Registrars of Voters



Martha Hansen and Lucy Salicrup
Registrars of Voters

The Registrars of Voters are Election Administrators and are responsible for upholding Connecticut State Laws regarding the election process, conducting all elections and referenda, training election workers, keeping voters informed through the news and the town's website, maintaining and programming voter machines and maintaining voter records. There are currently about 7,080 active voters in East Haddam.

Staffing

Position	Status	Budgeted Hours	Elected/Union/Non-Union
Registrars (2)	Elected	n/a	Elected
Assistant Registrars (2), Moderators, Election Workers	Hourly	1,400 to 2,200 per year, as needed	Non-Union

Fiscal Year 2021-2022 Major Service Level Accomplishments

- Conducted a municipal election in November 2021.
- Supervised Election Day voter registration.
- Conducted two referendums-one for budget and one for open space.
- Supervised absentee voting at Chestelm for the municipal election.
- Trained new Deputy Registrar.
- Performed the annual canvass of voters.
- Completed ERIC crosschecking of voter registrations to ensure accuracy of voter rolls.
- Participated in online training (due to COVID) to stay current on legislative changes and Secretary of the STate directives.
- Recertification for six moderators.
- Prepared the budget, Annual Report, and *East Haddam Events Magazine* documents and articles.
- Updated Emergency Plan for Voting as required by the Secretary of the State for moderators and poll workers.

Fiscal Year 2022-2023 Major Service Level Goals

- To conduct a state election in November 2022.
- To supervise Election Day registration, November 2022.
- To supervise absentee voting at Chestelm.
- To perform the annual canvass of voters.
- To complete ERIC crosschecking of voter registrations to ensure accuracy of voter rolls.
- To conduct a Budget Referendum.
- To attend Spring and Fall ROVAC Conferences, and monthly county meetings to stay current on legislative changes and Secretary of the State directives.
- To conduct a voter registration session at the Nathan Hale-Ray High School.
- To prepare the budget, Annual Report, and *East Haddam Events Magazine* documents and articles.
- To update the Emergency Plan for Voting as required by the Secretary of the State.
- To continue to update training for moderators and poll workers.
- To comply with the Secretary of the State's requirements to update voting tabulators which are now 20 years old. This will be a major expense, but the Secretary of the States has not selected anything specific yet. We expect all towns will be expected to update to the same machines when the time comes.

Additional Budget Information

Salaries: Increase for non-union and clerical employees in accordance with the clerical contract. For the fiscal year 2023, the increase is 2.50%.
Postage and Other Supplies: Requested increase for the anticipated costs associated with absentee ballots for the November election.

Expenditures by Expense Type

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Budgeted	FY24 Requests as of 2-9-23b (General Fund)	FY2023 Budgeted vs. FY24 Requests as of 2-9-23b (General Fund) ($ Change)	FY2023 Budgeted vs. FY24 Requests as of 2-9-23b (General Fund) (% Change)
Expense Objects								
Salaries & Wages								
REGULAR EMPLOYEES	10541490-51510			$0		$5,000	$5,000	N/A
PART TIME/SEASONAL EMPLOYEES	10541490-51520	$8,940	$17,867	$16,543	$20,550	$21,782	$1,232	6%
ELECTED OFFICIALS	10541490-51580	$15,000	$15,375	$15,798	$16,193	$17,164	$971	6%
Registrars of Voters	*10541490-51580*	*$0*	*$0*	*$0*	*$16,193*	*$17,164*	*$971*	*6%*
Total Salaries & Wages:		**$23,940**	**$33,242**	**$32,341**	**$36,743**	**$43,946**	**$7,203**	**19.6%**
Purchased Professional Services								
VOTING MACHINE SET UP	10541490-53936	$1,480	$2,063	$1,734	$2,500	$5,400	$2,900	116%
Total Purchased Professional Services:		**$1,480**	**$2,063**	**$1,734**	**$2,500**	**$5,400**	**$2,900**	**116%**
Purchased Other Services								
POSTAGE (ENVELOPES)	10541490-55301	$458	$1,235	$780	$1,500	$1,550	$50	3.3%
ADVERTISING/LEGAL NOTICES	10541490-55400	$400	$655	$695	$750	$750	$0	0%
Total Purchased Other Services:		**$858**	**$1,890**	**$1,475**	**$2,250**	**$2,300**	**$50**	**2.2%**
Supplies								
SUPPLIES	10541490-56010	$115	$925	$454	$1,000	$1,000	$0	0%
OTHER SUPPLIES	10541490-56900	$2,395	$6,852	$7,859	$7,500	$7,500	$0	0%
Total Supplies:		**$2,510**	**$7,777**	**$8,314**	**$8,500**	**$8,500**	**$0**	**0%**
Miscellaneous								
DUES AND FEES	10541490-58100	$140	$560	$160	$1,000	$1,000	$0	0%
CONFERENCE	10541490-58110	$963	$77	$538	$1,500	$1,500	$0	0%
Total Miscellaneous:		**$1,103**	**$637**	**$698**	**$2,500**	**$2,500**	**$0**	**0%**
Total Expense Objects:		**$29,891**	**$45,610**	**$44,562**	**$52,493**	**$62,646**	**$10,153**	**19.3%**