

RULES AND GUIDELINES ON PARTY-ENDORSEMENT FOR MUNICIPAL
OFFICE
-CAUCUS PROCEDURES-

The process by which you choose party-endorsed candidates for municipal office is determined in your Democratic Town Committee's by-laws. If your town committee does not have by-laws, State Party Rules require that towns with a population greater than 5,000 people under the last federal census choose party-endorsed candidates at a town committee meeting called for the purpose of selecting party-endorsed candidates for municipal office, and in towns with a population less than 5,000, a caucus must be held to choose party-endorsed candidates.

1. Caucuses for party-endorsement for municipal office must be open to all registered Democrats in accordance with the local Registrar of Voters' records.
2. Caucuses must be advertised in a local newspaper at least 5 full days before the caucus. Five full days does not include the date of the actual caucus. The time, date, location, and purpose of the meeting must be stated within the advertisement.
3. Caucuses must be held between July 19th-26th 2005. Results of the caucus must be certified by both the chairperson and the secretary of the caucus and delivered to the Town Clerk by July 27th 2005 at 4:00 PM.
4. Any individual who is a registered Democrat in your municipality may observe, vote, speak, or participate in the caucus.
5. According to state party rules, nominations the night of the caucus can be taken by slate or by individual nominations; nominations from the floor must be recognized.
6. After all nominations have been closed (slate and individual), voting may proceed.
7. Since the caucus is a local election where all registered Democrats are permitted to participate, paper ballots and/or secret ballots are permitted. Secret ballots are not permitted in Democratic Town Committee meetings because members of the DTC are considered elected officials voting on behalf of all local Democrats. In the case of a caucus, voters are voting on their own behalf – they are not representing another person or party. It is recommended that ballots be kept on file for at least 60 days after the election.
8. Voters may not vote for more candidates than the number for which an elector may vote in the general election. If a voter votes for more candidates than offices available, the ballot should not be counted.
9. If a candidate or a slate wishes to file for a primary, petitions and information on the number of signatures required on the petition may be obtained from the Registrar of Voters. Primary petitions must be filed with the Registrar of Voters by 4:00 p.m. on August 10th.

The above rules and guidelines are in response to frequently asked questions regarding caucuses.

Additional questions or clarification may be obtained by calling the DSCC at 860-560-1775.