

OFFICE OF THE SECRETARY OF THE STATE
State of Connecticut
30 Trinity Street
Hartford CT 06106

NOVEMBER 3, 2015 MUNICIPAL ELECTION CALENDAR

The following is a chronological summary of certain requirements for the November 3, 2015 regular elections, applicable in the absence of a Special Act to the contrary. Section references are to the General Statutes of Connecticut. *ALL ENTRIES AND REFERENCES ARE SUBJECT TO LEGISLATIVE REVISION.*

KEY DATES

Party endorsements:	July 21-28, 2015
Certification of endorsements:	July 29, 2015 (4:00 p.m.)
Nominating petitions filed by:	August 5, 2015 (4:00 p.m.)
Primary petitions filed by:	August 12, 2015 (4:00 p.m.)
Primary (6:00 a.m. -- 8:00 p.m.):	September 15, 2015**

***Primary Day moved from September 8, 2015 to September 15, 2015. "If the day fixed for any primary falls on the Tuesday immediately following Labor Day, the primary shall be held on the next succeeding Tuesday."* (Sec. 9-376).

NOVEMBER, 2014

NOVEMBER 5, 2014 to
AUGUST 24, 2015
(Wednesday - Monday)
REGISTRARS

REGISTRATION BY MAIL -- NOTICE OF ACCEPTANCE OR REJECTION TO BE SENT WITHIN 10 DAYS. When an application for registration by mail is received during this period, registrar must send by first class mail a notice of acceptance or rejection within 10 days of receipt of application. The privileges as an elector attach immediately upon approval of the application, and the new elector's name is added to the registry list. If a notice of approval is later returned undelivered, registrars must proceed with a Confirmation of Voting Residence Notice under Conn. Gen. Stat. Sec. 9-35 or Sec. 9-43 and may challenge applicant at polls. (Sec. 9-23g(c) and (d))

JANUARY, 2015

JANUARY 2, 2015
(Friday)
REGISTRARS

ADMISSION OF ELECTORS AT PUBLIC HIGH SCHOOLS. Between January 1st and the last day of the school year, registrars must hold one registration session at each public high school in town. (Sec. 9-17(c))

JANUARY 2, 2015
(Friday)

NOMINATING PETITION FORMS. Secretary of the State may begin issuing nominating petition forms for offices to be contested at the regular election. (Sec. 9-453b)

JANUARY 2, 2015 thru
APRIL 30, 2015
(Friday - Thursday)
REGISTRARS

CANVASS. Period for conducting annual house-to-house canvass of electors to be done (1) in person, (2) by mail or by the National Change of Address System (NCOA) of the U. S. Postal Service, (3) by telephone, or (4) by a combination thereof, by registrars or their designees. Canvass by mail should be completed by March 31st because regulations give electors thirty days to respond to canvass by mail, and May 1st is the last day to send Notice of Confirmation of Voting Residence to electors on the basis of the canvass. (Sec. 9-32, 9-35 and Conn. Regs. 9-32-1 to 9-32-9)

MAY, 2015

MAY 1, 2015
(Friday)
REGISTRARS

NOTICE OF CONFIRMATION OF VOTING RESIDENCE. Last day to send Notice of Confirmation of Voting Residence to electors on the basis of the canvass. (Sec. 9-35)

MAY 7, 2015
(Thursday)
MUNICIPAL CLERK

LIST OF OFFICES—FILING WITH SECRETARY OF THE STATE. Last day for clerk to file with Secretary of the State list of offices to be filled, terms thereof and number of candidates for which each elector may vote. Secretary of the State, within 70 days after receipt, to return a copy. Clerk, within 10 days after receiving the copy, must mail a copy to each town chairman. (Sec. 9-254)

MAY 21, 2015
(Thursday)
POLITICAL PARTIES

PARTY RULES. Last day to file with Secretary of the State change in party rules regarding the method of party endorsement for a candidate to run for municipal office if endorsement made on, July 21, 2015. If endorsement is made on July 28, 2015, then May 28, 2015 is last day. At least 60 days before endorsement, one copy of party rules governing such endorsement must be filed with the Secretary of the State. One copy of revised local party rules (and any amendments thereto) must also be filed forthwith with town clerk and state central committee. (Applies only when new rules are adopted or existing rules are amended or rescinded.) (Secs. 9-372(5)(B), 9-374 and 9-375)

JUNE, 2015

JUNE 1, 2015
(Monday)
REGISTRARS

INACTIVE LIST. The registrars prepare inactive registry and enrollment lists of (1) any person whose notice of approval of mail-in was returned undeliverable and who did not respond to a Confirmation of Voting Residence

Notice sent thirty days prior to this date, and (2) any person who was sent a Confirmation of Voting Residence Notice between January 2, 2015–May 1, 2015 or between April 24, 2012–May 1, 2012 or between January 2, 2013–May 1, 2013 or between January 2, 2014–May 1, 2014, on the basis of the canvass and did not respond within thirty days after it was sent (and was not restored). The inactive list is sent to the polls. Electors on the inactive list may sign a restoration form at the polls and, if the registrar or assistant registrar of voters in the polls consents, such elector may vote. (Secs. 9-23g(c), 9-35 and 9-42(c))

REMOVE FROM INACTIVE LIST. The registrars remove from the inactive registry list (and enrollment list) all electors who were sent a Confirmation of Voting Residence Notice between January 2, 2011–May 1, 2011 and did not respond within thirty days after it was sent (and were never restored to the active list). (Sec. 9-35)

JUNE 15, 2015
(Monday)
REGISTRARS

PARTY TRANSFER -- MUNICIPAL PRIMARY. Last day that an enrolled elector can transfer from one party to another and be eligible to vote in municipal primary of new party. (Sec. 9-59)

JUNE 16, 2015
(Tuesday)
REGISTRARS
MUNICIPAL CLERK

POLLING PLACE -- ADJACENT DISTRICT -- PRIMARY. Last day for registrars, when necessary, to designate to the municipal clerk a polling place in an adjacent voting district for municipal primary. Within 10 days after such filing, municipal clerk to publish notice. (Sec. 9-168b)

JUNE 16, 2015
(Tuesday)
LEGISLATIVE BODY

VOTING DISTRICTS. Last day to make changes in the boundaries of voting districts for municipal primary. (Sec. 9-169)

JULY, 2015

JULY 2, 2015
(Thursday)
MINOR PARTIES

MINOR PARTY RULES. Minor parties must have filed with the Secretary of the State, by this date, party rules regulating the manner in which the party nominates candidates for public offices for which it has minor party status. One copy of revised local party rules (and any amendments thereto) must also be filed forthwith with town clerk. (Secs. 9-372(6), 9-374 and 9-375)

JULY 15, 2015
(Wednesday)
TOWN CHAIRMEN

NOTICE OF CAUCUS. Last day to publish notice of endorsement caucus, if caucus is the endorsing authority for municipal office, if caucus is held on July 21, 2015. If caucus is held July 28, 2015, then July 22, 2015 is the last day. Notice must be published at least 5 full days before the caucus. Party rules may require earlier notice. (Sec. 9-390)

JULY 16, 2015
(Thursday)
REGISTRARS

WAIVER OF ACCESSIBILITY OF POLLING PLACE. Last day that registrars may file with Secretary of the State a request for a waiver to provide accessible polling place for physically disabled, for primary. (Sec. 9-168d)

JULY 21, 2015 to
JULY 28, 2015
(Tuesday - Tuesday)
POLITICAL PARTIES

PARTY ENDORSEMENT. Endorsement by major party for municipal office by town committee, caucus or convention between these days. (Secs. 9-390 and 9-391)

No party may endorse more candidates for municipal office than number for which an elector may vote. (Sec. 9-414). See also Sec. 9-204a re. Board of Education.

REGISTRARS

PRIMARY PETITIONS AVAILABLE. Petition forms for persons desiring to oppose party-endorsed candidates for municipal office must be available from the registrar of voters beginning on the day following the making of the party's endorsement of candidates for municipal office or beginning on the day following the final day for the making of such endorsements, whichever comes first. (Secs. 9-372(5) and 9-409)

JULY 29, 2015
(Wednesday)
4:00 p.m.
POLITICAL PARTIES
MUNICIPAL CLERK

PARTY ENDORSEMENTS -- CERTIFICATION. Last day for certification by a major political party to municipal clerk of party endorsement for municipal office. Each endorsement must be certified by either the chairman or presiding officer or the secretary of the town committee, caucus or convention which made the endorsement; the certification need not be signed by the endorsed candidate(s). Clerk must forthwith publish notice of certification and that list of candidates is on file. (Secs. 9-391 and 9-395)

AUGUST, 2015

AUGUST 4, 2015
(Tuesday)
REGISTRARS
MUNICIPAL CLERK

POLLING PLACE -- ADJACENT DISTRICT -- ELECTION. Last day for registrars, when necessary, to designate to the municipal clerk a polling place in an adjacent voting district for municipal election. Within 10 days after such filing, municipal clerk to publish notice. (Sec. 9-168b)

AUGUST 4, 2015
(Tuesday)
LEGISLATIVE BODY

VOTING DISTRICTS. Last day to make changes in the boundaries of voting districts for municipal election. (Sec. 9-169)

AUGUST 5, 2015
(Wednesday)
MUNICIPAL CLERK

SPECIAL 90-DAY MILITARY BLANK BALLOT -- ELECTION. The special 90-day military blank ballot for all offices for military contingencies becomes available this day upon application properly made. (Sec. 9-153e). Explanatory text and/or arguments re. local questions (option). (Secs. 9-140(d) and 9-369b)

REGISTRARS

Registrars may direct the clerk to mail such special ballot set to qualified persons or municipal clerk may so act on his own motion. (Sec. 9-153d)

AUGUST 5, 2015
(Wednesday)
WRITE-IN
CANDIDATES

WRITE-IN REGISTRATION. First day that write-in candidates for any office being contested at election, may register as write-in candidates with Secretary of the State. (Sec. 9-373a)

AUGUST 5, 2015
(Wednesday)
4:00 p.m.
CANDIDATES
TOWN CLERK

NOMINATING PETITIONS. Last day for filing with town clerk or the Secretary of the State. Deadline 4:00 p.m. Town clerk or assistant town clerk must be in his office between 1:00 p.m. and 4:00 p.m. to accept petitions. (Sec. 9-453i)

Clerk must file each petition page with Secretary of the State within 2 weeks after receiving it. (Sec. 9-453n)

AUGUST 12, 2015
(Wednesday)
4:00 p.m.
REGISTRARS

PRIMARY PETITIONS -- FILING. Primary petitions for opposition candidates of a major party for municipal offices must be submitted to respective registrars by 4:00 p.m. of this day. Registrars of voters, deputy registrar or assistant registrar must be in their office or office facilities between 1:00 p.m. and 4:00 p.m. to accept petitions. (Secs. 9-405 and 9-406)

FAILURE TO ENDORSE: *Single-opening municipal office* -- opposing candidate is deemed nominated if no endorsement has been made and certified to municipal clerk and there is only one opposing candidacy. *Multiple-opening office* -- party-endorsed candidates and opposing candidates are all deemed nominated if there are an insufficient number of endorsements certified to the municipal clerk and no more opposing candidates than the number for which no endorsement is made. (Sec. 9-418)

REGISTRARS
MUNICIPAL CLERK

NOTICE OF PRIMARY. On filing of valid petition for municipal office, and after checking the same, registrar notifies municipal clerk that primary is to be held and clerk publishes registrar's notice and information concerning candidates, primary date, hours, and location of polls, files one copy with Secretary of the State not later than 3 business days after receipt of such notice from the registrars, and records said notice. If central counting designated by the registrars, the notice of primary shall include such central location. (Secs. 9-147a and 9-435)

MUNICIPAL CLERK

PRINTING ABSENTEE BALLOTS. Immediately after all the challenge candidates for municipal offices are known from the registrars, the municipal clerk must begin making arrangements to have the absentee ballots for the primary printed. (Sec. 9-135b(a))

MUNICIPAL CLERK

SAMPLE ABSENTEE BALLOT AVAILABLE. A layout model of each different absentee ballot shall be available for public inspection at municipal clerk's office prior to printing. (Sec. 9-135b(b))

MUNICIPAL CLERK

ABSENTEE BALLOTS--FILING. Immediately upon receiving the printed absentee ballots, municipal clerk must file a printed absentee ballot for the municipality or for each different political subdivision, as the case may be, with Secretary of the State, and file an affidavit as to number of such ballots printed. (Sec. 9-135b(c))

MUNICIPAL CLERK

BLANK BALLOTS TO ELECTORS TEMPORARILY LIVING (OR EXPECTING TO BE TRAVELING) OUTSIDE U.S. AND TO SERVICEMEN, SPOUSES AND DEPENDENTS WHETHER LIVING WITHIN OR OUTSIDE U.S. Beginning as soon as possible after a complete list of candidates is available, blank ballots (for all offices being contested at the primary), together with a complete list of candidates, should be sent to electors residing (or expecting to be traveling) outside the United States and to servicemen, spouses and dependents whether living within or outside the United States who have applied for an absentee ballot and are eligible to vote in the primary. (Sec. 9-153f)

REGISTRARS

Registrars may direct the clerk to mail such blank ballot set to a qualified elector or applicant for admission as an elector who (1) is living outside the U.S. or (2) is a member of the armed forces, spouse or dependent. Municipal clerk also may so act on his own motion. (Sec. 9-153d)

AUGUST 12, 2015 to
SEPTEMBER 8, 2015
(Wednesday - Tuesday)
INSTITUTIONAL
ADMINISTRATORS
AND REGISTRARS

SUPERVISED BALLOTING DESIGNATION. In order to have supervised absentee balloting in a nursing home or rest home, etc., with less than 20 electors a written designation must be made between these dates by either registrar of voters or the administrator of the institution, for the municipal primary. These deadlines do not apply to a nursing home or rest home, etc., with 20 or more electors because supervised voting is mandated at such institutions. (Secs. 9-159q and 9-159r)

AUGUST 14, 2015
(Friday)
REGISTRARS

POLLING PLACES -- PRIMARY. Last day to determine polling places for municipal primary. Polling places may be changed within thirty-one day period only if municipal clerk and registrars of voters unanimously find that polling place has been rendered unusable. If polling place found unusable, another polling place must be designated forthwith and adequate notice of such change published. (Secs. 9-168 and 9-169)

AUGUST 14, 2015
(Friday)
REGISTRARS

CERTIFICATION OF LOCATION OF POLLING PLACE. The registrars of voters shall certify to the Secretary of the State the location of each polling place that will be used at the primary. The certification shall detail the name, address, relevant contact information and corresponding district information associated with each polling place to be used.

AUGUST 19, 2015
(Wednesday)
TOWN CLERK

NOMINATING PETITIONS. Last day for town clerk to file nominating petition pages, received by clerk on August 5th, with Secretary of the State. (Secs. 9-453i and 9-453n)

AUGUST 17, 2015 to
AUGUST 26, 2015
(Monday - Wednesday)
REGISTRARS

NOTICE OF 14TH DAY BEFORE PRIMARY DAY REGISTRATION - ENROLLMENT SESSION. If municipal primary will be held in your town notice of September 1, 2015 session of registrars of voters to be published at least once on or between any of these dates. This newspaper notice need not be a legal notice. (Sec. 9-16)

AUGUST 24, 2015
(Monday)
CANDIDATES
REGISTRARS

LIST OF MODERATORS. Last day for candidate to submit to registrar list of desired certified primary moderators. Registrar must notify all candidates of their right to submit a list of designees. (Sec. 9-436)

AUGUST 24, 2015
(Monday)
REGISTRARS
CANDIDATES

LISTS OF PRIMARY OFFICIALS. Last day for candidates to submit to registrar lists of desired primary day officials, except moderators. Registrar must notify all candidates of their right to submit a list of designees. (Sec. 9-436)

AUGUST 25, 2015
(Tuesday)
MUNICIPAL CLERK
REGISTRARS

ABSENTEE BALLOTS. Absentee ballots for municipal primary become available on this day. (Secs. 9-135 and 9-140(f))

Registrars of voters may direct municipal clerk to mail absentee ballot forms to a qualified elector or applicant for admission as an elector who (1) is living outside the U.S. or (2) is a member of the armed forces or the spouse or dependent of a member of the armed forces living where such member is stationed. Municipal clerk also may so act on his own motion. (Secs. 9-133f, 9-140(f) and 9-153d)

AUGUST 25, 2015
(Tuesday)
REGISTRARS

CENTRAL COUNTING – ABSENTEE BALLOTS. Last day for registrars to designate in writing to the municipal clerk central location for the counting of absentee ballots for municipal primary. Such location shall be published by the municipal clerk in the notice for the primary. (Sec. 9-147a)

AUGUST 25, 2015
(Tuesday)
REGISTRARS
TOWN CLERK

CERTIFICATE OF BALLOT ORDER. The registrars of voters and municipal clerk shall jointly certify to the Secretary of the State the number of ballots for each polling place in the municipality that have been ordered for the primary. If the registrars of voters and municipal clerk fail to certify the number of ballots ordered, they shall order a number of ballots equal to the total number of registered voters in their municipality.

AUGUST 25, 2015 to
SEPTEMBER 10, 2015
(Tuesday - Thursday)
REGISTRARS

REGISTRATION BY MAIL-- NOTICE OF ACCEPTANCE OR REJECTION TO BE SENT ON DAY OF RECEIPT. When an application for registration by mail is received during the period beginning on the 21st day before a primary and ending on the fifth day before a primary, registrar must send by first class mail a notice of acceptance or rejection on day of receipt of application. The privileges as an elector attach immediately upon approval of the application, and the new elector's name is added to the registry list. If a notice of approval is later returned undelivered, registrars must proceed with confirmation of voting residence notice under Conn. Gen. Stat. Sec. 9-35 or Sec. 9-43 and may challenge applicant at polls. (Sec. 9-23g(c) and (d))

SEPTEMBER, 2015

SEPTEMBER, 2015
REGISTRARS

NOTICE OF LOTTERY TO DETERMINE ORDER OF NAMES FOR MULTIPLE-OPENING OFFICE. After the nomination of candidates for a multiple-opening office by a major or minor party or nominating petition is finalized (see entry under "September 2, 2015"), registrars hold public lottery to determine horizontal order of such names within a row on election ballot. Registrars must provide at least 5 days' public notice for ceremony. (Secs. 9-253 and 9-453r)

SEPTEMBER 1, 2015
(Tuesday)
REGISTRARS

PRIMARY ENROLLMENT SESSION. If primary is to be held, mandatory enrollment session must be held on this date (14th day before primary day) for the purpose of registration and/or enrollment of electors entitled to vote in primary. At least two consecutive hours required, between the hours of 12:00 noon and 9:00 p.m. (Sec. 9-51)

REGISTRARS

ENROLLMENT LIST. The registrars shall cause to be printed at least once during the calendar year a complete enrollment list and shall make such list available to the public upon request. (Sec. 9-55)

SEPTEMBER 1, 2015
(Tuesday)
REGISTRARS

FOURTEENTH DAY BEFORE PRIMARY DAY REGISTRATION SESSION. If municipal primary will be held in your town and if your town's population is over 25,000, mandatory registration session must be held on this date. Hours: any two hours between 5:00 p.m. and 9:00 p.m. (Sec. 9-17)

SEPTEMBER 2, 2015
(Wednesday)
MINOR PARTIES

MINOR PARTY NOMINATIONS AND CERTIFICATION. All minor party nominations and certification for municipal office must be made by this date and delivered to the municipal clerk. (Sec. 9-452)

Written notice of date, time, location and purpose of nominating meeting for municipal office must be filed with municipal clerk, and published in a newspaper having general circulation in the town not later than five days before meeting. (Sec. 9-452a)

SEPTEMBER 2, 2015
(Wednesday)
4:00 p.m.
NOMINATING PETITION
PARTY DESIGNATIONS

STATEMENT OF ENDORSEMENT -- NOMINATING PETITION CANDIDATES. Last day that party designation committee or chairman or secretary of a minor party may file statement of endorsement of nominating petition candidate with a party designation with Secretary of the State. (Sec. 9-453o)

SEPTEMBER 3, 2015
(Thursday)
MUNICIPAL CLERK

QUESTIONS ON BALLOT. Last day for municipality to approve question to appear on ballot at election, unless otherwise specifically provided by the general statutes. (Sec. 9-370)

Municipal clerk must keep full text of question on file in his office open to public inspection from time question is approved for submission through election. (Sec. 9-369a)

SEPTEMBER 3, 2015
(Thursday)
REGISTRARS

WAIVER OF ACCESSIBILITY OF POLLING PLACE. Last day that registrars may file with Secretary of the State a request for a waiver to provide accessible polling place for physically disabled for election. (Sec. 9-168d)

SEPTEMBER 8, 2015
(Tuesday)
REGISTRARS

ABSENTEE BALLOT CHECK-OFF. PRIMARY. Whether central counting of absentee ballots has been designated or not, beginning as soon after 11:00 a.m. as the absentee ballots are available from the municipal clerk, the registrars may begin checking the absentee ballots on this day and each weekday before the primary. The ballots shall be checked not later than the last weekday before the primary. The registrars shall check without opening the outer envelopes the names of such absentee voters on the official check list to be used at such primary by indicating "Absentee" or "A" preceding such name, and in the case of central counting shall also note such designation on a duplicate list. After checking is completed, municipal clerk seals unopened ballots for delivery between 10:00 a.m. and 12:00 noon, primary day. (Sec. 9-140c)

SEPTEMBER 8, 2015
(Tuesday)
INSTITUTIONAL
ADMINISTRATORS
AND REGISTRARS

SUPERVISED BALLOTING DESIGNATION. Last day to request supervised absentee balloting in a nursing home or rest home, etc., with less than 20 electors. A written designation must be made by this date by either registrar of voters or the administrator of the institution, for the primary. This deadline does not apply to a nursing home or rest home, etc., with 20 or more electors because supervised voting is mandated at such institutions. (Secs. 9-159q and 9-159r)

SEPTEMBER 10, 2015
(Thursday)
REGISTRARS

REGISTRATION AND ENROLLMENT CUT-OFF (MAIL-IN). Deadline for registering and/or enrolling for voting in primary unless register in person with town clerk or registrar or unless file application for enrollment in person with registrar of voters. (Secs. 9-23g, 9-56 and 9-57)

Mail-in application of new voter must be received by registrar of voters of the town of residence by this day, except that a mail-in application of new voter postmarked by this day or received by a voter registration agency or the Department of Motor Vehicles by this day may be received by the registrar of voters until 12:00 noon of September 14, 2015. (Sec. 9-23g(c) and (d))

However, enrollment application of unaffiliated voter must be received by this day by registrar of voters of the town of residence unless unaffiliated voter files application for enrollment in person with registrar of voters by 12:00 noon of September 14, 2015. (Sec. 9-56)

This is also the on-line voter registration deadline for the September 15, 2015 municipal primary.

SEPTEMBER 11, 2015 thru
SEPTEMBER 14, 2015
(Friday - Monday)
REGISTRARS

REGISTRATION BY MAIL -- NOTICE OF ACCEPTANCE OR REJECTION TO BE SENT WITHIN 10 DAYS. PRIVILEGES OF AN ELECTOR SHALL NOT ATTACH UNTIL THE DAY AFTER THE PRIMARY OR THE DAY APPLICATION IS APPROVED BY REGISTRAR, WHICHEVER IS LATER. When a mail-in application hand-delivered by someone other than the applicant is received during this period by registrars in applicant's town of residence (or by the DMV or a voter registration agency), or a mailed mail-in application for registration is postmarked during this period, registrar must act on the application and send by first-class mail a notice of acceptance or rejection within 10 days of receipt of the application, but privileges of an elector shall not attach until September 16, 2015 or until the application is approved by registrar, whichever is later. (Sec. 9-23g(d)(2))

IMPORTANT EXCEPTION:

If an application of a new voter indicates that it was (1) received by September 10, 2015 by the DMV or a voter registration agency, or (2) postmarked by September 10, 2015, the registrar of voters of the town of residence shall mail a notice of acceptance or rejection on the day of receipt of such application during the period September 11th through noon September 14th. Such persons whose applications are accepted by noon September 14th acquire privileges of an elector immediately and may vote in the primary. (Sec. 9-23g(c) and (d))

SEPTEMBER 13, 2015 (Sunday) 6:00 a.m. <u>CANDIDATES</u>	<u>UNOFFICIAL CHECKERS FOR PRIMARY.</u> Deadline for candidates to submit list of designees for unofficial checkers to the registrar of voters. Such list must be submitted at least 48 hours prior to the opening of the polls. The registrar must notify all candidates of their right to submit a list of designees. (Sec. 9-436a) In addition, any person (other than a candidate or primary official) may serve as a runner. (Sec. 9-235b)
SEPTEMBER 13, 2015 (Sunday) 6:00 a.m. <u>MUNICIPAL CLERK</u>	<u>PRINTING OF SAMPLE BALLOTS.</u> Municipal clerk prepares primary ballots, if any, and at least 48 hours before the primary provides a number of sample ballots for distribution, as he deems necessary. (Sec. 9-437)
SEPTEMBER 14, 2015 (Monday) <u>REGISTRARS</u>	<u>ENROLLMENT LIST.</u> A supplement to the enrollment list completed on <u>September 1, 2015</u> shall be compiled by the registrars of persons who become eligible to vote in such primary after printing of the enrollment list and prior to twelve o'clock noon of the last business day before the primary. The registrars may incorporate this separate compilation with the original enrollment list by reprinting the entire list or incorporating the updated list. (Sec. 9-55)
SEPTEMBER 14, 2015 (Monday) <u>REGISTRARS</u>	<u>SUPERVISED BALLOTING DEADLINE.</u> Supervision of absentee balloting shall be not later than the last business day before the primary. (Secs. 9-159q and 9-159r)
SEPTEMBER 14, 2015 (Monday) 12:00 noon <u>REGISTRARS</u>	<u>REGISTRATION BY MAIL -- PRIMARY.</u> Deadline for the registrar of the mail-in applicant's town of residence to receive mail-in application (postmarked by fifth day before primary or received by DMV or voter registration agency by such fifth day) so that the applicant may be enrolled in time to vote in primary. (Secs. 9-23a, and 9-23g(c) and (d))
SEPTEMBER 14, 2015 (Monday) 12:00 noon <u>REGISTRARS</u>	<u>REGISTRATION AND ENROLLMENT CUT-OFF IN PERSON.</u> Deadline for registering in person with the registrar of voters or town clerk of the town of residence and deadline for enrolling in person with the registrar of voters for voting in primary. Deadline for cross-town registrations to be received by registrar of town of residence. Applications from servicemen and persons out of the country under Secs. 9-26 and 9-23a may be received throughout the day and before primary day. (Secs. 9-19e, 9-23a, 9-56 and 9-57)
SEPTEMBER 14, 2015 (Monday) <u>REGISTRARS</u>	<u>ABSENTEE BALLOT CHECK-OFF.</u> Whether central counting of absentee ballots has been designated or not, beginning as soon after 11:00 a.m. as the absentee ballots are available from the municipal clerk, the registrars shall check, without opening the outer envelopes, the names of absentee voters on the official check list by indicating "Absentee" or "A" preceding the name, and in the case of central counting shall also note such designation on the duplicate list. After checking is completed, municipal clerk seals unopened ballots for delivery between 10:00 a.m. and 12:00 noon, primary day. Although checking may begin on <u>September 8, 2015</u> , it must be completed by this day. (Sec. 9-140c)
SEPTEMBER 14, 2015 (Monday) <u>MUNICIPAL CLERK</u>	<u>ABSENTEE BALLOTS -- PRIMARY. DEADLINE TO ISSUE.</u> Absentee ballots may not be issued on primary day, except electors who suddenly become ill within six days immediately preceding the close of the polls at the primary or who are patients in a hospital within such six-day period, may apply for and be issued an absentee ballot up to the close of the polls. (Secs. 9-140(h) and 9-150c)

SEPTEMBER 14, 2015
(Monday)
REGISTRARS

ENROLLMENT LIST. Last day before primary to remove electors from registry list (and enrollment list) who have died, become disfranchised or confirmed in writing that they have moved out of town. An elector is deemed to have confirmed in writing that he has moved out of town if (1) the registrars have received a cancellation form or (2) the elector has notified DMV of a change of address out of town concerning a driver's license. (DMV notifies the registrars, and the registrars send Notice of Removal.) The names of persons removed are not sent to the polls and such persons may be restored on primary day only if the registrar is contacted and consents to approve the applicant's request for restoration. (Secs. 9-32 and 9-35)

INACTIVE LIST. The registrars prepare an inactive list of (1) any person whose notice of approval of mail-in was returned undeliverable and who did not respond to a Confirmation of Voting Residence Notice sent thirty days prior to this date, and (2) any person who was sent a Confirmation of Voting Residence Notice between January 2, 2014--May 1, 2014 or between April 24, 2012--May 1, 2012 or between January 2, 2013--May 1, 2013 or between January 2, 2011--May 1, 2011 on the basis of the canvass and did not respond within thirty days after it was sent (and was not restored). The inactive list is sent to the polls. Electors on the inactive list may sign a restoration form at the polls and, if the registrar or assistant registrar of voters in the polls consents, such elector may vote. (Secs. 9-23g(c), 9-35 and 9-42(c))

REMOVE FROM INACTIVE LIST. Last day before primary to remove electors from inactive registry list (and enrollment list) who were sent a Confirmation of Voting Residence Notice four years ago and did not respond within thirty days after it was sent (and were never restored to the active list). (Sec. 9-35)

SEPTEMBER 14, 2015
(Monday)
REGISTRARS

VOTING MACHINES. The registrars of voters shall, before the tenth day of the primary, September 4, 2015, cause test ballots to be inserted in each tabulator to ensure that each tabulator is prepared and read and cause each other voting system approved by the Secretary of the State for use in the primary, including, but not limited to, voting devices equipped for individuals with disabilities that comply with the provisions of the Help America Vote Act, P.L. 107-25 to be put in order in every way and set and adjust the same so that it shall be ready for use in voting when delivered at the polling place. Such registrars of voters shall cause each voting system to be in order and set and adjusted, to be delivered at the polling place, together with all necessary furniture and appliances that go with the same, at the room where the primary is to be held, and to be tested and operable not later than one hour prior to the opening of the polling place. (Secs. 9-238 and 9-247)

SEPTEMBER 15, 2015
(Tuesday)
6:00 a.m. to
8:00 p.m.

PRIMARY. Primary, if valid petition or petitions have been filed. Hours: 6:00 a.m. to 8:00 p.m. (Secs. 9-376 and 9-423)

VOTER'S BILL OF RIGHTS & 2 SAMPLE BALLOTS. To be posted in each polling place (Secs. 9-236b, 9-255 & Sec. 8 of P.A. 02-83)

VOTER REGISTRATION RECEIPT. On primary day, an applicant whose name is not on the check-list, may vote if, at the polls, he (1) presents a voter registration receipt from the DMV or other prescribed voter registration agency that his application was received by the deadline, (2) fills out a new voter registration card, (3) the card is approved by the registrar, and (4) the voter presents the required identification. (9-23g(d)(4)).

ABSENTEE BALLOTS. In order to be cast at a primary, the absentee ballot must be received by the municipal clerk (1) by the close of the polls if it is mailed or if it is returned by a member of the immediate family of the applicant in person or by the qualified designee of an ill or physically disabled ballot applicant in person, or (2) by the day before the primary if it is returned in person by the applicant. (Sec. 9-140b)

All absentee ballots received before 11:00 a.m. of September 14, 2015 are to be delivered to the registrars of voters between 10:00 a.m. and 12:00 noon on primary day. If the registrars choose the optional 6:00 p.m. count, ballots received after 11:00 a.m. of September 14, 2015 and before 6:00 p.m. of primary day are to be delivered at 6:00 p.m. (except that some may be retained until the polls close, if desired, in order to ensure ballot secrecy); and all ballots timely received after 6:00 p.m. are to be delivered at the close of the polls. If the optional 6:00 p.m. count is not designated, then all ballots timely received after 11:00 a.m. of September 14, 2015 are to be delivered to the registrars at the close of the polls and not before. In municipalities which have central counting of absentee ballots, at close of polls, registrars or assistant registrars shall deliver official checklist to moderator of central location for checking. When counting of absentee ballots is complete, moderator delivers check list and other information to head moderator. Absentee ballots may be delivered at other times that are mutually agreed upon by the Town Clerk and Registrar of Voters provided such time is not later than the close of the polls. (Sec. 9-140c)

SEPTEMBER 15, 2015 thru
OCTOBER 13, 2015
(Tuesday - Tuesday)
REGISTRARS

REGISTRATION BY MAIL -- NOTICE OF ACCEPTANCE OR REJECTION TO BE SENT WITHIN 4 DAYS. When an application for registration by mail is received during the period beginning on the 49th day before election and ending on the 21st day before election, registrar must send by first class mail a notice of acceptance or rejection within four days of receipt of application.

The privileges as an elector attach immediately upon approval of the application, and the new elector's name is added to the registry list. If a notice of approval is later returned undelivered, registrars must proceed with confirmation of voting residence notice under Conn. Gen. Stat. Sec. 9-35 or Sec. 9-43 and may challenge applicant at polls. (Sec. 9-23g(c) and (d))

SEPTEMBER 16, 2015
(Wednesday)
MODERATOR

RETURN OF VOTES TO SECRETARY OF THE STATE. PRIMARY. Head moderator must either: (1) fax one copy of the certificate of votes cast for candidates to the Secretary of the State by 12:00 midnight on primary day and then send such return to the Secretary of the State not later than 3 days later (Friday, September 18, 2015) or (2) deliver immediately by hand to the Secretary of the State not later than 6:00 p.m. of day after primary or to the state police not later than 4:00 p.m. who shall deliver by hand to the Secretary of the State before 6:00 p.m. one copy of duplicate certificate of votes cast for candidates. If the Head moderator faxes the return to the Secretary of the State, he must also send (by hand delivery or mail) return by September 18, 2015.

The other copy of the return is filed with the municipal clerk on or before this date. (Secs. 9-314 and 9-440).

SEPTEMBER 16, 2015
(Wednesday)
MUNICIPAL CLERK

PRINTING ABSENTEE BALLOTS. Immediately after the deadline for the certification of all candidates whose names are to appear on the ballot, the municipal clerk must begin making arrangements to have the absentee ballots for the election printed. (Sec. 9-135b(a))

SAMPLE ABSENTEE BALLOT AVAILABLE. A layout model of each different absentee ballot shall be available for public inspection at municipal clerk's office prior to printing. (Sec. 9-135b(b))

ABSENTEE BALLOTS -- FILING. Immediately upon receiving the printed absentee ballots, municipal clerk must file a printed absentee ballot for the town or for each different political subdivision, as the case may be, with Secretary of the State, and file an affidavit as to number of such ballots printed. (Sec. 135b(c))

BLANK BALLOTS TO ELECTORS TEMPORARILY LIVING (OR EXPECTING TO BE TRAVELING) OUTSIDE U.S. AND TO SERVICEMEN, SPOUSES AND DEPENDENTS WHETHER LIVING WITHIN OR OUTSIDE U.S. Beginning as soon as possible after a complete list of candidates and questions is available, blank ballots (for all offices), together with a complete list of candidates and questions, should be sent to electors residing (or expecting to be traveling) outside the United States and to servicemen, spouses and dependents whether living within or outside the United States who have applied for an absentee ballot. (Sec. 9-153f). Explanatory text and/or arguments re local questions (option). (Secs. 9-140(d) and 9-369b.)

REGISTRARS

Registrars may direct the clerk to mail such blank ballot set to a qualified elector or applicant for admission as an elector who (1) is living outside the U.S. or (2) is a member of the armed forces, spouse or dependent. Municipal clerk also may so act on his own motion. (Sec. 9-153d)

REGISTRARS

LOTTERY TO DETERMINE ORDER ON ELECTION BALLOT OF NAMES OF CANDIDATES FOR MULTIPLE-OPENING OFFICE. After the nomination of candidates for a multiple-opening office by a major or minor party, or nominating petition is finalized, registrars hold public lottery to determine horizontal order of such names within a row on election ballot. Registrars must provide at least 5 days' public notice for ceremony. (Secs. 9-253 and 9-453r)

SEPTEMBER 18, 2015
(Friday)
MODERATORS

DISCREPANCY -- RECOUNT. Last day for head moderator to order recount when there is a discrepancy in returns. (Secs. 9-310 and 9-311)

SEPTEMBER 18, 2015
(Friday)
MUNICIPAL CLERK

QUESTIONS ON BALLOT. Last day for municipal clerk to file with Secretary of the State a statement setting forth the designation of each question to be voted on as it will appear on the voting machine, the date upon which the submitting action was taken, and a reference to the law under which such action was taken. (Sec. 9-369a)

If questions are submitted within the period of forty-five days before election under specific authority of general statutes, such statement must be filed forthwith upon taking of such action. (Sec. 9-369a)

SEPTEMBER 19, 2015 to
OCTOBER 27, 2015
(Saturday - Tuesday)
INSTITUTIONAL
ADMINISTRATORS
AND REGISTRARS

SUPERVISED BALLOTING DESIGNATION. In order to have supervised absentee balloting in a nursing home or rest home, etc., with less than 20 electors a written designation must be made between these dates by either registrar of voters or the administrator of the institution for the election. These deadlines do not apply to a nursing home or rest home, etc., with 20 or more electors because supervised voting is mandated at such institutions. (Secs. 9-159q and 9-159r)

SEPTEMBER 22, 2015
(Tuesday)
MODERATORS

CLOSE VOTE OR DISCREPANCY RECOUNT. Last day to conduct close vote or discrepancy recount. (Secs. 9-310, 9-311, 9-311a, 9-311b, 9-370a, 9-445 and 9-446)

SEPTEMBER 22, 2015
(Tuesday)
MUNICIPAL CLERK

LIST OF CANDIDATES. Last day for clerk to file list of candidates with Secretary of the State. (Sec. 9-461)

SEPTEMBER 23, 2015
(Wednesday)
REGISTRARS

NOTICE OF TUESDAY OF THE FIFTH WEEK BEFORE ELECTION CORRECTIONS SESSION TO COMPLETE PRELIMINARY REGISTRY LIST. Publication of newspaper notice and posting of notice of registrar's session of September 29, 2015 for completing preliminary registry list. This newspaper notice need not be a legal notice. Applicable to the registrars of voters of ALL towns. (Sec. 9-35)

SEPTEMBER 25, 2015
(Friday)
MUNICIPAL CLERK

ABSENTEE BALLOTS -- REPORT. Last day for municipal clerk to file with Secretary of the State statement accounting for number of absentee voting forms and challenged ballot forms used at primary. (Secs. 9-139c and 9-232e)

SEPTEMBER 28, 2015
(Monday)
REGISTRARS

CHALLENGED REGISTRATION. Last day for registrars to mail challenge as to retention of name on registry list where registrars are unable to agree on erasure. (Sec. 9-43)

SEPTEMBER 29, 2015
(Tuesday)
CANDIDATES AND
ELECTORS

COMPLAINT. Last day for bringing complaint to the Superior Court contesting ruling of official or count of votes at primary. (Sec. 9-329a)

SEPTEMBER 29, 2015
(Tuesday)

TABULATORS. Voting machines used at primary to remain locked through this date. (Sec. 9-447)

SEPTEMBER 29, 2015
(Tuesday)
REGISTRARS

TUESDAY OF FIFTH WEEK BEFORE ELECTION DAY REGISTRARS' SESSION TO COMPLETE PRELIMINARY REGISTRY LIST. Such session shall be held during such hours between 9:00 a.m. and 5:00 p.m. as the registrars find necessary to complete preliminary registry list.

At this session (and on any day except election day or primary day), registrars remove electors from the registry list who have died, become disfranchised or confirmed in writing that they have moved out of town. An elector is deemed to have confirmed in writing that he has moved out of town if (1) the registrars have received a cancellation form or (2) the elector has notified the DMV of a change of address out of town concerning a driver's license. (DMV notifies the registrars, and the registrars send Notice of Removal.) The names of persons removed are not sent to the polls and such persons may be restored on election day only if both registrars are contacted and consent to approve the applicant's request for restoration. (Secs. 9-32 and 9-35)

Names removed from the registry list must also be removed from the enrollment list. Immediately after session, registrars must post names and addresses of electors removed from registry list and statement that list of remedies is available from registrars. (Secs. 9-35, 9-35a and 9-64a)

INACTIVE LIST. The registrars prepare an inactive list of (1) any person whose notice of approval of mail-in was returned undeliverable and who did not respond to a confirmation of voting residence notice sent thirty days prior to this date, and (2) any person who was sent a confirmation of voting residence notice between January 2, 2015—May 1, 2015 or between April 24, 2012—May 1, 2012 or between January 2, 2013—May 1, 2013 or between January 2, 2014—May 1, 2014 on the basis of the canvass and did not respond within thirty days after it was sent (and was not restored). The inactive list is sent to the polls. Electors on the inactive list may sign a restoration form at the polls and, if both registrars or both assistant registrars of voters in the polls consent, such elector may vote. (Secs. 9-23g(c), 9-35 and 9-42(c))

REMOVE FROM INACTIVE LIST. The registrars remove from the inactive list all electors who were sent a Confirmation of Voting Residence Notice four years ago and did not respond within thirty days after it was sent (and were never restored to the active list). (Sec. 9-35)

OCTOBER, 2015

OCTOBER 2, 2015
(Friday)
REGISTRARS

POLLING PLACES. Last day for determining polling places for the election. Polling places may be changed after this date only if municipal clerk and registrars of voters unanimously find that polling place has been rendered unusable. If polling place found unusable, another polling place must be designated forthwith and adequate notice of such change published. (Secs. 9-168 and 9-169)

OCTOBER 2, 2015
(Friday)
REGISTRARS

CERTIFICATION OF LOCATION OF POLLING PLACE. The registrars of voters shall certify to the Secretary of the State the location of each polling place that will be used at the election. The certification shall detail the name, address, relevant contact information and corresponding district information associated with each polling place to be used.

OCTOBER 2, 2015
(Friday)
MUNICIPAL CLERK

ABSENTEE BALLOTS. Printed absentee ballots for the election become available to electors on this day. (Secs. 9-135 and 9-140(f)). Explanatory text and/or arguments re. local questions (option). (Secs. 9-140(d) and 9-369b.)

REGISTRARS

Registrars may direct the clerk to mail an absentee ballot set to an elector or an applicant for admission as an elector who (1) is living outside the U.S. or (2) is a member of the armed forces, or the spouse or dependent living where such member is stationed. Municipal clerk also may so act on his own motion. (Secs. 9-140(f) and 9-153d)

OCTOBER 2, 2015
(Friday)
REGISTRARS
MUNICIPAL CLERK

CERTIFICATE OF BALLOT ORDER. The registrars of voters and municipal clerk shall jointly certify to the Secretary of the State the number of ballots for each polling place in the municipality that have been ordered for the election. If the registrars of voters and municipal clerk fail to certify the number of ballots ordered, they shall order a number of ballots equal to the total number of registered voters in their municipality.

OCTOBER 2, 2015 to
OCTOBER 12, 2015
(Friday - Monday)
REGISTRARS

NOTICE OF SATURDAY OF THIRD WEEK BEFORE ELECTION DAY REGISTRATION SESSION. Notice of October 17, 2015 session of the Registrars of Voters of ALL towns to be published at least once on or between any of these dates. This newspaper notice need not be a legal notice. (Sec. 9-16)

OCTOBER 12, 2015 to
OCTOBER 21, 2015
(Monday - Wednesday)
REGISTRARS

NOTICE OF SEVENTH DAY BEFORE ELECTION DAY REGISTRATION SESSION. Notice of October 27, 2015 session of the Registrars of Voters of ALL towns to be published at least once on or between any of these dates. This newspaper notice need not be a legal notice. (Sec. 9-16)

OCTOBER 13, 2015
(Tuesday)
REGISTRARS

CENTRAL COUNTING -- ABSENTEE BALLOTS. Last day for registrars of voters to notify municipal clerk in writing if they decide to count absentee ballots at a central location, which location shall be published in the warning for the election. (Sec. 9-147a)

OCTOBER 13, 2015
(Tuesday)
REGISTRARS

ELECTION OFFICIALS. Last day for registrars to appoint election officials. Registrars of voters and moderator shall instruct election officials. (Sec. 9-249)

OCTOBER 14, 2015 thru
OCTOBER 20, 2015
(Wednesday - Tuesday)
REGISTRARS

REGISTRATION BY MAIL -- NOTICE OF ACCEPTANCE OR REJECTION TO BE SENT ON DAY OF RECEIPT. When an application for registration by mail is received during the period beginning on the 20th day before election and ending on the 14th day before election, registrar must send by first-class mail a notice of acceptance or rejection on day of receipt of application. The privileges as an elector attach immediately upon approval of the application, and the new elector's name is added to the registry list. If a notice of approval is later returned undelivered, registrars must proceed with confirmation of voting residence notice under Conn. Gen. Stat. Sec. 9-35 or Sec. 9-43 and may challenge applicant at polls. (Sec. 9-23g(c) and (d))

OCTOBER 17, 2015
(Saturday)
REGISTRARS

SATURDAY OF THIRD WEEK BEFORE ELECTION DAY REGISTRATION SESSION IN ALL TOWNS. Hours: 10:00 a.m. to 2:00 p.m. (Sec. 9-17)

OCTOBER 18, 2015 to
OCTOBER 27, 2015
(Sunday - Tuesday)
REGISTRARS

NOTICE OF LIMITED REGISTRATION SESSION TO BE HELD ON THE LAST WEEKDAY BEFORE ELECTION. Notice to be published at least once on or between these dates of November 2, 2015 limited session of registrars of voters of ALL towns. This newspaper notice need not be a legal notice. (Secs. 9-16 and 9-17)

OCTOBER 19, 2015 to
OCTOBER 28, 2015
(Monday - Wednesday)
MUNICIPAL CLERK

WARNING OF ELECTION. Municipal clerk or assistant municipal clerk must publish once, on or between any of these dates, notice of election, which notice shall include the time and location of the polling places, and record each such warning. (Sec. 9-226)

If central counting of absentee ballots is timely designated by registrars of voters, the warning for the election shall include such central location. (Sec. 9-147a)

The warning must also include a statement concerning any question to be included on the ballot. (Secs. 9-369 and 9-369a)

OCTOBER 20, 2015
(Tuesday)
TOWN CLERK
REGISTRARS

SPECIAL REGISTRATION SESSION -- APPLICATION. Last day that 25 or more persons who are employed by the same employer at the same place of employment in a town, or 25 or more persons who attend the same school, college or university, or who reside at the same hospital, residential care home, rest home, nursing home or convalescent home and believe themselves qualified to become electors in any Connecticut town, may sign and submit a request to the town clerk or either registrar of voters for an admitting official to go to such place of employment, school or residence in order to take and act upon applications for admission as electors. (Secs. 9-19c and 9-19d)

OCTOBER 20, 2015
(Tuesday)
4:00 p.m.
WRITE-IN
CANDIDATES

WRITE-IN REGISTRATION. Last day that write-in candidates for any office being contested at election may register with Secretary of the State. However, a write-in candidate for Representative Town Meeting (RTM) in a town which has 75 or more members on its RTM must register with the town clerk of such town not later than last business day before election. (Sec 9-373a)

OCTOBER 20, 2015
(Tuesday)
REGISTRARS

REGISTRATION BY MAIL -- ELECTION DEADLINE -- APPLICATION. Hand-delivered mail-in registration applications must be received by registrars in applicant's town of residence (or by DMV or a voter registration agency) and, mailed mail-in registration applications must be postmarked by this date, for the applicant to be entitled to vote in the election. Electoral privileges of applicants meeting this deadline attach immediately upon approval by the registrar. For example, if a mail-in application is postmarked "October 20, 2015" and received on November 2, 2015, and if the applicant is otherwise qualified, the registrar approves the application on November 2nd, adds the new elector's name to the list and the new elector may vote in the election on November 3rd. If a notice of approval is later returned undelivered, registrars must proceed with confirmation of voting residence notice under Sec. 9-35 or Sec. 9-43 and may challenge applicant at polls. (Sec. 9-23g(d)(2))

This is also the on-line voter registration deadline for the November 3, 2015 municipal election.

OCTOBER 21, 2015 thru
NOVEMBER 3, 2015
(Wednesday - Tuesday)
REGISTRARS

REGISTRATION BY MAIL -- NOTICE OF ACCEPTANCE OR REJECTION TO BE SENT WITHIN 10 DAYS. PRIVILEGES OF AN ELECTOR SHALL NOT ATTACH UNTIL THE DAY AFTER THE ELECTION OR THE DAY APPLICATION IS APPROVED BY REGISTRAR, WHICHEVER IS LATER. When a hand-delivered mail-in application is received during this period by registrars in applicant's town of residence (or by the DMV or a voter registration agency), or a mailed mail-in application for registration is postmarked during this period, registrar must act on the application and send by first-class mail a notice of acceptance or rejection within 10 days of receipt of the application, but privileges of an elector shall not attach until November 4, 2015, or until the application is approved by registrar, whichever is later. (Sec. 9-23g(d)(2))

IMPORTANT EXCEPTION:

If an application indicates that it was received by October 20, 2015 by the DMV or a voter registration agency (or a special assistant registrar or town clerk or a registrar of voters of another town), the registrar of voters of the town of residence shall mail a notice of acceptance or rejection on the day of receipt of such application during this period. Such persons whose applications are accepted acquire privileges of an elector immediately and may vote in the election. (Sec. 9-23g)

OCTOBER 23, 2015
(Friday)
REGISTRARS

SAMPLE BALLOT. Last day for registrar of voters to file with Secretary of the State sample of completed ballot. (Sec. 9-256)

OCTOBER 26, 2015
(Monday)
REGISTRARS

REGISTRY LIST -- ELECTOR'S CLAIMS. Last day for any elector whose residence has been challenged since the last regular election or primary to file written request for retention of registration. (Sec. 9-43)

OCTOBER 27, 2015
(Tuesday)
VOTER REGISTRATION
OFFICIALS

SEVENTH DAY BEFORE ELECTION DAY REGISTRATION SESSION. In person cut-off in ALL towns. Last Regular voter registration session. Applicants must appear in person. Hours: 9:00 a.m. to 8:00 p.m.

OCTOBER 27, 2015
(Tuesday)
TOWN CLERK
REGISTRARS

PHYSICALLY DISABLED -- VOTER REGISTRATION. Last day for receipt by town clerk or registrar of voters of mailed application for admission as elector on prescribed form of any such person who became 18 years of age, U.S. citizen, or resident of the municipality on or before October 27, 2015. Within ten days of proper application, voting official to arrange for voter-making at place of confinement. (Sec. 9-31a)

Such persons whose rights as to age, citizenship or residence mature after the above date may apply up to 5:00 p.m. November 2, 2015. (Sec. 9-31a)

OCTOBER 27, 2015
(Tuesday)
REGISTRARS

ABSENTEE BALLOT CHECK-OFF. Whether central counting of absentee ballots has been designated or not, beginning as soon after 11:00 a.m. as the absentee ballots are available from the municipal clerk the registrars may begin checking the absentee ballots on this and each weekday before the election. The ballots shall be checked not later than the last weekday before the election. The registrars shall check, without opening the outer envelopes, the names of such absentee voters on the official checklist to be used at such election by indicating "Absentee" or "A" preceding such name, and in the case of central counting shall also note such designation on a duplicate list. After checking is completed, municipal clerk seals unopened ballots for delivery between 10:00 a.m. and 12:00 noon, election day. (Sec. 9-140c(b))

OCTOBER 27, 2015
(Tuesday)
INSTITUTIONAL
ADMINISTRATORS
AND REGISTRARS

SUPERVISED BALLOTING DESIGNATION. Last day to request supervised absentee balloting in a nursing home or rest home, etc., with less than 20 electors. A written designation must be made by this date by either registrar of voters or the administrator of the institution for the election. (Sec. 9-159q)

This deadline does not apply to a nursing home or rest home, etc., with 20 or more electors because supervised voting is mandated at such institutions. (Secs. 9-159q and 9-159r)

OCTOBER 28, 2015
(Wednesday)
REGISTRARS

REGISTRY LIST. Last day for registrars to file with the town clerk a final registry list that contains the names and addresses of electors to be transferred, restored or added to such list. Such list shall also be on file and available for public inspection in the registrars of voters office. Whenever the registrars of voters are not in their office, such list shall be available at another municipal office. (Sec. 9-38)

NOVEMBER, 2015

NOVEMBER 1, 2015
(Sunday)
6:00 a.m.
REGISTRARS

UNOFFICIAL CHECKERS. Deadline for Town Chairmen or candidates (if qualified) to designate unofficial checkers to the registrars of voters. Registrar, at request of his town chairman, shall change appointments up to close of polls. (Sec. 9-235)

In addition, any person (other than a candidate or election official) may serve as a runner. (Sec. 9-235b)

Unofficial Checkers for Questions: Registrars must notify (1) each committee and person on whose behalf a political committee statement of organization or a certificate of exemption has been filed for a question with the town clerk, and (2) each other group known to be for or against a referendum issue, of their right to submit designees to the registrars at least 48 hours before the opening of the polls, indicating their position on the question. (Sec. 9-235(e))

NOVEMBER 2, 2015
(Monday)
REGISTRARS

SUPERVISED BALLOTING DEADLINE. Supervision of absentee balloting shall be not later than the last business day before the election. (Secs. 9-159q and 9-159r)

NOVEMBER 2, 2015
(Monday)
9:00 a.m.
REGISTRARS
TOWN CLERK

PHYSICALLY DISABLED -- VOTER REGISTRATION. Deadline for receipt by town clerk or registrar of voters of mailed application for admission as elector on prescribed form of any such person whose qualification as to age, citizenship or residence was attained since October 27th. (Sec. 9-31a(b)(2))

NOVEMBER 2, 2015
(Monday)
5:00 p.m.
ADMITTING
OFFICIALS

SERVICEMEN -- SPECIAL SESSIONS. Admitting official, on written request received at any time prior to 5:00 p.m. on this date, may admit as electors members of armed forces and former members of armed forces discharged within the calendar year immediately preceding such request, if found qualified. (Sec. 9-25)

Any application for voter registration from any serviceman and any person out of the country may be received until 5:00 p.m. of this day. (Secs. 9-25 and 9-26)

NOVEMBER 2, 2015
(Monday)
REGISTRARS

LIMITED REGISTRATION SESSION THE LAST WEEKDAY BEFORE ELECTION. Session of Registrars of Voters to admit those seeking to vote in election whose qualification as to age, citizenship or residence was attained since October 27th. Hours: 9:00 a.m. - 5:00 p.m.. (Sec. 9-17)

NOVEMBER 2, 2015
(Monday)
REGISTRARS

ABSENTEE BALLOT CHECK-OFF. Whether central counting of absentee ballots has been designated or not, beginning as soon after 11:00 a.m. on this day as the absentee ballots are available from the municipal clerk, the registrars shall check without opening the outer envelopes, the names of such absentee voters on the official check list to be used at such election by indicating "Absentee" or "A" preceding such name, and shall in the case of central counting also note such designation on duplicate list. After checking is completed, municipal clerk seals unopened ballots for delivery between 10:00 a.m. and 12:00 noon election day. Although checking may begin on October 27, 2015, it must be completed by this day. (Sec. 9-140c)

NOVEMBER 2, 2015
(Monday)
REGISTRARS

VOTING MACHINES. The registrars of voters shall, before the tenth day of the election, October 24, 2015, cause test ballots to be inserted in each tabulator to ensure that each tabulator is prepared and read and cause each other voting system approved by the Secretary of the State for use in the election, including, but not limited to, voting devices equipped for individuals with disabilities that comply with the provisions of the Help America Vote Act, P.L. 107-25 to be put in order in every way and set and adjust the same so that it shall be ready for use in voting when delivered at the polling place. Such registrars of voters shall cause each voting system to be in order and set and adjusted, to be delivered at the polling place, together with all necessary furniture and appliances that go with the same, at the room where the election is to be held, and to be tested and operable not later than one hour prior to the opening of the polling place. (Secs. 9-238 and 9-247)

NOVEMBER 2, 2015
(Monday)
MUNICIPAL CLERK

ABSENTEE BALLOTS. DEADLINE TO ISSUE. Absentee ballots may not be issued on election day, except electors who suddenly become ill within six days immediately preceding the close of the polls at the election or who are patients in a hospital within such six-day period, may apply for and be issued an absentee ballot up to the close of the polls. (Secs. 9-140(h) and 9-150c)

NOVEMBER 2, 2015
(Monday)
REGISTRARS

REGISTRY LIST. Last day before election to remove electors from registry list who have died, become disfranchised or confirmed in writing that they have moved out of town. An elector is deemed to have confirmed in writing that he has moved out of town if (1) the registrars have received a cancellation form or (2) the elector has notified DMV of a change of address out of town concerning a driver's license. (DMV notifies the registrars, and the registrars send Notice of Removal.) The names of persons removed are not sent to the polls and such persons may be restored on election day only if both registrars are contacted and consent to approve the applicant's request for restoration. (Secs. 9-32 and 9-35)

INACTIVE LIST. The registrars prepare an inactive list of (1) any person whose notice of approval of mail-in was returned undeliverable and who did not respond to a confirmation of voting residence notice sent thirty days prior to this date, and (2) any person who was sent a confirmation of voting residence notice between January 2, 2015—May 1, 2015 or between April 24, 2012--May 1, 2012 or between January 2, 2013—May 1, 2013 or between January 2, 2014--May 1, 2014 on the basis of the canvass and did not respond within thirty days after it was sent (and was not restored). The inactive list is sent to the polls. Electors on the inactive list may sign a restoration form at the polls and, if both registrars or both assistant registrars of voters in the polls consent, such elector may vote. (Secs. 9-23g(c), 9-35 and 9-42(c))

REMOVE FROM INACTIVE LIST. Last day before election to remove electors from inactive registry list who were sent a Confirmation of Voting Residence Notice four years ago and did not respond within thirty days after it was sent (and were never restored to the active list). (Sec. 9-35)

NOVEMBER 2, 2015
(Monday)
REGISTRARS

ELECTION MATERIALS. Registrars of voters to provide election materials to Moderators before 8:00 p.m. (§9-259).

* ELECTION DAY *

NOVEMBER 3, 2015
(Tuesday)
ALL ELECTION
OFFICIALS

MEETING OF ELECTION OFFICIALS at polling places by 5:15 a.m. (Secs. 9-174 and 9-259)

MEETING OF MODERATOR AND ASSISTANTS by 5:40 a.m. to place distance markers. (Sec. 9-236)

DEMONSTRATOR VOTING MACHINE to be provided inside polling place. (Sec. 9-260)

VOTER'S BILL OF RIGHTS & 2 SAMPLE BALLOT LABELS (and, if town so elects, 3 local question posters of explanatory text and/or arguments re local questions) to be posted in each polling place. (Secs. 9-255 and 9-369b and Sec. 8 of P.A. 02-83)

VOTER REGISTRATION RECEIPT. On election day an applicant whose name is not on the check-list may vote if, at the polls, he (1) presents a voter registration receipt from the DMV or other prescribed voter registration agency that his application was received by the deadline, (2) fills out a new voter registration card, (3) the card is approved by the registrars, and (4) the voter presents the required identification. (9-23g(d) as amended by Sec. 5 of P.A. 02-83)

HOURS OF VOTING. Polls to be open 6:00 a.m. to 8:00 p.m. Electors in line by 8:00 p.m. permitted to vote. (Sec. 9-174)

ABSENTEE BALLOTS. In order to be cast at an election, the absentee ballot must be received by the municipal clerk (1) by the close of the polls if it is mailed or if it is returned by a member of the immediate family of the applicant in person or by the qualified designee of an ill or physically disabled ballot applicant in person, or (2) by the day before the election if it is returned in person by the applicant. (Sec. 9-140b)

ABSENTEE BALLOTS. Absentee ballots are to be delivered to the registrars of voters between 10:00 a.m. and 12:00 noon, at 6:00 p.m. (optional), and again, immediately after the close of the polls. Those ballots which are timely received after 11:00 a.m. of the last weekday before election are to be delivered to the registrars of voters at 6:00 p.m. and/or 8:00 p.m. In municipalities which have central counting of absentee ballots, at close of polls, registrars or assistant registrars shall deliver official checklist to central counting moderator. When counting of absentee ballots is complete, central counting moderator delivers check list, duplicate check list and returns required by Sec. 9-150b to head moderator. Absentee ballots may be delivered at other times that are mutually agreed upon by the Town Clerk and Registrar of Voters provided such time is not later than the close of the polls. (Secs. 9-140c)

ELECTION DAY REGISTRATION. Registrars of voters must designate a location for completing and processing EDR applications. The location must be one where registrars can access the statewide CVRS. No individual can be within 75 feet of the entrance to the EDR location or in any hallway or other approach to it to solicit support for, or opposition to, a candidate or ballot question. Registrars may appoint election officials to serve at the designated location. Individuals may register and vote in person on Election Day if they meet the eligibility requirements for voting in this state and are (1) not already an elector or (2) registered in one municipality but want to change their registration because they currently reside in another municipality. By law, a person is eligible to register and vote if they are (1) a U. S. citizen, (2) age 18 or older, and (3) a bona fide resident of the municipality in which they apply for admission as an elector.

NOVEMBER 3, 2015
(Tuesday)
MODERATORS

IMMEDIATELY AFTER THE CLOSE OF POLLS. Immediately after close of polls, checkers must deliver to moderator a certificate in duplicate, stating whole number of names on registry list and number checked thereon as having voted. Names of persons requesting a challenged ballot are crossed off registry list and added at end of list. (Secs. 9-232e and 9-307)

Registrars at the respective polls must add their certificate to the checklist. Moderator must lock duplicate copy of moderator's return in voting machine. (Secs. 9-307 and 9-309). In municipalities which have central counting of absentee ballots, the head moderator shall add the results from the voting machines (on each polling place moderator's returns) to the absentee count recorded on the central counting moderator's return for the corresponding voting district. (Sec. 9-150b(c))

NOVEMBER 4, 2015
(Wednesday)
MODERATOR

RETURN OF VOTES TO SECRETARY OF THE STATE. Head moderator must either: (1) fax one copy of the certificate of votes cast for each question and candidate to the Secretary of the State by 12:00 midnight on election day and then send such return to the Secretary of the State not later than 3 days later (Friday, November 6, 2015) or (2) deliver immediately by hand to the Secretary of the State not later than 6:00 p.m. of day after the election or to the state police not later than 4:00 p.m. who shall deliver by hand to the Secretary of the State before 6:00 p.m. one copy of duplicate certificate of votes cast for candidates. If the Head moderator faxes the return to the Secretary of the State, he must also send (by hand delivery or mail) return by November 6, 2015.

NOVEMBER 4, 2015
(Wednesday)
MODERATORS

Final date for head moderator in each town to deliver to Town Clerk one copy of duplicate certificate of voters cast for candidates. (Secs. 9-314 and 9-369a)

NOVEMBER 4, 2015
(Wednesday)
MODERATORS

CERTIFIED CHECK LIST to be deposited with Municipal Clerk. (Sec. 9-307).

TIE VOTE OR "CLOSE" VOTE -- RECOUNT. For provisions relating to automatic recanvass where tie vote or where plurality of winning candidate was within limits prescribed by statute, see Sections 9-310, 9-311a and 9-311b.

Recanvass of close question vote -- Sec. 9-370a.

NOVEMBER 4, 2015 thru
DECEMBER 31, 2015
(Wednesday - Thursday)
REGISTRARS

REGISTRATION BY MAIL -- NOTICE OF ACCEPTANCE OR REJECTION TO BE SENT WITHIN 10 DAYS. When an application for registration by mail is received during this period registrar must send by first class mail a notice of acceptance or rejection within 10 days of receipt of application. The privileges as an elector attach immediately upon approval of the application, and the new elector's name is added to the registry list. If a notice of approval is later returned undelivered, registrars must proceed with confirmation of voting residence notice under Conn. Gen. Stat. Sec. 9-35 or Sec. 9-43 and may challenge applicant at polls. (Sec. 9-23g(c) and (d))

NOVEMBER 6, 2015
(Friday)
MODERATORS

DISCREPANCY -- RECOUNT. Last day for head moderator to order recount when there is a discrepancy in returns. (Secs. 9-310 and 9-311)

NOVEMBER 10, 2015
(Tuesday)
MODERATORS

CLOSE VOTE OR DISCREPANCY RECOUNT. Last day to conduct close vote or discrepancy recount. (Secs. 9-310, 9-311, 9-311a, 9-311b, 9-370a)

NOVEMBER 13, 2015
(Friday)
MUNICIPAL CLERK

ABSENTEE BALLOTS REPORT. Last day for municipal clerk to file with Secretary of the State statement accounting for number of absentee ballot forms received from said Secretary for the election. (Secs. 9-139c and 9-232e)

NOVEMBER 13, 2015
(Friday)
MUNICIPAL CLERK

LIST OF ELECTED OFFICIALS. Municipal clerk to file with Secretary of the State by this date a statement of the name, post office address and term of each person elected to office. If an elected town clerk is registrar of vital statistics, ex officio, such return shall so indicate. (Sec. 9-320)

NOVEMBER 16, 2015
(Monday)
REGISTRARS

VOTER HISTORY. Final day for registrars to update voter registration system to indicate whether the eligible voters on the registry list voted in the primary election and, if so, if they voted in person or by absentee ballot.

NOVEMBER 17, 2015
(Tuesday)
MUNICIPAL CLERK

MACHINE REPORTS. Reports of machine mechanics and reports of registrars and party watchers provided for in Sections 9-244 and 9-246 from municipal primary to be kept by municipal clerk through this day. (Secs. 9-245 and 9-436)

NOVEMBER 17, 2015
(Tuesday)
MUNICIPAL CLERK

PRIMARY FORMS. Municipal clerk destroys if no contest is pending, and no subpoena has been issued by the State Elections Enforcement Commission, the following forms used at the municipal primary: sealed depository envelopes by district containing inner and outer envelopes from which absentee ballots have been removed, together with the contents of serially-numbered outer envelopes marked "rejected"; all executed absentee ballot applications and direction by registrar forms; the numerical list of serially-numbered absentee envelopes issued; the list of applicants who have been issued more than one absentee ballot under Sec. 9-153c; all unused printed absentee ballots; absentee ballots received after the polls close; and list of absentee ballot applicants who returned their absentee ballots. (Secs. 9-140(e), 9-150a(f), 9-150b(f), (h) and (j), and 9-153c(c))

NOVEMBER 17, 2015
(Tuesday)
CANDIDATES AND
ELECTORS

ELECTION CONTEST. Last day for bringing any complaint contesting ruling of moderator or count of votes to superior court. (Sec. 9-328)

NOVEMBER 17, 2015
(Tuesday)

VOTING MACHINES. Voting machines used at the election are to remain locked through this date. (Secs. 9-266 and 9-310)

NOVEMBER 18, 2015
(Wednesday)
MUNICIPAL CLERK

REPORT OF REFERENDUM. Municipal clerk to file with Secretary of the State result of a referendum (a) on charter or charter amendment, or (b) on the question of the acceptance of a special act, or (c) conducted in accordance with the provisions of a special act. (Sec. 9-371)

NOVEMBER 24, 2015
(Tuesday)
MUNICIPAL CLERK

RUN-OFF ELECTION. Run-off election for offices in which tie-vote resulted is to be held three weeks after election. At least three days' notice of such adjourned election must be published by municipal clerk. (Sec. 9-332)

DECEMBER, 2015

DECEMBER 3, 2015
(Thursday)
MUNICIPAL CLERK

COPIES OF CHARTERS. Last day for clerk to file with Secretary of the State three certified copies of any charter, charter amendments or home rule ordinance amendments approved at the election, with the effective date indicated and in the case of the approval of charter or home rule ordinance amendments, three certified copies of the complete charter or ordinance incorporating such amendments. (Sec. 7-191(g))

DECEMBER 3, 2015
(Thursday)
REGISTRARS

CERTIFICATE OF CANVASS COMPLETION. Last day for registrars of voters to file with Secretary of the State a certificate signed under penalties of false statement stating that the annual canvass of voters was completed. (Sec. 9-32)

JANUARY, 2016

JANUARY 4, 2016
(Monday)
MUNICIPAL CLERK

MACHINE REPORTS. Reports of machine mechanics and reports of registrars and party watchers provided for in Sections 9-244 and 9-246 for municipal election to be kept by municipal clerk through this day. (Sec. 9-245)

JANUARY 4, 2016
(Monday)
MUNICIPAL CLERK

ELECTION FORMS. Municipal clerk destroys, if no contest is pending and no subpoena has been issued by the State Elections Enforcement Commission, the following forms used at November 3, 2015 municipal election: sealed depository envelopes, by district, containing inner and outer envelopes from which absentee ballots have been removed, together with the contents of serially-numbered outer envelopes marked "rejected"; all executed absentee ballot applications and direction by registrar forms; the numerical list of serially-numbered absentee envelopes issued; the list of applicants who have been issued more than one absentee ballot under Sec. 9-153c; all unused printed absentee ballots; absentee ballots received after the polls close; and list of absentee ballot applicants who return their absentee ballots. (Secs. 9-140(e), 9-150a(f), 9-150b(f), (h) and (j), and 9-153c(c))

JANUARY 4, 2016
(Monday)
REGISTRARS

VOTER HISTORY. Final day for registrars to update voter registration system to indicate whether the eligible voters in the municipal election on the registry list voted and, if so, if they voted in person or by absentee ballot.

MARCH, 2016

MARCH 14, 2016
(Monday)
MUNICIPAL CLERK

PRIMARY FORMS. Municipal clerk destroys, if no contest is pending, and no subpoena has been issued by the State Elections Enforcement Commission, the following forms used at September 15, 2015 municipal primary, if any: Sealed depository envelopes by district containing absentee ballots counted, and absentee ballot counters' notes, worksheets or written materials and record of votes cast by absentee ballot for each candidate; sealed depository envelope containing challenged ballots; affidavit of municipal clerk attesting to accuracy of endorsement of date and time of receipt of outer envelopes; and the affidavit(s) regarding municipal clerk's delivery and registrars' receipt of ballots. (Secs. 9-140c(a) and (j), 9-150a(m), 9-150b(f), (i) and (j), and 9-232f)

MAY, 2016

MAY 2, 2016
(Monday)
MUNICIPAL CLERK

ELECTION FORMS. Municipal clerk destroys if no contest is pending, and no subpoena is issued by the State Elections Enforcement Commission, the following forms used at November 3, 2015 municipal election: Sealed depository envelopes by district containing absentee ballots counted, and absentee ballot counters' notes, worksheets or written materials and record of votes cast by absentee ballot for each candidate; sealed depository envelope containing challenged ballots; affidavit of municipal clerk attesting to accuracy of endorsement of date and time of receipt of outer envelopes; the affidavit(s) regarding municipal clerk's delivery and registrars' receipt of ballots; sealed package containing write-in ballots (voting machine paper roll. (Secs. 9-140c(a) and (j), 9-150a(m), 9-150b(f), (i) and (j), 9-232f, and 9-310)

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