

Hello Everyone!

I know that there has been lots of anxiety and worries around the upcoming November 3rd Election. So I am writing this e-mail, to try to relieve some of that anxiety!

1. Absentee Ballots – Absentee ballots have been sent out in the mail, and can be returned through the mail, or be put in the secure drop box bolted to the Town Office on the porch. Once I receive the absentee ballots by mail, I bring them in to my office, record the date and time I received them, input that information in to a State Elections website, and then store the SEALED ballot in the vault in alphabetical order with the other returned SEALED ballots. If the ballots were returned by the drop box on the porch, I empty that box on a daily basis, with another staff member present (anyone can ask to see the log we are keeping). I record the date and time I emptied the box on the ballots, input that information in to the State Elections website, and then store the SEALED ballots in the vault with the other returned ballots. The vault is locked every day after work is done, and no one but the Town Clerk and Tax Collector have access to the vault once locked.
2. Voting in Person – If you choose to vote in person at the Town Office, you will receive the ballots and instructions for voting in an envelope with your name on it. Once you are done voting, you seal your ballots in the envelope, sign the back of the envelope, and return it to the Town Clerk. I then take that ballot, write the date and time I received it back, input that information in to the State Elections website, and store the SEALED ballot in the vault in alphabetical order with the other ballots.
3. Election Day – On Election Day, I will transport ALL SEALED ballots that were voted ahead of time, either by in-person voting, or absentee voting, to the Town House and will hand them over to the Warden (Mary Thompson), for safe keeping, until we can count the ballots, either during slow periods, or after 8 pm on Election Day. **No ballots will be opened before the day of Elections.** The Ballot Clerks with the Wardens assistance, will open the sealed envelopes one by one, and put the ballots in the ballot box either prior to 8 pm, or after. All envelopes and any absentee ballot requests are saved as proof of voting, and voter participation is recorded on our Voting List.

If anyone has any other questions or concerns about how your ballots are being handled, please reach out to me so I can help allay some of the fears and worries. I may be young, and new at the Town Clerk position, especially around the Elections, but please rest assured that I have seasoned staff helping me every step of the way (Hannah Hatfield has stayed on as my Deputy Town Clerk, and will be at the Elections most of the day to provide any help I may need, and Mary Thompson has agreed to be the Warden of the Elections, who is another long term Election Official, who has agreed to support in any way I may need, as well as Kathryn Campbell as the Registrar), and I have reached out to the Bureau of Corporations, Elections & Commissions whenever I have questions or need clarification. I'm so thankful everyone has been so supportive of my transition into this position, especially at such a nerve wracking time in history! And again, thank you for your support. We, the Town of Montville can get through this together!