

CITY COUNCIL
CITY OF CAMBRIDGE

(AGENDA ITEM NO. 7)

November 9, 1987

INTRODUCED BY CITY MANAGER ROBERT W. HEALY

AN ORDER CONCERNING AN APPROPRIATION FOR THE FISCAL YEAR BEGINNING JULY 1, 1987

ORDERED: That the following transfer be made in the General Fund of the City of Cambridge:

FROM	AMOUNT
Election Commission Salaries and Wages	\$66,670.00

TO	AMOUNT
Election Commission Other Ordinary Maintenance	\$66,670.00

REASON(S)

To pay poll workers under contract rather than payroll.

In City Council November 9, 1987.

Adopted by a yeas and nays vote:-

Yeas 9; Nays 0; Absent 0.

Attest:- Joseph E. Connarton, City Clerk.

A true copy;

ATTEST:-

Joseph E. Connarton

City of Cambridge

MASSACHUSETTS

In City Council November 9

198⁷

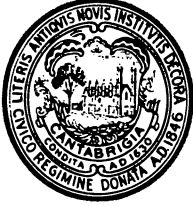
AGENDA ITEM NO. 7

RE: TRANSFER OF \$66,670. IN THE ELECTION COMMISSION

	YEA	NAY	ABSENT	PRESENT
Mr. Thomas W. Danehy	✓			
Mr. Francis H. Duehay	✓			
Ms. Saundra Graham	✓			
Mrs. Sheila T. Russell	✓			
Mr. David E. Sullivan	✓			
Mr. Alfred Vellucci	✓			
Mr. William H. Walsh	✓			
Ms. Alice K. Wolf	✓			
Mayor Walter J. Sullivan	✓			

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CITY OF CAMBRIDGE

362 GREEN STREET, CAMBRIDGE MASSACHUSETTS 02139 • TEL. 498-9087

BOARD OF
ELECTION COMMISSIONERS

MEMORANDUM

TO: Robert W. Healy
City Manager

FROM: Board of Election Commissioners

DATE: October 14, 1987

SUBJECT: Transfer of Funds to Pay Poll Workers

As you know, in administering prior elections, we have paid poll workers via the City's payroll and personnel system. This method involved a great deal of paperwork to hire each worker and required workers to complete IRS withholding forms. This has been a burdensome process not only for our permanent staff but for the poll workers as well. In addition, there will be more forms to complete this year due to the new INS regulations requiring information on the immigration status of all new hires. We will also be need more personnel for this election to help complete the count.

During this year's Municipal Election, since poll workers only provide their services for a few days a year, we recommend that they be treated as vendors and paid via a service contract. Our staff will prepare the proper contracts and documentation, and the workers will no longer be required to submit IRS and INS forms. This should ease the payment process and insure that checks will be issued in a more timely fashion.

To allow for payments via contract, we request that the \$66,670 budgeted for poll workers be transferred from Salaries and Wages to Other Ordinary Maintenance in the Municipal Election Cost Center (0700). We are currently working with the Budget, Purchasing, and Auditing Departments to insure a smooth transition to this new system.

Thank you for your consideration in this matter.



CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139
TEL. 498-9011

EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
Deputy City Manager

November 9, 1987

To the Honorable, the City Council:

In accordance with the attached memo from the Board of Election Commissioners, I am attaching an order requesting the transfer of \$66,670.00 in the Election Department's Salaries and Wages account to the Other Ordinary Maintenance account.

Passage of the attached order is recommended.

Very truly yours,

Robert W. Healy
City Manager

RWH/mbf
Enc.

Agenda Item No. 7

F-631

Re: transfer of \$66,670. in the Election
Commission.

In City Council,

November 9, 1987

ORDER Adopted

9-0-0-0

11-9-87