Town of Reading
Clerk Packet

Town of Reading
16 Lowell Street
Reading MA 01867

Town Clerk
781-942-9050

fax: 781-942-9070
website: www.readingma.gov

Dear Poll Worker:

Thank you for serving our community as a poll worker on Election Day. I appreciate the commitment you have made to faithfully conduct the election process relied upon by residents of Reading, Massachusetts, and all across America to choose our government's leaders and to make decisions for our community.

This packet is intended to help you and other poll workers achieve an efficient and successful Election Day for you and the voters you serve so that you will be a knowledgeable and responsive poll worker.

I value your time and commitment to our election process and thank you for your service. You are the key to a successful election process, and I am grateful for your willingness to be a part of our election process.

Sincerely,

Laura A Gemme, CMMC
Town Clerk
Election Official

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Election Day - Policies

Introduction:
The Town of Reading Town Clerk will enforce the following Election Day Policies with the assistance of all Election Officers and the Reading Police Department. The authority to set these Policies is stipulated in the following Massachusetts General Laws:

MGL Chapter 54 Section 71

The presiding officer at each polling place shall enforce the performance by election officers of their duties. During an election and the counting of the ballots after the close of the polls, he shall have authority to maintain order and to enforce obedience to his lawful commands, in and about the polling place and to keep the access thereto open and unobstructed, and he may require any police officer, constable or other person to communicate his orders and directions and assist in their enforcement.

MGL Chapter 54 Section 71A

Election officers in cities and in towns shall perform their duties under the supervision of the city or town clerk.

Town of Reading Election Day Policies:

Election Zone:
- The lobby and gym area of the Field House at Reading Memorial High School from the time election equipment is set up to the time election equipment is taken down

Animals:
- No animals except Service Dogs will be allowed within the Election Zone

Cameras:
- Anyone wishing to photograph anything within the Election Zone must check in with the Town Clerk
- All photographs must be taken from an area designated by the Town Clerk
- All photographs must respect the right to privacy of the voter
- Absolutely no photographs of balloting is permitted

Campaigns:
- There will be no campaigning within 150 feet of the Election Zone
- All campaign materials must remain outside the 150 feet including bumper stickers

Cell Phones:
- Each Precinct is a “Cell Free Zone” - No Cell Phone use is permitted within the Guardrails of any Precinct by anyone

Electronic Audio Recording:
- MGL Chapter 54 Section 76 prohibits the use of any audio recording within the Election Zone

Exit Polling:
- Exit Polling will not be allowed anywhere within the Election Zone but may be conducted as voters leave the Election Zone
- Anyone conducting Exit Polling must be considerate and respectful of the voters
- Anyone conducting Exit Polling must notify the Town Clerk of intent

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Food or Beverage:

- No food or beverage except water will be allowed within the Election Zone

Observers:

- All Observers must check in with the Town Clerk
- All Observers must follow the policies of the Town of Reading and the General Laws of Massachusetts
- All Observers must respect the rights of voters

Press:

- All press within the Election Zone must check in with the Town Clerk
- The press will be assigned a staging area within or adjacent to the Election Zone or may work anywhere outside the Election Zone
- The press will be assigned by the Town Clerk a location from which photographs may be taken, while respecting the privacy of voters

Soliciting:

- Groups or Organizations will not be allowed to sell or distribute products or literature within the Election Zone

Students:

- No one will be allowed to enter the Election Zone while equipment is setup and polls are closed

Weapons:

Federal Firearm Law ***18 USC § 922(q)(2)(A)*** Punishable by up to 5 years imprisonment Except as authorized, may not possess or discharge a firearm in a school zone

- No firearms will be allowed within the Election Zone with the exception of police officers **MGL Chapter 269 Section 10 (j)**
- "Off-Duty" police officers carrying a weapon should notify the Reading Police Officer on duty that they are carrying a weapon

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ELECTION DAY LEGAL SUMMARY

Introduction:
This booklet is intended to provide an overview of the Massachusetts General Laws which address some common situations that may arise on Election Day. Other information contained in the booklet includes Election Day activities. Activities in the polling locations include those provisions that apply to candidates and their observers as well as the rules and regulations pertaining to poll workers. For official information, please refer to the General Laws and Code of Massachusetts Regulations cited.

Polling Hours:
The minimum hours polls are open are set by state law, although city council and town selectmen actually set the hours in conjunction with these statutes and local ordinances and by-laws. For state elections and city elections, polling locations must be open at least thirteen hours and for town elections, polling locations must be open at least four hours. MGL Chapter 54, Section 64 (2002 Edition). For state primaries, polling locations must be open at least thirteen hours. MGL Chapter 53, Section 43 (2002 Edition). For certain city preliminaries, the polling locations must be open at least six hours. MGL Chapter 43 Section 44A (2002 Edition).

Activities in the Polling Location:
On Election Day, certain activities are prohibited within the polling location and within 150 feet of the polling place. General Law Chapter 54, Section 65 prohibits within 150 feet of a polling location, among other things, the posting, exhibition, circulation, or distribution of material--including pasters, stickers, posters, cards, handbills, placards, pictures or circulars--intended to influence the action of the voter. MGL Chapter 54, Section 65 (2002 Edition). Consistent with the activities restricted by statute, the implementing regulations prohibit the solicitation of votes for or against, or any other form of promotion or opposition of, any person or political party or position on a ballot question, to be voted on at the current election. 950 CMR Section 54.04(22)(d). Accordingly, a person standing within 150 feet of a polling location, including observers in the polling location, may not: hold any campaign sign; hand any person literature intended to influence the voter's action at the polls; wear any campaign buttons or identifying signage; solicit a person's vote for or against a candidate or question on the ballot; or, distribute stickers. Circulators of nomination papers, initiative and referenda petitions are also restricted from soliciting signatures within 150 feet of a building entrance door to a polling place. MGL Chapter 54, Section 65 (2002 Edition). This is true even where the nomination papers, initiative petition or referendum have nothing to do with the current election.

General Law Chapter 54, Section 65, does not limit the voter themselves from bringing material into the voting booth. They can bring preprinted brochures or pamphlets, or their own notes. The voter may also bring with them a sticker, handed to them on their way into the polls by one of the write-in candidates, to affix to the ballot. However, there are criminal penalties for exhibiting such materials. Accordingly, voters should not display campaign literature while in the polling location. Additionally, it is incumbent on the election officers to check the voting booths regularly to see that no one has left any materials behind.

950 CMR Section 54.04(22)(b) - Political Signs:
Signs intended to influence the action of voters are subject to both statutory and regulatory directives. It is well settled that no person may hold a sign that attempts to influence the voter, or leave such a sign unattended, within 150 feet of a polling location. MGL Chapter 54, Section 65 (2002 Edition). However, other issues often arise on Election Day relative to the holding and posting of unattended signs. There are no state statutes addressing unattended signs on public property. However, if the sign is on state land, for example on a rotary or highway, the state police will remove it where they believe it to be a traffic or safety hazard. On the municipal level, it is quite common for a by-law to exist, either regulating or forbidding the posting of signs on public property.

Frequently municipalities also have by-laws regulating the posting of signs on private property. By-laws regulating the posting of political signs have included regulation of: the size of the sign, the number of signs on a piece of property, and the time period during which the sign may be exhibited. If the municipality has such a by-law, it is the law in that municipality, and must be complied with. Please check with city or town hall for copies of such rules.

Observers:
Observers are allowed inside the polling place, outside the guardrail, unless they are disorderly or obstruct the access of voters. 950 CMR Section 54.04(22)(a). Such observers may keep notes including marked voting lists. Id. The poll workers at the check in table must announce the names of the voters loud enough for the observers to hear. 950 CMR Section 54.04(5). The pertinent regulation states:

- to achieve the legal requirement that the election be held in
- public view, observers shall be allowed inside the polling place,
- outside the guardrail, unless they are disorderly or obstruct the
- access of voters. Observers may keep notes including marked
- voting lists. If there are so many observers in the polling place
- that they obstruct voters, they may be asked to cooperate in
- collecting information. The warden may exclude from the
- polling place any person who is disorderly or who obstructs
- the access of voters

950 CMR Section 54.04(22)(a):
Observers may not request the names and addresses directly from voters or interfere with the check in process in any way. Rather, the observers should be listening as the election workers request such information. If the observer intends to keep notes on a voting list, the observer must request copies of voting lists prior to Election Day. There is no obligation for local election officials to provide a voting list to a candidate on Election Day or to respond to any questions from observers. Observers should only communicate with the warden of the polling location and no other poll workers or voters. If an observer cannot hear the names being announced by the poll workers, the observer should notify the warden. Additionally, observers may not use cellular phones within the polling place.

Observers are positioned behind the guard rail but close enough to be able to hear the names and addresses of voters as they check in. There is no obligation for the polling location to provide a table or other equipment for observers. Pursuant to 950 CMR Section 51.00, each polling location must be accessible. To meet the accessibility standards, many polling locations have little spare space. Accordingly, there may not be enough room to accommodate many observers. If the presiding officer determines that there are too many observers for the polling location, the presiding officer may ask the candidates to “pool” the information gathered by a smaller number of observers.

The presiding officer, pursuant to their authority to maintain order and decorum in the polling place, and to prevent interference with the voters, may determine that the number of observers, or their behavior, is disruptive. In such situations, the presiding officer may remove an observer interfering with the election process.

Challenging Ballots:
Any person may challenge a voter for any legal cause. MGL Chapter 54, Section 85, 85A (2002 Edition); 950 CMR 54.04(23). Such reasons are numerous and include that a person: is not who they say they are; does not live where they say they live; is not registered in the correct district; is not qualified to vote by absentee ballot; was not registered to vote by the close of registration; or, has already cast a ballot. It is not sufficient for the challenger to simply say that a voter is not qualified; the challenger must state the specific reason for challenging the right of a person to vote, and that specific reason must be recorded on the ballot. If a person makes a challenge for an unspecified reason, the election worker should thereafter ask the challenger what specific reason they wish to have recorded. If, after being so questioned by the election official, the challenger gives no specific reason, the voter should be permitted to vote, and should not be considered a challenged voter.

Once the warden, clerk or election officer is informed that a voter’s ballot is being challenged, the election officer must:

1) Issue the challenged voter's oath to the challenged voter; (the challenged voter's oath is as follows: "You do solemnly swear (or affirm) that you are the identical person whom you represent yourself to be, that you are registered in this town and that you have not voted at this election.."); and
2) Before the ballot is marked, require the challenged person to write his name and current residence on the ballot;
3) The warden then adds the name of the challenger to the ballot and the cause of the challenge. MGL Chapter 54, Section 85 (2002 Edition).
4) The ballot is then cast and counted like all others.

Please note that there are criminal penalties for challenging a qualified voter for purposes of intimidation, or of ascertaining how they voted, or for any other illegal purpose. MGL Chapter 56, Section 31 (2002 Edition).

Challenging Absentee Ballots:
When an absentee ballot is challenged, no challenged voter's oath may be issued, as the voter is not present. Therefore, the warden bears the responsibility of recording the name and address of the voter on the ballot. MGL Chapter 54, Section 96 (2002 Edition).

Should a candidate believe that there are violations of the statutes governing the application for or casting of absentee ballots, his observers must challenge those ballots as the warden announces the names of the absentee voters. Taking this proactive approach allows the ballot, and therefore, the vote contained thereon, to be identified with a specific person, and preserves the issue for a potential recount. See MGL Chapter 54, Section 135 (2002 Edition). If a candidate neglects to challenge such voters, the votes cast cannot be deducted from the appropriate candidate at a recount as there will be no way to link a specific ballot to a specific voter. At that point, if the candidate believes such votes will make a difference in the outcome of the election, the candidate will be forced to pursue a remedy in court. MGL Chapter 56, Section 59 (2002 Edition). To avoid such a result, the candidate should review the list of absentee voters required to be available prior to the election, and instruct his observers accordingly. See MGL Chapter54, Section 91 (2002 Edition) (lists shall be prepared by the clerk, arranged by voting precincts, of the names and addresses of all voters on whose applications for absent voting ballots the certificate has been executed, and shall post copies of such lists for public inspection).

Voting Later in Person by an Absentee Voter:
A person who has completed an absentee ballot who later wishes to vote in person on Election Day may do so if her ballot has not yet been processed. The voter, at check in, may request from the presiding officer that they be permitted to vote at the polls. MGL Chapter 54, Section 100 (2002 Edition). If the warden determines that the voter's absentee ballot has not yet been processed and that the individual is otherwise qualified to vote—for example, the voter is asked to show identification which proves their identity and address—the warden may issue the voter a certificate allowing the person to cast a ballot at the polls. Id. The capital letter "C" should then be placed next to the voter's name, and the certificate should be attached to the voter list and be maintained as part thereof. Id. When the warden later comes across that individual's absentee ballot, the warden must mark across the face of the envelope, "Rejected as Voted in Person," and the envelope must be preserved and destroyed in the manner provided by law for the retention, preservation and destruction of official ballots. Id.

Inactive Voters:
General Laws Chapter 54, Section 67 requires that voting lists be delivered to the officers responsible for of the check-in, and to the officers responsible for the check out. The municipality must maintain separate lists of active and inactive voters. MGL Chapter 51, Section 55 (2002 Edition). However, a single list may be maintained where the inactive voters are designated as such on the list. Id. General Laws Chapter 51, Section 59 and the applicable regulations require that when inactive voters arrive to check in, they must be presented with an Affirmation of Current and Continuous Residency. MGL Chapter 51, Section 59 (2002 Edition); 950 CMR Section 54.04(6).

The check in process for inactive voters involves a number of steps. The pertinent regulation states in pertinent part:

- if the name, address or party enrollment of a person claiming
- the right to vote appear on the voting list as an inactive voter,
- the presiding officer shall allow such inactive voter to vote
- upon written affirmation by the inactive voter of his current
- and continuous residence in the municipality. . ., signed under

- the penalty of perjury

950 CMR Section 54.04(6)(a):
An inactive voter must therefore be provided with the form known as an Affirmation of Current and Continuous Residency, in order to provide the voter with the opportunity to affirm in writing, signed under the penalty of perjury, that they do currently live, and have continuously lived within the municipality. Id. If the voter's name is on the inactive voters list, the poll worker must also request identification containing the voter's name and current address. 950 CMR Section 54.04(6)(b). If the voter has moved within the municipality, the voter should vote where he is listed on the voter list. Id. Should an inactive voter fail to show identification with his current address, the election official must challenge the voter's ballot in accordance with the procedures set forth in the "Challenge" Section.

Identification:
Because of a new federal law, the Help America Vote Act of 2002 passed by Congress, any voter who registered to vote by mail on or after January 1, 2003, will be required to show identification when he/she votes for the first time since registering by mail in 2003. 42 USC Section 15483(b)(4)(A); MGL Chapter 54, Section 76B. Acceptable identification must include the voter's name and the address at which he/she is registered to vote, for example: a current and valid photo identification, current utility bill, bank statement, paycheck, government check, or other government document showing your name and address. If the voter does not provide such identification, the Help America Vote Act of 2002 requires that the voter may only cast a provisional ballot which will be counted later, but only after the voter's eligibility to vote has been determined.

Additionally, an election officer, authorized to do so by the local election officials, may request any voter to present written identification. 950 CMR Section 54.04(6B). The requests must not discriminate in any way and may therefore be: entirely random, consistent, or based on reasonable suspicion. Id. Please note that there is no provision which permits observers to request identification from any voter or even to communicate with voters.

Voter Assistance:
A voter who informs the warden that from blindness or other physical disability or inability to read or to read in the English language that they are unable to prepare their ballot or register their vote is entitled to receive assistance to do so. MGL Chapter 54, Section 79 (2002 Edition). The voter may designate a person of their choice to assist them. Id. In the alternative, the voter can request that two election officers, one from each major party, accompany them into the voting booth to assist them in completing their ballot. See, e.g., 950 CMR Section 54.04(9)(c) (where a voter requests instruction or assistance after entering the voting machine booth two election officers of different political parties may instruct or assist the voter in the voting booth).

Provisional Voting:
If the name of a person claiming the right to vote is not on the voting list or is listed incorrectly, the person may seek to vote either by appearing before the municipal election official at city or town hall or may vote by provisional ballot. MGL Chapter 54, Section 76C. Additionally, a voter required to show identification pursuant to the Help America Vote Act of 2002 as described above, but who does not, must vote on a provisional ballot.

To cast a provisional ballot, a person must execute a provisional ballot affirmation before a precinct officer at the polling place declaring that he/she is a registered voter in the city or town and resides within the geographical boundaries of said precinct. All provisional voters must show suitable identification showing their name and current address.

After voting on a provisional ballot, the person places it in a specially marked envelope, seals that envelope and returns it to the precinct election official. The ballot will then be set aside until a determination of the person's eligibility can be made.

After the election, the person's eligibility will be determined using the information provided in the affidavit. The municipal election official will review available records, at least those for the last three (3) years, to determine eligibility.

If the person's eligibility is confirmed, the ballot will be removed from the sealed envelope and grouped with similar ballots and counted in a manner that provides the greatest secrecy. If the person's eligibility

cannot be confirmed, the ballot will remain sealed in the envelope until such time as it is required to be kept and then will be destroyed without being viewed.

A person may contact the Elections Division, Office of the Secretary of the Commonwealth at 1-800-462-8683 or 617-727-2828, or their municipal election official to find out if their ballot was counted. The information is available seven (7) days after a primary and twenty (20) days after an election. When calling, the person must provide their name, address, date of birth and provisional ballot number to receive the information.

Spoiled Ballots:
A voter may request a new ballot if they make a mistake in marking their ballot. MGL Chapter 54, Section 81 (2002 Edition). If a voter spoils a ballot, the voter may obtain two others, one at a time, upon returning each spoiled one. A ballot that is spoiled by a voter is marked "Spoiled" and then sealed in an envelope without being examined.

Closing of Polls:
Any voters in line at the time set for the closing of the polls must be allowed to vote. MGL Chapter 54, Section 70 (2002 Edition). The polling location must remain open after the closing of the polls so that the public may observe the counting of votes from outside the guardrail. The voting lists and all ballots removed form the ballot box shall be kept in open view of the voters present until enclosed and sealed up, and all proceedings in the canvass and counting of votes shall be public and in open view of the voters. MGL Chapter 54, Section 105A (2002 Edition). However, only election officers may take part in the actual process of counting and sealing the voting materials. Id. During this process, the observers must stand outside the guard rail. MGL Chapter 54, Section 70 (2002 Edition).

Counting Votes:
The process of counting the ballots differs depending on the type of voting equipment used. However, the basic requirements are the same. The clerk must record the final register number on the ballot box. MGL Chapter 54, Sections 105, 105A (2002 Edition). A count must be made of the voters on both the check in and check out lists, and the voting lists must thereafter be sealed in an envelope. Id.; see also MGL Chapter 54, Section 107 (2002 Edition) (procedure for sealing voting lists and ballots; applicable to all of the materials required to be sealed as indicated below).

The election officers shall canvas and count the ballots if paper ballots are used, and otherwise, the election officers shall read the vote totals from the counting device after the polls close, either by a printer mechanism or otherwise. MGL Chapter 54, Sections 105, 105A (2002 Edition). The ballots not able to be read by the machines must be hand counted. Id. Election officers may not hold a pen or any other kind of marking device during the counting of the ballots, except for the person actually recording the votes. MGL Chapter 54, Section 80 (2002 Edition). Furthermore, such election officials may only use red pencils or red ink to record or tabulate votes. Id. For the purpose of ascertaining the results of a state election, city election, or a town election where official ballots are used, or of any question submitted to the voters, the election officials must use the blank forms and apparatus provided by the Secretary of the Commonwealth. MGL Chapter 54, Section 104 (2002 Edition).

The unused and spoiled ballots must also be counted, placed in a container under seal, and the clerk must record the numbers. MGL Chapter 54, Sections 105, 105A (2002 Edition). The counted ballots are placed into a designated container, which is then sealed a certificate is affixed thereto stating that only ballots cast and no other ballots are contained therein. Id. The total tally sheets are placed in an envelope, sealed, and the warden and clerk also sign the outside of the envelope. Id. In communities using a central tabulation facility, the ballots will then be transported thereto, and then transmitted to the city or town clerk who must retain them in a secure location. MGL Chapter 54 Section 105A (2002 Edition). In all other communities, the sealed envelopes and containers will be returned directly to the city or town clerk who must retain them in a secure location. MGL Chapter 54, Sections 105, 105A (2002 Edition).

What to Do if a Problem Arises on Election Day:
If a person encounters a problem at a polling location on Election Day, the person should approach the warden or the presiding officer with the issue. As the warden or presiding officer is in charge of the polling location, they should be able to resolve any issues. However, if the problem persists, a person should contact the city or town clerk who is the chief election officer of the municipality. If the problem is still not resolved, a person may contact the Secretary of the Commonwealth's Elections Division at 617-727-2828 or 1-800-462-8683.

Your Enrollment as a Voter

Choosing to Enroll in a Political Party:
There are four political parties in Massachusetts:

Democratic Party - D
Republican Party - R
United Independent Party - CC
Green Rainbow - J

If you enroll in any of these four parties you may vote only in that party's primary. Enrollment in a political party does not affect your right to vote in the general election. In the general election, all voters receive the same ballot and vote for the candidate of their choice, regardless of party enrollment.

Choosing No Enrollment in a Political Party:
If you do not wish to enroll in a party, check the box next to "No Party (Unenrolled - U)" on the voter registration form.

If you do not enroll in a party, you may still vote in state and presidential primaries by choosing a party ballot. You **remain** unenrolled.

Choosing to Enroll in a Political Designation:
In addition to the four "political parties" listed above, there are certain legal political designations in which you can enroll. Currently these are:

Code	Political Party Name
A	Conservative
AA	Pizza Party
B	Natural Law Party
BB	American Term Limits
C	New World Council
DD	Twelve Visions Party
E	Reform
F	Rainbow Coalition
G	Green Party Usa
H	We The People
K	Constitution Party
L	Libertarian
M	Timesizing Not Down
N	New Alliance
O	Mass Independent Party
P	Prohibition
Q	American Independent
S	Socialist
T	Inter 3rd Party
U	Unenrolled
V	America First Party
W	Veteran Party America
X	Pirate
Y	World Citizens Party
Z	Working Families

If you enroll in any political designation you may not vote in any state or presidential primary.

Change Party Enrollment or Political Designation:
Once you make an enrollment choice you may change your enrollment status by notifying your election official in writing at least 20 days before an election.

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Election Poll Workers
Position Responsibilities List

Precinct Warden:

- Runs the Precinct
- Must be aware of all policies, procedures and election laws
- Handles all issues and communicates with the Town Clerk
- Works with Town Clerk for Confidential Voters
- Works with Precinct Clerk to process Absentee Ballots
- Responsible for filling out all Precinct forms
- Signs all documents for that Precinct
- Responsible for closing out the Precinct
- Reports to Town Clerk

Assistant Precinct Warden:

- Assists the Precinct Warden and fills in wherever needed
- Covers all staff breaks
- Helps to communicate with the Town Clerk
- Helps with the close out process of the Precinct
- Reports to Precinct Warden

Precinct Clerk:

- Responsible for all ballots
- Responsible for counting all ballots
- Hands out ballots to Check-In Staff in lots of 50
- Handles all Challenged Voters, Provisional Ballots, Inactive Voters, Absentee Ballots
- Works with Town Clerk for Confidential Voters
- Counts all Write In and Hand-Count Ballots
- Responsible for all ballot paperwork and must sign along with the Precinct Warden
- Reports to Precinct Warden

Assistant Precinct Clerk:

- Assists the Precinct Clerk
- Covers Precinct Clerk's breaks
- Signs off on all ballot paperwork
- Reports to Precinct Warden

Precinct Staff:

- A Precinct Staff member can be assigned to any one of the following positions by the Precinct Warden:
    - Check-In Staff
    - Check-Out Staff
    - Precinct Inspector
    - Traffic Flow Staff
- Reports to Precinct Warden

Last updated 2016-08-31

Check-In Staff:

- Responsible for getting the voter's name and address
- Determines if voter is Active or Inactive
- Gives the Active voter the appropriate ballot according to party designation and records accordingly, or
- Sends Inactive voter to Precinct Clerk
- If necessary - collects Inactive voter card from voter - gives the voter the appropriate ballot and records accordingly
- Responsible for balancing the voter list at the end of the day with the Check-Out Staff
- Reports to Precinct Warden

Check-Out Staff:

- Responsible for checking out the voters with correct ballot and records accordingly
- If necessary - collects Inactive voter card from voter
- Responsible for balancing the voter list at the end of the day with the Check-In Staff
- Reports to Precinct Warden

Precinct Inspector:

- Responsible for the voting machine
- Makes sure the voter Checked Out before feeding the ballot into the machine
- Makes sure the ballot is fed into the machine before the voter leaves the Precinct
- Makes sure all voters enter Precinct via the entrance not the exit
- Reports to Precinct Warden

Traffic Flow Staff:

- Direct voters as they come into the Precinct
- Guide voters to correct Check-In Table
- Guide voters to correct Precinct
- Reports to Precinct Warden

Precinct Floater:

- The Precinct Floater will float between Precincts and work one of the following positions where needed:
    - Check-In Staff
    - Check-Out Staff
    - Precinct Inspector
    - Traffic Flow Staff
- Reports to all Precinct Wardens

Information Table Staff:

- Direct voters to the correct Precinct
- Answer questions
- Provides forms when requested
- Communicate with the Town Clerk
- Reports to Assistant Town Clerk

Food Staff:

- Set-up Food area
- Manage Food area
- Keep Food area clean
- Election Poll Workers only in Food Area
- Clean-up and Close Food area
- Reports to Assistant Town Clerk

Census Staff:

- Accept Census Forms from voters
- Handle Dog Licenses
- Reports to Assistant Town Clerk

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Precinct Clerks
Opening of Precinct

- Report to Town Clerk for Precinct assignment
- Report to Precinct Warden
- All Precinct Staff must be Sworn-In by the Town Clerk or Warden

- Put table cloths on all Clerk and Warden tables
- Prepare Precinct Clerk and Warden tables
- Open boxes of ballots and count into blocks of 50
- Prepare to give 50 ballots to each check-in and record time each block is issued
- Distribute Ballots to Check-In table and start Tally Sheet of amounts and times
- Verify that all Ballots are for Town of Reading and proper Precinct
- Prepare for Voters

Have an awesome and fun day!

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Acceptable ID at the Polls

Acceptable identification must include your name and the address at which you are registered to vote.

- a current and valid driver's license
- current government photo identification
- current utility bill
- current bank statement
- current paycheck
- current government check
- other current government document showing your name and address

Note: If there is a question contact the Town Clerk

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In-Active Voter
Step by Step Instructions

Check-In:

- Check for Voter on Active List - If not on Active List
- Check for Voter on In-Active List - If on In-Active List
- Send Voter to Clerk or Warden

Precinct Clerk:

- Check Voter ID and mark box 7 “Yes” or “No” – Did the ID check out
- If box 7 is marked “Yes” - Address must match as listed
  - Have voter read Oath Card
  - Have voter fill out boxes 5 and 6 of In-Active List - Box 5 must contain Full Address
  - Sign box 8
  - Give Voter 2 In-Active voter cards
  - Send Voter back to Check-In
- If box 7 is marked “No” or Address does not match
  - Give voter option to get ID or become “Challenged Voter”
    - If voter obtains ID, follow steps above
    - If voter does not obtain ID they become a “Challenged Voter” on Inactive List
      - Have voter read Oath Card
      - Have voter fill out boxes 5 and 6 of In-Active List
      - Sign box 8
      - Follow the steps for Challenged Voter

Check-In:

- Take one In-Active voter card
- Place in pocket of Voter List
- Give voter Ballot and Mark In-Active List - Green sheets

Check-Out:

- Take one In-Active voter card
- Place in pocket of Voter List
- Mark In-Active List - Green sheets

Note:

- If an Inactive Voter does not have ID follow the steps for a “Challenged Voter”
- Chapter 51 Section 1 applies to State and Federal Elections
- Local Elections Chapter 51 Section 1 does not apply

Town of Reading
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Town Clerk
781-942-9050

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CHALLENGED BALLOT

Any election officer or any other person may challenge a person's right to vote

The challenger **MUST** state the reason for challenging the right of a person to vote

It is not enough to simply say that the person challenged is not qualified to vote

Legitimate reasons for challenging a voter include the following:

- An Inactive voter who does not have ID with them
- The challenged person is not old enough to vote
- The challenged person does not live where the say they live
- The challenged person is not a US citizen
- The challenged person should have been removed from the voting list
- The challenged person has already cast a ballot
- The challenged person is not the person claimed to be

An Election Officer must challenge a voter who cannot produce any identification when filling out the "Affirmation of Current and Continuous Residence" form.

When a voter is "challenged" the Warden shall administer the following oath by raising his right hand, asking the voter to raise his right hand and reading the following to the voter:

"Do you solemnly swear that you are the identical person whom you represent yourself to be, that you are registered in this precinct, and that you have not voted in this election."

Voter will then verbally agree

The Steps…

- Mark CV next to the Voter's name in book
- Write Challenge on top of Ballot in Red
- Write the reason for the challenge on the back of Ballot
- Write the Voter's and Challenger's name and address on back of Ballot
- The Challenger and the Voter must sign the back of Ballot
- Have Challenged Voter fill out and sign Affirmation
- Have the Voter check out and put the ballot into Voting machine
- Record Challenge on the Challenged Ballots Log

Before the ballot is marked, the Warden must instruct the challenged person to write his or her name and current residence on the back of the ballot. The Warden adds the name of the challenger and the cause for the challenge. The Warden or Clerk also signs the back of the ballot. Then the voter may receive the ballot and vote.

No statement shall be made of information given out by any person as to how the person voted. The Clerk of the precinct shall record the name and address of every person who is challenged and has voted. The In- and Out- Checkers shall mark the letters "CV" next to the challenged voter's name on the voting list. The ballot is then deposited in the ballot box.

Any person challenging a voter for the purpose of intimidation or of ascertaining how he voted may be fined up to $100

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CHALLENGED BALLOTS
STEP BY STEP INSTRUCTIONS

Check-In:

- If Voter is Challenged - Get the Warden
- Mark CV next to the Voter's name in book
- Write "Challenged" on the top of ballot in Red Pencil
- Give the Warden the Ballot for the Challenged Voter

Precinct Warden or Assistant Warden
Precinct Clerk:

- Administer Oath
- Flip ballot over and write the reason for the challenge in Red Pencil
- Write the Voter and the Challenger name and address on back of Ballot in Red Pencil
- The Warden and the Challenged Voter must sign the back of ballot Red Pencil
- Allow Voter to vote the Ballot
- Have Voter sign Affirmation form

Check-Out:

- Mark CV next to the Voter's name in book
- Take Affirmation Form from voter and give to Clerk

Inspector:

- Allow Voter to place Ballot in Machine as any other Voter

Precinct Warden or Assistant Warden
Precinct Clerk:

- Log all Challenged Voters on "Challenged Ballot Log"
- Place Affirmation in Yellow poly plastic Folder with Log

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SPOILED BALLOTS
INSTRUCTIONS

Precinct Clerks:

- Any ballot that is “Spoiled” must be accounted for
- Mark ballot “Spoiled” by writing spoiled with a Red Pencil across the ballot
- Place spoiled ballot in Blue poly plastic folder
- Fill-out and sign the Spoiled Ballots tally sheet in the Blue poly plastic folder
- Get all appropriate signatures on Spoiled Ballot tally sheet

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ABSENTEE BALLOT
PRECINCT STEP BY STEP INSTRUCTIONS

Precinct Warden
Precinct Clerk:

- Do Not Open envelopes until stated below
- Check Absentee Ballot Envelope against Absentee Voter List
- Check Absentee Ballot Envelope has signature
- Check off on the list those Ballots received
- Work with Check-In to mark Voter List with correct Ballot - If voter already voted write “Spoiled” across envelope and handle as a spoiled Ballot
- Work with Check-Out to mark Voter List with correct Ballot
- Open Envelopes
- Work with Inspector to run Ballots thru machine
- Turn Envelopes upside down to hide voters name
- Place empty opened envelopes in Dark Red poly plastic Folder with Absentee Voter List

Note:

- It helps the Ballots to go through the machine if they are “Flattened” first
- **Do Not** Open envelopes until they get to the Ballot box and you are ready to insert them in the Machine
- Must always have two staff members working with Absentee Ballots

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WRITE-IN BALLOT
PRECINCT STEP BY STEP INSTRUCTIONS

Precinct Wardens:

- Empty the Ballot main compartment in the Black Box First
- Empty the Write-In Ballot compartment in the Black Box – Keep Separate
- Empty hand count compartment in the Black Box – Keep Separate
- Give Write-In and Hand Count Ballots to Precinct Clerk – As Separate Piles
- Give regular Ballots to Assistant Warden for sorting and checking for Write-Ins
- Have police officer verify black box is empty and sign form
- Check the remaining Ballots for any names in the Write-In space - It is the Warden's responsibility to ensure that all ballots have been inspected for Write-In votes - Every Ballot must be checked
- The total number of Write-In ballots must be marked on the Clerk's Log

Precinct Clerks:

- Record all Write-In votes on the Write-In tally sheets
    - Write name on tally sheet - Must write any and all names exactly as written
    - Write one tick mark for each vote
    - If oval is filled-in and Write-In left blank - a tick mark must be marked on the Blank row
    - If oval is not filled-in and line has a name – record one vote for the name
    - All entries on Ballot must be accounted for including fictitious and unusual names regardless if oval is filled in or not
- Record the two numbers representing Write-In Ballots at the bottom of Write-In Tally Sheets and Total the two numbers
    - 1 - Number of Ballots in Write-In Compartment
    - 2 - Number of Ballots in Voted Ballot Compartment
    - 3 - Total the two numbers
- Total each row across by counting the boxes with tick marks
- Add the right column for total Write-Ins for each race
- Write in Clerk's log Number of Ballots

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WRITE-IN BALLOT EXAMPLES

FROM WRITE-IN COMPARTMENT

Vote for One

○ John Doe Incumbent

○ Mary Smith 123 Main Street

● Write-in Candidate: Mickey Mouse

Tally Sheet: Record one vote for the write-in candidate "Mickey Mouse"

Vote for One

● _____

Tally Sheet: Record one blank vote

FROM VOTED BALLOT COMPARTMENT

Vote for One

● John Doe Incumbent

○ Mary Smith 123 Main Street

● Write-in Candidate: Mickey Mouse

Tally Sheet: Over-vote. Do not record the write-in. The machine has already counted ballot as a blank vote.

Vote for One

● John Doe Incumbent

○ Mary Smith 123 Main Street

○ Write-in Candidate: Mickey Mouse

Tally Sheet: Do not record the write-in. The machine has already counted the listed candidate vote.

Vote for One

○ John Doe, Incumbent

○ Mary Smith, 123 Main Street

○ Write-in Candidate: Mickey Mouse

Tally Sheet: Record one vote for the write-in candidate "Mickey Mouse"

Vote for One

● _____

Tally Sheet: Record one blank vote

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PROVISIONAL VOTING
STEP BY STEP INSTRUCTIONS

Check-In:

- Check for Voter on Active List
- Check for Voter on Inactive List
- Send Voter to Clerk

Precinct Clerk:

- Double check Voter Active List
- Double check Voter Inactive List
- Check Voter Address
- Check for correct Precinct
- If determined in wrong Precinct - send to correct Precinct
- Check Voter ID
- Escort to Town Clerk
- If not on any of above Lists
    - Fill out Provisional Voters Roster – Return to purple poly plastic Folder
    - Get Provisional Ballot Envelope - One Envelope per Voter
        - Have Voter read and fill out Affirmation Form
        - Get correct Ballot from Check-In table
        - Instruct Voter to vote Ballot and return in Sealed Envelope
        - Give Voter “Provisional Ballot Information Sheet” and “Notice to Voter”
    - Place all forms in purple poly plastic folder
    - Place Envelope with Ballot in Black canvas bag

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PRECINCT CLOSE OUT
PRECINCT WARDENS
PRECINCT CLERKS

After the Town Clerk has declared the Polls closed:

- Allow any voter within the field house, precinct or check-in line to cast ballot

After last voter deposits ballot in machine:

- Call out Precinct Clear to Town Clerk
- Open Hand Count Compartment and remove ballots keeping separate for Hand Counting
- Close Hand Count Slot and lock Hand Count Compartment
- While tapes are printing Open Ballot Box Door and remove Ballots as described below
- Use Security fob to close out ImageCast while keying in Password
- Allow machine to print first tape
- Press “Yes” button to continue printing tapes until you have a total of 3 tapes
- Wardens, Assistant Wardens and Clerks must sign all 3 tapes
- Give 1 tape to Town Clerk - Place 1 tape on wall - Give 1 one to Precinct Clerk
- Remove machine - Secure in Black Machine Transport Case

Ballots:

- Empty all Ballots from Main compartment of Black Box and give to Assistant Warden
- Empty Write-In Ballots from rear compartment
    - Give to Precinct Clerk with “Write-In” card
- Open the door Black Box and double check for any Ballots
- Have Police Officer verify box is empty and sign form
- Close and Lock all of the doors on the Black Box

Under the Supervision of the Assistant Warden:

- Check every Ballot for Write-Ins
- Arrange all Ballots face up
- Give all Ballots with Write-Ins to Precinct Clerk
- Help Sort Write-In Ballots

Final Close Out:

- Complete Paperwork within Warden’s Packet
    - TC-2 Form
    - Clerk’s Report
    - Signature Sign Off Sheet
- Place all tools and supplies in Toolbox
- Place all Name Tags in Toolbox
- Place Voted and Un-Voted Ballots in separate transfer cases
- Place Hand Count Ballots in appropriate Black Canvas Case - Leave paperwork in Green Poly Plastic Folder

- Place Write-In Ballots in appropriate Black Canvas Case - Leave paperwork in Green Poly Plastic Folder
- Place Provisional Ballots in appropriate Black Canvas Case - Leave paperwork in Purple Poly Plastic Folder
- Place in separate transfer case
    - Colored Poly Plastic folders with appropriate paperwork
        - Hand Count Tally Sheets - Green
        - Write-in Tally Sheets - Green
        - Absentee Ballot Envelopes and Rosters - Red
        - Challenged Ballot Paperwork - Yellow
        - Spoiled Ballots and Paperwork - Blue
        - Provisional Rosters and Paperwork - Purple
    - Inactive Voter Red Binder
    - Check-In Voter List Books
    - Check-Out Voter List Books
    - All Staff Packets
    - Warden's Packet with completed forms
    - Clerk's Packet
- Notify Town Clerk you are ready for inspection
- Give Town Clerk Keys to Black Box and verify Cards have been removed from Machine
- Obtain Seals and Seals Log from Town Clerk
- Write numbers to Seals on Seals Log
- Seal all transfer cases with Voted Ballots and Un-Voted Ballots
- Seal Black Canvas Case with Hand Count Ballots
- Seal Black Canvas Case with Write-In Ballots
- Seal Black Canvas Case with Provisional Ballots
- Place in transfer case
    - Sealed Black Canvas Case with Hand Count Ballots
    - Sealed Black Canvas Case with Write-In Ballots
    - Sealed Black Canvas Case with Provisional Ballots
- Seal transfer case

Go Home:

Note: The Inspector and a Police Officer should always be present when opening the Black Box and pulling out Ballots

Town of Reading

Election Record

Special Town Election

October 18, 2016

Precinct

This is to certify that the content of the following “Election Record” represents a true and accurate accounting of the proceedings and events of the election, to the best of our knowledge and abilities.

A true record: ATTEST:

Precinct Warden: _____

Precinct Assistant Warden: _____

Precinct Clerk: _____

Town Clerk: _____

Police Officer: _____
Include Badge Number

Town of Reading
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Precinct #
Ballot Count Log

October 18, 2016
Special Town Election

Number of Ballots	Time Issued	Who Received Ballots	Clerk Initials

Warden Signature

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Precinct #
Clerk Record

Clerk Log and Comment Sheet
October 18, 2016
Special Town Election

_____ Number of Absentee Ballots Received

_____ Number of Write-In Ballots Found and Counted

Comment Sheet:

Record any thoughts, problems or concerns that happen throughout the day

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Precinct 2
Clerk Record

Clerk Log and Comment Sheet
October 18, 2016
Special Town Election

_____ Number of Absentee Ballots Received

_____ Number of Write-In Ballots Found and Counted

Comment Sheet:

Record any thoughts, problems or concerns that happen throughout the day

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Precinct 3
Clerk Record

Clerk Log and Comment Sheet
October 18, 2016
Special Town Election

_____ Number of Absentee Ballots Received

_____ Number of Write-In Ballots Found and Counted

Comment Sheet:

Record any thoughts, problems or concerns that happen throughout the day

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Precinct 4
Clerk Record

Clerk Log and Comment Sheet
October 18, 2016
Special Town Election

_____ Number of Absentee Ballots Received

_____ Number of Write-In Ballots Found and Counted

Comment Sheet:

Record any thoughts, problems or concerns that happen throughout the day

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Precinct 5
Clerk Record

Clerk Log and Comment Sheet
October 18, 2016
Special Town Election

_____ Number of Absentee Ballots Received

_____ Number of Write-In Ballots Found and Counted

Comment Sheet:

Record any thoughts, problems or concerns that happen throughout the day

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Precinct 6
Clerk Record

Clerk Log and Comment Sheet
October 18, 2016
Special Town Election

_____ Number of Absentee Ballots Received

_____ Number of Write-In Ballots Found and Counted

Comment Sheet:

Record any thoughts, problems or concerns that happen throughout the day

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website: www.readingma.gov

Precinct 7
Clerk Record

Clerk Log and Comment Sheet
October 18, 2016
Special Town Election

_____ Number of Absentee Ballots Received

_____ Number of Write-In Ballots Found and Counted

Comment Sheet:

Record any thoughts, problems or concerns that happen throughout the day

Town of Reading
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Precinct 8
Clerk Record

Clerk Log and Comment Sheet
October 18, 2016
Special Town Election

_____ Number of Absentee Ballots Received

_____ Number of Write-In Ballots Found and Counted

Comment Sheet:

Record any thoughts, problems or concerns that happen throughout the day

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Special Town Election
October 18, 2016

SPOILED BALLOTS

PRECINCT #

Total number of Spoiled Ballots _____

Signatures:

Precinct Warden: _____

Precinct Assistant Warden: _____

Precinct Clerk: _____

Town Clerk: _____
Note: Town Clerk will sign during certification process

Place this form in Blue poly plastic folder with Spoiled Ballots

Challenged Voter Log

Record of all Challenged Ballots

	Precinct:	Special Town Election	Date: 2016-10-18	Clerk:

#	Time	Voter Name & Address	Challenger Name & Address	Detailed Reason for Challenge and Resolution
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

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Sample Tape

Total Scanned: 60
Total Voters: 60

Ballots Cast:
Total per Ballot Box Tape

==========

Ballot ID: 240
Ballots Scanned: 25
Ballot ID: 241
Ballots Scanned: 25
Ballot ID: 242
Ballots Scanned: 5
Ballot ID: 243
Ballots Scanned: 5

==========

Ballot ID: Located on the bottom center of the ballot – Identifies the Ballot by Party Designation

Ballots Cast per Party Designation

Ballot IDs:
October 18, 2016 - Special Town Election

Precincts 1, 6-8	Precincts 2-5
300 – Republican	300 – Republican
300 – Democrat	300 – Democrat
300 – Green	300 – Green
300 – United	300 – United

==========

Precinct:
READING - PRECINCT 2

REPRESENTATIVE IN CONGRESS (REP) SIXTH DISTRICT (1)	
Write-in:	9
Total Votes:	9
Number of Blank Votes:	16

Total these two numbers which equals Ballots scanned for the appropriate Party Designation

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Precinct #
Seal Log

October 18, 2016
Special Town Election

_____ - _____
Seal Number Seal Placed on...

_____ - _____
Seal Number Seal Placed on...

_____ - _____
Seal Number Seal Placed on...

_____ - _____
Seal Number Seal Placed on...

_____ - _____
Seal Number Seal Placed on...

_____ - _____
Seal Number Seal Placed on...

_____ - _____
Seal Number Seal Placed on...

_____ - _____
Seal Number Seal Placed on...

_____ - _____
Seal Number Seal Placed on...

_____ - _____
Seal Number Seal Placed on...

_____
Warden Signature

Town of Reading **Precinct _____** **Special Town Election - October 18, 2016**

Ballots Cast

		Total Per Ballot Box Tape
+		Total Hand Count Ballots
=		Total Ballots Cast
+		Total Spoiled Ballots
+		Total Provisional Ballots
+		Total Un-Used
=		Total Ballots

Ballots Voted

		Check-In Active Voters List Total
+		Check-In In-Active Voters List Total
=		Total Ballots Voted
		Check-Out Active Voters List Total
+		Check-Out In-Active Voters List Total
=		Total Ballots Voted

Ballots Received

		Total Number of Ballots at Opening of Polls
+		Number Ballots Received During Day
+		Absentee Ballots Received
+		Specially Qualified Absentee Ballots Received
=		Total Ballots Received

Warden _____

Clerk _____

Town of Reading

INACTIVE VOTERS

Precinct 1

Special Town Election

Town of Reading
16 Lowell Street
Reading MA 01867

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781-942-9050

fax: 781-942-9070
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In-Active Voter
Step by Step Instructions

Check-In:

- Check for Voter on Active List - If not on Active List
- Check for Voter on In-Active List - If on In-Active List
- Send Voter to Clerk or Warden

Precinct Clerk:

- Check Voter ID and mark box 7 “Yes” or “No” – Did the ID check out
- If box 7 is marked “Yes” - Address must match as listed
  - Have voter read Oath Card
  - Have voter fill out boxes 5 and 6 of In-Active List - Box 5 must contain Full Address
  - Sign box 8
  - Give Voter 2 In-Active voter cards
  - Send Voter back to Check-In
- If box 7 is marked “No” or Address does not match
  - Give voter option to get ID or become “Challenged Voter”
    - If voter obtains ID, follow steps above
    - If voter does not obtain ID they become a “Challenged Voter” on Inactive List
      - Have voter read Oath Card
      - Have voter fill out boxes 5 and 6 of In-Active List
      - Sign box 8
      - Follow the steps for Challenged Voter

Check-In:

- Take one In-Active voter card
- Place in pocket of Voter List
- Give voter Ballot and Mark In-Active List - Green sheets

Check-Out:

- Take one In-Active voter card
- Place in pocket of Voter List
- Mark In-Active List - Green sheets

Note:

- If an Inactive Voter does not have ID follow the steps for a “Challenged Voter”
- Chapter 51 Section 1 applies to State and Federal Elections
- Local Elections Chapter 51 Section 1 does not apply

Precinct: 1 - Affirmation of Current and Continuous Residence - Voter Signs Under Penalties of Perjury
Local Election - [Date of Election] - In-Active Voter Residency Affirmation - that voter has continuously resided in Reading
I swear that I do currently and have continuously lived in the Town of Reading since date listed on the In-Active Voters List or the date last listed as a voter
Must Vote in Precinct Where Last Listed or Voted - Must Show ID or be Challenged - Signed Under Penalties of Perjury

1 - Voter Name	2 - Address	3 - Date	4 - Party	5 - Current Address	6 - Voter Signature	7 - ID	8 - Warden or Clerk Signature

Precinct: 1 - Affirmation of Current and Continuous Residence - Voter Signs Under Penalties of Perjury
State Election - [Date of Eelction] - In-Active Voter Residency Affirmation - that voter has continuously resided in Reading
Note: Six-Month Law: If moved from Reading within the 6 months preceding the date of this State Election, I assert my right under
MGL Chapter 51 Section 1 to vote and further request thereafter that my name be removed from the voting list as I am no longer a resident of Reading.
Moved Out of Town: MGL Chapter 51 Section 1 -- Qualified to vote only if moved out of Reading [Qualify Date] or later.
If earlier date, cannot vote in this State Election.
I swear that I do currently and have continuously lived in the Town of Reading since date listed on the In-Active Voters List or the date last listed as a voter
Must Vote in Precinct Where Last Listed or Voted - Must Show ID or be Challenged - Signed Under Penalties of Perjury

1 - Voter Name	2 - Address	3 - Date	4 - Party	5 - Current Address	6 - Voter Signature	7 - ID	8 - Warden or Clerk Signature

I SWEAR THAT I DO CURRENTLY AND HAVE CONTINUOUSLY LIVED IN THE TOWN OF READING SINCE DATE LISTED ON THE IN-ACTIVE VOTERS LIST OR THE DATE LAST LISTED AS A VOTER.

I SWEAR THAT I DO CURRENTLY AND HAVE CONTINUOUSLY LIVED IN THE TOWN OF READING SINCE DATE LISTED ON THE IN-ACTIVE VOTERS LIST OR THE DATE LAST LISTED AS A VOTER.

IN-ACTIVE

PRECINCT 8

IN-ACTIVE

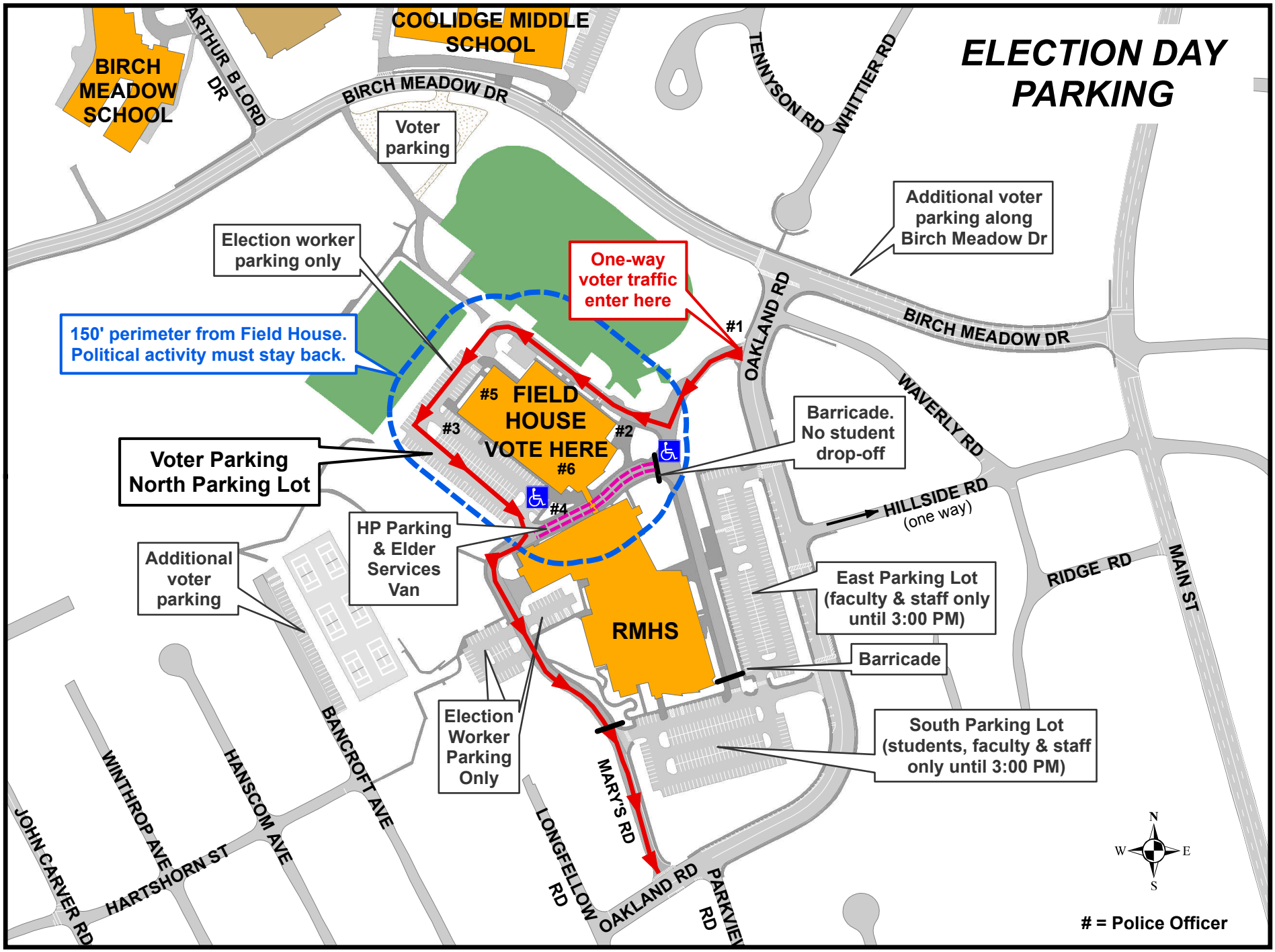
PRECINCT 8

IN-ACTIVE

PRECINCT 8

IN-ACTIVE

PRECINCT 8


ELECTION DAY PARKING
BIRCH MEADOW SCHOOL
COOLIDGE MIDDLE SCHOOL
ARTHUR B LORD DR
BIRCH MEADOW DR
TENNYSON RD
WHITTIER RD
Voter parking
Additional voter parking along Birch Meadow Dr
Election worker parking only
One-way voter traffic enter here
#1
OAKLAND RD
BIRCH MEADOW DR
150' perimeter from Field House. Political activity must stay back.
#5
FIELD HOUSE VOTE HERE
#6
#3
#2
#4
WAVERLY RD
Barricade. No student drop-off
Voter Parking North Parking Lot
HILLSIDE RD (one way)
HP Parking & Elder Services Van
Additional voter parking
RIDGE RD
MAIN ST
East Parking Lot (faculty & staff only until 3:00 PM)
RMHS
Barricade
Election Worker Parking Only
South Parking Lot (students, faculty & staff only until 3:00 PM)
BANCROFT AVE
WINTHROP AVE
HANSCOM AVE
MARY'S RD
LONGFELLOW RD
JOHN CARVER RD
HARTSHORN ST
OAKLAND RD
PARKVIEW RD
N
W
E
S
= Police Officer

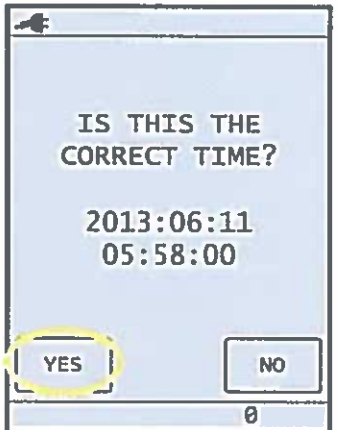
STARTING UP THE TABULATOR

DOMINION VOTING IMAGECAST PRECINCT

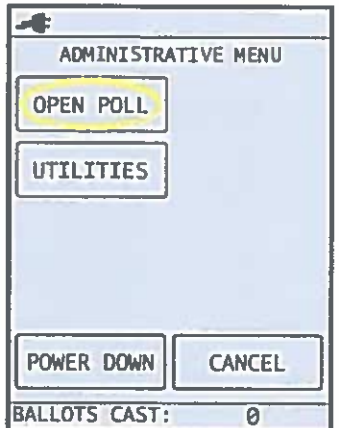
1 Plug the power cord into an outlet and the back of the tabulator.

2 Insert the security key into the security keypad and hold it there firmly until it is accepted.

3 Enter the password, then press ENTER.



4 Correct the time if necessary.



5 Select OPEN POLL

6 Select ZERO

7 The zero tape will begin printing

8 Select NO if you are done printing copies.

The tabulator can now scan ballots.

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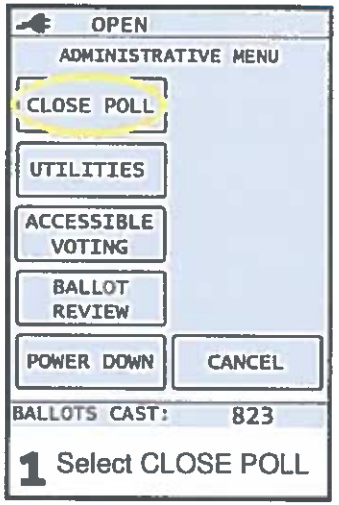
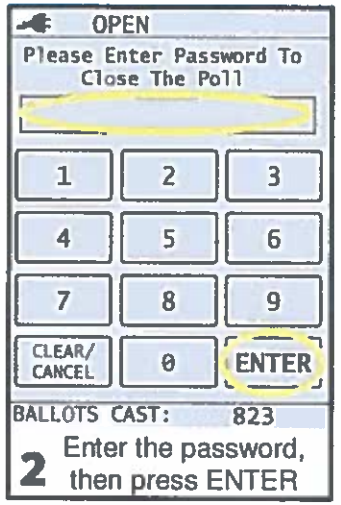
CLOSING THE POLLS

DOMINION VOTING IMAGECAST PRECINCT

Insert the Security Key until the Administrative Menu appears



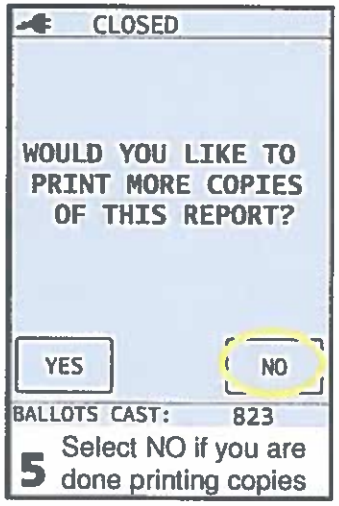
1 Select CLOSE POLL



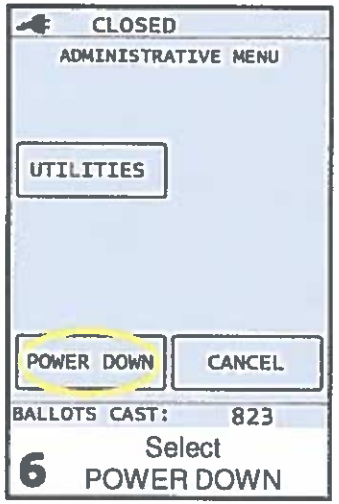
2 Enter the password, then press ENTER

3 Select YES to continue

4 The Results Tape will begin printing.



5 Select NO if you are done printing copies



6 Select POWER DOWN

7 Select YES to continue.

8 The tabulator will shut down.

Unplug the tabulator.

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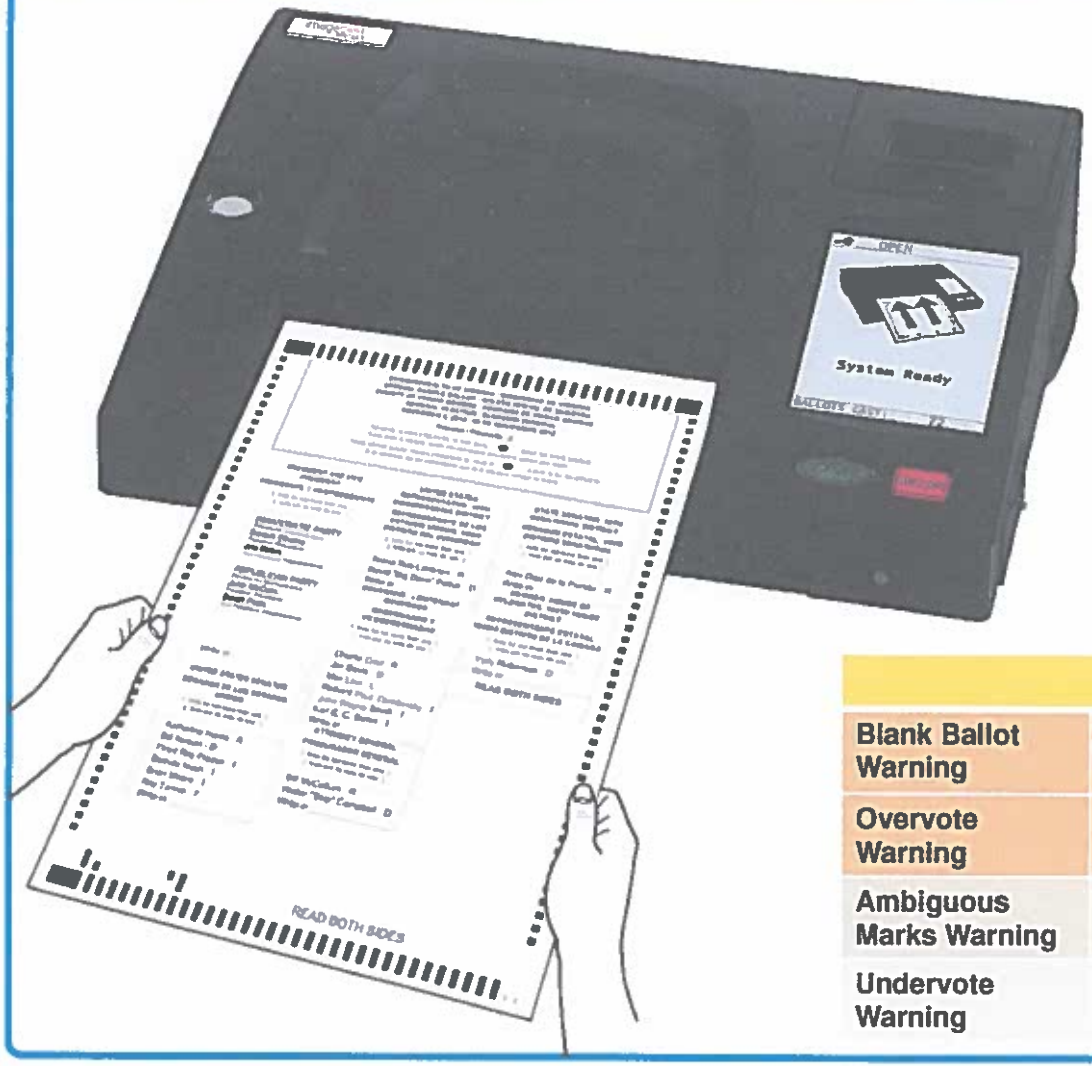
SCANNING A BALLOT

DOMINION VOTING IMAGECAST PRECINCT



Feed your ballot into the tabulator.

When a valid ballot is scanned, the screen will display the messages "Casting Ballot" and "Ballot Successfully Cast".

Once the ballot is in the ballot box, the "System Ready" screen will reappear and the "BALLOTS CAST" counter at the bottom of the screen will have increased by one.

Tabulator Warning Messages	
Blank Ballot Warning	The tabulator does not detect any voter selections on the scanned ballot. Please ensure you used a proper marking pen.
Overvote Warning	One or more contests have too many votes. If you choose to cast the ballot as-is, contests with too many votes will not be counted.
Ambiguous Marks Warning	The tabulator detected marks on the ballot but the selections are not clear. The ballot will be returned automatically.
Undervote Warning	One or more contests is not fully voted. Your selections will still be counted.

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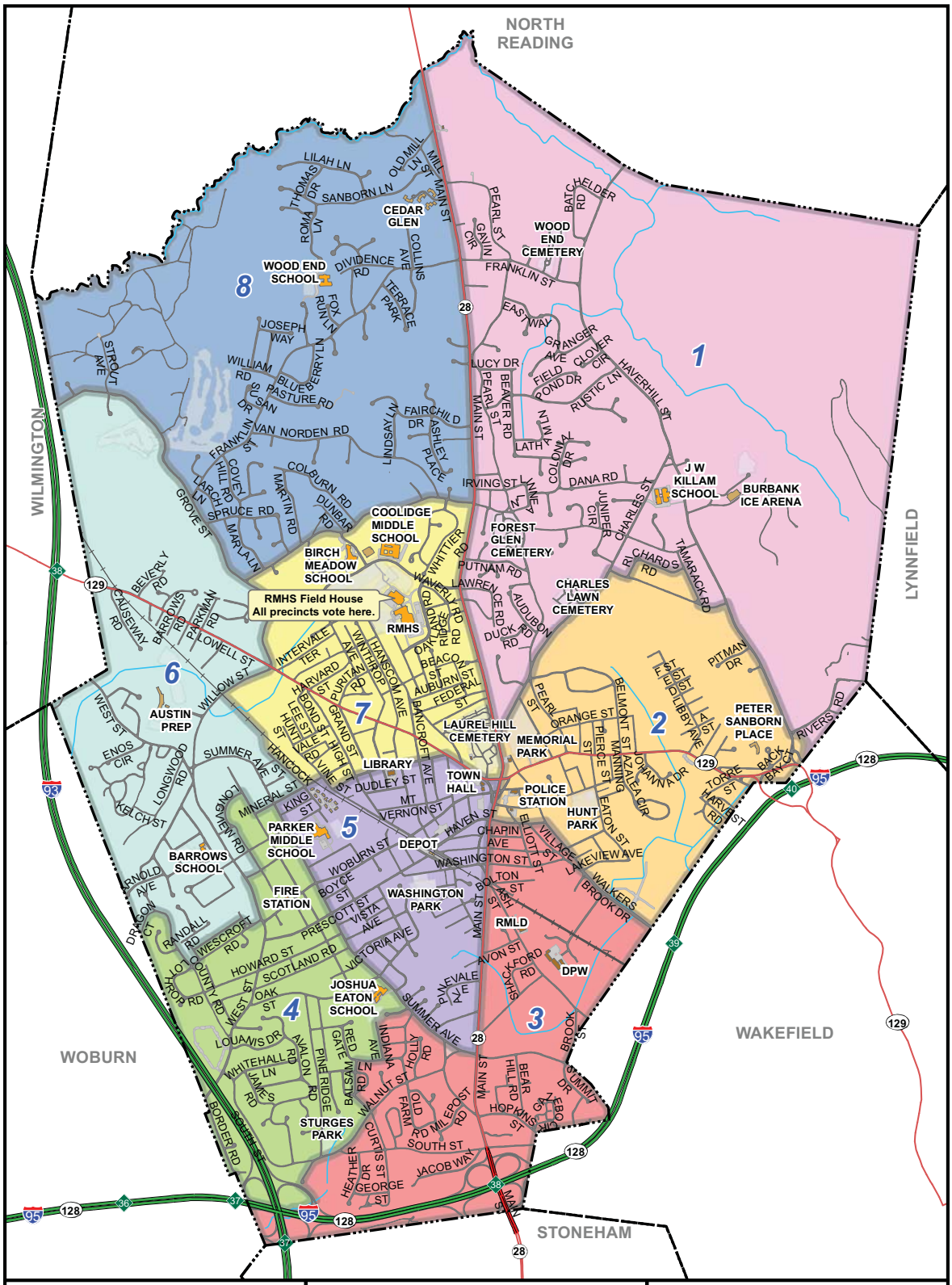
Dual Threshold Mark Detection - Ambiguous Marks

DOMINION VOTING



Precincts are based on the 2010 Federal Census and approved by the MA Secretary of State's office. Precinct boundaries take effect January 1, 2012. Map by Town of Reading.

0 1,000 2,000 Feet

N W E S

2012 PRECINCTS

TOWN OF READING, MA

Legend

- Town Boundary
- Significant Buildings
  - Town
  - School
  - Other
- Railroad
- ROAD
- Stream
- Pond, Lake

2012 Precincts

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8

2012
Precinct
Street
Directory

Street	Number	Even Odd	Precinct
A			
A Street	4 - 46	All	2
Abigail Way	9 - 62	All	3
Adams Way	7 - 8	All	8
Alden Circle	7 - 26	All	4
Annette Lane	10 -	All	8
Anson Lane	11 - 12	All	8
Apple Gate Lane	7 - 30	All	8
Appleton Lane	6 - 16	All	2
Arbor Way	9 - 10	All	5
Arcadia Avenue	5 - 117	All	6
Archstone Circle	1 - 7	All	4
Arlington Street	8 - 26	All	5
Arnold Avenue	6 - 40	All	6
Arrow Circle	1 - 23	All	2
Ash Hill Road	11 - 23	Odd	3
Ash Hill Road	12 - 24	Even	4
Ash Hill Road	31 - 60	All	4
Ash Street	37 - 129	All	5
Ash Street	200 - 365	All	3
Ashley Place	14 - 78	All	8
Auburn Street	7 - 53	All	7
Audubon Road	12 - 55	All	1
Augustus Court	7 - 75	All	3
Aurele Circle	5 - 18	All	6
Autumn Lane	12 - 42	All	1
Avalon Road	10 - 115	All	4
Avon Street	3 - 34	All	3
Azalea Circle	10 - 72	All	2
B			
B Street	8 - 15	All	2
Back Bay Court	8 - 38	All	2
Bainbridge Road	10 - 46	All	1
Baker Road	11 - 32	All	1
Baldwin Lane	5 - 24	All	8
Balsam Road	3 - 17	Odd	3
Balsam Road	8 - 14	Even	4
Bancroft Avenue	3 - 66	All	5
Bancroft Avenue	73 - 246	All	7
Barbara Lane	9 - 26	All	1
Barrows Road	1 - 48	All	6
Bartlett Circle	3 - 12	All	8
Batchelder Road	12 - 93	All	1
Bay State Road	6 - 88	All	2
Beacon Street	3 - 105	All	7
Bear Hill Road	8 - 59	All	3
Beaver Road	2 - 126	All	1
Beech Street	3 - 30	All	2
Belmont Street	9 - 168	All	2

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2012
Precinct
Street
Directory

Street	Number	Even Odd	Precinct
Benjamin Lane	6 - 20	All	3
Benton Circle	3 - 50	All	6
Berkeley Street	6 - 51	All	4
Berkeley Street	56 - 72	Even	6
Berkeley Street	59 - 65	Odd	4
Bethesda Lane	8 - 17	All	7
Bethune Avenue	3 - 18	All	8
Beverly Road	7 - 16	All	6
Birch Road	10 - 11	All	8
Blueberry Lane	13 - 75	All	8
Bolton Street	4 - 42	All	3
Bond Street	3 - 51	All	7
Border Road	2 - 100	All	4
Boswell Road	11 - 34	All	1
Boyce Street	7 - 20	All	5
Bradford Road	3 - 11	All	6
Brande Court	2 - 26	All	5
Brentwood Drive	1 - 20	All	8
Breton Circle	1 - 13	All	4
Brewer Lane	9 - 30	All	1
Briarwood Avenue	15 - 28	All	1
Brook Street	4 - 51	All	3
Browning Terrace	9 - 14	All	7
Buckingham Drive	9 - 36	All	5
Buckskin Drive	8 - 23	All	8
Bunker Avenue	5 - 14	All	1
C			
C Street	2 - 5	All	2
California Road	5 - 28	All	3
Canterbury Drive	3 - 41	All	2
Cape Cod Avenue	9 - 34	All	7
Carnation Circle	1 - 30	All	2
Carriage Lane	3 - 15	All	1
Catherine Avenue	6 - 46	All	6
Causeway Road	31 - 81	All	6
Cedar Street	2 - 16	All	3
Center Avenue	1 - 31	All	5
Chapel Hill Drive	4 - 58	All	8
Chapin Avenue	14 - 29	All	3
Charles Street	1 - 225	Odd	2
Charles Street	24 - 220	Even	1
Charles Street	226 - 382	All	1
Chequessett Road	9 - 61	All	2
Cherry Lane Drive	6 - 24	Even	3
Cherry Lane Drive	11 - 25	Odd	4
Chestnut Road	8 - 48	All	7
Chute Street	15 - 50	All	5
Clover Circle	6 - 29	All	1
Colburn Road	7 - 117	All	8

Last
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2012
Precinct
Street
Directory

Street	Number	Even Odd	Precinct
Cold Spring Road	4 -	All	7
Collins Avenue	6 - 50	All	8
Colonial Drive	14 - 115	All	1
Condor Road	9 - 25	All	1
Coolidge Road	1 - 21	Odd	6
Coolidge Road	2 - 10	Even	4
Copeland Avenue	3 - 35	All	4
Cory Lane	10 - 25	All	8
Cottage Park	16 - 22	All	6
Countryside Lane	9 - 32	All	4
County Road	4 - 89	All	4
County Road	97 - 149	Odd	6
County Road	98 - 150	Even	4
County Road	155 - 194	All	6
Courtyard Place	1 - 9	All	6
Covey Hill Road	14 - 50	All	8
Criterion Street	10 - 40	All	7
Crocus Lane	7 - 10	All	2
Crosby Road	4 - 20	All	5
Cross Street	1 - 87	All	3
Cumberland Road	6 - 28	All	5
Curtis Street	6 - 102	All	3
D			
D Street	2 - 14	All	2
Dana Road	10 - 102	All	1
Davis Lane	11 - 32	All	1
Dean Road	4 - 22	All	1
Deborah Drive	3 - 54	All	8
Deer Path Lane	2 - 7	All	6
Deering Street	10 - 16	All	5
Deering Street	37 - 76	All	7
Dividence Road	3 - 70	All	8
Duck Road	5 - 35	All	1
Dudley Street	9 - 42	All	5
Dunbar Road	9 - 45	All	8
Dustin Road	9 - 27	All	6
E			
E Street	1 - 14	All	2
Eastway	4 - 154	All	1
Eaton Street	6 - 128	All	2
Echo Avenue	11 - 26	All	5
Edgemont Avenue	4 - 75	All	6
Edwin Street	7 - 13	All	5
Elderberry Lane	1 - 4	All	8
Elliott Street	2 - 41	All	3
Ellis Avenue	12 - 40	All	4
Elm Street	3 - 23	All	2
Emerald Drive	6 - 44	All	4
Emerson Street	16 - 47	All	8

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2012
Precinct
Street
Directory

Street	Number	Even Odd	Precinct
Enos Circle	6 - 51	All	6
Essex Street	9 - 10	All	7
Estate Lane	3 - 44	All	7
Evergreen Road	3 - 46	All	1
F			
F Street	4 - 9	All	2
Fairchild Drive	12 - 134	All	8
Fairmount Road	1 - 38	All	3
Fairview Avenue	9 - 72	All	5
Family Circle	15 - 23	All	6
Federal Street	14 - 62	All	7
Field Pond Drive	6 - 59	All	1
Fielding Road	3 - 16	All	6
Forest Glen Road	11 - 32	All	1
Forest Street	13 - 283	Odd	8
Forest Street	14 - 276	Even	7
Foster Circle	5 - 16	All	8
Fox Run Lane	11 - 28	All	8
Francis Drive	7 - 59	All	1
Frank D Tanner Drive	4 - 37	All	5
Franklin Street	2 - 130	All	1
Franklin Street	162 - 570	All	8
Franklin Terrace	1 - 12	All	8
Fremont Street	4 - 36	All	4
Fremont Street	37 -	All	6
Fulton Street	1 - 3	All	5
G			
Gardner Road	3 - 29	All	2
Garrett Road	4 - 22	All	6
Gateway Circle	1 - 12	All	3
Gavin Circle	5 - 49	All	1
Gazebo Circle	1 - 1014	All	3
George Street	3 - 34	All	3
Gilmore Avenue	2 - 8	All	4
Gleason Road	9 - 128	All	4
Glen Road	8 - 32	All	5
Glenmere Circle	3 - 88	All	6
Gould Street	7 - 36	All	5
Governors Drive	4 - 32	All	2
Grand Street	4 - 16	All	5
Grand Street	32 - 104	All	7
Grandview Road	10 - 23	All	7
Granger Avenue	10 - 38	All	1
Grant Street	14 - 22	All	6
Green Meadow Drive	7 - 32	All	6
Green Street	12 - 35	All	5
Green Street	59 - 140	All	3
Green Street	151 - 190	All	2
Greenwood Road	2 - 9	All	4

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2012
Precinct
Street
Directory

Street	Number	Even Odd	Precinct
Gregory Lane	9 - 11	All	8
Grey Coach Road	11 - 62	All	1
Greystone Way	7 - 48	All	3
Grove Street	8 - 456	Even	6
Grove Street	15 - 107	Odd	7
Grove Street	125 - 459	Odd	8
H			
Hampshire Road	2 - 40	All	1
Hancock Street	6 - 22	All	5
Hancock Street	34 - 88	Even	6
Hancock Street	35 - 87	Odd	7
Hanscom Avenue	6 - 129	All	7
Harnden Street	65 - 93	All	2
Harold Avenue	7 - 31	All	8
Harriman Avenue	3 - 17	All	7
Harrison Street	7 - 75	All	2
Hartshorn Street	5 - 104	All	7
Harvard Street	9 - 51	All	7
Harvest Road	7 - 40	All	2
Haven Street	30 - 85	All	5
Haven Street	244 - 340	Even	2
Haven Street	249 - 341	Odd	3
Haverhill Street	24 - 198	Even	2
Haverhill Street	93 - 197	Odd	1
Haverhill Street	203 - 745	All	1
Haystack Road	11 - 90	All	3
Heather Drive	6 - 64	All	3
Hemlock Road	1 - 47	All	4
Henzie Street	9 - 35	All	7
Heritage Drive	1 - 7	All	2
High Street	1 - 160	All	5
High Street	165 - 272	All	7
Highland Street	3 - 97	All	7
Hillcrest Road	2 - 74	All	4
Hillside Road	1 - 39	All	7
Hodson Lane	11 - 20	All	1
Holly Road	15 - 39	All	3
Hopkins Street	1 - 167	All	3
Howard Street	16 - 165	All	4
Hunt Street	2 - 21	All	7
Hurlburt Road	6 - 26	All	8
I			
Ide Street	8 - 14	All	2
Indian Tree Lane	24 - 47	All	4
Indiana Avenue	1 - 25	Odd	4
Indiana Avenue	10 - 10	All	3
Intervale Terrace	7 - 72	All	7
Irving Street	10 - 25	All	1
Ivy Lane	2 - 6	All	2

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2012
Precinct
Street
Directory

Street	Number	Even Odd	Precinct
J			
Jacob Way	21 - 55	All	3
Jadem Terrace	11 -	All	5
James Road	5 - 52	All	4
Jefferson Circle	1 - 10	All	1
Jere Road	5 - 12	All	4
Jessica Circle	3 - 26	All	8
Johanna Drive	12 - 50	All	2
John Carver Road	5 - 110	All	7
John Street	2 - 66	All	2
John Street	67 - 105	Odd	3
John Street	72 - 130	Even	2
John Street Court	8 - 130	All	2
Johnson Woods Drive	26 - 162	All	6
Johnston Circle	4 - 11	All	7
Joseph Way	10 - 37	All	8
Juniper Circle	13 - 30	All	1
K			
Keith Road	10 - 22	All	4
Kelch Street	6 - 16	All	6
Kenneth Road	6 - 17	All	3
Kensington Avenue	4 - 22	All	5
Kieran Road	10 - 60	All	8
King Street	7 - 35	All	5
King Street	59 - 94	All	4
King Street	101 - 109	All	6
Kingston Street	4 - 38	All	5
Knollwood Road	12 - 49	All	5
Kurchian Lane	7 - 34	All	8
Kylie Drive	7 - 24	All	1
L			
Lafayette Road	16 - 30	All	8
Lakeview Avenue	1 - 25	All	2
Landers Road	6 - 30	All	8
Laneton Way	4 - 10	All	6
Larch Lane	11 - 34	All	8
Latham Lane	11 - 52	All	1
Laurel Lane	11 - 41	All	6
Lawrence Road	3 - 70	All	1
Leaning Elm Drive	1 - 12	All	3
Lee Street	9 - 27	All	7
Lewis Street	3 - 46	All	4
Libby Avenue	3 - 121	All	2
Lilah Lane	4 - 124	All	8
Lincoln Street	17 - 49	All	5
Linda Avenue	12 -	All	8
Linden Street	10 - 82	All	5
Lindsay Lane	5 - 50	All	8
Line Road	1 - 75	All	2

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2012
Precinct
Street
Directory

Street	Number	Even Odd	Precinct
Linnea Lane	9 - 59	All	1
Lisa Lane	10 - 38	All	6
Locust Street	3 - 83	All	7
Longfellow Road	5 - 79	All	7
Longview Road	9 - 75	Odd	6
Longview Road	10 - 70	Even	4
Longwood Road	9 - 113	All	6
Lothrop Road	11 - 67	All	4
Louanis Drive	1 - 61	All	4
Lowell Street	37 - 55	Odd	7
Lowell Street	54 - 60	Even	5
Lowell Street	61 - 284	All	7
Lowell Street	299 - 489	All	6
Lucy Drive	14 - 32	All	1
Lynn Village Way	15 - 40	All	8
M			
Macintosh Road	5 - 13	All	4
Main Street	102 - 177	All	3
Main Street	190 - 496	Even	5
Main Street	193 - 519	Odd	3
Main Street	601 - 767	Odd	2
Main Street	750 - 1056	Even	7
Main Street	797 - 1503	Odd	1
Main Street	1068 - 1498	Even	8
Manning Street	4 - 22	All	2
Maple Ridge Road	11 - 39	All	3
Maple Ridge Road	47 - 77	All	4
Maple Street	2 - 8	All	5
Margaret Road	4 - 22	All	6
Mariano Drive	9 - 15	All	8
Mark Avenue	7 - 52	All	6
Marla Lane	7 - 90	All	8
Martin Road	8 - 84	All	8
Meadow Brook Lane	9 - 33	All	8
Melbourne Avenue	10 - 44	All	5
Melendy Drive	7 - 20	All	2
Michelini Lane	7 -	All	5
Middle Street	1 - 13	All	2
Middlesex Avenue	6 - 132	Even	5
Middlesex Avenue	11 - 131	Odd	7
Milepost Road	5 - 37	All	3
Mill Street	9 - 76	All	8
Milton Road	7 - 26	All	4
Mineral Street	9 - 32	All	7
Mineral Street	58 - 90	Even	5
Mineral Street	67 - 107	Odd	6
Mineral Street	112 -	All	4
Minot Street	10 - 81	All	5
Morgan Park	4 - 14	All	5

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2012
Precinct
Street
Directory

Street	Number	Even Odd	Precinct
Mt Vernon Street	3 - 88	All	5
Munroe Avenue	7 - 52	All	6
N			
Nelson Avenue	11 - 26	All	1
Nichols Road	8 - 15	All	5
Norman Road	3 - 7	All	2
North Street	3 - 10	All	3
Nugent Lane	4 - 10	Even	8
Nugent Lane	11 - 24	All	1
O			
Oak Ridge Road	7 - 70	All	4
Oak Street	5 - 152	All	4
Oakland Road	4 - 91	All	7
Old Farm Road	4 - 75	All	3
Old Mill Lane	1 - 5	All	8
Orange Street	7 - 106	All	2
Orchard Park Drive	3 - 30	All	5
Ordway Terrace	7 - 10	All	3
Osborne Avenue	5 - 28	All	2
Overlook Road	3 -	All	4
Overlook Road	4 - 24	All	6
P			
Palmer Hill Avenue	3 - 17	All	6
Park Avenue	25 - 48	All	5
Parker Street	1 - 19	All	2
Parkman Road	4 - 36	All	6
Parkview Road	6 - 55	All	7
Parsons Lane	20 - 35	All	1
Partridge Road	5 - 30	All	1
Pasture Road	3 - 64	All	8
Pearl Street	11 - 99	All	2
Pearl Street	108 - 754	All	1
Pennsylvania Avenue	1 - 44	All	3
Percy Avenue	5 - 19	All	5
Perkins Avenue	3 - 30	All	4
Pierce Street	7 - 35	All	2
Pilgrim Road	3 - 52	All	6
Pine Avenue	7 - 13	All	5
Pine Ridge Circle	7 - 23	All	4
Pine Ridge Road	6 - 177	All	4
Pinevale Avenue	2 - 55	All	5
Pitman Drive	5 - 44	All	2
Pleasant Street	17 - 235	All	2
Plymouth Road	10 - 35	All	6
Pondview Lane	11 - 40	All	8
Pratt Street	7 - 62	All	5
Prescott Street	2 - 124	All	5
Prescott Street	158 - 206	All	4
Priscilla Road	3 - 31	All	7

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2012
Precinct
Street
Directory

Street	Number	Even Odd	Precinct
Prospect Street	6 - 106	All	4
Prospect Street	107 - 127	Odd	6
Prospect Street	118 - 128	Even	4
Prospect Street	133 - 166	All	6
Puritan Road	6 - 41	All	7
Putnam Road	3 - 71	All	1
R			
Rachel Road	7 - 26	All	5
Randall Road	4 - 39	All	6
Reading Terrace	3 - 22	All	1
Red Gate Lane	9 - 46	All	3
Red Gate Lane	51 - 71	Odd	4
Red Gate Lane	52 - 74	Even	3
Red Gate Lane	77 - 119	All	4
Rice Road	6 - 36	All	7
Richards Road	10 - 74	Even	2
Richards Road	17 - 75	Odd	1
Ridge Road	8 - 32	All	7
Riverside Drive	9 - 78	All	5
Robert Road	6 - 12	All	6
Robin Road	4 - 22	All	5
Rocky Road	15 - 27	All	8
Roma Lane	3 - 70	All	8
Russell Road	24 -	All	8
Rustic Lane	8 - 121	All	1
S			
Sailor Toms Way	3 - 15	All	8
Salem Street	28 - 261	All	2
Sanborn Lane	4 - 194	All	8
Sanborn Street	17 - 64	All	5
Sandra Lane	5 - 35	All	8
School Street	9 - 37	All	5
Scotland Road	16 - 112	All	4
Scout Hill Lane	1 - 16	All	1
Selfridge Road	7 - 39	All	6
Shackford Road	6 - 45	All	3
Shady Hill Lane	5 - 23	All	1
Shelby Road	4 - 32	All	6
Sherwood Road	7 - 51	All	4
Short Street	6 - 21	All	8
Small Lane	17 - 22	All	1
Smith Avenue	3 - 28	All	2
South Street	14 - 178	All	4
South Street	181 -	All	3
South Street	186 -	All	4
South Street	189 - 431	All	3
Spring Street	10 - 49	All	2
Springvale Road	1 - 63	Odd	6
Springvale Road	8 - 64	Even	4

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2016-08-14

2012
Precinct
Street
Directory

Street	Number	Even Odd	Precinct
Spruce Road	7 - 112	All	8
Stewart Road	3 - 35	All	6
Stone Well Road	1 - 11	All	1
Strawberry Hill Lane	3 - 26	All	3
Sturges Road	12 - 88	All	3
Summer Avenue	1 - 120	All	6
Summer Avenue	125 - 399	Odd	4
Summer Avenue	126 - 492	Even	5
Summer Avenue	417 - 503	Odd	3
Summer Avenue	505 - 661	All	3
Summit Drive	1 - 4	All	3
Sumner Cheney Place	1 - 8	All	1
Sunnyside Avenue	12 - 90	All	5
Sunset Rock Lane	11 - 52	All	8
Susan Drive	9 - 40	All	8
Swan Road	3 - 10	All	8
Sweetser Avenue	6 - 20	All	5
Sylvan Road	9 - 10	All	4
Symonds Way	18 - 51	All	1
T			
Tamarack Road	6 - 24	All	1
Tamarack Road	25 - 47	Odd	2
Tamarack Road	28 - 64	Even	1
Tanglewood Circle	3 - 7	All	6
Tarpin Terrace	10 - 11	All	3
Taylor Drive	16 - 39	All	6
Temple Street	7 - 69	All	5
Tennyson Circle	5 - 18	All	7
Tennyson Road	1 - 75	All	7
Terrace Park	12 - 61	All	8
Thomas Drive	4 - 38	All	8
Thorndike Street	4 - 32	All	2
Timberneck Drive	4 - 18	Even	2
Timberneck Drive	5 - 21	Odd	1
Timberneck Drive	22 - 134	All	2
Timberneck Drive	135 - 135	All	1
Timothys Place	10 - 15	All	1
Torre Street	8 - 41	All	2
Tower Road	3 - 24	All	7
Track Road	12 - 77	All	2
Twin Oaks Road	4 - 13	All	8
U			
Union Street	18 - 29	All	2
V			
Vale Road	6 - 32	All	7
Van Norden Road	9 - 240	All	8
Varney Circle	5 - 16	All	2
Verde Circle	7 - 14	All	8
Victoria Avenue	10 - 55	All	5

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2012
Precinct
Street
Directory

Street	Number	Even Odd	Precinct
Village Street	3 - 155	All	3
Vine Street	8 - 94	All	7
Vine Street	99 - 105	Odd	5
Vine Street	110 -	All	7
Vine Street	124 - 150	All	5
Virginia Circle	1 - 4	All	3
Virginia Road	2 - 34	All	3
Vista Avenue	10 - 25	All	5
W			
Wakefield Street	8 - 203	All	1
Walnut Street	8 - 124	All	3
Walnut Street	133 - 245	Odd	4
Walnut Street	136 - 246	Even	3
Warren Avenue	2 - 48	All	5
Washington Street	5 - 147	All	5
Washington Street	166 - 245	All	3
Waverly Road	2 - 44	All	7
Wells Road	1 - 18	All	1
Wenda Street	9 - 18	All	5
Wentworth Road	6 - 27	All	4
Wescroft Road	3 -	All	6
Wescroft Road	10 - 88	All	4
West Hill Circle	4 - 27	All	6
West Street	23 - 221	All	4
West Street	228 - 272	Even	6
West Street	229 - 269	Odd	4
West Street	277 - 555	All	6
Weston Road	1 - 52	All	7
White Oaks Lane	16 - 24	All	6
Whitehall Lane	3 - 75	All	4
Whittier Road	1 - 91	All	7
Willard Road	6 - 24	All	1
William Road	12 - 38	All	8
Willow Street	2 - 60	Even	7
Willow Street	3 - 59	Odd	6
Willow Street	72 - 146	All	6
Wilson Street	9 - 43	All	2
Winslow Road	3 - 65	All	6
Winter Street	8 - 41	All	2
Winthrop Avenue	2 - 120	All	7
Woburn Street	19 - 228	All	5
Woburn Street	238 - 302	All	4
Wood End Lane	1 - 11	All	7
Woodbine Street	7 - 21	All	6
Woodland Street	6 - 48	All	7
Woodward Avenue	5 - 38	All	7
Z			
Zachary Lane	3 - 54	All	8

Last
Updated
2016-08-14