



ELECTIONS BULLETIN

To: Town and City Clerks

From: Kathy DeWolfe

**Re: Statewide Checklist Training Schedule for all – County by County
Party Organization Memo to Party Chairs – For your reference**

Date: June 8, 2005

Statewide checklist training:

The IT staff with the assistance of Chris from NEMRC has successfully converted the data from each town in Windham County to the statewide checklist. The training for Windham County was held as previously announced on June 6, 2005.

The attached page gives our proposed schedule for the trainings for the remaining towns on a county by county basis. We understand that there will inevitably be some conflicts with vacations, or other events you have already scheduled. If you cannot make the training in your county, please plan to attend one of the other trainings on the schedule.

You will be contacted by Chris from NEMRC in the week or two or three (depending on how it goes) prior to your training. He will make arrangements to get your data, format it, and then send it to Joe LeClair at our office to place it in the statewide checklist. I understand that Chris has already begun collecting data from Franklin County Clerks.

As a safety precaution, you will need to continue to enter data into your existing checklist system along with entering data in the statewide system for the first few months. If you have a special election prior to January 2006, you will need to be able to print your checklist, labels etc. from your existing system.

Party Organization Memo

The Major and Minor state political parties must organize in each odd numbered year. Generally, the Republican and Democratic state chairs talk and agree on a suggested date for the town caucuses to be held in September. It is the responsibility of the Major and Minor Parties to provide instructions to party members about the reorganization. However, it seems that some folks will always go to the town clerk for answers, so we provide a copy of the memo for your reference.

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