

POLITICAL ACTIVITY BY EMPLOYEES POLICY

2010-01

I. PURPOSE AND SCOPE

- A. The purpose of this policy is to establish limits for employee participation in political activities during normal working hours and/or on town owned property.

II. DEFINITIONS

- A. Employee - For the purposes of this Policy, an employee shall be defined pursuant to Internal Revenue Code 3401(c) as follows: any officer, employee or elected official of the Town of Groton, or instrumentality of any one or more of the foregoing.

III. POLICY

All employees of the Town must comply with M.G.L. Chapter 55, the Campaign Finance Law, which states in part:

No employee may directly or indirectly participate in political activities and/or solicit or receive a contribution or anything of value for any political purpose contributions 9e.g. candidates, parties, PACs, ballot question committees).

A public employee **may not**:

- Sell tickets to a political fundraiser or otherwise solicit or collect political contributions in any manner, including in person, by phone by email or by conventional mail.
- Sponsor or host a political fundraising event.
- Allow his or her name to be used in a fundraising letter, advertisement, phone call or email.
- Help identify people to be targeted for political fundraising.
- Serve as treasurer of a political committee.

A public employee **may**:

- Contribute to candidates and attend fundraisers.
- Run for office (an employee must organize a campaign committee if he or she plans to raise any money).
- Work for campaigns and committees in a non-fundraising capacity, such as holding/displaying signs, stuffing envelopes, hosting coffees or other meetings, or being a member of a committee.

No one (not just public employees) may:

- Sell tickets to a fundraiser or otherwise solicit or collect political contributions in public building.
- Send a solicitation into a government building, such as by phone, mail or email.
- Use a public building as the site of a fundraiser, the return address for contributions or the contact.
- Post in a public building any advertisement for a fundraiser.

The Town of Groton further adopts a policy

An employee, while working, **may not:**

- Wear, display or distribute any campaign material (such as, but not limited to, flyers, pins, buttons, shirts, etc.) in the workplace.