



SECRETARY OF THE STATE
30 TRINITY STREET
HARTFORD, CT 06106

Office of the Secretary of the State: **Information Bulletin**
February 2018

Important! This Information Bulletin is not issued pursuant to our authority in Connecticut General Statutes §9-3 and the information contained herein is not intended to be an opinion of this office.

Dear Colleagues and Friends,

I am pleased to send this late winter newsletter as our office is preparing for the 2018 election. As Deputy Secretary of the State Scott Bates and I travel around the state, we have found that these newsletters are a useful and informative way to communicate with elections officials throughout the state.

Congratulations on a successful 2017 municipal election! This was our first municipal election using our online election result reporting system and the reviews were largely positive. This article from WNPR is a good example of the reaction to the system: <http://wnpr.org/post/connecticut-has-new-way-count-votes>. I look forward to the use of this reporting system across the entire state in 2018.

As always, feel free to contact our office with questions or concerns. Best wishes for a successful 2018!

Sincerely,
Denise W. Merrill
Secretary of the State

Extra – Extra: Read All About It!!!!

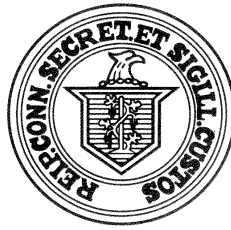
Calling all Town Clerks and Registrars of Voters:

As you know, each month our office sends to you official mailings regarding important functions that you must administer in the near future. These mailings are sent to you via e-mail and are also posted on our website at <http://portal.ct.gov/SOTS/Election-Services/LEAD-Communications/LEAD-Communication>

It is vitally important to take some time and read these communications. Many of the questions that we receive each day can be answered by simply referring to the mailing.

For the period of January 2018 through February 2018 we have sent you the following:

(1) Town Clerk Blank Ballot Mailing & Chart of Absentee Ballot Types



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- (2) Town Clerk Absentee Ballot Disposition
- (3) Town Committee Primary Petition Mailing
- (4) Town Clerk and Registrar of Voters Delegate Mailing
- (5) Registrars of Voters Duties at Town Committee Primary
- (6) Town Committee Head Moderator's Return
- (7) Permanent Absentee Balloting

FAQ's

Can a town combine polling locations for a primary?

No. Connecticut General Statutes Sec. 9-438 states that the polling places for all primaries, including town committees, shall be the same as those used for the elections to be held.

Is it a requirement to use only enrolled party members at the polls for a primary?

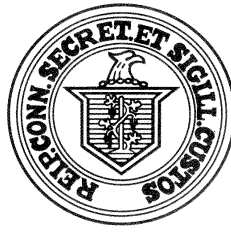
No. The general statutes set forth a preferential order of who can be used as a poll worker during a primary. The statutes prefer that party members be

used, however, in the event that a party member cannot be located, the statutes do allow non-party members and unaffiliated voters to work at the primary.

What are the staffing requirements for a primary?

Connecticut General Statutes Sec. 9-436 and related statutes require the registrar of the party holding a primary to appoint the following officials for each polling place:

- *One Moderator;
- *One Assistant Registrar;
- *At least One but no more than Two Official Checkers for each line of electors;
- *At least One but no more than Two Ballot Clerks;
- *At least One but no more than Two Tabulator Tenders for each tabulator in use, and
- *At least Two Absentee Ballot Counters (unless there is central counting of absentee ballots).



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Please review all the ways a candidate can obtain ballot access for a state or district office:

Briefly, a candidate can obtain ballot access in the following ways: (1) obtain a major party endorsement, (2) force a primary of the major party endorsed candidate by obtaining at least 15% of the delegates voting at a convention, or circulating a petition and obtaining signatures of at least 5% of the enrolled party members in the district (or 2% of the enrolled party members in the State or Congressional District) whichever is applicable, (3) circulate a nominating petition for placement of the candidate's name on the November ballot directly, (4) obtain a minor party endorsement, or (5) file a write-in candidacy.

How are delegates chosen for the various state and district conventions?

Delegates to conventions can be selected in two ways (1) by caucus or (2) by town committee. The party rules of the party will determine which method is used.

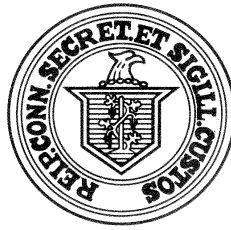
When an elector changes their party or leaves a party can they be appointed to a local board?

That depends. Any elector whose name has been transferred from one enrollment list to another or who has applied for erasure or transfer of his name from an enrollment list shall not be entitled to (1) participate or vote in a caucus or primary of any party, (2) participate in the appointment of members to any board or commission that is political in nature, (3) be appointed as a member of any board or commission that is political in nature or (4) be entitled to the privileges accompanying enrollment in any party for a period of three months from the date of the filing of his application for transfer or for erasure.

Election History due January 7, 2018:

Sec. 9-50b(c) states that all election history must be updated in CVRS no later than 60 days after the election.

Please be sure that you have completed this. According to our records, there are



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still a few towns that have incomplete data or have no data entered at all.

Permanent Absentee Ballot Status:

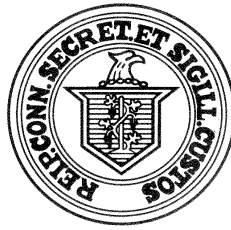
During the month of January each year, all registrars must send an annual written notice, on a form prescribed by the Secretary of the State, to determine if the elector with this status continues to reside at the address on their permanent absentee ballot application. If you have not completed this outreach, please do so now. Please see our mailing for more details.

Certification of Registrars Program

Letters were recently issued to 66 registrars of voters who were in office in July of 2015 and have not yet completed the program of certification. If you received that letter and have not responded to our office, please be sure to do so as soon as possible. Because it is necessary that those registrars complete all eight modules and receive a passing grade, the certification committee – Lew Button, Kevin Ahern, Anne-Marie Mastroianni, Carole Young-Kleinfeld, John Visi, and Carol Hurley -

has been working with UConn CITI to be sure that everyone affected has the ability to finish up the remaining modules. Unfortunately, UConn CITI has been forced to cancel certification classes at some locations over the past few months due to low enrollment. However, their records indicate that significant numbers of registrars need to take these classes. In response, UConn CITI has taken the unprecedented step of contacting registrars by phone or email to alert them to class offerings.

We strongly encourage all registrars to register for certification classes if they have not already done so. Further, if you are a registrar who still needs to complete the certification classes, we urge you to reach out to other registrars in a similar situation in order that UConn CITI may see full classes going forward. They have relaxed the minimum requirement, and now require just ten participants in total throughout the state (Stamford, Hartford, Waterbury and Avery Point).



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Voter Registration at Citizenship Oath Ceremonies

Effective July 1, 2005, with the passage of Public Act 05-188, the Connecticut General Statutes (CGS) 9-20b provides for voter registration services to be offered to all new citizens of the United States at all of the naturalization ceremonies held in the state that are hosted by the federal Bureau of Citizenship and Immigration Services where there are twenty-five (25) or more new citizens. To this end, the Secretary of the State (SOTS) provides the opportunity for all new citizens to be offered to register to vote during the ceremony where they are receiving the oath as naturalized citizens of the United States.

These Oath Ceremonies are held twice a month in Hartford, New Haven, and Bridgeport; with four ceremonies each day. This year, there will be sixteen (16) singular "special oath ceremonies" added to the schedule. There are approximately 200-225 individuals naturalized during each of the regularly scheduled ceremonies; and 30-50

individuals naturalized during each of the special ceremonies.

Election Officer Joan Gibson represents our office at many of these ceremonies. We also appreciate the services of many registrars of voters who have assisted in the past with this important program, and we encourage others to consider attending and offering voter registration to these new citizens.