

Vermont State Plan To Implement the Help America Vote Act of 2002

(As required by Public Law 107-252, Section 253(b))



**Published by the Vermont Secretary of State, Deborah L. Markowitz
With the Advice of the Vermont State Advisory Committee**

Draft for Public Comment

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Dear Citizens of Vermont,

I am proud to share this draft of Vermont's State Plan for implementing the Help America Vote Act (HAVA) of 2002. Passed by Congress in response to the 2000 Presidential Election, HAVA requires state and local governments to reform elections processes and systems and it provides federal funding to help with these improvements.

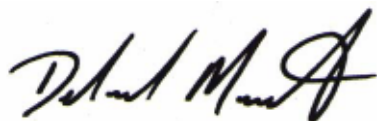
We are fortunate that in such difficult budgetary times Vermont will have the necessary federal resources to build on our strong foundation of election accomplishments and make the improvements required by the Act. These changes will enhance the integrity of our voter registration process, increase privacy and independence for voters with disabilities, improve the elections systems that support our election process and provide better information to Vermonters on how to vote.

A steering committee of state and local elections officials, legislators and representatives of interest and advocacy groups have been working on the Vermont State HAVA Plan. I am presenting the plan in draft form and encouraging broad public input before finalizing the proposals.

I hope you will review the plan and tell me what you think. You can comment through June 16, 2003. You can submit written comments to the above address or by emailing Melanie Jacobs at mjacobs@sec.state.vt.us or in one of two public hearings that will be held on May 27, 2003, at the Sharon Elementary School in Sharon, Vt., at 5:30 p.m., and on June 2, 2003, at the Williston Town Offices in Williston, Vt., at 7:00 p.m.

I want to thank the HAVA Advisory Committee and four working groups' members who have committed considerable time and dedication to the creation of this plan. Their involvement ensures that Vermont will have an accessible, uniform, statewide voting system that will meet both the spirit and letter of the law. I look forward to your input and to continuing to improve Vermont elections through the implementation of HAVA.

Sincerely,

A handwritten signature in black ink, appearing to read "Deborah L. Markowitz". The signature is fluid and cursive, with the first name being the most prominent.

Deborah L. Markowitz
Secretary of State

Table of Contents

Introduction to Vermont Election Administration	1
Narrative of State Plan Required Elements under Section 254	2
I. Use of Requirements Payments to meet requirements of Title III, and to carry out other activities to improve the administration of federal elections.	2
II. How Vermont will distribute and monitor payments	7
III. Voter education, election official education and training, and poll worker training.....	8
IV. Voting system guidelines and processes.	11
V. Vermont’s HAVA Election Fund.	15
VI. Vermont’s budget for implementing HAVA.	16
VII. Maintenance of effort.	17
VIII. HAVA performance goals and measures.	18
IX. State-based administrative complaint procedure.....	19
X. Effect of Title I payments.	19
XI. Vermont’s HAVA State Plan management.	20
XII. Changes to State Plan from previous fiscal year.	20
XIII. State Plan development and committee.	21

Introduction to Vermont Elections Administration

Under the Vermont Constitution and Vermont statutes, the Office of the Secretary of State, Elections Division, receives all petitions and consent forms for statewide and federal candidates, receives consent forms from local and county clerks for candidates for the general assembly and county office and then prepares all of the ballot styles for each polling place for all Primary and General Elections. The Office of the Secretary of State also provides all election warnings and notices, all election supplies and materials including absentee envelopes, tally and summary sheets and the Official Return of Vote form that must be completed for each polling place.

In Vermont, and most of New England, the principal form of administration of government activities is the Town or City and not County government. In Vermont, the municipal Board of Civil Authority (BCA) selects the location of polling places and supervises and administers all elections. Each Board of Civil Authority is composed of Selectboard members, the Town Clerk and elected Justices of the Peace. The Town Clerk serves as the Presiding Officer unless the Town has voted otherwise, or if a town has more than one polling place, in which case the BCA appoints additional presiding officers.

There are 280 polling places within 246 municipalities in Vermont (9 Cities and 237 Towns) that have responsibility for administering primary and general elections within the jurisdiction. As part of the implementation of HAVA we will be recommending the elimination of more than one polling place to several towns with less than 1,000 voters on the checklist. The 246 municipalities range in size from a population of 38,889 in Burlington to only 96 residents in Searsburg. Burlington, with 31,778 and Essex Town, with 13,948 are the only municipalities in Vermont with over 10,000 voters on the checklist. More than 50% of Vermont's municipalities (134 towns) have less than 1,000 voters on the checklist, including 30 towns with less than 300 voters.

As of the 2000 census, the voting age population in Vermont was 461,304. As of the 2002 General Election, 409,000 voters were on the 246 Vermont checklists and 233,000 voters participated in the general election. We believe that the 409,000 (number of voters on the checklists in Vermont) is inflated due to the provisions of the NVRA that mandate that a voter remain on a checklist for at least two general elections after the local election authority has reason to believe the voter has moved if he or she does not respond in writing to authorize removal from the checklist.

In the 2002 General Election, 184 municipalities voted using paper ballots with hand counting performed under the direction of the local Board of Civil Authority. Sixty-two (62) municipalities used optical scanner vote tabulating machines (one of 4 models, all of which are NASED approved). Approximately 26% of Vermont voters used Accuvote optical scanner machines, at 35 polling places, 17% used Optec IIIP machines at 24 polling places, 12% used Optec Eagle machines at 14 polling places, and 3% used ES & S Model 100 machines at 5 polling places.

Under current Vermont law, the Town must vote to decide to use voting machines instead of the paper ballot hand count method. We expect that approximately 10 to 20 more towns may vote to use voting machines within the next 5 years. We expect that many towns, especially those towns with less than 1,000 voters on the checklist will continue to vote using the paper ballot hand count method.

Narrative of Required Elements in Vermont State Plan

The Vermont State Plan is organized according to the outline provided in Section 254 of the Help America Vote Act. The following thirteen sections correspond to the thirteen elements that must be included in the state plan as set out in Section 254(a) of HAVA2002. Each section contains a description of current election administration and then outlines how Vermont will implement the requirements of HAVA2002.

I. Section 254(a)(1). How the State of Vermont will use the first Requirements Payment to meet the requirements of Title III and to improve the administration of federal elections (after the requirements of Title III have been met).

Background

Vermont has established a Vermont Election Fund, and the payment of \$5 million under Title 1, Section 101, sometimes called “Early Out Money” has been deposited into this special fund. HAVA2002 provided this first payment of No Year, No Match funds to allow states to use this funding to prepare its state plan, meet requirements of Title III, and to improve the administration of federal elections.

Because Vermont has a small statewide population, yet a large number of local jurisdictions administering elections, Vermont has the opportunity to develop and implement some unique processes and technologies to meet the requirements of Title III, improve the administration of federal elections, and yet maintain local administration of elections. This local control is an important part of the fabric of rural life in Vermont and New England.

Our smaller jurisdictions, towns with checklists of less than 1,000 voters, may feel strongly that they want to continue the tradition of using paper ballots with hand counting by local election officials under the supervision of the Presiding Officer and Board of Civil Authority. It is a system of administration that has worked very well in Vermont for over 100 years and allows interested residents to actively participate in their local governance.

If as we predict, many towns take the option to continue using paper ballots, Vermont may be able to use a portion of the proposed requirements payments to assist towns in maintaining machines and programming machines.

Under current Vermont statutes, checklists are maintained by the Town Clerk and Board of Civil Authority in each municipality in Vermont. The Vermont House Local Government Committee has introduced a committee bill to implement HAVA that includes an amendment to create a statewide checklist to be maintained by the Office of the Secretary of State.

Vermont will use the \$5 million of “no year, no match” money that we have already deposited into the Vermont Election Fund to begin to meet the requirements of Title III in Vermont FY 2003 and FY 2004. Vermont is requesting the first requirements payment in order to continue to meet the mandates of Title III and to carry out other activities to improve the administration of federal elections in future fiscal years. Vermont proposes to use the early out money and the first requirements payment to meet Title III requirements as follows:

Develop and implement the Statewide Voter Registration Checklist

- Within the Office of the Secretary of State, the Elections Division will define, maintain, and administer the single, uniform, official, centralized, interactive computerized statewide voter registration list on or before January 1, 2006. Vermont has requested a waiver of the January 1, 2004 deadline in order to have sufficient time to develop the system, purchase and install the necessary hardware and software in up to 246 municipalities, and train officials in 246 jurisdictions in the use of the system.
 - We estimate that meeting these requirements will cost between \$600,000 and \$1,000,000.
 - The statewide checklist will involve continuing costs to maintain at an estimated \$100,000 each year.
 - It is extremely difficult to predict whether our planned training and support for local election officials will be sufficient or whether we will need to add additional staff to accomplish this ongoing support.

New federal voter registration requirements for mail-in registrants

- New Application to the Checklist must be prepared, printed and distributed to include either Driver's license number, last 4 digits of the SSN, or unique identifier assigned by the Secretary of State.
- SOS and Commissioner of Motor Vehicles have entered into an agreement to match information in the checklist and DMV databases.
- New Application asks eligibility questions exactly as stated in HAVA2002, §303(b)(4)(A).
 - We estimate that meeting these requirements will cost \$20,000.
 - The requirements will involve continuing costs to maintain at \$20,000 for each odd numbered year.

Voting Systems Standards Requirements

Because the state, through its Secretary of State, is already producing all of the ballots for all federal elections in Vermont, legislation has been introduced in Vermont to amend our statutes to allow the Secretary of State to designate one voting machine to be used by all municipalities that vote to use voting machines.

If the State of Vermont designates one voting system to be used by all municipalities that have voted to use machines, the state would purchase the new voting machines for the towns that have already purchased a different machine rather than give the money to local units of government to purchase machines.

This would allow the state to select one voting system that can best meet the needs of all Vermont voters, including the disabled, blind and visually impaired and also allow the state to use one database and desktop publisher to prepare all the ballots, instead of the fragmented system now in use.

- Replacing optic scanning machines to meet the voting system standards will cost an estimated \$600,000.

Access to Voting for People with Disabilities: Privacy and Independence:

Vermont will implement this requirement by purchasing a voting system for each polling place in Vermont that is accessible to the disabled including the blind and visually impaired.

As of May 2003, we have heard from members of the Vermont community of disabled and blind persons that a voting system that uses computer assisted technology similar to the computers that are being used by blind and visually impaired persons already would be the most attractive solution to providing privacy and independence when voting. We have not found any vendors that have pursued this means of meeting this requirement. We will continue to pursue this idea with the Vermont Association for the Blind and Visually Impaired as well as other groups and vendors.

If by June of 2004, we find a voting system that we believe meets the needs of the blind and visually impaired and all of the voting system standards requirements, the Office of the Secretary of State may request budget authority to purchase ten voting systems to be used in Burlington, Essex, and 4 smaller jurisdictions in the 2004 Primary and General Elections.

- This will cost \$200,000 for purchase of machines, programming and maintenance, training of local election officials and voter education.

If use of the demonstration or test voting systems in 2004 is successful, the one voting system will be purchased for each Vermont polling place for use in 2006.

- This will cost an estimated \$2,750,000 for purchase of 275 voting systems, programming for the 2006 elections, training of local election officials and voter education.

Alternative Language Accessibility: HAVA incorporates the requirements of the Voting Rights Act of 1965 for voting systems to provide alternative languages under specified criteria. Vermont, as of the 2000 census, does not have sufficient non-English speaking residents to require provision of voting information and materials in other languages.

- No costs associated with the requirement for Vermont.

Error Rates: All voting machines now in use in Vermont meet the federal standards for accuracy. We will continue to require that any voting machine must meet these standards in order to be used in Vermont.

- No costs associated with the requirement for Vermont.

Ballot correction and replacement ballots for “overvotes”: Vermont plans a voter education program to educate voters using paper ballots on the risks of overvoting, instructions for marking ballots, and the voter’s right to request a replacement ballot if needed to correct an overvote or incorrect marking. Vermont will amend its state statutes to require voting systems to be set to reject any ballot that contains an overvote. Voters and election officials will be trained to offer replacement ballots.

- This will cost an estimated \$20,000 in each election year.

Definition of a Vote: The Vermont Statutes provide a clear description of what constitutes a vote and states clearly that the majority of election officials present at the polling place will be the final decision makers of a voters intent. In addition, the training manual for local election officials

published by the Office of the Secretary of State includes three pages of examples of markings on a ballot, with instructions for determining the voter's intent. Our office will promulgate a rule incorporating these clear instructions. Our statutes and the rules that will be adopted by the Office of the Secretary of State are in compliance with the requirements of HAVA2002.

- This will cost \$5,000 to adopt the rule and publicize the rule.

Manual Audit Capability: The Vermont statutes mandate the approval of voting machines by the Secretary of State. The statutes also require the Secretary of State to prepare an Official Return of Vote form to be completed for each polling place by the Presiding Officer. This Official Return of Vote form provides an audit trail including:

- Election Date
- Polling Place name
- Number of voters on the checklist
- Number of voters who were checked in at the entrance checklist
- Number of ballots counted
- Number of ballots spoiled
- Number of ballots blank
- Breakdowns of the votes counted for each race including:
 - total votes for each candidate
 - total votes for each write-in
 - total number of blank for the race
 - total number of spoiled for the race
 - total number of write-ins
 - total number of votes cast in the race

In addition, Vermont statutes require that the presiding officer place the following in ballot bags which are then sealed, labeled, and stored for 22 months in the municipal vaults:

- exit checklist, if used,
- alternate materials including the paper tapes from all voting machines, if used,
- all summary and tally sheets,
- all ballots.

The sealed ballot bags can only be opened upon order of the Superior Court and must be kept for 22 months. In the 184 municipalities using paper ballots and hand count method, the ballot of each voter is preserved. In the 62 municipalities using optic scan machines, the original ballot of each voter is also preserved. At the present time, all election results are reported to canvassing committees by the Official Return of Vote. There is no transmission of results by electronic or telecommunication means.

- Vermont currently meets this requirement. There are no costs associated with continuing to meet this requirement.

Maintenance of voting machines or voting systems: Under Vermont law, each municipality purchases its own voting machines, maintains the machines, and has the machines programmed for each election.

The Office of the Secretary of State will promulgate rules to provide for security of the machines, require regular maintenance, and implement safeguards and protocol for programming and testing machines.

- This will cost \$50,000 in the first year to study the issues, develop policy and make recommendations.
- Vermont has not yet decided how to use future requirements payments to pay for maintenance costs. The Vermont State Plan will be amended when a decision has been made on the future maintenance issue.

Recounts: Vermont statutes provide extremely detailed instruction and requirements for recounts of all state or federal elections to be conducted by the County Clerk under the supervision and guidance of the Superior Court Judge.

- Vermont meets this requirement. There will be no costs.

Provisional Voting: Vermont statutes currently provide for an affidavit that a voter can complete at a polling place in order to swear or affirm that an application to the checklist [voter registration form] was submitted in a timely manner and through no fault of the voter the application did not reach the proper election official in order to be added to the checklist. If the affidavit is completed, the election official can add the person to the checklist and the person can be given a ballot.

The House Local Government Committee has introduced legislation to allow for a provisional ballot to be given to a voter for federal offices if the affidavit is not accepted. The provisional voting provisions in this legislation comply with all requirements of HAVA2002. Vermont already has a toll free telephone line and toll free TTY relay service that can be used by voters to ascertain if their provisional ballot was counted or if the application to be added to the checklist on the provisional ballot envelope was denied. The voter will be given this toll free number at the polling place. All provisional ballots will be forwarded to the Office of the Secretary of State with the Official Return of Vote within 48 hours of the election and the Elections Division will respond to voter inquiries.

- It will cost an additional \$40,000 in each election year to meet this requirement. It will cost an additional \$20,000 for the Presidential Primary.

Voting Information Requirements: The Vermont statutes already require a substantial amount of voting information to be distributed by the Office of the Secretary of State. State statutes provide that the warning and notice to voters must include: instructions on how to vote the ballot and how to cast a vote for each type of voting machine or ballot, notices to contact our office for complaints or any questions, information on elections fraud or misrepresentation, and a full listing of all races to be voted with notice of polling place and hours. In addition, the Elections Division publishes a "Candidate Information Publication" that contains information on each federal and statewide candidate along with a sample ballot. Our Elections Division maintains an ever growing website with detailed information for voters on how to register to vote, a listing of polling place locations and hours, information about accessibility of each polling place, and election results.

In addition to information already provided, we will revise our warning and notices starting in the 2004 Elections to include all of the information required by HAVA2002:

- sample ballot that will be used for the election in that polling place. (already done)
- information regarding the date of the election and the hours during which the polling place(s) will be open. (already done)

- instructions on how to vote, including how to cast a vote and how to cast a provisional ballot. (will add provisional ballot information)
 - instructions for mail-in registrants and first-time voters.
 - general information on voting rights under applicable Federal and State laws, including information on the right of an individual to cast a provisional ballot and instructions on how to contact the appropriate officials if these rights are alleged to have been violated. (will expand existing information)
 - general information on Federal and State laws regarding prohibitions on acts of fraud and misrepresentation. (will expand existing information)
- We anticipate that the additional warning and notice requirements will cause an increase in the size of the paper used for the warnings and notices and will cost an additional \$10,000 for each of the Primary and General Election warnings & notices, or an additional \$20,000 in every even numbered election year.

Election Official Education and Training, Poll Worker Training and Voter Outreach

Vermont currently offers considerable election official and poll worker training. The Advisory Committee has recommended additional training and education opportunities along with increased voter outreach as discussed in Section III below.

- The additional education, training, and voter outreach will cost an additional \$60,000 in each election year.

II. How state will distribute and monitor the distribution of the Requirements Payment to local government or other entities including: Criteria used to determine eligibility for payment; and Methods to be used to monitor performance of units or entities that receive payments consistent with performance goals and measures adopted in #8 of the state plan.

For the Vermont Fiscal Years 2003 and 2004, the State of Vermont will not distribute any federal funds from either the early out money or any requirements funds directly to local government or other entities. We will not distribute any federal funds to local government or other entities in Federal Fiscal Years 2003 or 2004.

The State of Vermont has responsibility to prepare and deliver all ballots for the primary and general elections involving federal candidates, all warnings and notices, all election supplies and materials. The State of Vermont will also be developing the statewide checklist and the voter outreach and election official training described in this plan. In addition the Office of the Secretary of State expects to provide services, other materials, and training to the municipalities in order to meet the requirements of Title III.

Our office has conducted a survey to determine what is needed by each of the 246 municipalities in order to use a statewide voter checklist. We will conduct additional surveys and needs assessments to determine what is needed by each municipality to meet additional Title III requirements.

It is our plan for the Office of the Secretary of State to purchase and distribute hardware, software, equipment, supplies, training, and all necessary goods and services in order for the state

and each municipality to meet the requirements of Title III. Our office does not intend to distribute requirements payments to municipalities.

If for any reason we find that we need to distribute requirements funds to local governments, we will use the following criteria for payment:

1. The Elections Division will prepare and distribute a listing of approved sources of hardware, software, services, and other materials along with an approved guideline of quantities of items based upon the size of the checklist and the number of polling places needed to serve the voters of the municipality.
2. The Selectboard or legislative body of a municipality must submit a request for approval prior to any expenditure for which the municipality will expect to be reimbursed detailing the hardware, software, services, or other materials on the approved list that need to be purchased in order to comply with named provisions of Title III.
3. The business officer will verify that the request is for approved materials and meet the established guidelines for product and quantities before sending an approval to the town of the request.
4. The Town Treasurer will then submit proof of purchase in accordance with the materials approved by the state in order to be reimbursed from HAVA funds.

III. How the State of Vermont will provide programs for voter education, election official education and training, and poll worker training to assist in meeting Title III requirements.

Vermont has had a state statutory requirement for the Office of the Secretary of State to provide voter information, election official education and poll worker training since the 1980's. Our Secretary of State, Deb Markowitz, has already significantly increased the types and amounts of information and increased the number of different venues for providing voter information and public official training over the last four years.

Voter Information Program and Voter Outreach

Vermont already maintains a free telephone hotline for voter inquiries and this hotline will now also respond to requests from voters to discover if any provisional ballot cast was counted, or if not counted, the reason why it was not counted.

Vermont also already maintains a free website that provides voter information, a listing of all polling places and polling hours and that also provides free public access to elections division staff who respond to inquiries on all voting and elections questions by email or telephone.

The Elections Division currently provides the following as required by state law:

- At every polling place, state law requires that voting information including the warning, (which lists the date of election, hours of the polling places, list of polling places and listing of all races and issues to be on the ballot), a detailed "Notice to Voters" with instructions regarding voter registration, absentee balloting, and voting at the polling place, and a complete checklist and a sample ballot must be posted.

- A sample ballot is provided and must be posted with each warning and at each polling places. In addition, the Secretary of State makes electronic versions available to encourage local newspapers to include a sample ballot. A sample ballot is also included in a candidate information publication prepared and distributed by the Secretary of State at least one week prior to the general election.
- Our notice to voters and voter registration forms currently include general information on Federal and State laws regarding prohibitions on acts of fraud and misrepresentation.
- Our notice to voters includes the toll free number to the Office of Secretary of State to report any violations of voter rights or to complain about any activity during the registration or voting process.

At the present time the Secretary of State voluntarily provides the following additional voter information resources that were not required by law prior to HAVA2002:

- Vermont already maintains a free telephone hotline for voter inquiries and voter complaints.
- Vermont also already maintains a free website that provides voter information, a listing of all polling places and polling hours, and that also provides free public access to elections division staff who respond to inquiries on all voting and elections questions.
- The Secretary of State and a number of municipal clerks prepare taped public service announcements with voter information prior to registration deadlines with information regarding voter registration, absentee or early voting opportunities, and other voter information.

Vermont will add the following information to our Voter Information and Education notices:

- We will add to our detailed instructions to voters which include how to cast a vote, instructions on how to cast a provisional ballot and how to contact state officials if these rights are alleged to have been violated.
- Vermont's telephone hotline will now also respond to requests from voters to discover if any provisional ballot cast was counted, or if not counted, the reason why it was not counted.
- We will provide instructions for mail-in voter registrants and first-time voters under section 303(b) to all municipal clerks for posting, as well as posting information on our website.

The voter education and outreach working group proposed a public education plan that was recommended by the Advisory Committee, and accepted by the Secretary as follows:

1. **Voter Rights Poster** – Revise the current poster to include the new requirements under HAVA. If possible, have the poster professionally produced with graphics so that it is attractive and easy to read. Include 800# for complaints. Expand distribution to include town clerks, high schools, social service agencies, public libraries, etc . . . Perhaps have separate poster for presidential primary explaining how the primary works.
2. **Voting Video** – Re-produce the voter education video to include the new requirements under HAVA. Have the actors represent a broader cross-section of the community (young people, obviously blind voter.) Broaden distribution to town clerks, league of women voters, public television as well as cable access. Perhaps create second video to provide to high schools to educate high school seniors on how to vote in Vermont.
3. **Candidate Information Guide** – Continue to produce candidate information guide. In addition to its circulation through the clerks and newspapers, contact the Independent and Counterpoint to see if they can get this information to disabled Vermonters.
4. **Vote Here Today Posters** – Print more and distribute to town clerks to notify public when absentee voting begins.
5. **Birthday Card** – start a program to send a birthday card to Vermonters who turn 18 year olds with voter registration opportunity. Use drivers license data and look for ways to reach disabled teens.

Election Official Education and Poll Worker Training

Vermont law, 17 V.S.A. §2457, currently requires the Office of the Secretary of State to provide workshops and information materials for election officials (Vermont law does not use the word “poll worker” but rather uses the term “election official” more broadly to include both BCA members or appointed election officials. If only BCA members or Justices of the Peace can perform a task, then BCA or JP is used in the Vermont Statutes). In compliance with this law, the Secretary of State does the following:

- Every two years the Elections Division updates its guide for local election officials, Elections Perspectives, which provides extremely detailed instructions regarding all aspects of primary and general elections from applications to the checklist through recounting of elections.
- Every two years the Secretary of State and the Elections Divisions provides at least 6 workshops in various locations around the state for the training of elections officials.
- Every two years, videotapes of the workshop are made available at no cost to election officials unable to attend a live workshop.
- These 2 hour election official training videotapes are also shown on public access TV stations throughout the State of Vermont.
- Vermont law currently requires the presiding officer of each municipality or an assistant designated by the board of civil authority to attend at least one workshop.
- The Elections Division presents at least one additional workshop to municipal clerks, on the elections process and procedures.
- Every two years the Elections Division reprints the Vermont Election Laws in a large type, easy to use format for election officials, candidates and interested citizens.

In order to address the additional requirements for election official education and training, the Office of the Secretary of State will add the following information to our training workshops, videotapes and printed materials:

- Elections Division memoranda to Town Clerks re: HAVA requirements for ID to be provided by persons who register by mail.
- Inclusion of written materials in next Elections Perspectives 2003 of all HAVA requirements for voter registration, use of voting systems, and provisional voting.
- Elections Division memoranda to Town Clerks re: HAVA requirements for provisional voting.
- Additional “Train the trainers” workshops for Town Clerks on all HAVA requirements so that they can provide additional training to local BCA members and election officials.

At the recommendation of the Elections Official Working Group as approved by the Vermont State Advisory Committee, the Secretary of State will also:

1. Update Elections Perspectives: Revise Elections Perspectives to include the new requirements under HAVA, including an appendix outlining the complaint procedures and the guidelines for counting votes by determining voter intent.
2. Elections Officials Workshops Presented by the Office of the Secretary of State — Continue to present at least six workshops for election officials around the state in the summer preceding the Primary and General Elections. If possible, try to schedule additional workshops so that we can have one in each county or combined neighboring counties, perhaps through the use of Vermont Interactive TV (which has 14 sites.)

3. Elections Workshop Video – Re-produce the elections workshop video to include the new requirements under HAVA. Continue to make the video available to all local election officials and to public access TV.
4. Add Presentations by the Office of the Secretary of State at other Public Official Training Seminars - Provide additional elections officials training focusing on HAVA requirements and changes to state election laws at Vermont Clerks and Treasurers Association meetings, Vermont League of Cities and Towns Seminars, and TOEC/MOMs sessions (Training sessions for local elected officials every spring and fall).
5. Elections Bulletins– Continue to send Elections Bulletins to all Town and City Clerks (and County Clerks when needed) at regular intervals to remind officials of approaching deadlines and duties.
6. Elections Website - Continue to add training materials to the Elections web site for election officials to use as reference resources and to download for local training.

IV. How Vermont will adopt voting system guidelines and processes that are consistent with the requirements of section 301.

The Office of the Secretary of State will propose the adoption of rules and/or additional statutory language to address the requirements in section 301:

- Propose one type of optical scanning or other approved voting system for use by all machine towns in Vermont by January 1, 2006.
- Continue to allow Towns with less than 1,000 voters on its checklist to continue to use paper ballots counted by election officials along with access to at least one voting system accessible to disabled voters including the blind or visually impaired in each polling place.
- In all polling places, whether machine or paper, the voting system must:
 - Permit the voter to verify the votes selected on the ballot before the ballot is cast or counted. (This is already done on all of our voting systems in Vermont—we propose additional posters in each voting booth to remind voters to review and verify selections before casting the ballot)
 - Provide each voter with the opportunity to change the ballot or correct any error before the ballot is cast through issuance of a replacement ballot. (Vermont law already provides that each voter shall be able to obtain replacement ballots to correct errors up to a total of three ballots. Vermont included this reminder in a voter rights poster in 2002 in all polling places—we will update and circulate this poster as well as other voter education materials to stress the option to obtain a replacement ballot if an error is made.)
 - Notify the voter that the voter has “overvoted” by selecting more than 1 candidate for a single office on the ballot and provide the voter with the opportunity to correct the ballot before the ballot is cast.
 - In jurisdictions using paper ballots, we will meet this requirement by establishing a voter education program specific to the paper ballot system that notifies each voter of the effect of casting multiples votes for an office and providing voters with instructions on how to correct the ballot before it is cast by obtaining a replacement ballot. We will update and circulate a voter’s rights poster and other voter education materials to address overvoting on paper ballots and the right to and how to obtain replacement ballots.

- In jurisdictions using optic scanning machines, we have introduced legislation, H. 460, that we expect to pass, that will require voting machines to be set to reject overvotes. We will also educate election officials and poll workers regarding overvotes and replacement ballots.
- All voting systems in Vermont already provide a permanent paper record with a manual audit capacity. Vermont law already provides that the actual paper record must be used for any recount conducted.
- Not later than December 31, 2005, Vermont will adopt by rule uniform and nondiscriminatory standards that define what constitutes a vote and what will be counted as a vote for each category of voting systems in use in Vermont.

The following recommendations from the Voting Systems Working Group were approved by the Vermont State Advisory Committee and accepted by the Secretary of State, Chief Election Official in Vermont to be incorporated into our Vermont State Plan to implement HAVA2002:

1. Continue to research the developing technology and products available for voting systems (for municipalities with over 1,000 voters on the checklist) until FY 2005. The marketplace is changing and new products are being developed.
2. Focus on finding a voting system for all voters that can:
 - A. Provide a voter verifiable paper audit trail and allow the voter to complete a paper ballot that will then be scanned or that will produce a paper ballot for the voter to review before the vote is cast and the voter leaves the voting machine. It is important to have a paper record of each vote in the event of a recount.
 - B. Allow the machine to be set to reject "overvotes" and give the voter a chance to spoil that ballot and vote a new ballot.
 - C. If technically possible, allow the machine to be set to reject a ballot if the entire backside of the ballot is blank, indicating that the voter most likely failed to turn over the ballot. If this is not technically possible, continue to research and discuss whether it is better to set the machines to reject ballots where any one race is blank, or to reject only if the entire ballot is blank (indicating that the ballot was most likely marked incorrectly.)
 - D. Export an anonymous record of each vote into a secure data file in order to support the option to use rank order ballots or instant runoff voting.
3. In order to meet the needs of persons with disabilities, including the blind or visually impaired, focus on finding a voting system that can:
 - A. Allow blind and visually impaired voters to vote privately and independently at each polling place.
 - B. If technically possible, find a voting system that uses a computer and printer or a telephone or some equipment that could be used for other purposes that is equipped with special hardware and software to allow private and independent voting by the blind but would allow the municipality to use the equipment for other tasks for the 18 months in each two year election cycle when it is not needed for elections.
 - C. Consult with the state agencies and advocacy groups for the blind and visually impaired to research all possibilities.
 - D. Use HAVA funds to purchase one set of equipment for each polling place in the state for the blind and visually impaired to be able to vote independently and privately.
4. Reconvene the working group as needed to review proposals when staff finds voting systems that it considers the best technology at the best cost to meet the needs outlined above.
5. Reconvene the working group to discuss and recommend the best ways to fund changes to voting systems for municipalities that use voting machines for all voters.
6. Encourage municipalities to wait until 2006 to purchase or upgrade voting systems, as there may be significant improvements to technology or lowering of purchase prices.

7. Introduce legislation in January 2004 to allow the Secretary of State to use the ballot design used for optic scanning machine ballots for all municipalities using paper ballots in order to have all voters become accustomed to marking an optic scan ballot.

The Office of the Secretary of State will reconvene the Voting Systems Working Group and the Vermont State Advisory Committee when it has completed research on emerging technologies and is ready to make a recommendation of a voting machine for use in all machine towns, and to recommend a voting system for each polling place that will be accessible to persons with disabilities including the blind and visually impaired. In any event, Vermont will have voting systems in place, including a voting system accessible to the blind and visually impaired in each polling place, that meet all of the requirements of HAVA2002 not later than January 1, 2006.

Privacy and Independence for Disabled Voters

Legislation has been introduced to require the use of new voting systems to allow voters with disabilities to use the voting systems privately and independently. If the Office of the Secretary of State finds a suitable voting system for testing in 2004, we will seek a supplemental budget adjustment appropriation to fund the purchase of the test machines.

In addition, the Office of the Secretary of State will continue to work with state agencies, advocacy groups, and other interested citizens to select, then promote and describe the accessible voting machines. The Office of the Secretary of State has a TTY relay service that is available and is listed on every election warning. The Office of the Secretary of State will use websites, newsletters, radio public service announcements and other communication tools to reach disabled voters.

We will also work with Vermont disability advocacy organizations to provide education and training for persons with disabilities in the voting process and also to train local election officials in providing access to persons with disabilities.

The opportunity already exists under Vermont law for any voter to be assisted by the person of his or her choice in marking a ballot at the polling place, or to vote by absentee ballot in the 30 days preceding an election at the office of the municipal clerk, or by having an absentee ballot mailed to the voter, or if physically ill or disabled, to have an absentee ballot delivered by two justices of the peace.

As of the fall of 2002, there were only a handful of polling places that did not provide full access to persons with disabilities. Our Office of the Secretary of State will encourage all Vermont municipalities that do not have full access for persons with disabilities to apply for grants from the U.S. Secretary of Health and Human Services under Section 261 of HAVA2002.

Alternative Language Accessibility: HAVA incorporates the requirements of the Voting Rights Act of 1965 for voting systems to provide alternative languages under specified criteria. Vermont, as of the 2000 census, does not have sufficient non-English speaking residents to require provision of voting information and materials in other languages.

Error Rates: All voting machines now in use in Vermont meet the federal standards for accuracy. We will continue to require that any voting machine must meet these standards in order to be used in Vermont.

Ballot correction and replacement ballots for overvotes: Vermont law currently provides that each voter can request up to three additional ballots if a ballot is spoiled by an overvote or incorrect marking. Voters Rights Posters were created and posted in all polling places during the 2002 General Election reminding voters in easily understood language of the right to request replacement ballots. The Office of the Secretary of State with the assistance of the 246 municipal clerks and Boards of Civil Authority will prepare a voter education video that will be distributed to public access TV stations throughout Vermont to increase voter awareness of the availability of replacement ballots and ballot marking instructions. We will continue to provide Voter Rights Posters and other written materials to educate voters. Our office will continue to use media releases, public service announcements, and our web site to provide this information to voters. We will also highlight this voter education information in our training programs for election officials. In a small, rural state like Vermont, it is frequently the one on one conversational education of voters by local officials that is most effective.

Definition of a Vote: The Vermont Statutes provide a clear description of what constitutes a vote and states clearly that the majority of election officials present at the polling place will be the final decision makers of a voters intent. In addition, the training manual for local election officials published by the Office of the Secretary of State includes three pages of examples of markings on a ballot, with instructions for determining the voter's intent. Our office will promulgate a rule incorporating these clear instructions. Our statutes and the rules that will be adopted by the Office of the Secretary of State are in compliance with the requirements of HAVA2002.

Manual Audit Capability: Vermont currently meets this requirement. The current Vermont statutes mandate the approval of voting machines by the Secretary of State. The statutes also require the Secretary of State to prepare an Official Return of Vote form to be completed for each polling place by the Presiding Officer. This Official Return of Vote form provides an audit trail including:

- Election Date
- Polling Place name
- Number of voters on the checklist
- Number of voters who were checked in at the entrance checklist
- Number of ballots counted
- Number of ballots spoiled
- Number of ballots blank
- Breakdowns of the votes counted for each race including:
 - total votes for each candidate
 - total votes for each write-in
 - total number of blank for the race
 - total number of spoiled for the race
 - total number of write-ins
 - total number of votes cast in the race

In addition, Vermont statutes require that the presiding officer place the following in ballot bags which are then sealed, labeled, and stored for 22 months in the municipal vaults:

- exit checklist, if used,
- alternate materials including the paper tapes from all voting machines, if used,
- all summary and tally sheets,
- all ballots.

The sealed ballot bags can only be opened upon order of the Superior Court and must be kept for 22 months. In the 184 municipalities using paper ballots and hand count method, the ballot of each voter is preserved. In the 62 municipalities using optic scan machines, the original ballot of each voter is also preserved. At the present time, all election results are reported to canvassing committees by the Official Return of Vote. There is no transmission of results by electronic or telecommunication means.

Any new voting systems purchased in Vermont will meet the manual audit requirement.

Maintenance of voting machines or voting systems: Under Vermont law, each municipality purchases its own voting machines, maintains the machines, and has the machines programmed for each election.

The Office of the Secretary of State will promulgate rules to provide for security of the machines, require regular maintenance, and implement safeguards and protocol for programming and testing machines.

Recounts: Vermont statutes provide extremely detailed instruction and requirements for recounts of all state or federal elections to be conducted by the County Clerk under the supervision and guidance of the Superior Court Judge.

V. How state will establish a State Election Fund, including description of fund management.

The State of Vermont has established the Vermont Election Fund by including this special fund in the Budget Adjustment Act of 2003 and in the appropriations bill for FY 2004.

The Title I, section 101 "early out money" payment has been deposited in to the Vermont Election Fund and all requirements payments from the federal government that are provided under HAVA2002 will be placed in this special fund.

- The state will deposit all requirements payments into this fund.
- The state will deposit all interest gained on any funds in the Elections Fund back into the Vermont Elections Fund.
- All amounts appropriated or otherwise made available by the state for carrying out the activities for which the requirements payment is made to the state shall be deposited into the Vermont Election Fund.
- Such other amounts as may be appropriated under law shall be deposited into the Vermont Election Fund.

VI. Describe the states proposed budget for activities based on state’s best estimates of the costs of such activities and the amount of funds to be made available, including specific information on:

- The cost of activities required to meet the requirements of Title III;
- The portion of the requirements payment which will be used to carry out activities to meet Title III requirements; and
- The portion of the requirements payment that will be used to carry out other activities to improve the administration of federal elections.

The Office of the Secretary of State has developed a proposed budget with the assistance of the Advisory Committee. We have proposed a budget adjustment for Vermont FY 2003 for the expenditure of \$60,000 of Title 1, early out money. We have proposed a budget of \$558,000 from Title 1 funds for Vermont FY2004. We will amend our plan when we have more detailed budget proposals for future Vermont fiscal years. Based upon our best estimates of the cost to implement HAVA2002, the State of Vermont will be able to fund the cost of many of the Title III requirements through the use of Section 101 “early out money” and the first requirements payment. However, the State of Vermont is planning to use any remaining funds from the requirements money to pay for the continued maintenance and support of the systems implemented to meet the Title III requirements. There will be considerable annual continuing expenditures to maintain the systems once established.

The following table indicates the federal funds anticipated and the Vermont state match that will need to be appropriated in order to obtain the Requirements Payments from federal years FY 2003, FY 2004, and FY 2005. As the election reform payment for FY 2003 amount was a total of \$830 million, significantly less than the \$1.4 billion that was originally authorized, we are unable to provide firm estimates of the amounts that will be appropriated for requirements payments in federal FY 2004 and FY 2005.

Federal Fiscal Year	Vermont’s share of Federal Funds Received or Expected	Vermont’s 5% Match Required	Status of Payments
Early Out / Title I	\$5,000,000	None required	Deposited in VT. Election Fund
FY 2003 Requirements Payments	\$4,150,000	\$218,300	P.L.108-7 (Joint House Resolution 2 passed.)
FY 2004	Estimated over \$5,000,000	.0526 times Vermont’s share	Not yet appropriated
FY 2005	Unknown	.0526 times Vermont’s share	Not yet appropriated

Vermont is using the Title I funds to begin implementation of HAVA requirements in FY 2003 and FY 2004. Vermont is aware that the cost of maintaining and continuing to operate under the requirements in HAVA will extend long after the annual requirements payments have ended. Vermont is intentionally planning to implement the requirements of HAVA in ways that will preserve funding to continue to meet the HAVA requirements in future years.

The following table provides the Vermont budget based on levels of funding anticipated as of

May 2003. The table will need to be amended if there are significant changes in federal funding or if the Vermont legislature does not provide a match for requirements payments. These estimated costs provided below are based upon the funding information available in May 2003 and upon the cost estimates done in the spring of 2003. The budget will be revised as new information becomes available. We will also provide a detailed budget for each fiscal year to the Vermont legislature.

HAVA Requirements	Estimated Total Implementation Project Costs through FY 2006	Implementation Period in Vermont FY's
Voting Systems	\$1,400,000	FY 2005 and FY 2006
Voting System for disabled for each polling place	\$2,750,000	FY 2005 and FY2006
Voting Systems Maintenance, Programming & Support	\$2,500,000	FY 2005 and FY 2006
Provisional Voting	\$ 100,000	FY 2005 and FY 2006
Statewide Voter Checklist	\$1,500,000	FY 2004 and FY 2005
New Applications to Checklist & Voter Education Projects	\$ 350,000	FY 2004, FY 2005 and FY 2006
Mail-in Registrants/New notices to voters	\$ 100,000	FY 2005 and FY 2006
Election official training	\$ 400,000	FY 2005 and FY 2006
Administrative Complaint Procedures	\$ 50,000	FY 2004 and 2005
Military/overseas voting	\$ 50,000	FY 2005
Management of State Plan	\$ 100,000	FY 2003, FY 2004 and FY 2005
Other activities to carry out improvements to federal elections	\$ 100,000	
Totals for Initial Implementation	\$9,400,000	FY 2003 to FY 2006

- VII. That the state will maintain the expenditures of the state for activities funded by the payment at a level that is not less than the level of such expenditures maintained by the state for the fiscal year ending prior to November 2000.**
(MOE is the acronym for "maintenance of effort")

The Vermont fiscal year that ended prior to November 2000 was Vermont FY 2000, which ran from July 1, 1999 to June 30, 2000. The Elections Division budget and expenditures for the base year of Vermont FY 2000 was \$150,000. Vermont will continue to appropriate this amount as our maintenance of effort in all years where requirements payments are requested and received into the Vermont Election Fund.

VIII. How the State of Vermont will adopt performance goals and measures that will be used by the state to determine its success and the success of local units of government in carrying out the plan, including timetables for meeting each of the elements of the plan, descriptions of criteria the state will use to measure performance and process used to develop such criteria, and description of which official is to be held responsible for ensuring that each performance goal is met.

The State of Vermont will adopt performance goals and measures to determine the success of the State and the success of municipal governments to carry out the Vermont State Plan, meet all requirements of Title III, and improve the administration of all elections that include a federal office in Vermont.

The State has included timetables for meeting elements of the plan within this plan.

The State used the following process to develop criteria to measure performance goals:

- The Advisory Committee with the assistance of 4 working groups recommended criteria to measure performance.
- The working groups solicited information from other resources to assist in the development of criteria to measure performance goals.
- The working groups and elections division staff surveyed town clerks and other officials to obtain information to assist in establishing timetables.
- The Advisory Committee with the assistance of the working groups recommended the following timetables to meet elements in the state plan and performance goals.

The Secretary of State will continue to monitor performance as it works with the town clerks advisory committee and the state legislature to implement the requirements of HAVA and of this state plan. The legislature has incorporated reporting requirements into legislation that has been introduced to implement HAVA in Vermont.

At the state level, the Secretary of State, as the Chief Elections Official, and the Director of Elections and Campaign Finance will be responsible for ensuring that each performance goal is met. At the local election administration level, the Town Clerk will be responsible for certifying to the Director of Elections that each performance goal has been met as shown in the following table.

Requirements of HAVA Plan	Responsible Official(s)	Completion Dates
Voting Systems	Director of Elections & Towns	January 1, 2006
Provisional Voting	Director of Elections	January 1, 2004
Statewide Voter Checklist	Director of Elections & IT staff	January 1, 2006 (Waiver to be Requested)
Education and Training	Secretary of State & Director of Elections	Ongoing & Continuing throughout each election year
Budget & Fiscal Controls	Business Manager & Director of Elections	Ongoing
Complaint Procedures	Director of Elections	January 1, 2004

IX. Description of the uniform, nondiscriminatory state-based administrative complaint procedures in effect under §402.

The Office of the Secretary of State in Vermont already provides a telephone hotline for citizens to use to ask questions or make complaints regarding all elections issues from application to the checklist through final recounts. Our office also maintains a website that provides details of elections information and web pages devoted to the requirements and implementation of HAVA2002.

Our office will use the above mechanisms in addition to the NOTICE TO VOTERS published and posted with each federal election WARNING to provide information about the availability of administrative complaint procedures to address any complaint alleging a violation of any provision of Title III.

The Office of the Secretary of State has introduced legislation, H. 460 to give the Secretary authority to adopt rules to implement a uniform and nondiscriminatory Administrative Complaint Process. As soon as the authorizing legislation has passed, the Secretary will adopt by rule procedures that will include the following (at a minimum):

1. Any person may file a written and notarized complaint signed and sworn to by the person filing the complaint that a violation of any provision of Title III has occurred, is occurring, or is about to occur.
2. All signed, sworn, written and notarized complaints will be investigated by the elections division staff if related to an activity conducted by a municipal official, or by a representative of the office of the attorney general if the allegations are related to activities conducted by the Elections Division.
3. If requested by the complainant, there shall be a hearing on the record.
4. If, under the procedures the Chief Elections Officer determines that there is a violation of any provision of Title III, the state shall provide the appropriate remedy.
5. If, under the procedures, the state determines that there is no violation, the state shall dismiss the complaint and publish the results of the procedures.
6. The final determination by the Chief Elections Officer shall be made prior to the expiration of a 90-day period that began on the date the complaint was filed, unless the complainant consents to a longer period for making the determination.
7. If the state fails to meet the 90-day deadline, the complaint shall be resolved within an additional 60 days by Alternative Dispute Resolution procedures established for purposes of this section. The record (if any) and other materials from any proceedings conducted under the complaint procedures shall be made available for use under the alternative dispute procedures.

X. If the state received any payment under Title I, a description of how such payment will affect the activities proposed to be carried out under the plan, including the amount of funds available for such activities.

The information requested in this section has been provided above in Section I and Section VI because the State of Vermont will be able to fund some of the requirements of Title III and the activities proposed to be carried out under this plan with the Title I, Section 101 “early out

money”. Vermont has asked for a budget adjustment for Vermont FY 2003 to allow the Office of the Secretary of State to expend \$60,000 of the Title I funds received to hire staff to work with the Director of Elections on the development of the statewide voter checklist , training of local officials, and to implement HAVA requirements. The proposed FY 2004 budget to the Vermont legislature includes a request for appropriation of \$558,000 of the Title I funds in our Vermont Election Fund primarily to begin to develop and implement the statewide checklist.

XI. How the state will conduct ongoing management of the plan, except that the state may not make any material change in the administration of the plan unless the proposed change is put through all of the development and process used to promulgate the state plan.

The Director of Elections, under the direction of the Chief Elections Official, will provide the ongoing management of the state plan. The Director of Elections, along with the Elections Division staff, will work with the 246 municipalities in Vermont to accomplish all of the goals of the plan.

The Elections Division will provide management of the plan through:

- a series of special HAVA implementation memoranda to municipal clerks & municipal legislative bodies providing detailed information on each new practice or procedure required by HAVA;
- ongoing “Train the Trainers” sessions for municipal elections administrators;
- a series of training sessions for municipal clerks and municipal staff in the use of the voter registration system;
- a series of training sessions for presiding officers and election officials in the use of the voting systems in place in Vermont, for both machine and paper towns.

The Elections Division will monitor progress and make appropriate adjustments to ensure that each project completion date will be met. If at any time suitable progress is not being made toward the project goals, the Director of Elections will recommend corrective action to municipalities, vendors, or any other person engaged in activities in furtherance of the state plan. If unexpected delays occur that cannot be remedied by corrective action, the Director of Elections will recommend amendment of the annual Vermont State Plan to the Chief Elections Official. If amendment is recommended, the changes will be discussed with the Advisory Committee and will be adopted using the process and procedures outlined in Sections 255 and 256 of the Help America Vote Act.

XII. In second or future years of state plan, a description of how the plan reflects changes from the state plan for the previous fiscal year and how the state succeeded in carrying out the state plan for the previous fiscal year.

This is the first Vermont State Plan and therefore this section is not applicable.

XIII. Description of the committee that participated in development of the state plan and description of the process and procedures used to conform with §255 and §256.

The Advisory Committee that participated in the development of the Vermont State Plan was selected by the Chief Elections Officer, Vermont Secretary of State, Deb Markowitz, to meet the statutorily mandated representation set out in HAVA as well as to represent various geographical sections of Vermont, to include rural and metropolitan representatives, to include citizens from municipalities using optical scanning machines as well as municipalities using paper ballots, and to include representatives from a variety of citizen and advocacy groups.

We thank the following for their willingness to serve on the Advisory Committee for the Vermont State Plan to implement the Help America Vote Act of 2002:

VERMONT STATE ADVISORY COMMITTEE

Annette Cappy
Brattleboro Town Clerk

Jo LaMarche
Assistant Clerk
City of Burlington

Cheryl Moomey
Essex Town Clerk

Senator William Doyle
Senate Gov't Operations
Committee

Deborah Lisi-Baker
Representative for
Disability Rights

Jim Pelkey
Franklin County Clerk

Marge Gaskins, Director
League of Women Voters

Kevin Loso
Justice of the Peace
City of Rutland

Linda Spence
Manchester Town Clerk

Keith Goslant
Citizen, City of Barre

Neale Lunderville
Office of the Governor

Rep. Joyce Sweeney
Local Gov't Committee

Duncan Hastings
Town Administrator
Town of Johnson

Kathy West
COVE Representative

In order to encourage public participation, the Secretary of State added a special web section to our website to post information about the HAVA requirements, the Advisory Committee and State Plan development, minutes, announcements of meetings and public hearings, and contact information for interested citizens.

In order to foster even greater participation from stakeholders, the Secretary of State invited volunteers to serve on four working groups to provide detailed research and recommendations to the Advisory Committee. We thank the following for their willingness to participate in the four working groups:

ELECTION OFFICIAL EDUCATION

Bobbi Brimblecombe
Marshfield Town Clerk

Karen B. Horn
VT League of Cities & Towns

Sandy Grenier
St. Johnsbury Town Clerk

Nora Wilson
Marlboro Town Clerk

STATEWIDE CHECKLIST

Deb Beckett
Williston Town Clerk

Joyce L. Mazzucco
Randolph Town Clerk

John Cushing
Milton Town Clerk

Kim Pombar
Northfield Town Clerk

Rep. Gail Fallar
VT House of Representatives

Ernie Saunders
New England Municipal Resource Corp.

Jack Hoffman
VT Broadband Council

Chip Sawyer, Project Manager
Center for Rural Studies

VOTER EDUCATION

Dominic Cloud
VT League of Cities & Towns

Ed Paquin
VT Protection & Advocacy

Leslie Gensburg
East Burke

Kate Robinson Schubart
Citizen, Town of Hinesburg

Patricia McCoy
Poultney Town Clerk

Lindy Wells
Worcester Town Clerk

VOTING SYSTEMS

John Bauer
Citizen, Hyde Park

Bill Dick
Brandon Town Clerk

Ken Scott
Duxbury Town Clerk

Cora Benoir
Braintree Town Clerk

Donna Kinville
South Burlington Clerk

Harrison Spencer
VT Human Rights
Commission

Terry Bouricious
IRV Contact

Joshua Powers
Citizen, Town of Royalton

Bridget Collier
Greensboro Town Clerk

Velma Plouffe
Richmond Town Clerk

The Advisory Committee and working groups met at regularly scheduled public meetings from February 10, 2003 until June 16, 2003. Minutes from the Advisory Committee, and minutes and recommendations from the working groups are available at the Office of the Secretary of State.

In conformance with Section 255, the Chief State Election official, the Vermont Secretary of State, has developed the state plan through a committee of appropriate individuals including all mandated individuals and representatives of stakeholders as described in detail in above.

In conformance with Section 256, a Draft for Public Comment of the Vermont State Plan has been made available for public inspection and comment on the website of the Secretary of State, in the offices of each Town or City Clerk in Vermont as well as made available upon request to any citizen.

- Vermont has published public notice that the Plan is available for inspection in all daily newspapers throughout the State of Vermont, through the State Department of Libraries section that officially warns all public meetings, by Press Release, and by notice in the Secretary of State opinions which is mailed directly to over 1500 municipal officials in Vermont.
- The Chief Election Official, the Vermont Secretary of State, has solicited public comments through public meetings, public hearings, emails, and correspondence, and the Advisory Committee and Chief Election Official have taken the public comments into account in preparing this plan that will be filed with the Election Administration Commission and published in the Federal Register.

—End of Vermont State Plan for federal FY 2003 and Vermont FY 2003 and FY 2004—