Another clerk said “It was excellent!”

We hope all of you can join us next summer. If you have never attended NEMCI&A – this will be a great opportunity. If you haven't been back for a while, come see what we have to offer

So - Mark your calendars NOW for July 8th – 15th, 2016 for NEMCI&A...the Plymouth Experience will be waiting for you to enjoy!!!

Ann M Quirk, CMC
Outgoing NEMCI&A Chair



1st row from left to right: Jane Christopher, Foster RI; Thaddeus Soule, Chelmsford MA; Jessica Hanscombe, South Portland ME; Heidi Racht, Huntington VT; Jane Cypher, Hampton NH; Nancy Burnham, Athol MA; Jayne Farrin, Caribou ME; and Debra Gremo, Auburn MA. Missing from picture is Joan Wordell, Hudson MA (photo being held by Heidi Racht).

2nd row from left to right: Andrea Kohler, Exeter NH; Raymah Simpson, Bristol NH; Susan Galvin, Milton MA; Kimberly Kerekes, Barrington NH; Patricia Clifford, Concord MA; Stephanie Carrara, Stoughton MA; Karin Clancey, Middletown RI; and Kimberly Moulton, Hyde Park VT.



A Seminar Sponsored by the Office of the
Attorney General

Zoning and Siting 101 for Substance Abuse Treatment Centers

Understand the Basics of Zoning and Land Use
Procedures for Substance Abuse Treatment Centers

**1:00 PM Wednesday, September 23rd
at the Worcester Registry of Deeds
90 Front Street, Worcester, MA
508.798.7717**

This educational seminar, led by Margaret Hurley, is intended to guide municipal counsel, managers, planners, and land use board members through the legal issues involved with the zoning and siting of substance abuse treatment centers.

Topics will include:

- ✓ applicable state and federal laws,
- ✓ recent court decisions,
- ✓ considerations for municipal land use, and
- ✓ decision-making frameworks for treatment centers.

Please RSVP to:

Margaret J. Hurley
Director, Municipal Law Unit

Margaret.Hurley@state.ma.us
508.792.7600



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- Mary-Ellen Lannon Town Clerk of Winchester

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Newsletter of the MTCA

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Massachusetts Town Clerks Association

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