

**Board of Selectmen Meeting  
September 8<sup>th</sup>**

**Overview of Absentee Ballot Voting Process**

Report on the Absentee Ballot process for the Primary

Overview of the Absentee Ballot process for the General Election

- All voters can vote using an absentee ballot.
- Voters must submit an application for a ballot.
  - Beginning this week, ballot applications, with a unique ID, are being mailed by the State to registered voters as of August 26<sup>th</sup>.
  - Applications for newly registered voters are being mailed out by the Registrar of Voters. These applications do not have a unique ID.
  - Applications are also available online.
- Applications must be returned to the Town Clerk.
  - Deposit in Ballot Box outside Police Headquarters.
  - By mail or by email or fax, followed by mail.
- Ballots are mailed out to voters beginning October 2<sup>nd</sup>.
- Ballots may be deposited in the ballot box or returned by mail. Ballots must be returned by 8:00p.m. of election day. Please use the Ballot Box outside Police Headquarters on election day.

Application and Ballot Security

How intend to meet additional staffing needs for the General Election

- We are assuming up to 8,000 applications for an absentee ballot.
- Processing of 8,000 applications requires the equivalent of 1 person for 38 weeks. We only have 4-5 weeks.
- We are increasing staffing through overtime, employees in other departments and part-time personnel.
- We are reducing the public hours of the Town Clerk's Office from five days per week to three days per week. Beginning on September 28<sup>th</sup> through November 4<sup>th</sup>, the Town Clerk's Office will be open on Mondays, Wednesdays and Fridays only.

BOS members can help by

- Encourage voters to return the absentee ballot application they receive in the mail as soon as possible.
- Remind voters that the application received through the mail has a unique ID and therefore facilitates processing.
- Share your knowledge of and confidence in absentee voting.