



Office of the Secretary of the State
State of Connecticut
P.O. Box 150470, Hartford, CT 06115-0470

DENISE W. MERRILL
Secretary of the State
SCOTT D. BATES
Deputy Secretary of the State

March 10, 2017

TO THE TOWN CLERK OF HARTFORD:

Today we received from the Honorable Dannel P. Malloy, a copy of a writ of election dated March 10, 2017, ordering a Special Election to be held for the office of State Representative for the 7th Assembly District in a portion of the city of Hartford, on Tuesday, April 25, 2017, to fill a vacancy that occurred on March 3, 2017 by reason of the resignation of the Honorable Douglas McCrory.

The Special Election is ordered for the purpose of electing a State Representative for 7th Assembly District to serve for the remainder of the official term commencing on January 4, 2017 and ending January 9, 2019.

Enclosed are copies of Conn. Gen. Stat. §§9-215, 9-216 and 9-217 that prescribe the procedure to be followed in connection with the Special Election. Please note that §9-215 provides that (1) on receiving such writs, you are to warn the election in the same manner as state elections are warned; (2) nominations by political parties are to be made at any time after the resignation and not later than **Monday, March 20, 2017** and (3) such nominations by political parties must be made as the rules of such parties provide, in accordance with §9-390, and certified to the town clerk by such date by the presiding officer and secretary of the town committee. The nominated candidate must sign and file with the town clerk a certificate stating his name as he authorizes it to appear on the ballot, which certificate may be a part of the foregoing.

As also provided in §9-215, the party-endorsed choices are not subject to a primary, and the candidate selected by each political party becomes the nominee of such party. May we urge that you notify each of your town chairmen of the provisions of said section with respect to the time for nominating candidates. We are enclosing for your guidance a nomination and election calendar which would apply under §§9-215, 9-216, 9-217 and other relevant sections of the General Statutes. A form for the certifying of the nominations to the town clerk is also enclosed.

Under the provisions of §9-174, the polls at the Special Election will be open from 6:00 a.m. to 8:00 p.m. Enclosed for the town clerk is a suggested form of Warning of the Special Election and a nomination blank (ED-633d) that should be filed with our office by **Friday, March 24, 2017** for your Special Election. The office of "State Representative to Fill Vacancy" will appear on the ballot. May we also point out that the heading on your ballot will be "Special State Election".

In accordance with Conn. Gen. Stat. §9-249a, the names of the major parties, if they both nominate candidates, shall be arranged on the ballot in the following order:

Democratic
Republican


Generally speaking, the provisions of our statutes (such as the absentee voting law, etc.) applicable to state elections will apply to the coming Special Election. The registrars of voters do not hold sessions to admit electors under §9-17 nor do they hold sessions to revise the registry list under §9-35, but they do prepare a supplementary registry list under §§9-172a and 9-172b before the Special Election.

May we also emphasize that under §§9-216 and 9-453a anyone desiring a nominating petition in connection with the coming election must make application to the Secretary of the State as required in §9-453b, and any such petition, in accordance with the requirements of §9-453d, must contain a number of signatures of qualified electors equal to 1% of the votes cast for the same office at the last-preceding election (being 60 signatures for State Representative to Fill Vacancy in the 7th Assembly District). The completed nominating petition must be filed by **Monday, March 20, 2017**, under §9-216.

If you have any questions in connection with the above, or if this office can be of service in any way, please do not hesitate to get in touch with us at (860) 509-6100.

Sincerely,

Denise W. Merrill
Secretary of the State

By: 
Theodore E. Bromley
Staff Attorney

Enclosures

Information copies to:

Honorable Dannel P. Malloy Governor
Republican State Central Committee
Democratic State Central Committee
Republican & Democratic Registrars of Voters

(G:\spec-ele\2017\115 Assem Spec.\p.2,3)

Nomination and Election Calendar for Special Election to be held in the 7th Assembly District on **Tuesday, April 25, 2017** under §§9-215, 9-216 and other relevant sections of the General Statutes.

FRIDAY, MARCH 10 Date required by §9-215 for issuance of writ of election by Governor; warning of election to be published by Town Clerk upon receipt of writ.

MONDAY, MARCH 20 Final date for nomination by political parties. Nominations to be made in accordance with §9-215 and applicable party rules and certified to town clerk by presiding officer and secretary of convention by this date. The nominated candidate of a major party must sign and file with the town clerk a certificate stating his name as he authorizes it to appear on the ballot, which certificate may be a part of the foregoing certificate. (§9-215)

MONDAY, MARCH 20 Final date for submission to Town Clerk by circulator of nominating petitions (for nominating petition candidates). The Town Clerk or assistant town clerk in each town in which the election is to be held must be in his office between 1:00 p.m. and 4:00p.m. on this deadline day to accept petition pages.(§9-453i(d),9-2)

WEDNESDAY, MARCH 22 Final date for Town Clerk to file nominating petition pages with office of the Secretary of the State so that they are received no later than this date.

FRIDAY, MARCH 24 Absentee ballots become available. Copy to be filed with Secretary of the State. (§§9-135b(c) and 9-140(f))

TUESDAY, APRIL 11 Final date for write-in candidates to register with Secretary of the State. (§9-224b)

FRIDAY, APRIL 14 Final date for filing by Town Clerks of sample voting machine ballot labels with Secretary of the State. (§9-256)

TUESDAY, APRIL 18 *Registration by mail deadline.* Hand-delivered mail-in registration applications must be received by this date by Registrars in applicant's town of residence (or by Department of Motor Vehicles (DMV) or a voter registration agency), and mailed mail-in registration applications must be postmarked by this date, for the applicant to be entitled to vote in the election. Electoral privileges of applicants meeting this deadline attach immediately upon approval by the Registrar. (§9-23g(d)(2)).

MONDAY, APRIL 24 *In-Person Voter Registration Deadline.* Final possible date for admission of electors who may vote in special election. (Note, however, earlier deadline for registration by mail.) (§§9-172a and 9-172b)

TUESDAY, APRIL 25 Election Day. Hours of voting 6:00 a.m. to 8:00 p.m. (§9-174)

Absentee ballots may not be issued on election day, except to electors who suddenly become ill within six days immediately preceding close of the polls at the election or who are patients in a hospital within such six-day period, may be issued an absentee ballot up to the close of the polls. (§§9-140(h) and 9-150c)

In order to be cast at an election, the absentee ballot must be received by Municipal Clerk before the close of the polls. (§9-140b(a))

FROM THE OFFICE OF THE SECRETARY OF THE STATE
30 Trinity Street, Hartford CT 06106

SUGGESTED FORM OF WARNING
FOR STATE REPRESENTATIVE SPECIAL ELECTION

The electors of the 7th Assembly District in the Town of _____, are hereby warned to meet at their respective polling places in said town on Tuesday, April 25, 2017, for the purpose of casting their votes for State Representative to Fill Vacancy for the 7th Assembly District.

Notice is hereby given that the location of the polling places is as follows:

Voting District

Location of Polling Place

Absentee Ballots will be counted at the following central location: _____ *

Voting machines will be used. The polls will be opened at 6:00 a.m. and will remain open until 8:00 p.m.

Dated at _____, Connecticut, this _____ day of _____, 2017.

Town Clerk/Assistant Town Clerk

*Include only when central counting has been designated under Conn. Gen. Stat. §9-147a

To be filed with the **TOWN CLERK** immediately following nomination and not later than March 20, 2017 in accordance with Conn. Gen. Stat. §9-215.

CERTIFICATE OF PARTY ENDORSEMENT AND NOMINATION

At the (check one) town committee meeting
 caucus of the _____ Party for the
 town convention (party name)

7th Assembly District held at _____ on the _____ day
(location of meeting)
of _____, 2017, I was endorsed and nominated as candidate for the office of State

Representative for said district, for the Special Election to be held on April 25, 2017, and I
authorize my name to appear on the ballot as printed or typed below:

_____ (Print or Type Name as you authorize it to appear on ballot)	_____ (Full Residence Address --Street)	_____ (Town/Zip)
---	---	---------------------

Dated at _____, Connecticut, this _____ day of _____, 2017.

Signature of Candidate

ATTESTED BY:

Signature of Presiding Officer

AND

Signature of Secretary

IMPORTANT: "Nominations by political parties...may be made and certified at any time after the resignation or death of the member...of the General Assembly and not later than the thirty-sixth day before the day of the election. No such nomination shall be effective...until the presiding officer and secretary of the town committee or single town convention have certified the nomination to the town clerk." (Conn. Gen. Stat. §9-215(d)(2))

To be filed with the **TOWN CLERK** immediately following convention or meeting and not later than March 20, 2017 in accordance with Conn. Gen. Stat. §9-215.

CERTIFICATE OF MINOR PARTY NOMINATION

At a convention of the delegates or meeting of the _____ Party for
(minor party name)
the 7th Assembly District held at _____ on the ____ day of _____
(location of convention)
2017, the following person was nominated as candidate for the office of State Representative for said
district, for the Special Election to be held on April 25, 2017:

(Print or Type Name As authorized to Appear on the ballot)	(Full Residence Address --Street)	(Town/Zip)
--	--------------------------------------	------------

Dated at _____, Connecticut, this ____ day of _____, 2017.

Signature of Candidate

CERTIFIED BY:

Signature of Presiding Officer of Convention or meeting

AND

Signature of Secretary of Convention or meeting

IMPORTANT: "No such nomination shall be effective until the presiding officer and secretary of the town committee or single town convention have certified the nomination to the town clerk." (Conn. Gen. Stat. §9-215)

Sec.9-215. Member or member-elect of the General Assembly. (a) When any member or member-elect of the General Assembly resigns, the member or member-elect shall resign by notifying the Secretary of the State of the member's or member-elect's decision, and if any member or member-elect of the General Assembly dies, the town clerk from the town in which the member or member-elect resides shall notify the Secretary of the State of such death.

(b) When any such vacancy occurs, except as provided in this section, the Governor shall, within ten days after its occurrence, issue writs of election, directed to the town clerks or assistant town clerks in the several towns in the district in which the vacancy exists, ordering an election to be held therein on the forty-sixth day after the issue of such writs to fill such vacancy, and cause them to be conveyed to such town clerks or assistant town clerks. No such election shall be held on a Saturday or Sunday. If such a vacancy occurs between the one hundred twenty-fifth day and the forty-ninth day before the day of a regular state or municipal election in November of any year, the Governor shall so issue such writs on the forty-sixth day before the day of such regular election, ordering an election to be held on the day of such regular election. If such a vacancy occurs after the forty-ninth day before the day of a regular state election but before the Wednesday following the first Monday of January of the next-succeeding year, the Governor shall not issue such writs and no election shall be held under this section, unless the position vacated is that of member-elect, in which case the Governor shall issue such writs and an election shall be held as provided in this section.

(c) Such clerks or assistant clerks, on receiving such writs, but not earlier than the date of issuance of such writs, shall warn elections to be held on the day appointed therein, in the same manner as state elections are warned, which elections shall be organized and conducted in the same manner as a state election. The vote shall be declared, certified, directed, deposited, returned and transmitted in the same manner as at a state election. The registry lists used at such elections shall be the last-completed lists, as provided in sections 9-172a and 9-172b.

(d)(1) If such vacancy exists in a senatorial or assembly district composed of a single town or part of a single town, such nominations by political parties shall be made as the rules of such parties provide, in accordance with section 9-390, and filed with the town clerk; except that (A) if such rules provide for selection by delegates and the vacancy exists in a senatorial or assembly district composed of a single town, the delegates to the convention held for the nomination of a candidate for the office of state senator or state representative in such town at the last state election shall be the delegates for the purpose of selecting a candidate to fill such vacancy; (B) if such rules provide for the selection by delegates and the vacancy exists in a senatorial or assembly district composed of part of a single town, the delegates to the convention held for the nomination of a candidate for the office of state senator or state representative in such district at the last state election shall be the delegates for the purpose of selecting a candidate to fill such vacancy; and (C) if such rules provide for direct primaries under section 9-390, the nomination shall be made by the town committee of such party in the case of a vacancy in a senatorial or assembly district composed of a single town and, in a senatorial or assembly district composed of part of a single town, by the members of the town committee from such political subdivision or senatorial or assembly district. (2) If such vacancy is a district office, as defined in section 9-372, the delegates to the senatorial or assembly convention for the last state election shall be the delegates for the purpose of selecting a candidate to fill such vacancy. If a vacancy occurs in the delegation from any town, political subdivision or district, such vacancy may be filled by the town committee of the town in which the delegate resided. Nominations by political parties pursuant to this section may be made and certified at any time after the resignation or death of the member or member-elect of the General Assembly and not later than the thirty-sixth day before the day of the election. No such nomination shall be effective until the presiding officer and secretary of any district convention have certified the nomination to the Secretary of the State or, in the case of a vacancy in a senatorial or assembly district composed of a single town or part thereof, until the presiding officer and secretary of the town committee or single town convention have certified the nomination to the town clerk.

(e) No primary shall be held for the nomination of any political party to fill any vacancy in the office of state senator or state representative and the party-endorsed candidate so selected shall be deemed, for the purposes of chapter 153, the person certified by the Secretary of the State under section 9-444 as the nominee of such party.

(f) When the vacancy is filled, the successor to the office shall appear before the Secretary of the State and be sworn to the faithful performance of duties in accordance with section 1-25.

Sec.9-216. Nomination by petition. Nominations may also be made by petition in vacancy elections for the offices of state senator and state representative in the manner provided in sections 9-379 and 9-453a to 9-453p, inclusive, which petitions shall be submitted to the town clerk of the town in which the signers reside not later than eight days after the issue of such writs as provided in section 9-215 and filed in the office of the Secretary of the State not later than two days thereafter.

Sec.9-217. List of candidates. Notwithstanding the requirement of twenty-eight days' notice to the Secretary of the State under sections 9-434 and 9-461, the clerk of the municipality in which such election is to be held shall file with the Secretary of the State a list of the candidates of each party for such office by the thirty-second day before such special election.



Office of the Secretary of the State
State of Connecticut
P.O. Box 150470, Hartford, CT 06115-0470

DENISE W. MERRILL
Secretary of the State
SCOTT D. BATES
Deputy Secretary of the State

March 10, 2017

TO THE TOWN CLERK OF HARTFORD:

We are enclosing in this single letter, the prescribed forms needed to conduct your town's April 25, 2017 special election. We are listing these forms in the order that they are due.

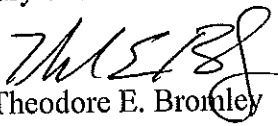
- First: ED-633d List of Nominations
- Second: ED-641b. Absentee Order for Special Election.
- Third: ED-18. Official Absentee Ballot for Special Election.
- Fourth: ED-629. Affidavit of Town Clerk Re Absentee Ballot Form.
- Fifth: ED-628e Certificate to the Secretary of the State Concerning Receipt and
Disposition of Absentee Voting Forms.

We will send you a copy of the prescribed Head Moderator's Return as soon as we have a complete list of candidates.

Please feel free to contact us if you have any questions with respect to these forms. We may be reached at (860) 509-6100.

Sincerely,

Denise W. Merrill
Secretary of the State

By 
Theodore E. Bromley
Staff Attorney

Enclosures

(g:\spec-ele\2015\129-Assem Spec\p.8)

TOWN of _____

LIST OF NOMINATIONS - APRIL 25, 2017 SPECIAL ELECTION
FOR STATE REPRESENTATIVE

1. Under §9-217 of the General Statutes, this list is to be filled with the Secretary of the State by the 32nd day before the election.
2. Please carefully check all entries on this list, type the information required, and date and sign the certification.
3. If any other party entitled to nominate candidates has done so, please indicate on the reverse side of this form.

Number For Which Each Electors May Vote	No. to be Elected	Office to be Filled	From	Term To	Democratic Nominee	Address + Zip	Republican Nominee	Address + Zip
1	1	State Representative To Fill Vacancy	04/25/17	01/09/19				

I hereby certify that I have compared the name of each candidate as the candidate has authorized, on the certificate filed under C.G.S. §9-391(b), his name to appear on the ballot and have verified and corrected the same.

Dated at _____, Connecticut, this _____ day of _____, 2017.

Signature of Town Clerk

(*PLEASE NOTE: After filing of above list, Municipal Clerk must forthwith notify the Secretary of the State in writing of any errors or any changes in the above list.)

OFFICE OF THE SECRETARY OF THE STATE
30 Trinity Street, Hartford CT 06106

ABSENTEE ORDER FOR SPECIAL ELECTION
TO BE HELD ON
APRIL 25, 2017

ED-3	Application	_____
<hr/>		
ED-8	Return Envelope Serially-Numbered (Civilian)	_____
ED-11	Return Envelope Serially-Numbered (Military)	_____
ED-9	Inner False Statement Envelope	_____
ED-13	Outer Envelope (clerk to voter) (Civilian)	_____
ED-14	Outer Envelope (clerk to voter) (Military)	_____
ED-15	Instructions	_____
ED-81a	Official Blank Ballot (Election)	_____
ED-81Pr	Official Blank Ballot (Primary for Office)*	_____
<hr/>		
	Serially-Numbered Envelopes for Challenged Ballot	_____
	Moderators Handbook	_____
	Procedure Manual for Counting Absentee Ballots	_____
<hr/>		

*Not applicable for Special Elections for State Representative or State Senator or New Haven Alderman

Town Clerk of _____

Dated: _____



**OFFICIAL ABSENTEE BALLOT
PAPELETA OFICIAL PARA
VOTANTES AUSENTES**

TOWN OR CITY OF • PUEBLO O CIUDAD DE , Connecticut	TYPE OF ELECTION TIPO DE ELECCION Special Election	DATE OF ELECTION FECHA DE ELECCION
---	--	---------------------------------------

WRITE — IN VOTE ESCRIBA EL VOTO	
OFFICE OFICIO	1
PARTY PARTIDO	
	<input type="checkbox"/> 1A
	<input type="checkbox"/> 1B
	<input type="checkbox"/> 1C
	<input type="checkbox"/> 1D
	<input type="checkbox"/> 1E

INSTRUCTIONS

Study these instructions before completing this absentee ballot. They will help you to cast a valid ballot.

1. HOW TO MARK THIS BALLOT FOR A CANDIDATE: To mark this ballot, make a clear, bold mark in the appropriate box below the name of the candidate. Use any writing instrument. Vote for candidates individually. Do not mark the party names in any way.

Example:	NAME OF PARTY	NAME OF CANDIDATE
		<input checked="" type="checkbox"/>

You may change your vote from one candidate to another as long as your intention will be clear to the election officials.

2. TO WRITE IN A VOTE for a candidate registered with the Secretary of the State as a valid write-in candidate for a particular office, use the box provided above the column headed with the title of the office to which you wish the person elected. Write the name of the candidate of your choice in that box. Write or print clearly. Be sure you have made no marks in any of the other squares that are printed on the ballot.

3. AFTER MARKING THIS BALLOT (A), fold it and insert the ballot in the Inner Envelope (B). Seal the envelope. This envelope carries a statement which you must sign and date and which is subject to the penalties of false statement in absentee balloting provided by State Law. See further instructions on Inner Envelope (B) and in the enclosed "Instructions for Absentee Voting."

INSTRUCCIONES

Estudie estas instrucciones antes de completar esta papeleta de votar en ausencia. Le ayudará a dar un voto válido.

1. COMO MARCAR ESTA PAPELETA PARA UN CANDIDATO: Para marcar esta papeleta, haga una marca clara en la caja apropiada debajo del nombre del candidato. Use cualquier instrumento para escribir. Vote por los candidatos individualmente. No marque el nombre de los partidos en ninguna forma.

Ejemplo:	NOMBRE DEL PARTIDO	NOMBRE DEL CANDIDATO
		<input checked="" type="checkbox"/>

Usted puede cambiar su voto de un candidato a otro siempre y cuando que su intención se haga clara a los oficiales de la elección.

2. COMO ESCRIBIR SU VOTO: Para votar por un candidato que está registrado con el Secretariado del Estado como candidato inscrito validamente para un oficio particular, use la caja puesta arriba de la columna titulada con el título del oficio que usted desea escoger para la persona que ha elegido. Escriba el nombre del candidato de su preferencia en esa caja. Escriba o deletree bien claro. Está seguro que no deje marcas en los otros cuadros de la papeleta.

3. DESPUES QUE MARQUE ESTA PAPELETA (A), dóblela y deposítela en el sobre incluido (B). Cierre el sobre. Este sobre contiene una declaración la cual usted debe firmar y ponerle la fecha, y al cual se somete a las multas del Estado cuando esta votando en ausencia, si la declaración es falsa. Vea las otras instrucciones en el "Sobre incluido" (B) y vea las instrucciones incluidas para "Votantes Ausentes."

CERTIFICATE TO THE SECRETARY OF THE STATE CONCERNING RECEIPT AND DISPOSITION OF ABSENTEE VOTING FORMS
 (To be filed within 10 days after election or primary - Sec. 9-139c of the General Statutes)

DATE OF ELECTION/PRIMARY* _____ PARTY HOLDING PRIMARY (if applicable)** _____ CITY/TOWN/BOROUGH OF* _____
 I hereby certify that the following is an accounting of the absentee voting forms which I received from the Secretary of the State in connection with the election or primary indicated and of their disposition:

	ED-8 (civilian)	Serial numbers ED-8 (specify)		ED-9	ED-11 (military postage-free)	Serial numbers ED-11 (specify)		Blank Ballots ED-81a* ED-81P* ED-81PDel*
		From	To			From	To	
1. (a) Number of usable forms on hand	_____	_____	_____	_____	_____	_____	_____	_____
(b) Number received from Secretary of the State for this election or primary	_____	_____	_____	_____	_____	_____	_____	_____
(c) Total number available for this election or primary	_____	_____	_____	_____	_____	_____	_____	_____
2. Number of forms issued against personally signed applications, directions by registrars or municipal clerks, or federal postal card applications	_____	_____	_____	_____	_____	_____	_____	_____
3. Number of unused forms remaining in this office	_____	_____	_____	_____	_____	_____	_____	_____
4. Total of Lines 2 and 3	_____	_____	_____	_____	_____	_____	_____	_____

5. Explanation of discrepancies. (Fill out this space only if figure in line 4 differs from figure in Line 1(c). Use back of this sheet if necessary.)

6. Disposition of Challenged Ballot Serially numbered Envelopes (Accounting of serially-numbered envelopes used by challenged voter under Sec. 9-232e).

7. (Fill in for regular elections only)
 Number of Official Blank Absentee Ballots (ED-81a) issued (a) to those with military contingencies 90 days before election under 9-153e _____
 (b) to electors temporarily residing overseas and to servicemen, spouses and dependents approximately 45 days before election under 9-153f _____

Dated at _____, Connecticut, this _____ day of _____, 20____, _____
 Municipal Clerk _____ (Signature)

*cross out inapplicable terms
 **use separate form if 2 primaries