



Office of the Secretary of the State  
 State of Connecticut  
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**DENISE W. MERRILL**  
 Secretary of the State  
**JAMES FIELD SPALLONE**  
 Deputy Secretary of the State

September 2, 2015

To: Olga Iris Vazquez, Registrar of Voters  
 Sheila N. Hall, Registrar of Voters  
 Shari Williams, Registrar of Voters  
 John V. Bazzano, Town Clerk

The municipal clerk is required to issue an absentee ballot to any elector who has submitted a valid application for an absentee ballot within twenty-four hours of receipt of such application unless the applicant asks to be given his absentee ballot immediately or unless the application is from an address subject to supervised absentee balloting. CGS Section 9-140(g) states, "When the clerk receives an application during the time period in which absentee voting sets are to be issued he shall mail an absentee voting set to the applicant, within twenty-four hours, unless the applicant submits his application in person at the office of the clerk and asks to be given his absentee voting set immediately, in which case the clerk shall comply with the request. Any absentee voting set to be mailed to an applicant shall be mailed to the bona fide personal mailing address shown on the application. Issuance of absentee voting sets shall also be subject to the provisions of subsection (c) of this section, section 9-150c and section 9-159q concerning persons designated to deliver or return ballots in cases involving unforeseen illness or disability and supervised voting at certain health care institutions."

Pursuant to CGS Section 9-159q a registrar of voters is permitted to designate an apartment building or similar structure as a supervised absentee balloting location if the town clerk receives twenty or more absentee ballot applications from the same street address. "Notwithstanding any provision of the general statutes, if a town clerk receives twenty or more absentee ballot applications from the same street address in a town, including, but not limited to, an apartment building or complex, absentee ballots voted by the electors submitting such applications may, at the discretion of the registrars of voters of such town, be voted under the supervision of such registrars of voters or their designees in accordance with the same procedures set forth in this section for supervised absentee voting at institutions." A particular street address does not fall within the discretion of the registrar of voters unless and until the town clerk receives twenty or more absentee ballot applications from the same street address. Until such point, the town clerk remains under the obligations of CGS Section 9-140 requiring that absentee ballots be issued within twenty-four hours of the receipt of the application. Once the registrars designate a site as a discretionary supervised site and begin conducting supervised voting, they cannot suspend the designation unilaterally or in conjunction with the town clerk and revert to mailing the ballots. Rather, they must return to that particular street address again and again until every absentee ballot request is honored. If Mrs. Jones is at work, you will have to return in the evening. If Mr. Jones is out of town that day, you will have to return at another time.

That is why the designation of a discretionary site should be carefully discussed and the consequences of the decision should be carefully evaluated. The date and time should be advertised well in advance so that all the residents are aware of the supervised visit from the registrars' designees.

If the municipal clerk did not receive twenty or more ballot applications from the same street address then the site cannot be designated as a discretionary supervised site and all supervised voting should cease and

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any ballots issued in response to an application for an absentee ballot should be issued through the mail by the municipal clerk.

In addition, pursuant to Section 9-159q (f) on the day when the supervised voting is to occur, the town clerk delivers the ballots and the envelopes to the individuals conducting the supervised absentee voting, either the registrars or their designees, as the case may be, and they shall deliver to the town clerk a written receipt for the ballots. Further, pursuant to Section 9-159q(h) when all ballots have been either voted or marked rejected, the ballots must be jointly delivered to the town clerk by the designees.

Sincerely,

A handwritten signature in cursive script, appearing to read "Peggy Reeves".

Peggy Reeves

Director of Elections

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Election, Legislative and Intergovernmental Affairs

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