

# Campaign Finance Tracking Form for Local Election Officials

Call OCPF with campaign finance questions at 617-979-8300

Candidate or Committee Committee to Elect Maureen Conway Year 2018  
Report:  Pre-Preliminary  Pre-Election  30-Day  Year-End

## Organization / Providing Materials / Notification \*

N/A  
✓  
N/A  
✓

Organizational form provided to candidate or committee (M101, M101BQ, M101PC)

Campaign finance report form provided to candidate or committee (M102)

Summary of the campaign finance law provided (OCPF guide booklet)

Filing notice (includes reporting dates, due dates and language concerning late fines)

Pre-Preliminary  Pre-Election  30-Day  Year-end

\*All forms, guides and notices can be delivered by e-mail

## Inspecting Reports

The campaign finance law requires local election officials to "inspect" M102 and M102-0 campaign finance reports within 30 days of a due date.

✓  
✓  
✓  
N/A

Correct dates for the relevant reporting period

Signatures

Positive ending balance

If the **M102-0** form is filed, the candidate does not have a committees and has not received any contributions, made any expenditures or incurred any obligations during the reporting period, and does not have a campaign fund in existence.

Contributions (Monetary receipts and in-kind contributions)

~~✓~~  
~~✓~~  
~~✓~~  
~~✓~~

**Names and Addresses** for contributions of more than \$50

**Occupation and Employer** for contributions of \$200 or more

No contributions from corporations, business partnerships, LLCs or LLPs

No contributions from individuals for more than \$1,000 (see OCPF's limits chart for other limits)

Expenditures

~~✓~~  
~~✓~~  
~~✓~~

Vendor Names and Addresses for expenditures of more than \$50

Purpose information is disclosed

Reimbursements form (R-1s) filed for reimbursements

Date of Inspection

4/9/2019



Commonwealth of Massachusetts

# Form CPF M T101: CHANGE OF TREASURER; ACCEPTANCE OF OFFICE BY TREASURER MUNICIPAL FORM


Office of Campaign and Political Finance

File with: City / Town Clerk or Election Commission

1. Committee Name: Committee to Elect Maureen Carney
2. New Treasurer\*: Paula J Lambert  
\* A public employee may not serve as treasurer of any political committee (see below).
- 2a. Treasurer's Address: 171 Federal St  
City / State / Zip: Northampton MA 01060 Phone #: 508 237-9442 E-mail: pjlambert0103@gmail.com
3. Committee Mailing Address: 13 Church St  
City / State / Zip: Northampton MA 01060 Phone #: 413 478 7615

I hereby accept the office of Treasurer of the above-named committee. I affirm that I am not a public employee as defined by M.G.L. c. 55, s. 13. I understand that: 1) I am subject to certain duties and liabilities under M.G.L. c. 55, including the timely filing of campaign finance reports and keeping detailed accounts and records of all campaign finance activity for a period of six years from the date of the relevant election; 2) if after my acceptance of this office I become an appointed public employee, I must resign this position and notify OCPF of my resignation; and 3) a candidate or elected official may not serve as treasurer of a political action committee except as authorized by M.G.L. c. 55, s. 5A nor for the political committee organized on his/her behalf.

SIGNED UNDER THE PENALTIES OF PERJURY:

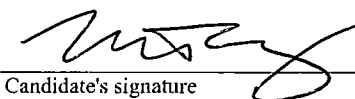
  
Treasurer's signature

Date: 3/15/19

### FOR CANDIDATE COMMITTEES ONLY

I hereby consent to the appointment of the new treasurer of this committee.

SIGNED UNDER THE PENALTIES OF PERJURY:

  
Candidate's signature

Date: 4/1/19

### DEFINITION OF A PUBLIC EMPLOYEE

M.G.L. Chapter 55, Section 13 states that a person who is employed for compensation by the Commonwealth or any county, city or town (other than an elected official) may not directly or indirectly solicit or receive political contributions. Such persons may not serve as treasurers of any political committee. If you are unsure of your status, please contact OCPF for further guidance.

### SELECTED EXTRACTS FROM M.G.L. C. 55

Section 3 requires the director to:

"assess a civil penalty for any [late filed] report ... of twenty-five dollars (\$25) per day ... [up to \$5,000 per report]. In the case of failure to file by a candidate or a candidate's committee, the civil penalty shall be assessed against the candidate; and in all other instances, the civil penalty shall be assessed against the treasurer of a political committee ..."

Section 5 outlines statements of organization of political committees:

... Any change in information previously submitted in a statement of organization shall be reported to the director, or if organized for the purpose of a city or town election only, to the city or town clerk, within ten days following the change.

Each political committee shall have a treasurer who shall qualify for his office by filing a written acceptance thereof with the director, or if organized for the purpose of a city or town election only, with the city or town clerk. Said treasurer shall remain subject to all the duties and liabilities imposed by this chapter until his written resignation of the office is received or his successor's written acceptance is filed as aforesaid. No person acting under the authority of, or on behalf of, any political committee shall receive any money or anything of value, or expend or disburse the same, or incur expenses while it has no treasurer qualified as aforesaid, or while the name and address of any of its officers or members, as originally or subsequently chosen, is not filed in accordance with the provisions of this section or chapter 52, as the case may be.

Each treasurer of a political committee shall keep and preserve detailed accounts, vouchers and receipts as prescribed for a candidate by the provisions of section two. Each treasurer of a political committee shall keep said records for a period of six years following the date of the relevant election ...

No expenditure shall be made for, or on behalf of, a political committee without the authorization of the chairman or treasurer, or their designated agents ...



Commonwealth  
of Massachusetts

**Form CPF M 102: Campaign Finance Report**  
**Office of Campaign and Political Finance**

File with: Director  
Office of Campaign and Political Finance  
One Ashburton Place Rm. 411  
Boston, MA 02108  
(617) 979-8300

CPF ID# 16529

Reporting Period: Beginning: 1/1/2018 Ending: 12/31/2018

Type of Report: 2018 Year-end Report

Carney, Maureen  
Full Name of Candidate  
Municipal, Local Filer  
Office Sought/ District  
13 Church St.  
Northampton, MA 01060  
Residential Address

Maureen Carney  
Committee Name  
~~Mary McDermott~~ *Paula Lambert*  
Name of Committee Treasurer  
13 Church St.  
Northampton, MA 01060  
Committee Address

**SUMMARY BALANCE INFORMATION**

Ending balance from previous report:	\$1,945.00
Total receipts this period:	\$0.00
Subtotal:	\$1,945.00
Total expenditures this period:	\$0.00
Ending Balance:	\$1,945.00
Total inkind contributions this period:	\$0.00
Total outstanding liabilities:	\$1,950.00
Name of Bank Used:	Florence Savings Bank

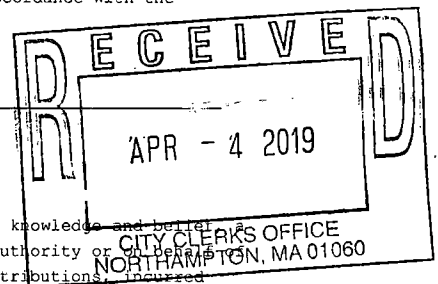
**Affidavit of Committee Treasurer:**

I certify that I have examined this report, including attached schedules and it is, to the best of my knowledge and belief, a true and complete statement of all campaign finance activity including all contributions, loans, receipts, expenditures, disbursements, inkind contributions and liabilities for this reporting period and represents the campaign finance activity of all persons acting under the authority or on behalf of this committee in accordance with the requirements of M.G.L. c. 55.

Signed under the penalties of perjury:

*Paula Lambert*  
Treasurer's signature (in ink)

3/15/19  
Date



**Affidavit of Candidate (check 1 box only):**

Candidate with Committee and no activity independent of the committee

I certify that I have examined this report, and attached schedules and it is, to the best of my knowledge and belief, a true and complete statement of all campaign finance activity, of all persons acting under the authority of this committee in accordance with the requirements of M.G.L. c. 55. I have not received any contributions, incurred any liabilities nor made any expenditures on my behalf during this reporting period.

Candidate without Committee OR candidate with independent activity filing separate report.

I certify that I have examined this report and attached schedules and it is, to the best of my knowledge and belief, a true and complete statement of all campaign finance activity including contributions, loans, receipts, expenditures, disbursements, inkind contributions and liabilities for this reporting period and represents the campaign finance activity of all persons acting under the authority or on behalf of this committee in accordance with the requirements of M.G.L. c. 55.

Signed under the penalties of perjury:

*Maureen Carney*  
Candidate's signature (in ink)

04/01/19  
Date

## Schedule D: Liabilities

M.G.L. c. 55 requires committees to report ALL liabilities which have been reported previously and are still outstanding, as well as the liabilities incurred during this reporting period.

<u>Date</u>	<u>To Whom Due</u>	<u>Reduction</u>	<u>Loan Amount</u>	<u>Purpose</u>
12/31/2017	Carney, Maureen 13 Church St. Northampton, MA 01060		\$1,950.00	
	<b>Outstanding Liabilities:</b>		<b><u>\$1,950.00</u></b>	