

# CHENANGO COUNTY

## BOARD OF ELECTIONS

COUNTY OFFICE BUILDING  
NORWICH, NEW YORK 13815

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Chairman, Chenango County Board of Supervisors

Members, Chenango County Board of Supervisors

In accordance with the New York State Election Law, Section 3-212-4, the Board of Elections, in the County of Chenango, herewith submit their annual report for the year 2011.

The processing of all records was completed in preparation for printing the county registration and enrollment information, which other agencies use. Under New York State Election Law (Section 5-612) registration records must be available for village, school, improvement, and fire district elections.

Certified copies of the registration and enrollment disks and supplements are provided upon request to the New York State Board of Elections. In addition, an enrollment book, disk or CD is provided to the New York State Chairman of each political party recognized by the State of New York, and to the Chairman of the political parties organized within Chenango County when requested. Additional copies of the enrollment information are available for sale to candidates, political committees, and other interested parties.

### ACTIVITIES OF THE BOARD OF ELECTIONS DURING THE YEAR OF 2011

#### Registrations and Enrollment

The total number of registered voters in Chenango County in April 1 of 2011 was **30,322**. By November 1, 2011, that number increased by **316** going into the General Election with a total of **30,638** possible voters. These totals include the number of inactive registrants. People are coded inactive when their registration is in question. These registrants are sent notices, if they reply with complete information, their registration is corrected or changed and they are activated. If they don't respond or the information previously provided was incomplete, but they show up at the Polls to vote, they can vote by affidavit ballot and will become active as long as their affidavit is valid. If the Board has no correspondence with the inactive voter, he or she is well on their way to being cancelled in our County.

<b>2011</b>	<b>ACTIVE</b>	<b>INACTIVE</b>	<b>TOTAL</b>
APRIL	28,744	1,578	30,322
NOVEMBER	28,294	2,344	30,638

ACTIVE VOTERS, BY PARTY, AS OF APRIL 1, 2011

DEM	REP	IND	CON	WOR	GRE	OTH	BLANK	TOTAL
7,801	12,767	1,584	434	192	116	16	5,834	28,744

INACTIVE REGISTRANTS: **1,578**

TOTAL OF ACTIVE & INACTIVE: **30,322**

ACTIVE VOTERS, BY PARTY, AS OF NOVEMBER 1, 2011

DEM	REP	IND	CON	WOR	GRE	OTH	BLANK	TOTAL
7,635	12,529	1,574	425	186	119	18	5,808	28481

INACTIVE REGISTRANTS: **2,344**

TOTAL OF ACTIVE & INACTIVE: **30,638**

The Board is still required to track the registrations of parties that are registered as Other. The Other registrants may pick any name of their choosing. As of April 1 of 2011, Chenango County had sixteen (**16**) voters registered as Other.

There were **1132** new registrations in 2011. The origin of these new registrations is as follows:

**NEW REGISTRATIONS FOR THE YEAR 2011**

Mail	306	27%
Schools	124	11%
Walk-ins	118	10%
DMV	393	35%
Other agencies	191	17%
Local Registration	0	0%
Total	1132	100%

The overall enrollment for the County decreased from 31,599 eligible voters in November, 2010 to 30,638 eligible voters at the November, 2011 election. This is a **net loss** of **961** registrants. This enrollment decrease we feel is due to the number of inactive voters that were purged as a result of there being a Federal Election and according to Election Law, we can purge a voter who has been in the inactive stage for two (2) Federal Election.

## AGENCY & TRANSMITTAL TOTALS FOR 2011

DATE 2010	NEW REGISTRATION	ADDRESS CHANGES	ENROLLMENT CHANGES	NAME CHANGES	DUPLICATE REGISTRATION	INCOMPLETE FORMS	FORMS FORWARDED TO OTHER COUNTIES
January	58	12	7	6	17	3	1
February	40	13	5	6	10	3	2
March	64	10	7	6	15	1	1
April	39	13	12	25	53	2	1
May	49	15	12	2	14	4	3
June	56	18	8	4	11	5	4
July	35	12	10	2	15	2	1
August	59	17	9	11	13	10	2
September	58	13	9	3	16	9	2
October	57	18	13	10	24	10	1
November	42	10	8	1	15	4	4
December	35	15	10	4	13	21	3
<b>Total</b>	<b>592</b>	<b>166</b>	<b>110</b>	<b>80</b>	<b>216</b>	<b>74</b>	<b>53</b>

Each year, in April, a letter is sent to all of the nine school districts located within Chenango County. These letters offer the services of the Board of Elections staff to visit their school to register students to vote and to answer questions regarding elections. This year a total of **142** people were enrolled through this effort. Of these **142**, twenty-five (**25**) registration forms were forwarded on to the County of his/her residence as these students did not reside in Chenango County. Some schools take advantage of this service and institute it into a government or civics class. The results are very good in these cases. This year the following schools took advantage of this service: Gilbertsville-Mt Upton and the City of Norwich, and Oxford School Districts. For schools that do not choose to have election staff visit, registration materials are sent to a designated person in the school system and that person takes on the responsibility of registering students and returning forms to the Board of Elections. Six (**6**) schools requested forms be sent to them. They were Afton, Bainbridge-Guilford, Greene, Otselic Valley, Sherburne-Earlville, and Unadilla Valley Central School Districts

### National Change of Address (NCOA)

Early in, 2011, a file of all enrolled voters in Chenango County was emailed to the New York State Board of Elections. They in turn forwarded this file to a licensed USPS vendor to process this data file. The vendor matches and updates the latest address the Post Office has for each person named on the file. The processed information is then returned to Chenango County and in June, this information was transferred to our computer system.

To complete all the steps necessary to ensure that the information is dealt with in the correct manner takes many man-hours. The Board uses a print out with the NCOA tape data in alphabetical order. These print outs list voters into categories of, Family Move, Individual Move, and no forwarding address. Every individual listed on the print out is checked against our information in our files. This is time consuming but it insures us that the most current information is entered in our database. We also double-check all listed voters with an

address that may be out of County moves to be sure that they are indeed out of County. The same is done for in County moves, sometimes this information needs to be corrected. All this is done before the next part of the process is initiated. Eventually all information from the NCOA tape that is current is transferred to our computer system. Due to an upgrade to our software, our office is able to print appropriate labels so we can mail out notices to the individuals involved in address changes. In May, our office sent out 312 confirmation notices and 259 transfer notices due to the NCOA information.

### HAVA ID Check

We continue to send to the State Board of Elections a list of voters, who gave us an ID number, to have them compare our data with New York State Data Base to match the records. The ID numbers are required for anyone who has registered to vote by mail, which is part of the Help America Vote Act (HAVA). If we had any that did not match, they were sent letters, from this office, requesting the missing information. This process is done everyday. The people who did not supply us with an ID number prior to the General Election, were asked to supply that ID at the Polling Place before they were allowed to vote. If they do not provide ID, they were given an Affidavit Ballot. We had 352 voters who would need to show ID at the Polling Place for the 2011 General Election and of those 352, only 9 showed up to vote. All 9 voters provided an ID and were allowed to vote on the machine.

### Check of Registrants

New York State Election Law (Section 4-117) requires an address check to be made by mail of every registered voter in the county. On July 20, 2011, 26,795 mail check cards were mailed to registrants in Chenango County. Our office continues to contract with NTS to process our mail check cards. They provided the cards, printing and postage. This continues to be a great savings to our Department. The cost for providing this service was not much more than our old plan of doing the printings and mailings in house. The post offices returned 1,107 cards. The mail check indicated that 308 voters moved within the county and 273 voters moved outside the county. A total of 244 cards were undelivered for various reasons according to the post office and we had 282 miscellaneous returns.

### Reports of Change of Voter Status

Due to the NYSVoter Data Base set up by the State Board of Elections, each day when new registrations are entered into the TEAM Program, these registrations are uploaded to the NYSVoter Data Base and a check is done for duplicate registrations in other counties as well as checks for any who may be listed as a felon through the Court system, or who are listed on the death records for the Dept. of Health. This makes it easier to keep our records up to date. We do not have to wait for these Departments to notify us which they only did on a monthly basis, if at all, in the past. We continue to receive reports of deaths from Town Clerks as well as checking the newspapers on line for any obituaries. We are able to cancel those voters who show up on the NYSVoter Data Base, Town Clerk death reports and the obituaries. In 2011, our office Cancelled 2235 voting records. Of those voting records cancelled there were 363 cancelled due to death, 3 cancelled per a personal request, 19 cancelled due to a felony conviction, 10 cancelled due to being judged incompetent, 309 cancelled due to moving out of the county, 1428 inactive voters were purged, 57 cancelled because voter returned postage-paid card in their confirmation notice, 9 cancelled due to returned mail check card marked deceased, and 37 cancelled due to other reasons, which was due to incomplete forms and corrections or duplicate forms.

### Other Activities of the Board of Elections

In early 2011, our office acquired the Full Document Imaging to our NTS computer programming. After the staff was fully trained, they started imaging every form of any type into the system. All registered voters and Inactive voter's forms were scanned. This undertaking took several weeks if not a few months to complete for active and inactive voters. From here on end, all documents pertaining to a voter will be scanned into the system and any form that that person completed can be retrieved on our computers. This will save valuable time on Election Day, when a voter's registration, address change, name change, and or enrollment change is in question. The future plan is to image all purged registration forms as well as all documents from past years that are to be retained forever. We hope to complete this task in the next 10 years.

The Board of Elections prepared and distributed enrollment lists on paper, CD's, and emailed this information to anyone who requested this information. Our office Published Primary and General Election Notices and filed and published lists of polling places. Our office also contracted to have Absentee Ballots as well as ballots for the Image Cast voting machine, printed for 1 Primary Election and 1 General Election. We continue to obtain our printed ballots, both absentee and ballot books from Phoenix Graphics. They have been a continued source of a professional product at a fair price.

## Appointments

### 1. Voting Machine Technicians

We continue to contract with two (2) individuals to act as our Voting Machine Technicians. These Technicians work part time on as needed status and their duties include testing each voting machine, completing quarterly reports for the Department of Justice, programming the ballots for each election and loading the ballot on each machine being used in an Election as well as general up keep of the voting machines. They use vacation time from their full time jobs to be on call for any election we have during the year. They continue to be trained on how to care for and run the voting machines as well as training for programming. This year our office hosted other counties for voting machine training from Dominion Voting Systems. It was held in the machine storage facility at the Eaton Center in Norwich and was attended by several technicians from Broome, Delaware, and Otsego Counties. We have offered the use of our machine storage facility for any voting machine Technician training that may be needed by all Counties as this saves Chenango County travel expenses for our Technicians.

### 2. Election Inspectors

Election Inspectors and Alternate Inspectors were contacted to be an Inspector or Alternate for the year 2011. The HAVA Law requires all Inspectors and Alternates to attend training class every year. The Commissioners of the Chenango County Board of Elections held ten separate training sessions for Election Inspectors, Alternates and Clerks in July of 2011. We also held a make-up class in September. One hundred and seventy-seven (177) people attended the twelve (12) training sessions which included one (1) make-up class. The classes were held at the Public Safety Building in one of their classrooms. The room is large and we were better able to use visual aids. Each session was approximately three hours long. All Inspectors and Alternate Inspectors, who attending class, got the same rate of \$25.00, plus mileage if they drove over 20 miles to attend class.

The rate of pay for Inspectors and Alternates in Chenango County for election year 2011, was set at \$8.00 per hour for Inspectors and \$9.00 per hour for the Chairperson. The Board of Elections continues to pay the Poll Workers from our budget.

There are some Towns where we have a difficult time recruiting Inspectors. It has become business as

usual to be refilling slots right up to the day of Election. Our Inspectors are aging and having more health problems. We're finding that splitting the workday, between two people or more is the norm and sometimes the only way to keep the polls manned.

### New Voting Machines

We had a machine set up in the lobby of the County Office Building for several days as well as having it in our office for anyone who wanted to come in and learn about the new voting machine.

As we have used the new voting machines for the last 2 years for all Elections, the voters are getting more comfortable with using the machines. We continue to get good feedback from voters and we had no major problems with the new technology for either election in 2011.

The Voting Machine Technicians and two of our office **Staff**, successfully programmed the ballots for both the Primary and General Election of 2011.

### Polling Sites

In 2011, the Board of Elections combined Election Districts and Chenango County now has thirty-six (36) Election Districts with 22 Polling Sites. Our office continues to check polling sites to be sure they are compliant with the HAVA Law and with the ADA standards. We moved the Town of Sherburne from the Welcome Center to the Sherburne American Legion as it had more space inside and there was more parking, and better lighting in the parking area. We also moved the Town of Smithville into a new Polling Site located at the newly constructed Genegantslet Fire House. This new Polling Site is right next door to the previous Polling Site so voters did not have extra mileage to drive to the new site.

### Village Election

Village elections were held in March throughout Chenango County. The Board of Elections fielded questions from village clerks and candidates regarding procedures. Our office supplied list to the villages who requested them. There were no major problems and no written objections and specifications filed with the County Board of Elections.

The only Village that we continue to conduct their Election is the Village of Oxford. Their Village Election is held in June. There were no problem associated with the voting machines for this election and all went well.

### September Primary Election

On September 13, 2011, there was a Republican only Primary held in seven (7) Towns. The following Towns held a primary for those offices listed:

TOWN	OFFICES
Columbus	Superintendent of Highways
Coventry	Supervisor and Town Clerk
Greene	Town Clerk
Guilford	Councilman
McDonough	Superintendent of Highways
New Berlin	Justice
Smithville	Supervisor

We issued **203** absentee ballots to registrants. Of those, **76** were issued to the Perm Disabled voters, **13** were issued to Military voters, **1** was issued to a Student and **113** were issued to voters who were in need of an absentee ballot for other reasons. Of these, we had one hundred and thirteen, **(113)** ballots returned.

General Election

For the November 8, 2011, General Election, **101** Party designating petitions were filed with the Chenango County Board of Elections. Of these Party designating petitions, there were no objections to these petitions.

There were **85** certificates of caucus were filed with the Chenango County Board of Elections. There were no declinations submitted for the caucus nominations.

In addition, there were **37** Independent designating petition filed with the Board of Elections. Of these, four **(4)** were challenged. Ten **(10)** Specs were filed for these four. Of these Ten specs, all ten **(10)** were invalidated by the Board of Elections.

All Towns had offices on the ballot this year along with a County Wide race for District Attorney.

Of the **28,278** registered voters in Chenango County, **7324** voted in the November 8, 2011, General Election. This included **6785** voters casting their vote at their polling places.

There were **778** absentee ballots issued for the General Election. Of these there were **79** Military, **453** Perms, **20** Students, **23** Poll Workers, and **203** for others. Of the **778** absentee ballots issued, **542** were returned.

It has been a difficult task to track Military voters as they deploy to other countries. Again this year we continue to use the (MOVE Act) system for the Military to use to make sure they can obtain a ballot. They can go to a web site and request the ballot for the County they are registered to vote. This saves much needed time in order to get the ballot processed for them.

The Board of Elections continues to host students from the New Vision and Law class the day before the General Election. We had a large group come in and we informed them of the activities of the Board of Elections during the year and what happens on Election Day. We also gave them a demonstration and a chance to try out the new Dominion Image Cast voting machine. The day of the Election, this group visited the City of Norwich Polling site to observe and to conduct exit polls. The Board also hosted a class of Home Schooled students of which one was old enough to register to vote and he did so during the class visit. We also showed this Home Schooled Class the voting machine and allowed them to vote using our demonstration ballot. We will continue to encourage students to visit our office and to learn more about the Election process as well as encourage them to get involved in the Election process.

Campaign Finance Reports

Our office distributed campaign finance material to **163** candidates for 2011. If candidates did not file with our office, a reminder letter would be sent to those who did not file prior to the filing date. The following table represents the Campaign Finance Summary of forms taken in by the Board of Elections.

Number of County Committee Filers	2
Number of Candidate Filers	163
Number of PAC Filers	0
Total Number of Filings Received	165
Of Total Filings, Number of "in-Lieu-Of" Filings	45
Number of Five-Day Letters Sent	0
Number of Delinquent Filings	0
Number Referred to County Attorney or DA	0

## Election Print

The Chenango County Board of Elections continues to contract with Phoenix Graphics Inc. of Rochester to print election materials needed including the ballots for the Dominion Image Cast Voting machine for the 2011 election year. We were pleased with the print product, turn around time and general help that this company provides at a fair cost.

## Staff

The Chenango County Board of Elections staff consists of two (2) part-time Commissioners and four (4) full-time Sr. Election Clerks. We had one Sr. Election Clerk retire at the end of October and we had to use an Extra Clerk Hire to fill in until we could hire someone full time. Due to the extra work load attributed to using the new voting machines, we had to use the Extra Clerk Hires more prior and after each election. At present we have seven (7) people that we call in to help pack the supply bags and do test decking prior to each election. There other duties include going to two (2) nursing homes with absentee ballots prior to the election and they help after the election to unpack the supply bags and open absentee ballots. We continue to have staff with excellent computer knowledge and this knowledge saves our Department a considerable amount of time and money. Most of the forms and charts generated from our office are done in house. We also have two (2) contracted Voting Machine Technicians and two (2) extra hire to transport the voting machines to and from the polling sites for each election.

Respectfully Submitted,

Harriet L. Jenkins, Commissioner

Carol A. Franklin, Commissioner