



ELECTIONS BULLETIN

REMINDER NOTICE – EMAIL ADDRESSES

To: Town Clerk

From: Melanie L. Jacobs, Elections Administrator

Re: Development of Statewide Checklist – Email Address

Date: April 29, 2005

Each town clerk in Vermont must have access to the internet and establish an email address to receive information about the statewide checklist not later than July 1, 2005.

Kathy DeWolfe, Director of Elections and Campaign Finance, had sent a bulletin on January 3, 2005, stating that all towns needed to have internet and email capabilities. To date, we do not have an email address listed for your town.

Please notify me at mjacobs@sec.state.vt.us with the email address to use for your town. You will also need to let me know if you want this address listed in the town clerk's guide or if it should only be used by our office.

In order to be able to use the statewide checklist, each town clerk must have a way to access the internet. In very small towns (with less than 500 voters on the checklist), it will be acceptable for the clerk to access the internet at a library, school, home, or at a neighboring clerk's office in a larger town. In towns with more than 500 voters on the checklist, the list maintenance activities will occur more frequently so it will be necessary for the town clerk to have access to the internet at the town office.

If you have any questions, please do not hesitate to contact me at one of the numbers listed below.

Office of the VT Secretary of State – Elections Division

Phone: (802) 828-2464 or Toll-Free (800) 439-VOTE

Fax: (802) 828-5171 On the web: www.sec.state.vt.us

Kathy DeWolfe, Director of Elections and Campaign Finance 828-2304 (kdewolfe@sec.state.vt.us)

Melanie Jacobs, Elections Administrator 828-0175 (mjacobs@sec.state.vt.us)

David Crossman, Elections Administrator 828-0771 (dcrossman@sec.state.vt.us)

Holly Davison, Elections Clerk 828-2464 (hdavison@sec.state.vt.us)