



Presidential Primary - February 5th, 2008

Polls open Noon - 9pm

September Primary - September 9th, 2008

Unofficial date, Noon - 9pm

Presidential Election - November 4th, 2008

Polls open 6am - 9pm

This is a BIG Election Year -

The Presidential Primary in NYS has been moved up from the usual March date to February 5th. Then we run 3 Village Elections in March (Canastota, Chittenango, & Earlville) and the Cazenovia & Hamilton Village Elections in June. Of course we have the September Primary & the November Presidential Election. There will also be Local Registration in the fall (required in a Presidential year-Election Law 5-202).

All Inspectors

- * Be at the pollsite by 11:30am (5:30am/General) for setup
- * If you can not work this election, call us ASAP
- * After the polls close, count any Emergency Ballots
- * Check the Write-In paper, if the security label is not facing you, pull out the paper & rip off the section with write-ins
- * **Phone in the results to the Board of Elections**
- * Put all the supplies, signed canvass, completed vouchers, & Machine Keys in the supply bag & seal the bag

Chairman

- *** **Additional responsibilities for Chairman** ***
- * Review your inspector list & contact each inspector to be sure they are able to work
 - * If your regular inspectors can not work, let us know who you have to replace them or, call our office if you need help finding a replacement
 - * Pick up the supply bag at the Town Clerk's office the day before the Election
 - * Wait with the supply bag until the deputy arrives or take it to your designated pick-up as directed
- Never leave the supply bag unattended**

Election Bags



We have new Supply Bags with new security procedures.

As we eventually convert to a new voting system, we will need to implement stricter security procedures for all election materials; the machines and the supplies. The new supply bags will be sealed from the time they are packed, until they are opened by inspectors from each party on election day. Please read the instruction tag on the bag before breaking any seals.

Please take care of our new election bags.
We hope they will hold up as well as the old ones.
****Due to some inadvertent cutting,**
the red seal will now be replaced with a small pad-lock.

Pay Checks



Now that all the Inspector, Custodian, and Party Representative pay comes from the County, pay checks take a little longer to process. After the vouchers are returned to our office, they must be processed (we fill out the bottom portion) and sent to the Treasurer's Office (two doors down). Once Beverly has transferred all the information it is submitted to the Board of Supervisors to be approved by the Board when they meet on the second Tuesday of every month.

*The problem is, the voucher information has to be submitted to the Board by the last day of the previous month to be approved when the Board meets. So, February 5th's Primary information will be approved at the Supervisor's meeting on March 11th and the checks will be sent out March 14th.

Generally, your turnover time is anywhere from five to six weeks.

New Pollsites



For the **General Election 11/6/07** and future Elections

- Cazenovia 2,3,6.....Cazenovia Public Library
Downstairs meeting room
- Hamilton 1, 2.....Hamilton Public Library
Community room
- Hamilton 4.....Poolville Community Center
7484 Willey Rd
- Lebanon 2.....New Life Church Sanctuary
Randallsville
- Lenox 4.....Canastota Municipal Building
Courtroom, downstairs
- Oneida 3,4.....First Presbyterian Church
304 Broad St



We read your notes-- Better, wider, stickier, cuttier Tape. You will now also have Tac putty in your supplies to post signs. Congestion-- Please call us if your pollsite is too congested & we will meet with you to re-arrange the pollsite set-up.

ELECTIONS 2008
PRESIDENT & VICE-PRESIDENT
REP. IN CONGRESS - 23RD CD
STATE SENATE - 49TH DISTRICT
MEMBER OF ASSEMBLY - 111TH
TOWN JUSTICE- Brookfield , Eaton, Fenner, Nelson, Stockbridge

Cell Phones

We provided cell phones to 20 districts for the November 2007 Election on a test basis. If you want a cell phone for the 2008 Elections, you must contact us and ask for one.

Election Coordinators

In anticipation of our new voting system, we have been encouraged to consolidate our pollsites. We now have 2 pollsites (in Cazenovia & Chittenango) with 3 or more Districts voting in one room. To make this easier for the inspectors & voters, we will have an Election Coordinator at these sites. The coordinator will greet the voters at the door & help direct them to the correct district voting area. We will also have color coded signs to help distinguish the individual districts.



Our Laminator



We can make all sorts of signs now! If you need any signs for your pollsite to make things easier for you & the voters, please let us know. No, you can not have the 'Out to Lunch' sign.



Disability Ettiquette

Accomodating persons with disabilities has become a key issue in Elections. We need to not only make our pollsites accessible, but provide a comfortable and welcoming environment to all our voters. Some pollsites will now have temporary parking set up for disabled persons. This needs to be placed as close to the accessible entrance as possible, while providing a clear, level access into the building. A diagram of the set up (if your pollsite needs it) will be with the cones and parking sign, next to the voting machine. Please set up the parking before voting begins, and bring the supplies inside when the polls close. Make sure the doorway opens easily, and the pathway to the voting area is clearly marked. Let us know if you need more directional signs. The new voting system will be fully accessible, so the disabled voter will be able to vote privately and independently. But until then, voting will require assistance on the lever machine. Often, the voter will have someone with them to assist in voting. If not, 2 inspectors (one from each party) may accompany the voter in the machine. Assure the voter that you have taken an oath to tell no one how they voted. However, we do need you to keep track of the voters needing assistance so we can better provide for them in the future.



POSTINGS

These newly laminated Notices are required by law to be posted on the wall at the pollsite

- Voter's Bill of Rights**
- Acceptable forms of ID**
- 2 Distance Markers**
- Vote Here**

We have also included some directional signs. You may use them to help direct the voters to the pollsite

Inspectors



We need inspectors!!!
Inspectors must be a member of one of the 2 major Parties
Presently, a Democrat or a Republican

We need Democrats & Republicans in

Cazenovia	Smithfield	
Eaton	Stockbridge	Democrats in
Hamilton	Sullivan	Lincoln
Lebanon	Oneida	Nelson
Lenox		

THANK YOU

We can not thank you enough for the contribution you make as an Election Inspector.

We also need Inspectors willing to assist voters with the new Ballot Marking Devices (BMDs). These machines allow voters with disabilities to vote independently and will be available at every pollsite for the September Primary 2008. Please let us know if you are interested in training as a BMD Inspector.