

**TOWN CLERK'S OFFICE**  
**BUDGET PRESENTATION 2017-18**

**1. Review of Budget Request:**  
**Funding Requested 2017-18**  
**Variance (Decrease)**

**\$1,199,117.00**  
**(\$7,862.00)**

- **The 2017-18 Operating Budget reflects a decrease of \$7,862.00 due to a change in the position of Account Clerk II from Full Time to a Permanent Part Time basis. Explanation will be provided at meeting.**
- **We have one additional increase of \$100.00 in Dues/Fees due to the Town Clerk's Association has increased its membership fees going forward.**
- **We have reduced the amount of requested funds for Postage by \$6,742.00. Last year there were increased postage expenses due to the Presidential Election.**
- **We will continue to use this year's grant program for preserving Vital Statistic Birth Records.**
- **The only continued priority that the Town Clerk's office strives to meet is providing outstanding service for all of the public's needs required on a daily basis.**