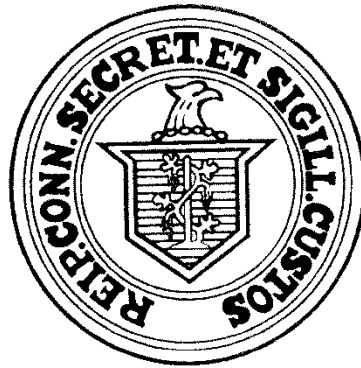# Report on the Administration of Election Day Registration

Prepared by the Office of the Secretary of the State

February 1, 2014

INTRODUCTION

On May 31, 2012, Governor Dannell P. Malloy signed Public Act 12-56, "An Act Concerning Voter Rights" ("the Act" or PA 12-56)[1]. With the enactment of this new law, Connecticut became the ninth state in the Nation to permit Election Day voter registration. The signing culminated decades of policy discussion and debate in the General Assembly.

The Act required the Secretary of the State to report to the General Assembly's Government Administration and Elections Committee on or before February 1, 2014 regarding the administration of Election Day registration (EDR) during the November 5, 2013 municipal elections[2].

This report is submitted pursuant to the Act and in accordance with General Statutes Sec. 11-4a.

BACKGROUND

Recognizing that EDR represented a significant change in Election Day practices requiring training and preparation, the Office of the Secretary of the State (SOTS) convened a working group of representatives of the Registrars of Voter's (ROV) and Town Clerk's (TC) Associations. (See appendix A.) The intent of the working group was to create a framework for EDR that was consistent with the Act but also accounted for variations among all towns within the State of Connecticut. Members of the working group were: Marla Cowden – ROV Westport, Tim DeCarlo – ROV Waterbury, Carole Young-Kleinfeld – ROV Wilton, Judi Beaudreau – ROV Vernon, Peter Gostin – ROV New Britain, Melissa Russell – ROV Bethlehem, Linda Grace – ROV Bridgeport, Mike Wyman – ROV Tolland, and Therese Pac – TC Bristol.

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[1] Codified as Connecticut General Statutes Sec. 9-19j.

[2] Section 9 of PA 12-56 provides: Not later than February 1, 2014, the Secretary of the State shall report, in accordance with section 11-4a of the general statutes, to the joint standing committee of the General Assembly having cognizance of matters relating to elections on the administration of election day registration. Such report shall address any issues or concerns regarding the administration of election day registration during the November 2013 election, including, but not limited to, ballot security and privacy. The Secretary of the State, in consultation with the State Elections Enforcement Commission, shall conduct interviews with registrars of voters, poll workers and candidates from municipalities with small, medium and large populations in order to determine the efficacy of election day registration during the November 2013 election and include any concomitant observations and results in such report, including, but not limited to, ways in which ballot security and privacy on election day can be enhanced.

SOTS developed a handbook with the EDR working group to provide detailed guidance regarding the implementation of EDR in each municipality. (See Appendix B.)

Public Act 12-56 changed various election laws regarding voter registration, voting and the statewide centralized voter registration system ("CVRS"). Specifically, it created an EDR process by: (1) allowing eligible residents to register and vote on Election Day, (2) establishing specific EDR procedures, and (3) eliminating the use of presidential ballots by current state residents since they may instead vote under the Act's EDR provisions. The EDR provisions became effective on July 1, 2013 so they were not implemented by the four municipalities that held May elections in 2013 (Andover, Bethany, Union, and Woodbridge). In addition, the Act limited the application of EDR to general elections only; it is not used in primaries or referenda.

A voter exercising their right to EDR is a person who is either registering for the first time in that town or the first time ever. Voters who move but stay within the same town and have not updated their voter registrations with their new addresses do not use the EDR process to cast their ballots. These people use a transfer process that has existed in statute for quite some time.

EDR PROCESS

Consistent with Public Act 12-56 as well as feedback received from the working group discussed above, the following general EDR process was used for the November 2013 election:

1. Each registrar of voters designated a location for completing and processing EDR applications. The location could not be located within an existing polling place and must have been a location where the registrars could access CVRS.

2. Applicants using EDR must have appeared in person at the designated EDR location and declared under oath that they had not previously voted in the election.

3. Applicants must have completed the application for voter registration and provided an acceptable form of identification at the EDR location. The identification used must have proved both *identity* and *residence*. To provide identity the applicant was free to use any form of identification currently provided for in CGS §9-20 for in person voter registration (birth certificate, driver's license, social security card, or testimony of another voter)[3]. If the applicant's identification did not also include proof of residence, the applicant

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[3] This is distinguishable from identification required for in person voting only pursuant to General Statutes Sec. 9-261.

must have also provided additional identification showing their residential address in the municipality.

4. The registrars of voters reviewed the applicant's voter registration application and checked CVRS before admitting an application as an elector. If the registrar determined that the applicant was not listed in CVRS as an elector in another municipality, the applicant was admitted as an elector and allowed to cast a ballot. If the registrar determined that the applicant was listed in CVRS as an elector in another municipality, the registrar was required to immediately notify the registrars in the other town and request that they remove the elector's name from their official registry list. In addition, inquiries were also made to ensure that such applicant did not already vote in the other town.

5. Once an EDR applicant was admitted as an elector they received a ballot and EDR security envelope. The newly admitted elector secretly marked their ballot, placed it in the EDR security envelope, and deposited the envelope in a secured EDR ballot depository receptacle.

6. The law relating to custody, control, and counting of absentee ballots applied as nearly as possible to the custody, control and counting of EDR ballots. A copy of the EDR tally sheet was sealed in the depository envelope with the ballots to be stored and destroyed with the other election materials after the required retention period.

7. The registrars of voters immediately sent a letter of acceptance by first-class mail to the residential address of the EDR applicant. If the letter of acceptance was returned as undeliverable the registrars immediately sent a confirmation of voting residence to the voter. If the address could not be verified, the registrar immediately placed the name of the applicant on the inactive registry list and referred the matter to the State Elections Enforcement Commission.

Our office conducted extensive training with all registrars of voters to ensure they understood the EDR process (See Appendix C).

EDR CONSULTATION WITH REGISTRARS OF VOTERS, POLL WORKERS AND CANDIDATES

Efficacy of EDR
After the election held in November 2013, this office re-convened the EDR working group discussed above in order to identify any positive and negative aspects of EDR as it was administered pursuant to the process and procedures outlined in the EDR handbook prepared by this office. We have attached to this report many of the comments received from the various municipalities. (See Appendix D.)

EDR Statistics

Virtually every municipality conducting an election in November 2013 had at least one EDR applicant. Only 6 out of 165 municipalities reported no EDR activity on Election Day. In total, 2900 residents took advantage of the EDR process. The top municipalities for EDR applicants were New Haven with 202 applicants and New Britain with 164. Of the EDR applicants 775 registered as Democrats, 618 registered as Republicans, 1445 registered as Unaffiliated and 62 registered in a minor party. (See Appendix E.)

The EDR working group discussed several specific aspects of the EDR process outlined as follows:

EDR Staffing

Depending on the size and resources of each municipality, additional EDR staff may have been employed on Election Day. In Bethlehem, the smallest of the municipalities on the EDR working group, no additional staff were employed and existing staff were utilized to administer both regular Election Day activities and the additional EDR responsibilities.

In the medium and large towns additional staff were employed to handle the additional EDR responsibilities leaving existing election officials free to administer other Election Day duties. The additional staffing levels were as follows: Tolland – 1 additional staff; Bristol – 3 additional staff; Vernon – 4 additional staff; New Britain – 9 additional staff; Waterbury – 6 additional staff; Westport – 5 additional staff; Wilton – 2 additional staff; and Bridgeport – 5 additional staff.

Given the low turnout for all municipal elections held in November 2013 (31.43% statewide), all members of the EDR working group felt it was necessary to point out that these staffing levels will need to be increased for the upcoming November 2014 election.

Telephone Capacity

One provision of the EDR process required each municipality to check CVRS before admitting an applicant as an elector. If the registrar determined that the applicant was listed in CVRS as an elector in another municipality, the registrar was required to immediately notify the registrars in the other town and request that they remove the elector's name from their official registry list. In addition, inquiries were also made to ensure that such applicant did not already vote in the other town. Given the low voter turnout, many of these inquiries were not problematic. However, many municipalities

commented that this process may be more challenging when voter turnout increases and many registrars of voter's offices become busier.

Voter Registration Cut-Off
Many registrars commented on the need for voter registration deadlines in the future. Many commented that the existence of a mail-in voter registration deadline, a Saturday voter making session and an in-person voter registration deadline added confusion to the process. Many registrars suggested eliminating most deadlines leaving only a small window for towns to process existing voter registration applications (perhaps one week or less). Any voter not able to register to vote by this deadline could simply register and vote on Election Day. The confusion regarding the various deadlines in place necessitated our office providing a letter of clarification that could be used as an insert and enclosed with any letter of acceptance sent to a voter who missed an applicable voter registration deadline. (See Appendix F.) It should be noted that a voter registration deadline may remain valuable to allow towns to process cards and prepare official voter lists. A voter registration deadline would also provide a specific date in time that a municipality could rely on as a time where no additional voter registration could be performed until Election Day.

Ballot security
Pursuant to Public Act 12-56, the law relating to custody, control, and counting of absentee ballots applied as nearly as possible to the custody, control and counting of EDR ballots. No municipality reported any problem with ballot security or with the transportation of the EDR ballots to the counting location on election night. Many reported that the experience of handling absentee ballots over the years contributed to fewer issues with the EDR ballots.

A single instance of a voter attempting to vote in two different municipalities on Election Day using the EDR process was referred to the State Elections Enforcement Commission (SEEC). The voter was not able to vote in both municipalities because both towns involved properly followed the procedures outlined in Public Act 12-56. When the voter entered the polling location of their former town, the voter was informed of their EDR status in the new town and left. This instance was properly documented and reported. (See Appendix G.)

The system worked in that the voter was prevented from casting a ballot twice on Election Day. Upon review, SEEC opined that it did not have authority to act because a second vote was not actually cast. This opinion potentially exposes a deficiency in current law.

The Office of the Secretary of the State proposes that the law be clarified to ensure that people who attempt to cast a fraudulent ballot are held accountable for their actions, and those who would consider such activity may be deterred. Additionally, increased

technology on Election Day should be explored as a means to more efficiently achieve what prevented this voter from potentially being granted access to a second ballot. For example, electronic poll books could be connected to the statewide voter registry so that as soon as a voter is registered through EDR, they are also removed from the checklist at their old polling place. Without the necessity of a telephone call, the EDR staff in the voter's new town could instantly see if the voter had already cast a ballot in their previous town.

Voting privacy
Most municipalities reported no issues related to voter privacy. Depending on the size of the municipality the solutions used did differ. In some of the larger municipalities a separate EDR room was set up where voting privacy booths were used and the room resembled a polling location.   In other municipalities, EDR was conducted in the registrars of voter's office; when space allowed, a privacy booth was used or a separate table or counter space was dedicated to the EDR voting process.

The Office of the Secretary of the State received one call from a voter who was unwilling to place their ballot in the required EDR security envelope.   It was emphasized that the envelope contained much of the same information that an absentee balloting envelope would contain and that, when counted, the EDR ballot would be separated from the indentifying envelope to ensure the secrecy of the ballot.

Ballot counting / Tally process
No municipality reported any difficulty counting or tallying the EDR ballots. As stated previously, EDR ballots are handled, secured, transported and counted as closely as possible to absentee ballots. In all towns, EDR ballots were counted at the same location and by the same or additional absentee ballot counting officials.

This office did encounter some difficulty obtaining the number of EDR ballots issued from some municipalities. Public Act 12-56 required each municipality to report the number of EDR ballots cast to our office on the head moderator's return filed with our office. On many of the returns filed no such EDR number was provided. Our office attributed this omission to a new process and we anticipate a much better compliance rate in the future. Additional enhancements will be made on the head moderator's return to better identify and request the EDR information needed.

CVRS
As part of the EDR process discussed above, each municipality was required to utilize CVRS as part of the EDR application process. On Election Day our office carefully monitored CVRS to ensure no service interruptions. No municipality reported any problem with CVRS or reported any system outage during Election Day. It is important to note, however, that the November 2013 election did experience a low voter turnout

and although this office does not anticipate any system issues in the future, an increase in workload is anticipated in the future with higher turnout elections.

EDR Cost
In addition to the staffing needs discussed above, many of the municipalities reported additional costs associated with EDR. These costs were associated with: (1) additional communication lines installed or cell phones used at the polling locations to ensure open communication with the moderator of the polling location if a voter needed to be identified as having voted previously; (2) additional or specially printed ballots that would enable the municipality to identify and separately tally the EDR ballots; and (3) additional voting machines and memory cards to count the EDR ballots; many small and medium municipalities do not possess additional or spare voting machines that can be used for the EDR process. In an election with larger turnout, those smaller municipalities may need to purchase or lease additional voting machines to accommodate the larger amount of EDR ballots.

EDR Location
Most municipalities addressed issues regarding the actual EDR location. Many of the small and medium sized towns indicated a preference that the municipality be allowed to establish the EDR location at the actual polling places within their municipalities or at multiple EDR locations established throughout the municipality. Using this method, a voter would submit their application for voter registration at a central location, presumably the office of the registrar of voters and then travel to their applicable polling location in the municipality and cast their ballot. The admitting official would provide the applicant with a receipt indicating acceptance as a voter and would be used to add the voter to the official list upon arrival at the polling place. However, most larger municipalities indicated that this method would not work in their municipality indicating that the polling locations would not be able to accommodate the increase in voter flow.

All municipalities indicated that they could not accommodate hosting the entire EDR process at the various polling locations within their municipalities. At present, there exists no cost effective and efficient manner in which to provide internet access at all of the polling locations for CVRS access and communication between municipalities, but the issue needs to be further explored.

Appendix A

ELECTION DAY REGISTRATION WORKING GROUP
MARCH 11, 2013
OFFICE OF THE SECRETARY OF THE STATE
AGENDA

(1) Welcome

(2) Discussion Items:

1. Locations: Discussed options for alternative locations. Clarified that EDR could not be performed at a polling place. Discussed access to CVRS and clarified that CVRS access does not need to be a "hard line" to the router and that the router could be placed on the town network. Clarified the use of CVRS and that it could not be a static spreadsheet but needed to be a real-time check of voter registration status.

2. Voter Cross-Check: Discussed the issues surrounding contacting each town regarding the voter registration / voting status of a new voter. Suggested a dedicated cell phone or telephone line be established to field all EDR calls. SOTS will inquire about CVRS generating a notice sent via e-mail or text message.

3. Staffing Levels: Suggested staffing with anticipation of an additional 10% turnout of total registered voters. Those appointed should be at least assistant registrars. Some suggested 1 staff per 200-250 people anticipated to turnout.

4. IDs: Discussed need to prove both identity and bona fide residence; discussed statutory provisions and possible options for proving residence.

5. Enforcement: Discussed referral to SEEC .

6. Transportation of ballots: Discussed a two person system. One representative from each party delivers ballots to AB counting moderator (at polls or central). Receptacle can be any secure container. EDR ballots can be hand counted if the municipality desires.

(3) Open Issues:

1. Issue of having CVRS access at the EDR locations. Can local IT staff accomplish this task?

2. Issue of alternative location and restricted area restriction. Does the restricted area rise to the same level as a polling place? If so, this may alter plans and locations.

3. Must you enter all data into CVRS on EDR day?

4. How diligent does a town need to be when cross-checking EDR applicant? What happens if the other town does not respond?

5. What happens if someone is still in EDR line at 8 p.m.?

6. When cross-checking does call go to registrars or directly to the polls?

7. SOTS will investigate legislative history regarding the cross-check and CVRS data entry

ELECTION DAY REGISTRATION WORKING GROUP
MARCH 18, 2013
OFFICE OF THE SECRETARY OF THE STATE
AGENDA

(1) Welcome

(2) Discussion Items:

1. Issue of whether a town may use one of their current poll locations as the EDR location, providing it has access to CVRS.
2. Issue about limiting the callback requirement in the case of a voter who has been checked and confirmed by the former polling place as "Good to Go", i.e., the voter has not cast a vote at the former polling place. This assumes that the former registrar has called the polling place and reached them in a timely fashion.
3. Registrars mailing regarding EDR process.

(3) Open Issues:
1. How diligent does a town need to be when cross-checking EDR applicant? What happens if the other town does not respond?

Under Wisconsin law, a voter registering on Election Day must provide a current identifying proof of residence document that shows the voter's full name and current address. The list of acceptable identifying documents is almost identical to the type of identification set out in the Help America Vote Act of 2002 (HAVA) for first-time voters who register by mail. This requirement has been in effect since EDR was established. Most individuals who register to vote on Election Day provide a current Wisconsin driver license or state ID card. Appendix A provides statistics regarding the types of proof of residence used in conjunction with EDR in Wisconsin for 2012 elections.

WI Driver License or ID Card; Utility Bill; Other Document; Bank Statement; Residential Lease; Paycheck; College Student ID; Government ID Card; Tax Bill; Employment ID Card; Affidavit for Homeless Electors

For electors who register on Election Day, if the verification postcard is returned as undeliverable, the clerk immediately marks the voter record as inactive, and sends the voter a notice informing them of this action. No 30-day notice letter is sent. The clerk also forwards the voter information to the District Attorney for investigation of potential voter fraud. When a voter record is marked as inactive, the voter's name will not appear on future poll lists, and the voter would need to re-register in order to vote.

Wisconsin municipal clerks reported the following number of provisional ballots in recent elections:

- 374 provisional ballots in the 2004 Presidential and General Election
- 271 provisional ballots in the 2006 General Election
- 211 provisional ballots in the 2008 Presidential and General Election
- 64 provisional ballots in the 2010 General Election
- 77 provisional ballots in the 2012 Recall Election
- 135 provisional ballots in the 2012 Presidential and General Election

Current Wisconsin election laws allow an eligible voter to register or update their voter registration on Election Day. The recommended procedure for high turnout elections and larger municipalities is that a separate voter registration table staffed by at least one poll worker is established at each polling place. The utilization of a voter registration table reduces the wait times of voters who are already registered and helps manage polling place traffic flow. Election Day Registration includes the following steps:

- The voter must complete a voter registration application (GAB-131) by providing all required identifying information and sign the form in the presence of the poll worker.
- The poll worker assisting the voter must verify the voter's eligibility by comparing their name against the ineligible felon list.
- The voter must provide acceptable proof of residence that contains both their name and current address and the poll worker must record any unique identifying number found on the document on the GAB-131.
- If the voter has provided all of the required information and documentation, the poll worker would then add the voter's name to the supplemental poll list.

- After signing the poll list, the voter is eligible to be issued a ballot. The current process for Election Day Registration is described in more detail in the G.A.B. Election Day Manual excerpt attached as Appendix G.

Election Day Manual Excerpt Outlining EDR Procedures

PROCESSING NEW REGISTRANTS FOR VOTING

Required Steps

Ineligible Voter List check

When a person registers to vote at the polling place, the Election Inspector must check the name and date of birth of that person against the Ineligible Voter List. The procedure is as follows:

1. Ask the person for his or her name and date of birth.

2. Compare the person's name and date of birth against the Ineligible Voter List.

   a. If there is no match with the ineligible voter list, the person follows the Election Day voter registration process (see procedure on page 15).

b. If the name and date of birth are identical to an entry on the Ineligible Voter List, check the separation date. If the separation date is before Election Day, the person is eligible to vote. If the person's separation date is after the Election Day, the Election Inspector must inform that person that he or she is ineligible to vote based on the information provided to the inspector.

If a person who matches a record on the list maintains that he or she is eligible to vote, the registration form should be marked "ineligible to vote per DOC" and the ballot should be challenged. (For more information on challenging electors, see the Challenge Procedures outlined in the *Election Day* manual, pages 34-36).

Note: If you find a matching name with a different date of birth, this is not a good reason to challenge. There are many common names and poll workers must exercise due care when determining whether they have a match with an ineligible voter. If a voter states his name is Jim John Smith, and the Ineligible Voter List has a Jim J. Smith and the date of birth is the same, this is good reason to challenge. Use the address as further corroborating information.

Additional instructions will be included with the Ineligible Voter List.

Processing New Registrants

Once it has been determined that the person is eligible to vote, the following steps must be completed to process a new registrant:

1. Registrant shows proof of residence.

2. Election Inspector or Special Registration Deputy reviews proof of residence, and writes the type and any unique number associated with the document on the WI Voter Registration Application (GAB-131) in Section 12.

3. Registrant completes Wisconsin Voter Registration Application (GAB-131).

4. Election Inspector or Special Registration Deputy reviews the form for completeness.

5. Registrant signs and dates form, in Section 11, **in the presence of the Election Inspector or Special Registration Deputy.**

6. Election Inspector or Special Registration Deputy prints his or her name and signs the form, indicating that the form is complete.

7. Election Inspector or Special Registration Deputy records the registrant's name and address on the supplemental poll list.

8. The registrant signs the supplemental poll list in the box provided next to his or her name.

9. Registrant is assigned a voter number. That number must be noted on the WI Voter Registration Application (GAB-131), in Section 11, and documented on the supplemental poll list.

10. Registrant is given a ballot and votes.

Sample Process

While not required, the Elections Division recommends that a separate registration table or area be established, apart from the table where registered voters on the prepared voter list are processed and ballots are issued. At this registration table, the elector provides proof of residence and completes the WI Voter Registration Application (GAB-131). The Election Inspector or Special Registration Deputy then reviews the form for sufficiency and correct proof of residence, noting on the WI Voter Registration Application (GAB-131) the type of proof of residence and any unique number on the document. The elector MUST sign the form in the presence of the Election Inspector or Special Registration Deputy. The Election Inspector or Special Registration Deputy then prints and signs his or her name. After the elector completes the WI Voter Registration Application (GAB-131), the Election Inspector or Special Registration Deputy adds the elector's name and address to the two original supplemental poll lists, and a voter number is assigned to the elector. The new registrant votes in the same manner as all other electors at the polling place.

A completed WI Voter Registration Application (GAB-131) contains confidential information which is not open to public inspection at the polls on Election Day. Confidential information includes: Date of birth, driver license number, DOT-issued state ID number, Social Security number, proof of residence account number and information about elector accommodation. The WI Voter Registration Application (GAB-131) is retained by the Election Inspectors and returned to the municipal clerk after the polls close.

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o General Applicability and Eligibility

- Applies only to a Regular Election Day (no primary, special election, referendum)

- Applies to non-electors and electors moving from one town to another

- Registrars shall designate a location to conduct EDR (this location must have access to CVRS)

- Registrars may appoint one or more officials to conduct EDR

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o Potential Issue

- What are the parameters for the selection of the alternate location?

- What are the parameters for the selection of the staff?

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

- Process - ID
  - Applicant applies pursuant to CGS 9-20
    - Must present a Driver's License, Social Security Card or Birth Certificate
    - If no ID or upon the request of any elector present, application must prove identity under testimony of another elector or by presentation of other satisfactory proof to Registrar
    - Students may use college ID as opposed to CGS 9-20 ID
    - If CGS 9-20 ID does not include residence address (SS Card or Birth Certificate) the applicant must also present something that has the address on it such as a Learner's Permit, Utility Bill due within 30 days after the election, or a college registration fee statement.

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o Potential Issue

- What other ID is acceptable to use?

- State statute lists acceptable forms of ID but the list is not exclusive.

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o Process – Voter Cross-check

- If the applicant satisfies the ID requirement, the Registrar must check CVRS BEFORE admitting the application

- If the applicant is not already a voter in CVRS the Registrar can admit the application

- If the application is already a voter in CVRS the Registrar shall immediately contact the former town

  o The former town shall cross the applicant's name off of their voter list

  o If the voter already voted in former town, EDR process stops – Registrar and SEEC investigate

  o If the voter did not vote in former town, EDR process continues

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o Potential Issue

- How do you contact the former town?
- How do you wait for a response before EDR continues?
- How does the former town ensure the applicant has not yet voted?

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o Process – Voting

- Once the applicant has been cross-checked the applicant can be admitted as a voter

- Once admitted, the voter receives a ballot and EDR envelope

- The elector votes the ballot

- The elector places the ballot into the EDR envelope and that is placed in a receptacle for storage until the ballots are delivered to the counting location

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o Potential Issue

- When and how are the voted ballots stored?
- When and how are the voted ballots transported to the counting location?

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

○ Counting Ballots

- The ballots are delivered to the location where Absentee Ballots are counted in the town

- The ballots are counted using the same principals as Absentee Ballots

- A section of the Head Moderator's Return indicates the number of ballot delivered

- All materials and tally sheet of EDR ballots are stored together

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o Follow-up

- Registrar shall send all EDR applicants a letter of acceptance

- If the letter is returned as undeliverable, the Registrar shall follow-up with a CVR and make inactive if necessary

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o 75 Foot Rule

- The 75 foot restriction applies to the EDR site

- The EDR site is NOT a polling place

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o Presidential Ballots Eliminated

- Presidential ballots for current non-registered voters are eliminated

- Presidential ballots for former residents still survives as required by Federal law

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o Reports

- Secretary of the State must file a report regarding EDR with GAE

- SEEC and SOTS must interview Registrars, poll workers and candidates to evaluate the program, review security and privacy issues

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o Wisconsin Example – ID Requirements

o Under Wisconsin law, a voter registering on Election Day must provide a current identifying proof of residence document that shows the voter's full name and current address. The list of acceptable identifying documents is almost identical to the type of identification set out in the Help America Vote Act of 2002 (HAVA) for first-time voters who register by mail. This requirement has been in effect since EDR was established. Most individuals who register to vote on Election Day provide a current Wisconsin driver license or state ID card.

o WI Driver License or ID Card; Utility Bill; Other Document; Bank Statement; Residential Lease; Paycheck; College Student ID; Government ID Card; Tax Bill; Employment ID Card; Affidavit for Homeless Electors

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o Wisconsin Example – Post Registration Notice

o For electors who register on Election Day, if the verification postcard is returned as undeliverable, the clerk immediately marks the voter record as inactive, and sends the voter a notice informing them of this action. The clerk also forwards the voter information to the District Attorney for investigation of potential voter fraud. When a voter record is marked as inactive, the voter's name will not appear on future poll lists, and the voter would need to re-register in order to vote.

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o Wisconsin Example – Provisional Ballot Reduction

o Wisconsin municipal clerks reported the following number of provisional ballots in recent elections:

  o 374 provisional ballots in the 2004 General Election

  o 271 provisional ballots in the 2006 General Election

  o 211 provisional ballots in the 2008 General Election

  o 64 provisional ballots in the 2010 General Election

  o 135 provisional ballots in the 2012 General Election

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o Wisconsin Example – EDR Procedure

o Current Wisconsin election laws allow an eligible voter to register or update their voter registration on Election Day. The recommended procedure for high turnout elections and larger municipalities is that a separate voter registration table staffed by at least one poll worker is established at each polling place. Election Day Registration includes the following steps:

o The voter must complete a voter registration application by providing all required identifying information and sign the form in the presence of the poll worker.

o The poll worker assisting the voter must verify the voter's eligibility by comparing their name against the ineligible felon list.

o The voter must provide acceptable proof of residence that contains both their name and current address and the poll worker must record any unique identifying number found on the document.

o If the voter has provided all of the required information and documentation, the poll worker would then add the voter's name to the supplemental poll list.

o After signing the poll list, the voter is eligible to be issued a ballot.

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o Wisconsin Example – EDR Procedure

o Election Day Manual Excerpt Outlining EDR Procedures

o **PROCESSING NEW REGISTRANTS FOR VOTING**

o Required Steps

o *Ineligible Voter List check*

o When a person registers to vote at the polling place, the Election Inspector must check the name and date of birth of that person against the Ineligible Voter List. The procedure is as follows:

o 1. Ask the person for his or her name and date of birth.

o 2. Compare the person's name and date of birth against the Ineligible Voter List.

o a. If there is no match with the ineligible voter list, the person follows the Election Day voter registration process.

o b. If the name and date of birth are identical to an entry on the Ineligible Voter List, check the separation date. If the separation date is **before** Election Day, the person is eligible to vote. If the person's separation date is **after** the Election Day, the Election Inspector must inform that person that he or she is ineligible to vote based on the information provided to the inspector.

o If a person who matches a record on the list maintains that he or she is eligible to vote, the registration form should be marked "ineligible to vote per DOC" and the ballot should be challenged.

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o Wisconsin Example – EDR Procedure

o *Processing New Registrants*

o Once it has been determined that the person is eligible to vote, the following steps must be completed to process a new registrant:

o 1. Registrant shows proof of residence.

o 2. Election Inspector or Special Registration Deputy reviews proof of residence, and writes the type and any unique number associated with the document on the Voter Registration Application.

o 3. Registrant completes Wisconsin Voter Registration Application.

o 4. Election Inspector or Special Registration Deputy reviews the form for completeness.

o 5. Registrant signs and dates form, in Section 11, **in the presence of the Election Inspector or Special Registration Deputy.**

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

- Wisconsin Example – EDR Procedure

- 6. Election Inspector or Special Registration Deputy prints his or her name and signs the form, indicating that the form is complete.

- 7. Election Inspector or Special Registration Deputy records the registrant's name and address on the supplemental poll list.

- 8. The registrant signs the supplemental poll list in the box provided next to his or her name.

- 9. Registrant is assigned a voter number. That number must be noted on the Voter Registration Application and documented on the supplemental poll list.

- 10. Registrant is given a ballot and votes.

PUBLIC ACT 12-56
EDR – PROCESS OUTLINE

o Discussion

o Questions

Appendix B
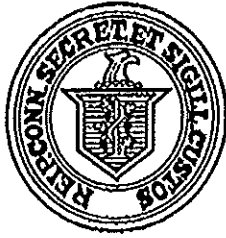
SECRETARY OF THE STATE
30 TRINITY STREET
HARTFORD, CT 06106

To: Registrars of Voters and Town Clerks
From: Legislation and Elections Administration Division
Date: April 11, 2013
Re: Implementation of Election Day Registration

INTRODUCTION

The purpose of this handbook is to provide you with detailed guidance regarding the implementation of Election Day Registration ("EDR") in your municipality. This memorandum was prepared with the assistance of an EDR working group comprised of representatives of the registrars of voter's and town clerk's associations. The intent of the working group was to create a workable framework for EDR that was consistent with Connecticut Public Act 12-56. We would like to thank the working group for all of their time and effort[1].

EDR was enacted by the General Assembly in Connecticut Public Act 12-56 "An Act Concerning Voting Rights". This act changed various election laws affecting voter registration, voting, and the statewide centralized voter registration system (CVRS). Specifically, it created an EDR process by: (1) allowing eligible people to register to vote and cast a ballot on Election Day, (2) establishing specific EDR procedures, and (3) eliminating the use of presidential ballots by current state residents since they may instead vote under the act's EDR provisions. The EDR provisions of this act become effective on July 1, 2013. **EDR applies only to the General Election Day (November and May) and does not apply to a primary, special election, town committee primary or referendum.**

LOCATION AND OFFICIALS

The act requires registrars of voters to designate a location for completing and processing EDR applications. This location cannot be within a polling place within your municipality although it can be in the same building, provided there is adequate physical separation from the polling place. The location must be one where registrars can access the statewide CVRS system. Access to CVRS can be achieved by placement of the state owned CVRS router onto the municipal owned network. The act does not require that CVRS be access by a "hard wire" connection from the computer at the EDR location to the state owned CVRS router. Any connection to CVRS must be in real-time and cannot be a static version of the information

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[1] Marla Cowden – Westport, Tim DeCarlo – Waterbury, Carole Young-Kleinfeld – Wilton, Judi Beaudreau – Vernon, Peter Gostin – New Britain, Melissa Russell – Bethlehem, Linda Grace – Bridgeport, Mike Wyman - Tolland

contained in CVRS such as a spreadsheet of information obtained by a download of data from CVRS.

The act prohibits the same activities in or near the EDR location as current law prohibits in or near a polling place. This means no one can be within 75 feet of the entrance to the EDR location or in any hallway or other approach to it to solicit support for, or opposition to, a candidate or ballot question; loiter; peddle; or offer advertising material or circulars. The EDR location is not considered a polling place, however. As such, it does not need to contain an IVS Vote-By-Phone System nor are members of the public prohibited from entering the building to report to work or to conduct other town business.

The act authorizes the registrars of voters to appoint election officials to serve at the alternate EDR location and to delegate to them any of their responsibilities. The registrars of voters must train and supervise the officials appointed by them.

RECOMMENDATIONS

(1) The alternate location selected should be able to accommodate all voters that are anticipated to use EDR on Election Day. Turnout may increase in your municipality by 2.5% to 5% depending on the make-up of your municipality and type of election.

(2) The additional staff appointed should be veteran election officials who are familiar and competent on the use of CVRS.

(3) For voters who are already registered: The EDR official who searches for the person on CVRS must ask the person for their CURRENT address. If this address does not match the address on the official registry list, the EDR official must send the elector to their NEW polling place. The officials at the NEW polling place will handle the elector as a transfer and Election Day addition.

(4) The EDR staff appointed should include at least two assistant registrars of voters or special assistant registrars who are capable of registering voters in your municipality.

(5) You should consider a minimum staffing level of one staff member for each 100 EDR applicants anticipated to appear on Election Day.

(6) You can estimate your increase in turnout by completing the formula below. We anticipate that EDR turnout may vary depending on the population of your municipality. However, other states who currently have EDR have estimated an increase in turnout between 2.5% to 5% historically.

	Description	Number	Additional Instructions
A.	Previous election turnout		
B.	Possible EDR percentage increase		2.5% to 5%
C.	Likely EDR voters		Multiply A x B
D.	People likely to appear for EDR who are already registered to vote (See (3)).		Estimate using Town Clerk's history for Presidential Ballot applicants
E.	Total number of applicants expected		Add C + D

(7) Before finalizing a location, registrars should determine whether the location chosen can accommodate parking for voter turnout as determined in (6) above.

ELIGIBILITY

The act permits anyone to register and vote in person on Election Day if he or she meets the eligibility requirements for voting in this state and is either: (1) not already an elector or (2) is registered in one municipality but wants to change his or her registration because he or she currently resides in another municipality. By law, a person is eligible to register and vote if he or she is (1) a U. S. citizen, (2) age 18 or older, and (3) a bona fide resident of the municipality in which he or she applies for admission as an elector.

APPLICATION AND IDENTIFICATION REQUIREMENTS

Under the act, applicants must appear in person at the designated EDR location and declare under oath (by signing a certification provided with the EDR envelope) that they have not previously voted in the election. They must complete the application for voter registration and provide the same information CGS §9-20 currently requires from anyone seeking to become an elector in person in the state. This means they must provide their birth certificate, driver's license, or Social Security card. If the person does not have any of these forms of identification the applicant can prove their *identity* under the testimony of another elector or by the presentation of other satisfactory proof to the registrar of voters. The act also allows college and university students to present a current photo identification (ID) issued by their higher education institution in lieu of a birth certificate, driver's license, or Social Security card.

Under the act, if an applicant's identification does not also include *proof of their residential address*, he or she must also submit another form of identification showing their residential address in the municipality. The additional identification may include, but is not limited to a motor vehicle learner's permit, utility bill due no later than 30 days after the election, for a college or university student, a current college or university registration or fee statement, a lease, library card with residential address, paycheck, property tax bill, naturalization documents, passport (assuming it is recent and includes residential address).

CHECKING ELIGIBILITY

Registrars of voters must check CVRS before admitting an applicant as an elector. If they determine an applicant is qualified to register and is either (1) not listed in CVRS as being registered to vote in another municipality or (2) is listed in CVRS as being registered to vote in another municipality and has not already voted, they must admit him or her. The person's electoral privileges attach immediately.

Applicant not listed in CVRS

If the registrars of voters determine that the applicant is not listed in CVRS as being registered to vote in another municipality they shall admit the applicant. The applicant shall become an elector in the municipality immediately.

Applicant listed in CVRS

If the registrars determine that the applicant is registered in another municipality but he or she wants to change his or her registration location, they must immediately notify the registrars in the municipality where the applicant is currently registered and request that they remove the elector's name from their official registry list. The election officials in that municipality must cross through the elector's name on the list and mark "off" next to it.

Best Efforts to Communicate

The registrars shall use their best efforts to contact the previous municipality of registration. This includes making at least two telephone inquiries to the previous municipality within a five to ten minute period. The registrars shall keep a log of all EDR ballots issued and track each telephone inquiry using the enclosed **Election Day Ballot Log.** If the registrars receive information back from the previous municipality indicating that the applicant has not already voted, the EDR process will continue accordingly as outlined in the "Voting Procedures" section below. If the registrars receive two busy signals or are unable to contact the previous municipality within the two telephone call (five to ten minute) timeframe, the EDR process will also continue as outlined in the "Voting Procedures" section below.

Once the registrars have confirmed that the applicant is qualified to register to vote (by confirmation received from another municipality or through the use of best efforts), the applicant will be processed in CVRS. The applicant will become an elector in the municipality in which the applicant now resides.

Delay in Communication

In addition, if the registrars are able to contact the previous municipality and the previous municipality states that they will attempt to reach the relevant polling place but cannot guarantee a timely response, the applicant is not required to wait for a response and should be provided a ballot. The registrars shall ensure that the ballot is not transmitted to the counting moderator until they receive communication from the previous town or complete best efforts procedures. The registrar shall hold the ballot in question until they receive communication from the previous town or until after 8 pm, whichever is earlier, before they deliver the ballot for counting.

In order to improve the communication between the registrars of voters of each municipality, the municipality "call-back" requirement will be limited to circumstances when it is discovered that an EDR applicant has actually cast a vote in the previous municipality. If a previous municipality removes an EDR applicant from their registry list and is certain the EDR applicant has not voted in their municipality, no return phone call to the EDR municipality is required. When the EDR registrar receives no communication regarding the ballot in question, the ballot shall be delivered for counting.

Applicant Previously Voted

If the applicant has already voted in the other municipality, the registrars of that municipality must immediately notify the registrars of the municipality where the elector wants to register. The registrars must deny the applicant a ballot (or reject the ballot, as the case may be), cease the registration process, and review the matter. If the matter cannot be resolved on review, the registrars must report the situation to the SEEC for investigation.

RECOMMENDATIONS

(1) Each municipality should provide a dedicated telephone (or mobile phone) to each moderator at each polling place that will be used solely for the purpose of communicating information regarding EDR.

(2) Each municipality should consider dedicating a single poll worker (assistant registrar) in each polling place and appointing additional staff at each EDR location for the purpose of communicating information to and from the registrars of voters to the polling place regarding EDR.

(3) Each municipality should consider providing assistance to applicants who are in line for EDR to ensure they are not already registered to vote in the municipality.

(4) Each municipality should consider dividing the EDR process among various staff and the EDR location. Processing individuals who have never been registered to vote will be quicker because there will be no obligation to contact another municipality during the registration or voting process. Processing individuals who may have been registered to vote in another municipality in the state will take longer because it requires communication with another municipality and will be more time consuming for the EDR official.

(5) Each municipality should keep Election Day Ballot Log (attached) to ensure that each EDR applicant and communication to other municipalities can be accounted for and recreated if necessary.

(6) Each EDR location should also have a copy of the Inactive list for the municipality. Any person attempting to vote using the EDR process who is on the Inactive registry list for the town should be directed to their appropriate polling place and restored.

(7) Secretary of the State will update the "on-line" voter look-up tool on the State of Connecticut's website so that municipalities can use this system to pre-check voter status, if they so choose, and to act as a substitute for CVRS if the system should fail on Election Day.

VOTING PROCEDURES

Registrars of voters must give an EDR ballot and envelope to an applicant whom they admit as an elector and record its issuance. The elector must (1) declare under oath that he or she did not previously vote in the election and (2) sign an affirmation that is printed on the back of the security envelope and is substantially similar to the following:

AFFIRMATION: I, the undersigned, do hereby state, under penalty of false statement, (perjury) that:

1. I am the person admitted here as an elector in the town indicated.

2. I am eligible to vote in the election indicated for today in the town indicated.

3. The information on my voter registration card is correct and complete.

4. I reside at the address that I have given to the registrars of voters.

5. If previously registered at another location, I have provided such address to the registrars of voters and hereby request cancellation of such prior registration.

6. I have not voted in person or by absentee ballot and I will not vote otherwise than by this ballot at this election.

7. I completed an application for an Election Day registration ballot and received an Election Day registration ballot.

The newly admitted elector must secretly mark the ballot in the presence of the registrars or their designees, place it in the EDR envelope, and deposit the envelope in a secured EDR ballot depository receptacle.

COUNTING PROCEDURES

Under the act, the law's procedures relating to the custody, control, and counting of EDR ballots must apply as nearly as possible to the custody, control, and counting of absentee ballots. Among other things, this means that at the time designated by registrars and noticed to election officials, registrars must have two individuals of opposing political parties transport the ballots for counting to the same area (district or central location) where absentee ballots are counted. The delivery of the ballots shall be documented by using the AFFIDAVIT OF DELIVERY AND RECEIPT OF EDR BALLOTS included with this handbook.

In addition, counting procedures shall also include the following:

1. The election officials present at the absentee ballot counting location count the EDR ballots;

2. A section of the head moderator's return must show the number of EDR ballots cast;

3. The registrars must seal a copy of the EDR Tally Sheet (included with this handbook) in the depository envelope with the ballots and store the envelope with the other election results materials;

4. The registrars must preserve the EDR envelope for 180 days after the election, the same period of time the law requires other counted ballots to be preserved.

5. The registrars must account for all EDR applications received and ballots issued to ensure those totals balance. Registrars can accomplish this by using the enclosed Election Day Ballot Log, CVRS – Monthly Change Detail Report or by counting the actual ballots and applications by hand. However, in the end the number of applications received and ballots issued must match.

6. If counting at a central location, a separate tabulator can be used for the EDR process.

Included with this handbook are the following forms: (1) EDR Tally Sheet, (2) Write-In Votes Tally Sheet, (3) Certificate for EDR Ballots, (4) Election Day Ballot Log, (5) SEEC Referral Form, (6) Affidavit of Delivery and Receipt of EDR Ballots, and (7) EDR Suggested Envelope. These forms have been provided to you for the following reasons:

(1) <u>EDR Tally Sheet (one per district)</u> – to separately account for the candidate and question vote totals cast on the EDR ballots;

(2) <u>Write-In Votes Tally Sheet (one per district)</u> – to separately account for the registered write-in candidate vote totals cast on the EDR ballots;

(3) <u>Certificate for EDR Ballots (one per district)</u> – to account for the total number of EDR applications, applications denied, ballots cast and ballots rejected to ensure those numbers balance at the close of the polls on Election Day;

(4) <u>Election Day Ballot Log</u> – to account for all EDR applications received and EDR ballots cast and to keep other statistical information necessary for the administration of EDR;

(5) <u>SEEC Referral Form</u> – to provide you with a simply and efficient form to use if you need to refer an EDR matter to SEEC; and

(6) <u>EDR Suggested Envelope</u> – this is a sample of the text that will be printed on the outside of the EDR envelope that will be used on Election Day.

In addition, your official registry lists, moderator's tally sheet totals, election statistics and vote totals must be supplemented with the information received from the EDR location by the head moderator.

CONFIRMATION PROCEDURES

Registrars of voters must immediately send a letter of acceptance by first-class mail to the residential address of each EDR applicant they admit. The envelope must have instructions for returning any confirmation notice that cannot be delivered to the address shown. If the confirmation is returned as undelivered, registrars shall immediately send a confirmation of voting residence. Registrars need not wait until the May 1st deadline that otherwise applies to a canvass of the registry list. If the address cannot be verified, registrars must place the elector's name on the inactive list. This procedure is the same procedure used currently if a letter of acceptance is returned as undeliverable.

REPORT

The Secretary of the State must report to the GAE Committee by February 1, 2014 on any issues or concerns that arise during the November 2013 municipal election with respect to EDR

administration, including ballot security and privacy. In consultation with the SEEC, the Secretary must interview registrars of voters, poll workers, and candidates from municipalities with small, medium, and large populations to determine the efficacy of EDR. The report must include observations, results, and ways to enhance ballot security and privacy.

PRESIDENTIAL BALLOTS

The law permits certain U. S. citizens who are at least 18 years old to apply for and vote a presidential ballot to cast a vote for president and vice president, but not any other office. The person must apply to the town clerk no sooner than 45 days before the election, and can do so up until the polls close on Election Day. The clerk must be satisfied that the applicant is eligible for the ballot, and the applicant must sign a statement under penalty of false statement that the information he or she provides is true.

Prior law allowed unregistered Connecticut residents and former state residents who moved to another state after its registration deadline to apply for a presidential ballot. The act eliminates provisions allowing current Connecticut residents to vote by presidential ballot, leaving the procedure in place for former state residents only. Under the act, unregistered state residents would instead follow EDR procedures.

BALLOT TYPES

It is important to be able to separately report and tally the vote totals cast on the EDR ballots. Although the act does not require the registrars of voters to separately report the results to the Secretary of the State, it does require that a separate return be sealed with the EDR ballots for the required retention period. In an effort to avoid additional costs we have developed the following suggestions regarding EDR ballots:

(1) A municipality can order a totally unique EDR ballot that will be separately accounted for by the optical scan voting tabulator either at the central AB counting location or at the polls depending on the municipality;
(2) A municipality can use polling place ballots that will be counted at a CENTRAL location so the tabulator will separately account for the EDR ballots;
(3) A municipality can use regular absentee ballots and tally them on a completely SEPARATE tabulator;
(4) A municipality can use regular polling place ballots for EDR and hand count the ballots.

DATA COLLECTION

We have provided an Election Day Ballot Log with this handbook. In addition to assisting you with accounting for EDR applicants and municipal inquiries, the data you provide on this log will assist our office with the required report that must be filed after the 2013 general election as well as assist our working group regarding potential changes to the EDR process in the future.

CLOSING OF THE EDR LOCATION

The act requires that in order to cast a ballot on Election Day, the applicant must be registered to vote no later than 8 o'clock p.m. If you have applicants who continue to be in line after 8 o'clock p.m. they will not be able to participate in the election. All applicants must have completed the EDR process before 8 o'clock p.m. in order to cast a ballot on Election Day.

ELECTION DAY BALLOT LOG

Ballot No.	Name	Address	Date of Birth	Time of contact/ EDR	New voter?	Existing voter?	Previous Town	Previous Town Voting District	Previous Town Contact	Reported to Town of Voter?

ELECTION DAY REGISTRATION
STATE ELECTIONS ENFORCEMENT COMMISSION REFERRAL FORM

Date:_____

Town Name:_____

Referring Official's Name:_____

Referring Official's Address:_____
_____
_____
_____

Referring Official's Telephone Number:_____

Referring Official's E-Mail Address:_____

Alleged Violations:_____
_____
_____
_____
_____
_____
_____
_____
_____

Certification: I solemnly swear (or affirm) that the above statement is true and accurate to the best of my knowledge and belief.

Referring Official's Signature:_____

Date:_____

Suggested EDR Envelope

Name of Applicant:_____   Voting District:_____

Date of Birth:_____

Bona Fide Residence Address:_____

_____

AFFIRMATION: I, the undersigned, do hereby state, under penalty of false statement, (perjury) that:

1. I am the person admitted here as an elector in the town indicated.

2. I am eligible to vote in the election indicated for today in the town indicated.

3. The information on my voter registration card is correct and complete.

4. I reside at the address that I have given to the registrars of voters.

5. If previously registered at another location, I have provided such address to the registrars of voters and hereby request cancellation of such prior registration.

6. I have not voted in person or by absentee ballot and I will not vote otherwise than by this ballot at this election.

7. I completed an application for an Election Day registration ballot and received an Election Day registration ballot.

Signature of Elector:_____   Date:_____

Warning: If you sign this statement even though you know it is untrue, you can be convicted of a class D felony and disfranchised.

Use (1) form per district

<u>*Use this form for EDR Ballots Only*</u>

Town: _____ Date: _____ Voting District: _____

Certificate for EDR Ballots

==

I hereby certify that this report along with the tabulator tape of EDR ballots are correct and that the following numbers are true and accurate.

EDR Ballots   ....

EDR Ballot Applications   ....

EDR Applications Denied To ID   ....

EDR Applications Denied Due To Residency   ....

EDR Applications & Ballots Denied Due To Previous Voting   ....

*Attest:*_____
                                  EDR Location Official

==

Total EDR Ballots to Be Counted   ....

Total EDR Ballots Counted By Machine   ....

Total DR Ballots Counted By Hand   ....

Total EDR Ballots Counted   ....

Total EDR Ballots Rejected   ....

Attest: _____
                          EDR Counting Official (Moderator)

Use (1) per district

EDR Tally Sheet

Town: _____   Date: _____   Voting District: _____

Candidate Name		Machine Tape	Hand Count	Write In		Total Votes

Use (1) per district

Write-In Votes *for Registered Write-In Candidates*

TOWN: _____ DATE: _____ VOTING DISTRICT: _____

Candidate name	Office	Machine Vote Hand Read	

AFFIDAVIT OF DELIVERY AND RECEIPT OF

EDR BALLOTS

Election:_____

FOR:_____

Date:_____

Time:_____

We, _____ & _____, the undersigned
EDR Officials of the Town of _____, being duly sworn, depose and say that
we counted and delivered to_____(Moderator), _____EDR ballots.

_____
Signed

_____
Print   EDR Official

_____
Signed

_____
Print   EDR Official

Subscribed and sworn to before me at _____, Connecticut this____day of_____,
20____.

_____
Title and Signature of Person
Administering Oath

I,_____, the undersigned EDR Counting Official (Moderator) being duly
sworn, depose and say that I received from_____&_____,
EDR Officials of the Town of_____, _____EDR ballots.

_____
EDR Counting Official (Moderator)

Subscribed and sworn to before me at _____, Connecticut this____day of
_____, 20____.

_____
Title and Signature of Person
Administering Oath

Appendix C
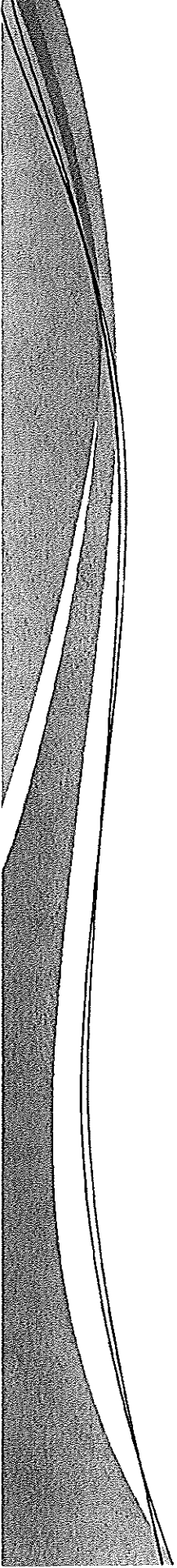
REGISTRAR'S OF VOTERS ASSOCIATION

SPRING CONFERENCE 2013

ELECTION DAY REGISTRATION - LOCATION

- The act requires registrars of voters to designate a location for the completing and processing of EDR applications. This location cannot be within a polling place within your municipality. The location must be one where registrars can access the statewide CVRS system.

- The act prohibits the same activities in or near the EDR location as current law prohibits in or near a polling place. This means the 75 foot restriction applies. The EDR location is not considered a polling place, however. As such, it does not need to contain an IVS Vote-By-Phone System nor are members of the public prohibited from entering the building to report to work or to conduct other town business.

- The act authorizes the registrars of voters to appoint election officials to serve at the alternate EDR location. The registrars of voters must train and supervise the officials appointed by them.

ELECTION DAY REGISTRATION - LOCATION

- Within reason, 75 foot areas can overlap

Registrar's Office

Polling Place
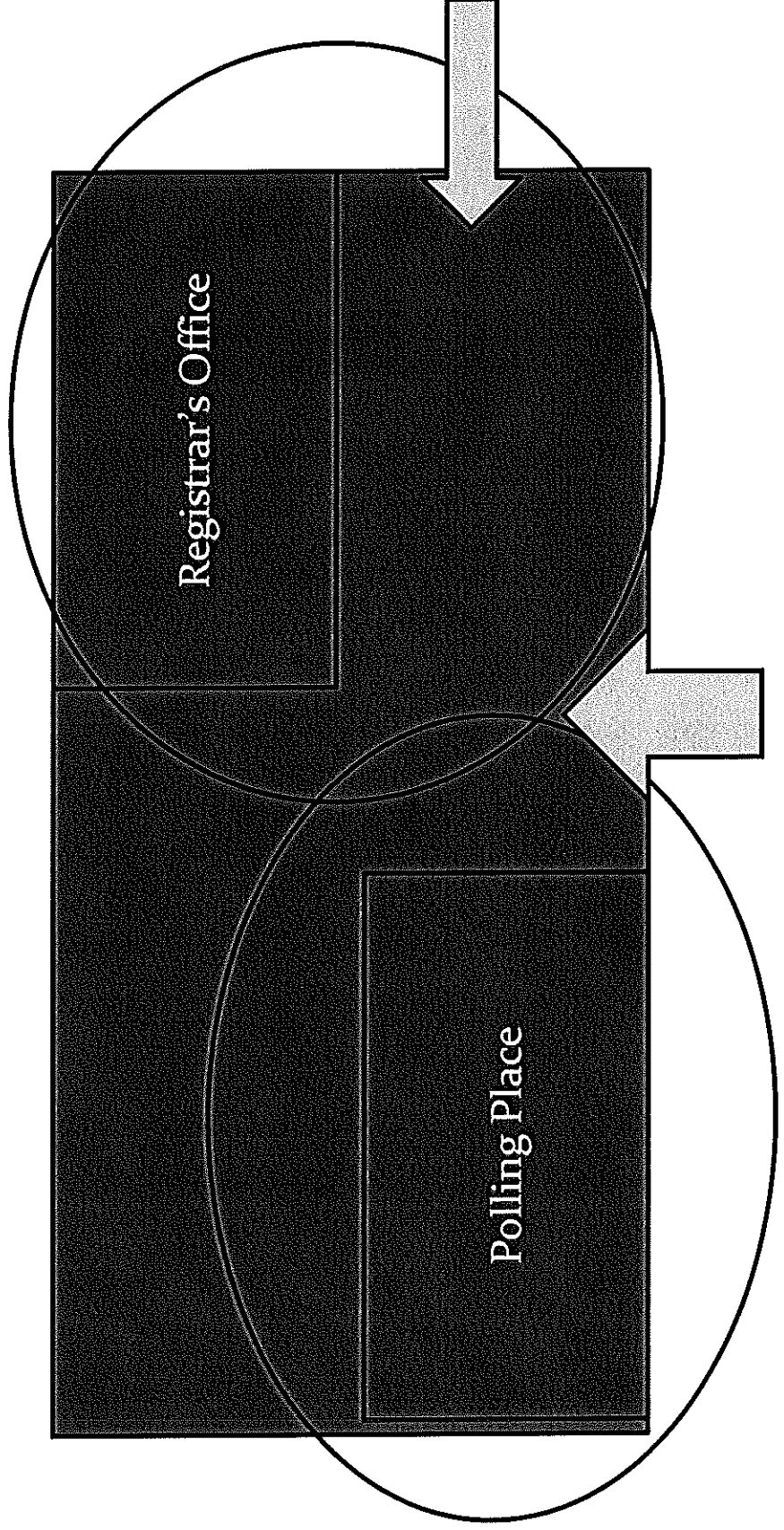
ELECTION DAY REGISTRATION - ELIGIBILITY

- The act permits anyone to register and vote in person on Election Day if he or she meets the eligibility requirements for voting in this state and is either: (1) not already an elector or (2) is registered in one municipality but wants to change his or her registration because he or she currently resides in another municipality. By law, a person is eligible to register and vote if he or she is (1) a U. S. citizen, (2) age 18 or older, and (3) a bona fide resident of the municipality in which he or she applies for admission as an elector.

ELECTION DAY REGISTRATION – APPLICATION AND ID REQUIREMENTS

- Under the act, applicants must appear in person at the designated EDR location and declare under oath that they have not previously voted in the election. They must complete the application for voter registration pursuant to CGS §9-20. This means they must provide their birth certificate, driver's license, or Social Security card. If the person does not have any of these forms of identification the applicant can prove their *identity* under the testimony of another elector or by the presentation of other satisfactory proof to the registrar of voters. College students can present a current photo identification issued by their school in lieu of a birth certificate, driver's license, or Social Security card.

- Under the act, if an applicant's identification does not also include *proof of their residential address*, he or she must also submit another form of identification showing their residential address in the municipality. The additional identification may include, but is not limited to a motor vehicle learner's permit, utility bill due no later than 30 days after the election, for a college or university student, a current college or university registration or fee statement, a lease, library card with residential address, paycheck, property tax bill.

ELECTION DAY REGISTRATION – CHECKING ELIGIBILITY

- Registrars of voters must check CVRS before admitting an applicant as an elector. If they determine an applicant is qualified to register and is either (1) not listed in CVRS as being registered to vote in another municipality or (2) is listed in CVRS as being registered to vote in another municipality and has not already voted, they must admit him or her. The person's electoral privileges attach immediately.

Applicant listed in CVRS

- If the registrars determine that the applicant is registered in another municipality but he or she wants to change his or her registration location, they must immediately notify the registrars in the municipality where the applicant is currently registered and request that they remove the elector's name from their official registry list. The election officials in that municipality must cross through the elector's name on the list and mark "off" next to it.

Best Efforts to Communicate

- The registrars shall use their best efforts to contact the previous municipality of registration. This includes making at least two telephone inquiries to the previous municipality within a five to ten minute period. If the registrars receive two busy signals or are unable to contact the previous municipality within the two telephone call (five to ten minute) timeframe, the EDR process will also continue.

Applicant Previously Voted

- If the applicant has already voted in the other municipality, the registrars of that municipality must immediately notify the registrars of the municipality where the elector wants to register. The registrars must deny the applicant a ballot (or reject the ballot, as the case may be), cease the registration process, and review the matter. If the matter cannot be resolved on review, the registrars must report the situation to the SEEC for investigation.

ELECTION DAY REGISTRATION – VOTING PROCEDURE

- Once the EDR applicant is properly registered, the Registrars of voters must provide an EDR ballot and envelope to the applicant whom they admit as an elector and record its issuance. The elector must (1) declare under oath that he or she did not previously vote in the election and (2) sign an affirmation that is printed on the back of the security envelope.

- The newly admitted elector must secretly mark the ballot in the presence of the registrars or their designees, place it in the EDR envelope, and deposit the envelope in a secured EDR ballot depository receptacle.
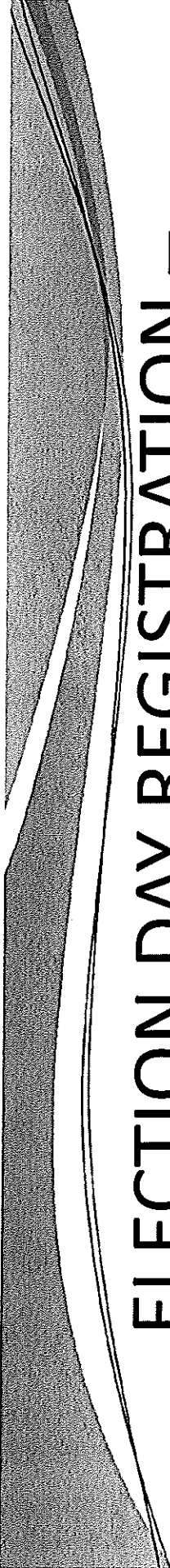
ELECTION DAY REGISTRATION – COUNTING PROCEDURE

- Under the act, the law's procedures relating to the custody, control, and counting of absentee ballots must apply as nearly as possible to the custody, control, and counting of EDR ballots. Among other things, this means that at the time designated by registrars and noticed to election officials, registrars must have two individuals of opposing political parties transport the receptacle for ballot counting to the same area (district or central location) where absentee ballots are counted.

- The election officials present at the absentee ballot counting location count the EDR ballots;

- A section of the head moderator's return must show the number of EDR ballots cast;

- The registrars must seal a copy of the **EDR Tally Sheet** in the depository envelope with the ballots and store the envelope with the other election results materials;

- The registrars must preserve the EDR envelope for 180 days after the election;

- The official registry lists, moderator's tally sheet totals, election statistics and vote totals must be supplemented with the information received from the EDR location by the head moderator.

ELECTION DAY REGISTRATION – CONFIRMATION PROCEDURE

- Registrars of voters must immediately send a letter of acceptance by first-class mail to the residential address of each EDR applicant they admit. The envelope must have instructions for returning any confirmation notice that cannot be delivered to the address shown. If the confirmation is returned as undelivered, registrars shall immediately send a confirmation of voting residence. If the address cannot be verified, registrars must place the elector's name on the inactive list.

ELECTION DAY REGISTRATION – PRESIDENTIAL BALLOTS

- Prior law allowed unregistered Connecticut residents and former state residents who moved to another state after its registration deadline to apply for a presidential ballot. EDR eliminates provisions allowing current Connecticut residents to vote by presidential ballot, leaving the procedure in place for former state residents only. Under the act, unregistered state residents would instead follow EDR procedures.

ELECTION DAY REGISTRATION – CLOSING OF THE POLLS

- The act requires that in order to cast a ballot on Election Day, the applicant must be registered to vote no later than 8 o'clock p.m. If applicants continue to be in line after 8 o'clock p.m. they will not be able to participate in the election. All applicants must have completed the EDR process before 8 o'clock p.m. in order to cast a ballot on Election Day.
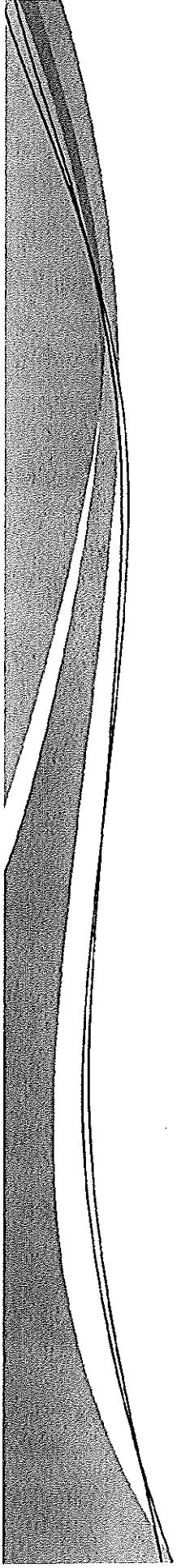
ELECTION DAY REGISTRATION

- THANK YOU
- QUESTIONS?

Appendix D

ELECTION DAY REGISTRATION WORKING GROUP

AGENDA

DECEMBER 11, 2013

1. Introductions
2. Purpose of Follow Up Meetings
   a. Not later than February 1, 2014, the Secretary of the State shall report on the administration of election day registration.
   b. Such report shall address any issues or concerns regarding the administration of election day registration during the November 2013 election, including, but not limited to, ballot security and privacy.
   c. The Secretary of the State, in consultation with the State Elections Enforcement Commission, shall conduct interviews with registrars of voters, poll workers and candidates from municipalities with small, medium and large populations in order to determine the efficacy of election day registration during the November 2013 election and include any concomitant observations and results in such report, including, but not limited to, ways in which ballot security and privacy on election day can be enhanced.
3. Discussion of Report and Process
   a. Report structure
   b. Report development and process
4. Registrar of Voters input on Election Day Registration
5. Discussion of next meeting(s)
   a. Registrars to provide moderator and candidate input
   b. Determination of the number of meetings needed to complete task
   c. Determination of next meeting location
6. Adjourn

EDR SUMMARY - NEW BRITAIN / NOVEMBER 5, 2013

New Voters	134
New Britain - Off to Active	0
Active Voters From Other Towns	<u>34</u>
Total EDR Voters	168
Total Ballots Cast	164

<u>Voter's Previous Town</u>

Avon	1
Berlin	5
Bethel	1
Bristol	3
Clinton	1
Cromwell	1
Deep River	1
Enfield	1
Glastonbury	1
Haddam	1
Hartford	5
Mansfield	1
Meriden	1
Middletown	2
Milford	2
Monroe	1
Southington	1
Waterbury	1
West Hartford	2
Wolcott	<u>2</u>
Total Out Of Town	34

Average Time For Confirmation From Other Towns	6 minutes
Average Time To Register New Voters	14 minutes
Attempting To Vote Twice (NB then to Berlin where registered)	1

EDR SUMMARY - NEW BRITAIN / NOVEMBER 5, 2013

Costs	2013	Est. 2014
Phone Line Set-Up	$ 50	$ 50
IT / Computer Terminal Hook-Ups (6)	$ 150	$ -
Maintenance (move panels, run wires)	$ 125	$ -
Ballots	$ 1,195	$ 750
Staff	$ 1,900	$ 1,500
Signage - halls & 75' markers	$ 150	$ -
Signage - parking spaces	$ 200	$ -
Crowd control stanchions	$ 600	$ -
Police	$ 550	$ 550
Total Costs	$ 4,920	$ 2,850

NEW BRITAIN
ELECTION DAY REGISTRATION
Station Responsibilities

Greeter (outside hall)

- Welcome public
- Ask person – "Are you currently a registered voter?"
- Yes or No - ask them to inform worker at Window #1.
- Hand out flier with ID requirements
- Advise person they must have these documents or they will not be allowed to register

Window #1 - Computer Inquiry & Applications

- Ask person for name and date of birth
- Enter name or date of birth into Inquiry screen on computer
- If name or date of birth reveals no results or they are registered out of town and now live in town, provide person with registration card. Instruct them to bring ID and completed form to Window #2
- If person is already registered, advise them of their current voting district and polling location where they can go to vote

Window #2 – Applications and ID Verification

- Review registration card for completeness and verify ID and residency documents.
- If all is correct, return ID documents to person and forward registration card to back room for data entry to make a new voter
- If not correct, complete, or is lacking ID / residency information, return to person for correction or additional documentation

Computer / Data Entry

- Enter information on registration card into CVRS system
- Once completed, note assigned voting district then write and circle district number on card in box with last name
- Give registration card to Supervisor or Assistant Registrar

Ballot Handler

- Receive district ballot and EDR envelope from Supervisor / Assistant Registrar
- Call out name of person in lobby to come in to vote
- Give EDR envelope and ballot to person – instruct them to fill in ovals for candidates they want to vote for then fold ballot, place in envelope, and sign
- Return sealed envelope to Supervisor / Assistant Registrar

<u>Supervisor</u>

- Rotate staff periodically to other stations
- Schedule breaks and lunches for personnel
- Log-In Sheet – keep track of new registration cards and write down names of all new voters entered into CVRS
- EDR Phone Calls
  a. Answer incoming calls from other towns. Call upstairs office at x3310 to obtain requested information about voter; return call with information to other town
  b. If worker at Window #1 or Window #2 is helping person who is currently registered in another town but now resides in New Britain – place call to Registrar in town where person last resided to have them determine voting status. Allow registration process to continue. If other town calls back and states person has already voted, retrieve envelope in "Holding" file and reject ballot. Give to Assistant Registrar.
- Ballots – work with Assistant Registrars to hand out appropriate district ballots and envelopes to Ballot Handler; receive back sealed envelope from Ballot Handler and place in <u>RED</u> ballot box or, if waiting on information from previous town, file alphabetically in "Holding" file until cleared

Application Booth   Application Booth   Application Booth

Window #2
ID Verification

Window #1
Inquiry & Apps

B
a
l
l
o
t
s

Computer / Data Entry

Privacy Booth
Area

Finish

Vote

Exit

Enter Line

Greeting
Table

Seating / Waiting Area
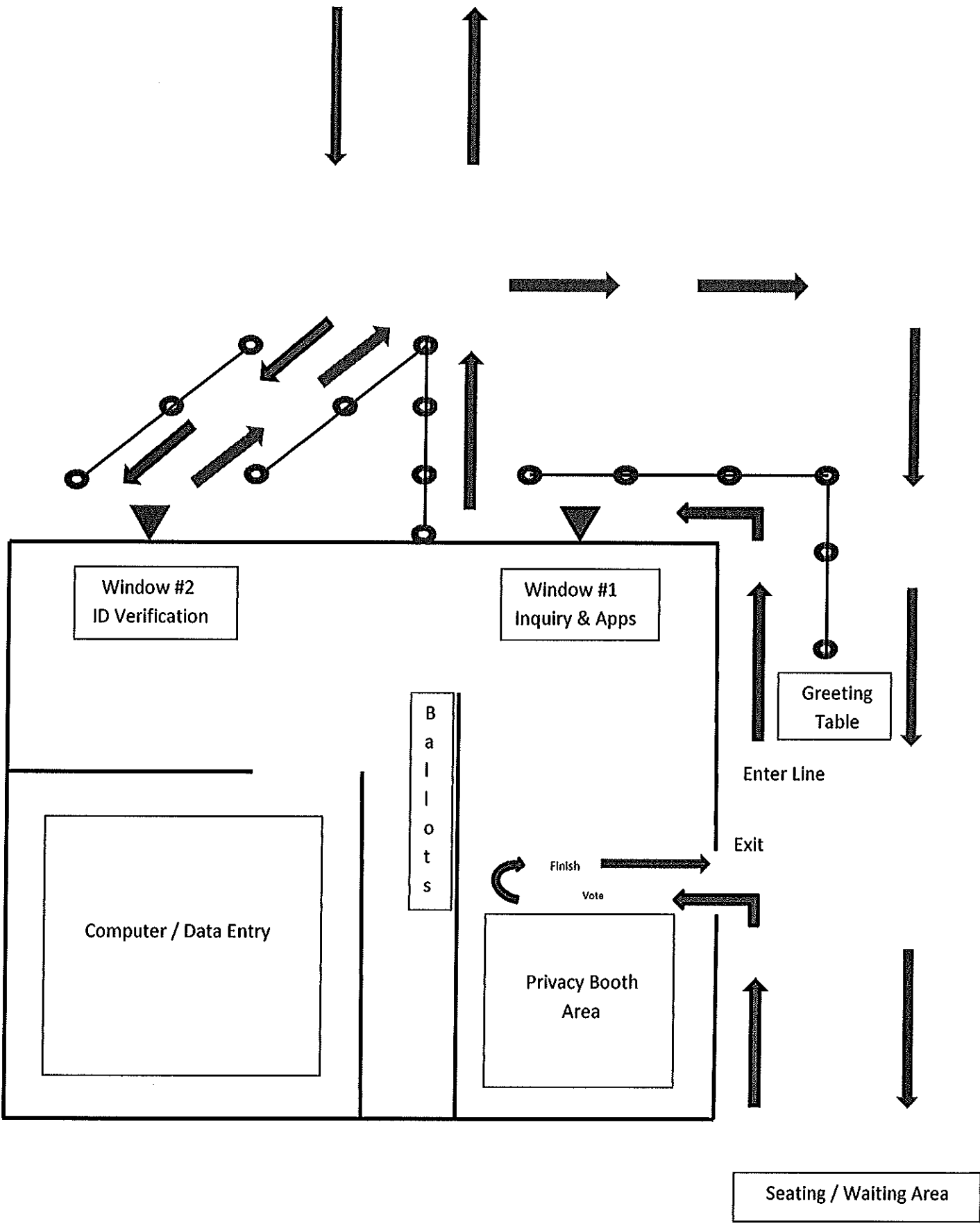
From:	Young-Kleinfeld, Carole [carole.young-kleinfeld@WILTONCT.ORG]
Sent:	Monday, December 16, 2013 3:16 PM
To:	Reeves, Peggy; Bromley, Ted
Cc:	Laurel Anderson
Subject:	FW: Feedback on EDR from Trumbull EDR Moderator

Peggy and Ted,

Here are some thoughts below from an EDR official from Trumbull--certified moderator Jean Rabinow—who happens to work for the LWV of Connecticut as her regular job. (That's why her e-mail address is the LWVCT's office e-mail...)

I invited her to the January 15 meeting for any specific questions...plus she's very interested in the whole general topic. I've asked a few other people who worked at the EDR location for feedback, too, but Jean is the first to respond.

Do we have a place for the January 15 meeting?

Best,

Carole

Registrar of Voters
Town of Wilton
238 Danbury Rd.
Wilton, CT 06897
(203) 563-0111
E-Mail: Carole.Young-Kleinfeld@wiltonct.org

From: Carole Kleinfeld [mailto:ctyk@optonline.net]
Sent: Monday, December 16, 2013 2:57 PM
To: Young-Kleinfeld, Carole
Subject: FW: thoughts on EDR

-------- Begin forwarded message --------
Subject: thoughts on EDR
Date: 12/16/13 12:37:18 PM
From: "LWVCT-Main2" <lwvct@lwvct.org>
To: "Carole Young-Kleinfeld" <ctyk@optonline.net>

Carole:
You already know some of this, but here goes:

Name of town where you worked: Trumbull

Location:

EDR was held in the small conference room on the second floor of Town Hall. It was mostly adequate for EDR tasks, with sufficient parking, privacy, and accessibility via a main elevator. However, one of our EDR applicants had to have curbside service, and this meant that two workers were at some remove from the site for longer than we would have liked; and there was no copier in the room, which meant that we had to go down the hall to copy EDR applicants' IDs.

The location will not be adequate in a gubernatorial or Presidential election with higher turn-out, as there is no waiting room and no seating in the hallway, and the conference room seats 8 people at best, which means that if there are more than two workers and two families of registrants, we're in fairly bad trouble.

Training:
I believe I was adequately trained for most of the tasks I was asked to perform, but I could have used better instruction on when to time-stamp the various pieces of paper that needed stamping.

Time to complete the EDR process with a voter, from walk-in to walk-out: between 10 minutes and 3/4 hour.

Any bottlenecks in processing EDR voters: No.

Communication with previous towns (Any problems communicating with towns where voter had been previously registered? Please describe): Thankfully, no problems.

Had anyone actually voted that day in a previous town? No.

Suggestions for improving the procedures:

1) Remove the requirement for time-stamping the registrations and ballot envelopes, or at least make it optional with each town – date-stamping should be sufficient.

2) Permit/encourage direct EDR-to-poll anti-fraud checking, and make sure that the contact phone list distinguishes between registrars' offices and polling places. I believe we called registrars' offices to find out if someone had already voted, after which they had to call the right poll. It would help if we could have called each polling place directly, and I now realize that the SOTS's database does give us the information on which polling place the applicant was previously using.

3) Mandate/provide better training for poll workers (and not just moderators), so that they understand that when an EDR worker contacts them to ask them if John Doe has voted yet, because he's trying to register in another town, they're supposed to remove Doe from their voter records if he has not already voted. Also, create and require use of a standard state-wide system to mark the checkers' books to show which voters are removed on election day.

4) In towns with multiple polling places, move EDR into the polls rather than make everyone line up at a central station. The central station could advice EDR applicants on which poll they should report to, and such a system would make better use of the 2 assistant registrars already at each poll, as well as minimizing phone interruptions that impact the checkers' desks.

5) Long-term, develop a way of linking the SOTS's voter database to input from the polls, so that as each voter goes through the check-in process, the fact that he or she checked in can be registered in Hartford – and accessed by EDR teams at all other polls.

Jean

Therese Pac - Re: EDR

From: Mary Rydingsward
To: Krawiecki, Sharon; Pac, Therese
Date: 12/6/2013 2:49 PM
Subject: Re: EDR

Hello Therese,

Thank you for informing us of your placement on the SotS committee and for asking for our feedback / input. Below are my comments. When Sharon returns on Monday, we may have more ideas to share.

Our EDR process worked well. We anticipated a maximum of 200 and recruited and trained 3 staff for the activity. Our voter turnout for EDR was much lower than anticipated. We had 32 voters. In general, the voters' feedback indicated that the process was "easy" and "quick". No voter had voted in another location; one voter was re-directed to their polling place. Pre-printed "mapquest" directions were available for any voter who was required to vote at their polling place.

Our EDR location is town hall. Although there is street parking and a small parking lot, the assessible parking is not obvious. We installed a directional sign to indicate the location of assessible parking.

The challenge: EDR requires a front-end activity (servicing the citizens who arrive at the EDR location) and a back-end activity (responding to other towns inquiries). In Bristol the two activities were carried out in separate rooms.

The back-end activity was logged and processed by a Deputy Registrar of Voters, who was working throughout the day with each polling place on a variety of issues (hourly count, etc.). This activity required a log of each incoming call, a phone call to the polling place to assure voter had not voted, and confirmation from the Assistant Registrar that they had deleted the voter from their list (either the active or inactive list). (Therese, I will check with Sharon Monday as she may have the information on inquiries from other towns. I think it would be helpful to include the number of calls we received from other towns.)

With regards to servicing citizens arriving for EDR, we recognized that well-trained staff would minimize the need for Registrars to be called into the EDR room on Election Day and provide the most expedient service to the voter. Two of the staff were seasoned poll workers and one was a young person with computer aptitude. Two of the staff were trained on CVRS and the EDR process over a three week period prior to the election. This provided them an opportunity to demonstrate and gain confidence in their retention of knowledge. Competent and well-trained staff were a successful part of Bristol's EDR activity.

~ Mary

From: Sharon Krawiecki
To: Pac, Therese; Rydingsward, Mary
Date: 12/9/2013 10:15 AM
Subject: Re: EDR
Attachments: EDR summary.xlsx

Therese,

I have attached a summary of EDR voters and our set-up.
I agree with Mary on everything with one exception. I was surprised that we had 32 EDR's. I thought the
number would be around 24.
In Bristol, EDR accomplished what the law intended.

Sharon

Election Day Registration Summary

New Voters			19
Bristol voter, status OFF to ACTIVE			1
Active voters from other towns			12
Total EDR Voters			32

Voters came from these towns:		
Farmington		2
Plymouth		1
Manchester		1
New Britain		3
Waterbury		1
Meridan		1
New Milford		1
Southington		1
West Hartford		1
		12

Time it took to register, receive a confirmation call and vote   16.1111 minutes
Average time for new voter   12 minutes

Ballots counted without a return call   0
Bristol voters who registered in other towns   17
Calls from other town   10 out of the 17
Wait time for voters with 2 workers   0

Town	DOB	Party	Name		Dist
Bristol	1983	U			77-01
Bristol	1959	R			77-01
Bristol	1940	R			77-01
Bristol	1936	U			77-01
Terryville	1975	U			77-01
Bristol	1975	U			77-01
Bristol	1957	U			77-01
Meriden	1973	D			77-02
Terryville	1963	R			77-03
New Milford	1877	R			77-03
Bristol	1992	U			77-03
Waterbury	1960	D			78-02
Manchester	1975	R			78-02
Bristol	1984	R			78-02
Bristol	1970	U			79-01
Bristol	1956	D			79-01
Bristol	1967	R			79-01
Bristol	1971	U			79-01
Windham	1946	R			79-02

West Hartford	1989	IT		79-02
Bristol	1986	U		79-02
Bristol	1994	U		79-02
New Britain	1947	D		79-02
New Britain	1962	U		79-02
Bristol	1968	U		79-02
Bristol	1945	U		79-02
Bristol	1991	D		79-02
Bristol	1958	D		79-03
New Britain	1975	D		79-03
Farmington	1946	U		79-03
Farmington	1947	U		79-03
Southington	1967	R		79-03
Average DOB	1963.5625			

COST

Cost of ballots	$180
Cost $150.00 /day, 3 workers(one sent to polls @ 11)	450
Cost to train workers	125
Total cost	$755

Also, IT set up four computers, a printer and a phone line

Maintanance moved tables and chairs to set up room

Office of Policy and Advocacy came to evaluate our site, noted that no IVS was set-up.

One handicap voting booth was set-up

We were not required to set up the handicap voting system but my guess is we will be required in the future.

We did not have any signage about Identification

All voters showed a Ct Drivers License

NEXT YEAR

Estimated cost to conduct EDR 2014	2,500

Staff and training will cost an estimated $2,000

5 workers in City Hall and I extra worker at the polls responsible for EDR

Ballots	360
Signage	100

2013 Expenses

Laptops	600	2	1200
Tablets	350	4	1400
AT&T Wireing	500	1	500
Staff	200	5	1000
Ballots	0.4	1100	440
Memory Cards	80	4	320
Police Officer	557	1	557
Total			5417

2014 Expenses

Assitant Registrars in EDR	200	5	1000
Ballot Casters in EDR	180	2	360
EDR Phone People	145	24	3480
Ballots	0.4	1200	480
Memory Cards	80	4	320
Police Officer	557	1	557
Total			6197

Wilton—EDR General Information for Workers

Officials—Must be admitting officials—assistant registrar, special assistant registrar, or deputy registrar. Supervised & trained by registrars. Sworn in to be non-partisan in their duties. Must be competent in using CVRS.

Location—One location per town, with adequate parking. 75-foot campaign free zone measured form outside entrance to EDR location. Public and town employees may pass through this area to perform town duties and conduct business. No campaigning allowed. No election paraphernalia allowed. Literature out of sight of other voters.

EDR location must close promptly at 8 pm. Voters not "in progress" in CVRS cannot be processed. Registration must cease.

Registration procedure –Confirm that voter is not already registered in Wilton. If so, send voter to proper district. (Verify that s/he is on list at current address. Send voter to correct polling place for current address. Moderator will do a transfer, if necessary.)

ID –Confirm that voter has brought acceptable ID. Must prove identity and residency—CT Drivers License (current and valid) satisfies both. **See list of acceptable ID.**

Voter completes a voter registration card. Official verifies ID.

1. If registered out of state or not at all, process voter registration card in normal way—Activities, Voter Registration. Do not print letter now—PRINT LATER. "Accept" the voter. Issue the ballot

2. If registered in CT, first do Inquiry (statewide) to confirm former town, voting status, and former polling place. Record these on EDR Ballot Log and, if Active or Inactive, call registrars in former town:
- o   verify that voter has not voted and report former voting district.
- o   request that former registrars manually cross off voter on any hard copy lists (checker lists, office lists, etc.) and request a call-back if any problems.
- While waiting for call-back confirmation from former town, begin "Activities" "Voter Registration" search for voter and pull their record from previous town. Be careful to pull the correct voter!
- Enter voter information and Do not print letter—PRINT LATER. 'Accept' the voter.
- Issue a ballot (See below)

Complete Election Day Ballot Log for each voter with sequential numbers. Note this number on EDR envelope.

Issuing a Ballot:
- Hand voter correct ballot for her district and EDR envelope. **Add sequential number from EDR Ballot Log and District # to envelope.**
- Voter must sign affirmation on envelope.

Ballots/envelopes from voters not previously registered in CT may be sent at various times to AB locations for counting. Ballots confirmed OK from previous towns may be sent after confirmed. Other "To Be Held" envelopes stay until previous town calls back or until 8 pm for transporting/counting. Pull ballot and report to Wilton registrars any problems reported from previous town, e.g. voter already voted there!

Sending EDR Ballots to AB for Counting:
- Transport with 2 officials, different parties.
- Get a receipt from AB moderator for number of EDR ballots delivered and received.

Note: Do not hold voter more than 10 minutes waiting for a return call from previous town. Hold the ballot instead until verified or until 8 pm.
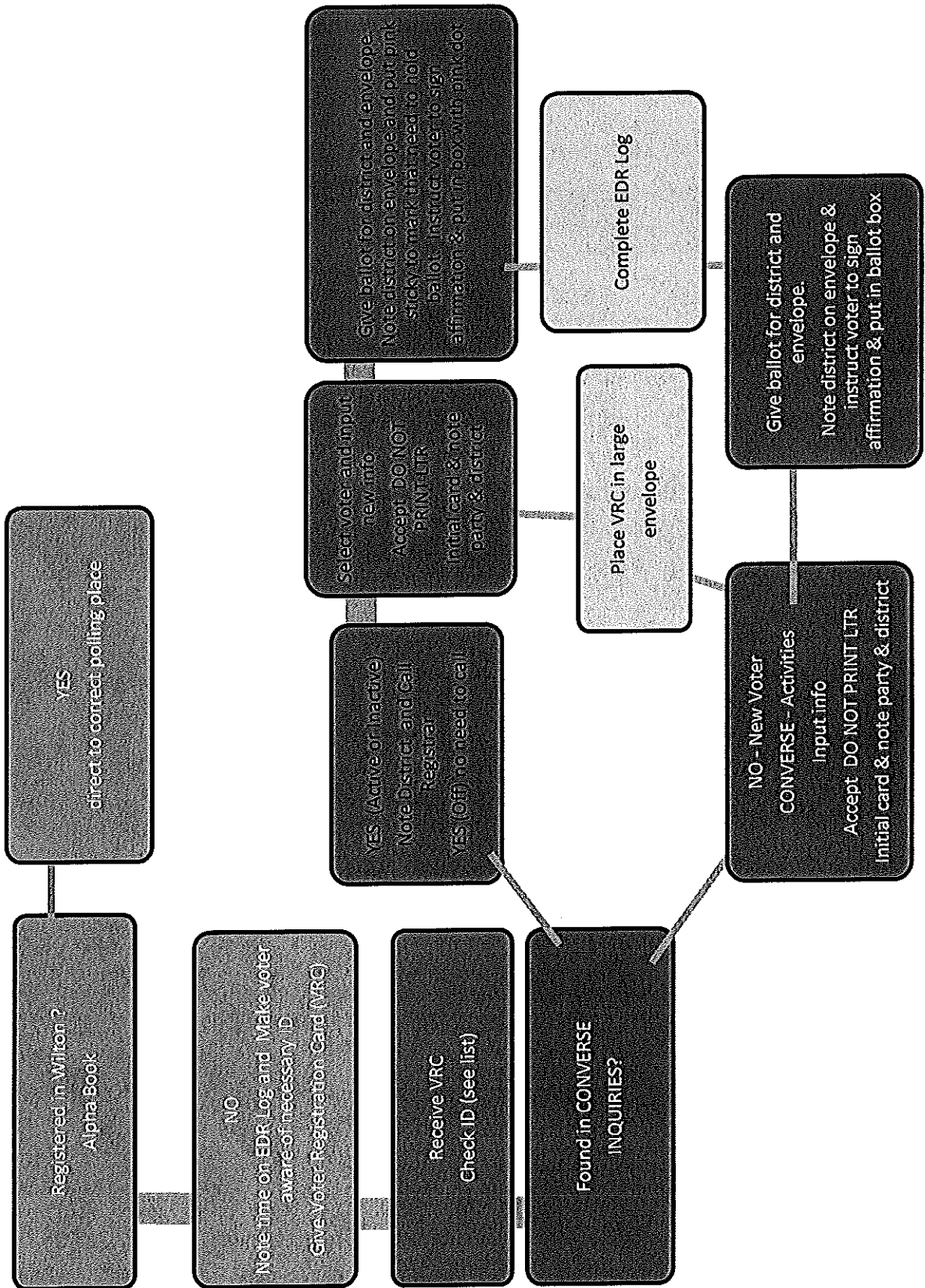
Election Day Registration Flow Chart

```
┌─────────────────────────┐
│ Registered in Wilton?    │
│ Alpha Book               │
└─────────────────────────┘
     │
     ├──── YES ──→ ┌──────────────────────────────┐
     │             │ YES                           │
     │             │ direct to correct polling place│
     │             └──────────────────────────────┘
     │
     └──── NO ──→ ┌────────────────────────────────────┐
                  │ NO                                  │
                  │ Note time on EDR Log and Make voter │
                  │ aware of necessary ID               │
                  │ Give Voter Registration Card (VRC)  │
                  └────────────────────────────────────┘
                       │
                       ↓
                  ┌──────────────────────┐
                  │ Receive VRC           │
                  │ Check ID (see list)   │
                  └──────────────────────┘
                       │
                       ↓
                  ┌──────────────────────┐
                  │ Found in CONVERSE     │
                  │ INQUIRIES?            │
                  └──────────────────────┘
                   │                    │
           YES ────┘                    └──── NO – New Voter
                   ↓                          ↓
    ┌──────────────────────────┐   ┌──────────────────────────────┐
    │ YES (Active or Inactive)  │   │ NO – New Voter                │
    │ Note District and Call    │   │ CONVERSE – Activities          │
    │ Registrar                 │   │ Input info                     │
    │ YES (Off) no need to call │   │ Accept  DO NOT PRINT LTR       │
    └──────────────────────────┘   │ Initial card & note party & district │
                   │                └──────────────────────────────┘
                   ↓                          │
    ┌──────────────────────────┐              ↓
    │ select voter and input    │   ┌──────────────────────────┐
    │ new info                  │   │ Give ballot for district and │
    │ Accept  DO NOT            │   │ envelope.                    │
    │ PRINT LTR                 │   │ Note district on envelope &  │
    │ Initial card & note       │   │ instruct voter to sign       │
    │ party & district          │   │ affirmation & put in ballot box │
    └──────────────────────────┘   └──────────────────────────┘
                   │                          │
                   ↓                          ↓
    ┌──────────────────────────┐   ┌──────────────────────────┐
    │ Give ballot for district  │   │ Place VRC in large        │
    │ and envelope              │   │ envelope                  │
    │ Note district on envelope │   └──────────────────────────┘
    │ and put pink sticky to    │
    │ mark that needs hole      │
    │ ballot. Instruct voter to │
    │ sign affirmation & put in │
    │ box with pink dot         │
    └──────────────────────────┘
                   │
                   ↓
    ┌──────────────────────────┐
    │ Complete EDR Log          │
    └──────────────────────────┘
```

Appendix E

2013 Municipal Election
Statistics

TOWN	Total Names on Registry List	Total Names Checked as Voting	Turnout Percentage	EDR Voters
Ansonia	9790	4246	43.37%	2
Ashford	2808	671	23.90%	7
Avon	11939	4089	34.25%	22
Barkhamsted	2646	747	28.23%	2
Beacon Falls	3858	1861	48.24%	7
Berlin	12891	4214	32.69%	5
Bethel	24181	9124	37.73%	19
Bethlehem	2782	1228	44.14%	6
Bloomfield	12772	3094	24.22%	19
Bolton	3336	1523	45.65%	5
Bozrah	1709	786	45.99%	7
Branford	18140	7701	42.45%	23
Bridgeport	70322	8161	11.61%	34
Bridgewater	1331	1030	77.39%	11
Bristol	33255	11021	33.14%	32
Brookfield	9769	4274	43.75%	15
Brooklyn	4754	1464	30.80%	18
Burlington	6117	1941	31.73%	5
Canaan	759	260	34.26%	3
Canterbury	3376	1451	42.98%	13
Canton	6973	1349	19.35%	3
Chaplin	1355	525	38.75%	2
Cheshire	18706	8375	44.77%	29
Chester	2444	346	14.16%	1
Clinton	9213	3937	42.73%	0
Colchester	10105	3448	34.12%	10
Colebrook	1079	206	19.09%	3
Columbia	3562	1216	34.14%	7
Cornwall	985	532	54.01%	1
Coventry	7620	2069	27.15%	5
Cromwell	9304	3042	32.70%	21
Danbury	34286	11304	32.97%	36
Darien	12249	3659	29.87%	19
Deep River	3143	994	31.63%	4
Derby	6555	3090	47.14%	11
Durham	5074	1187	23.39%	3
East Granby	3477	1384	39.80%	0
East Haddam	5767	1722	29.86%	5
East Hampton	8426	3181	37.75%	20
East Hartford	26920	4894	18.18%	16
East Haven	15176	7658	50.46%	27
East Lyme	12047	3457	28.70%	21
East Windsor	3827	959	25.06%	2
Eastford	1176	347	29.51%	0
Easton	5176	2351	45.42%	8
Ellington	9594	2415	25.17%	5
Enfield	21698	6426	29.62%	14

2013 Municipal Election
Statistics

TOWN	Total Names on Registry List	Total Names Checked as Voting	Turnout Percentage	EDR Voters
Essex	4620	1675	36.26%	1
Fairfield	36839	10775	29.25%	33
Farmington	17246	5204	30.18%	22
Franklin	1212	404	33.33%	1
Glastonbury	21803	5266	24.15%	23
Goshen	2172	1048	48.25%	3
Granby	7106	2805	39.47%	8
Greenwich	32152	11934	37.12%	40
Griswold	6676	2123	31.80%	7
Groton	19082	5106	26.76%	29
Guilford	14804	5949	40.19%	25
Haddam	5860	2565	43.77%	9
Hamden	33475	11649	34.80%	36
Hampton	1193	596	49.96%	5
Hartford	47031	2449	5.21%	40
Hartland	1534	339	22.10%	1
Harwinton	4059	2015	49.64%	16
Hebron	6426	1388	21.60%	7
Kent	1935	584	30.18%	0
Killingly	9222	1636	17.74%	12
Killingworth	4266	2054	48.15%	7
Lebanon	4666	1689	36.20%	6
Ledyard	9006	2199	24.42%	12
Lisbon	2608	938	35.97%	5
Litchfield	6405	1567	24.47%	2
Lyme	1782	276	15.49%	1
Madison	13347	4262	31.93%	18
Manchester	28876	7889	27.32%	25
Mansfield	11269	3010	26.71%	41
Marlborough	4159	1204	28.95%	3
Meriden	29416	7887	26.81%	22
Middlebury	5195	1124	21.64%	3
Middlefield	3213	1545	48.09%	5
Middletown	22053	7303	33.12%	37
Milford	33275	11927	35.84%	40
Monroe	11778	4716	40.04%	15
Montville	9792	2723	27.81%	12
Morris	1697	786	46.32%	4
Naugatuck	17507	4903	28.01%	35
New Britain	25211	9568	37.95%	164
New Canaan	13132	3481	26.51%	12
New Fairfield	9569	3090	32.29%	8
New Hartford	4573	2311	50.54%	30
New Haven	72278	21120	29.22%	202
New London	14245	2986	20.96%	58
New Milford	18370	4290	23.35%	11
Newington	17329	6030	34.80%	24

2013 Municipal Election
Statistics

TOWN	Total Names on Registry List	Total Names Checked as Voting	Turnout Percentage	EDR Voters
Newtown	17346	4438	25.59%	7
Norfolk	1131	297	26.26%	0
North Branford	8925	2781	31.16%	10
North Canaan	1968	440	22.36%	5
North Haven	15342	4918	32.06%	10
North Stonington	3778	1584	41.93%	12
Norwalk	44407	16781	37.79%	81
Norwich	19796	4573	23.10%	23
Old Lyme	6068	1591	26.22%	4
Old Saybrook	7448	1818	24.41%	5
Orange	10330	5014	48.54%	40
Oxford	8552	3225	37.71%	10
Plainfield	8652	1070	12.37%	4
Plainville	10599	2795	26.37%	7
Plymouth	7494	2567	34.25%	12
Pomfret	2520	1123	44.56%	4
Portland	5932	1593	26.85%	1
Preston	3239	907	28.00%	3
Prospect	6220	2872	46.17%	13
Putnam	5159	1785	34.60%	8
Redding	6987	2694	38.56%	9
Ridgefield	16681	4020	24.10%	11
Rocky Hill	11563	4030	34.85%	16
Roxbury	1695	750	44.25%	3
Salem	2773	1022	36.86%	8
Salisbury	2940	1197	40.71%	15
Scotland	1107	171	15.45%	0
Seymour	9518	2825	29.68%	14
Sharon	1740	983	56.49%	12
Shelton	23821	8686	36.46%	30
Sherman	2600	1275	49.04%	9
Simsbury	16096	6403	39.78%	18
Somers	6384	2273	35.60%	11
South Windsor	15780	5091	32.26%	22
Southbury	13773	5078	36.87%	26
Southington	25824	8749	33.88%	41
Sprague	1732	922	53.23%	12
Stafford	7543	3374	44.73%	20
Stamford	60604	21441	35.38%	61
Sterling	2150	811	37.72%	24
Stonington	12459	4916	39.46%	25
Stratford	31877	10556	33.11%	40
Suffield	8390	3110	37.07%	15
Thomaston	4818	2008	41.68%	9
Thompson	5321	1817	34.15%	8
Tolland	9409	3037	32.28%	5
Torrington	18985	6531	34.40%	30

2013 Municipal Election
Statistics

TOWN	Total Names on Registry List	Total Names Checked as Voting	Turnout Percentage	EDR Voters
Trumbull	24401	9852	40.38%	29
Vernon	15746	5149	32.70%	31
Voluntown	1643	320	19.48%	3
Wallingford	25256	11163	44.20%	43
Warren	1003	573	57.13%	11
Washington	2403	948	39.45%	4
Waterbury	56470	12732	22.55%	39
Waterford	12810	2712	21.17%	9
Watertown	14434	4272	29.60%	37
West Hartford	38826	10727	27.63%	36
West Haven	29147	12813	43.96%	62
Westbrook	4201	1779	42.35%	8
Weston	6674	2134	31.97%	22
Westport	16994	7961	46.85%	34
Wethersfield	17282	5155	29.83%	12
Willington	3574	1192	33.35%	5
Wilton	11463	1320	11.52%	6
Winchester	6837	2521	36.87%	16
Windham	10981	2653	24.16%	20
Windsor	20264	5490	27.09%	20
Windsor Locks	7387	2666	36.09%	6
Wolcott	11233	5429	48.33%	35
Woodbury	6770	3098	45.76%	9
Woodstock	4983	927	18.60%	2
Total Statewide Turnout	2020194	634875	31.43%	2900

SUMMARY OF EDR APPLICATIONS	
Democratic	775
Republican	618
Unaffiliated	1445
Other	62

Appendix F

ATTENTION

Dear Applicant:

You have submitted your application for voter registration to this office _after_ the statutory deadline. As such, you will not acquire your voting privileges until after the municipal election on November 5, 2013.

If you still wish to participate in the upcoming municipal election on November 5, 2013, you will have the opportunity to submit a new application for voter registration on Election Day.

Please contact our office for additional information and for the Election Day Registration location in our town.

Sincerely,

REGISTRAR OF VOTERS

Appendix G

ELECTION DAY REGISTRATION
STATE ELECTIONS ENFORCEMENT COMMISSION REFERRAL FORM

Date: November 22, 2013

Town Name: Berlin

Referring Official's Name: Elizabeth A. Tedeschi

Referring Official's Address: Berlin Town Hall
240 Kensington Road
Berlin, CT 06037

Referring Official's Telephone Number: 860-828-7020

Referring Official's E-Mail Address: btedeschi@town.berlin.ct.us

Alleged Violations: Paolo DeFelice registered to vote in New Britain on
11/05/2013. He then came to Berlin and attempted to vote at his old
polling place. He was informed that he had been crossed off the list
and would not be allowed to vote. Upon hearing that he could not vote,
he immediately fled.

    He is registered to vote in New Britain as Paul A. DeFelice

Certification: I solemnly swear (or affirm) that the above statement is true and accurate to the best of my knowledge and belief.

Referring Official's Signature: Elizabeth A. Tedeschi

Date: 11/22/2013

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STATE OF CONNECTICUT
STATE ELECTIONS ENFORCEMENT COMMISSION

December 10, 2013

Elizabeth A. Tedeschi,
Registrar of Voters
Berlin Town Hall
240 Kensington Road
Berlin, CT 06037

Re: Your *Affidavit of Complaint* Received November 29, 2013

Dear Ms. Tedeschi:

This will respond to your *Referral Form* received by the Commission November 29, 2013. After careful consideration of your complaint, we decline to consider it further, as it does not allege a potential violation of Elections Law based on the Commission's jurisdiction pursuant to General Statutes § 9-7b.

Specifically, General Statutes § 9-360 does not apply to unsuccessful *attempts* to vote unlawfully at an election. Further, § 9-360 applies to attempts to unlawfully vote at a *primary* as opposed to a general election. Nevertheless, the Commission will keep your referral on file should there be future potential violations pertaining Elections Laws by this individual.

Thank you for calling this matter to the Commission's attention. Effectively, your actions and those of your Elections Officials contributed to *preventing* a potential violation of the law and served to reinforce the systems in place to safe guard elections in Connecticut.

Very truly yours,

William B. Smith, Esq.
Staff Attorney III