

**TOWN CLERK OFFICE**  
**BUDGET PRESENTATION 2016-17**

**1. Review of Budget Request:**

<b>Funding Requested 2016-17</b>	<b>\$1,207,787.00</b>
<b>Revised Budget 2015-16</b>	<b><u>\$1,356,958.00</u></b>
<b>Variance (Decrease)</b>	<b>\$ (149,171.00)</b>

- **The 2016/17 Operating budget reflects a decrease of \$149,171.00 because of the unfunded retirement pensions and retiree health care obligations are to be transferred to the Human Resources budget.**
- **We are requesting an increase in Election Expense, Postage and Telephone accounts for the presidential primary and election in Fall 2016.**
- **No Personnel Change.**

**2. Performance Measurement and Improvement:**

*We will continue to use this year's grant program of preserving Vital Statistics.*

*The only continued Priority that the Town Clerks Office strives to meet is outstanding service to serve all the public needs that are required everyday.*

- 3. 2015/16 – We have provided credit/debit card access for Vital Statistics and will continue to pursue credit/debit card access for Land Records. A completed task of 2015/16 was the e-recording process for Land Records which allows recording to be done online.**