

**Town of Reading
Precinct Staff Packet
Town Clerk**





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 posters, 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 Chapter 54, 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 from 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

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
- 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
- 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
- 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 Staff Opening of Precinct

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

Check-In:

- Put table cloths on all tables
- Prepare Precinct Check-In tables with Voter List

Check-Out:

- Put table cloths on all tables
- Prepare Precinct Check-Out tables with Voter List

Inspector:

- Witness set up of Machine
- Black box is empty

Traffic Flow:

- Place signs with-in Precinct
- Obtain Street Directory

Have an awesome and fun day!



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Staff Opening - Information Tables

- Report to Town Clerk for check-in
- Report to Assistant Town Clerk for assignment
- All Staff must be Sworn-In by the Town Clerk
- Put table cloths on all tables
- Post signs
- Obtain Street Directory
- Report to assigned table

Have an awesome and fun day!



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STAFF INSTRUCTIONS

- Direct voters to correct Precinct
- Fill-in where needed within any Precinct

Notes:

- The Assistant Town Clerk is responsible for everything at the Information Tables and will assign breaks etc
- Do not assist voters with questions or offer opinions - as a sworn election worker it is important to stay neutral
- Please ask questions if you are unsure of anything
- If a voter wants to Change Parties - First ask if the voter has already voted - Give the voter a Change of Party Form – Place the white copy in envelope and give the voter the yellow copy
- If a voter wants to Change Address - First ask if the voter has already voted - Give the voter a Change of Address Form – Place form in envelope
- If anyone wants to Register to vote give them a Voter Registration Form - Give the voter the yellow copy and place the white copy in the envelope - They will not be able to vote in this election
- Observers will be present and need to remain outside of the precinct guardrail
- Do not carry on conversations with observers
- Observers should not be interacting with voters in any way and cannot request the names and addresses of voters or interfere the voting process in any way
- Observers are there to listen as election workers request address and name
- Observers must be instructed to keep cell phone and pagers off during polling hours

Have an awesome and fun day!



Town of Reading
16 Lowell Street
Reading MA 01867

Town Clerk
781-942-9050

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

PRECINCT STAFF INSTRUCTIONS

Check-In - Instructions:

- Ask the voter his or her address and name and then repeat the information back to person in a loud clear voice - The voter must give you the information - Do not offer the information to the voter - This helps to prevent fraud
- If two voters with the exact same name – get Date of Birth (DOB) – mark DOB on voter list in pencil so Town Clerk knows which voter actually voted - Do Not write on the Bar Code of Voter List
- The Check-In then marks the voting list by drawing a red X in the box near the Voters name
- Voters in **Bold** with **ID** next to their name must show an ID with their name and voting address as it appears on the voting list (ID can be valid photo identification, current utility bill, bank statement, government check, or paycheck)
- If voter does not have an ID, they will vote as a challenged voter - contact the Precinct Warden or Precinct Clerk
- Write a red X in square near every voter that you have given a ballot to - Hand the ballot to the voter - Do Not let them pick up the ballot from the table
- Offer a secrecy sleeve to every voter
- Inform the voter that there are two sides to the ballot - "This is a two sided ballot"
- If a voter is not on the voting list – Check the In-Active list - If not on the In-Active list get the Precinct Clerk or Precinct Warden
- When In-Active voter comes back to table with In-Active voter card - Place card in Voter list pocket of Black Notebook - Write a red X in square near voter name in In-Active list - Hand the ballot to the voter - Do Not let them pick up the ballot from the table
- Precinct Clerk will give you ballots as needed

Check-Out - Instructions:

- Ask the voter his or her address and name and then repeat the information back to person in a loud clear voice - The voter must give you the information - Do not offer the information to the voter - This helps to prevent fraud
- If two voters with the exact same name – get Date of Birth (DOB) – mark DOB on voter list in pencil so Town Clerk knows which voter actually voted - Do Not write on the Bar Code of Voter List
- Write a red X in square near every voter that has a ballot - Direct the voter to the Ballot Machine
- If a voter is not on the voting list – Check the In-Active list

Inspector - Instructions:

- Make sure voter checks out with the Check-Out table
- Watch voter put ballot in ballot machine
- Do not help the voter with the ballot unless they ask for help
- Watch the ticker on the machine - make sure the ballot is counted
- Witness any opening of the Black Box
- Do NOT allow anyone to enter the Precinct through the exit

Traffic Flow - Instructions:

- Direct voters to the correct line - Line One, Streets A - H - Line Two, Streets I - P - Line Three, Streets Q - Z
- Direct voters to correct Precinct

Precinct Floater - Instructions:

- Fill-in where needed within any Precinct

Notes:

- The Precinct Warden is responsible for everything within the Precinct and will assign breaks etc
- Do not assist voters with questions or offer opinions - as a sworn election worker it is important to stay neutral
- Please ask questions if you are unsure of anything
- If a voter hands you a Change of Party Form – Send them to the information Table
- If a voter hands you a Voter Registration Form because they are not on the list – Send them to the information table
- Calculators are provided in the Toolbox
- Observers will be present and need to remain outside of the precinct guardrail
- Do not carry on conversations with observers
- Observers should not be interacting with voters in any way and cannot request the names and addresses of voters or interfere with the check in or check out process in any way
- Observers are there to listen as election workers request address and name
- Observers must be instructed to keep cell phone and pagers off during polling hours
- Anyone using a Check-In or Check-Out book must sign your name on the signature sheet in the back of the voting list - Anyone who works with the voting list needs to sign the signature sheet
- Do not hand the ballot to the voter until a booth is available unless a Precinct Clerk or Warden is aware of the voter waiting for a booth
- When there is a line, voters only have 10 minutes to vote

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Precinct Staff Closing of Precinct

Check-In:

- Count votes per page in Check-In Voter List book
- Match numbers with Check-Out Voter List book
- Please sign the Signature Page in the Check-In Book
- Fold table cloths and place in Toolbox

Check-Out:

- Count votes per page in Check-Out Voter List book
- Match numbers with Check-In Voter List book
- Please sign the Signature Page in the Check-Out Book
- Fold table cloths and place in Toolbox

Inspector:

- Witness printing of tapes from Machine
- Witness emptying of ballots from black box

Traffic Flow:

- Remove signs from within Precinct and place in Sign Envelope

All Precinct Staff:

- Report to Precinct Warden to help with Precinct Close-Out
- Report to Precinct Warden before leaving for the day
- Sign Time-In and Time-Out Sheet
- Turn in packet and name tag to Precinct Warden

Thank you very much for being a part of this great day!



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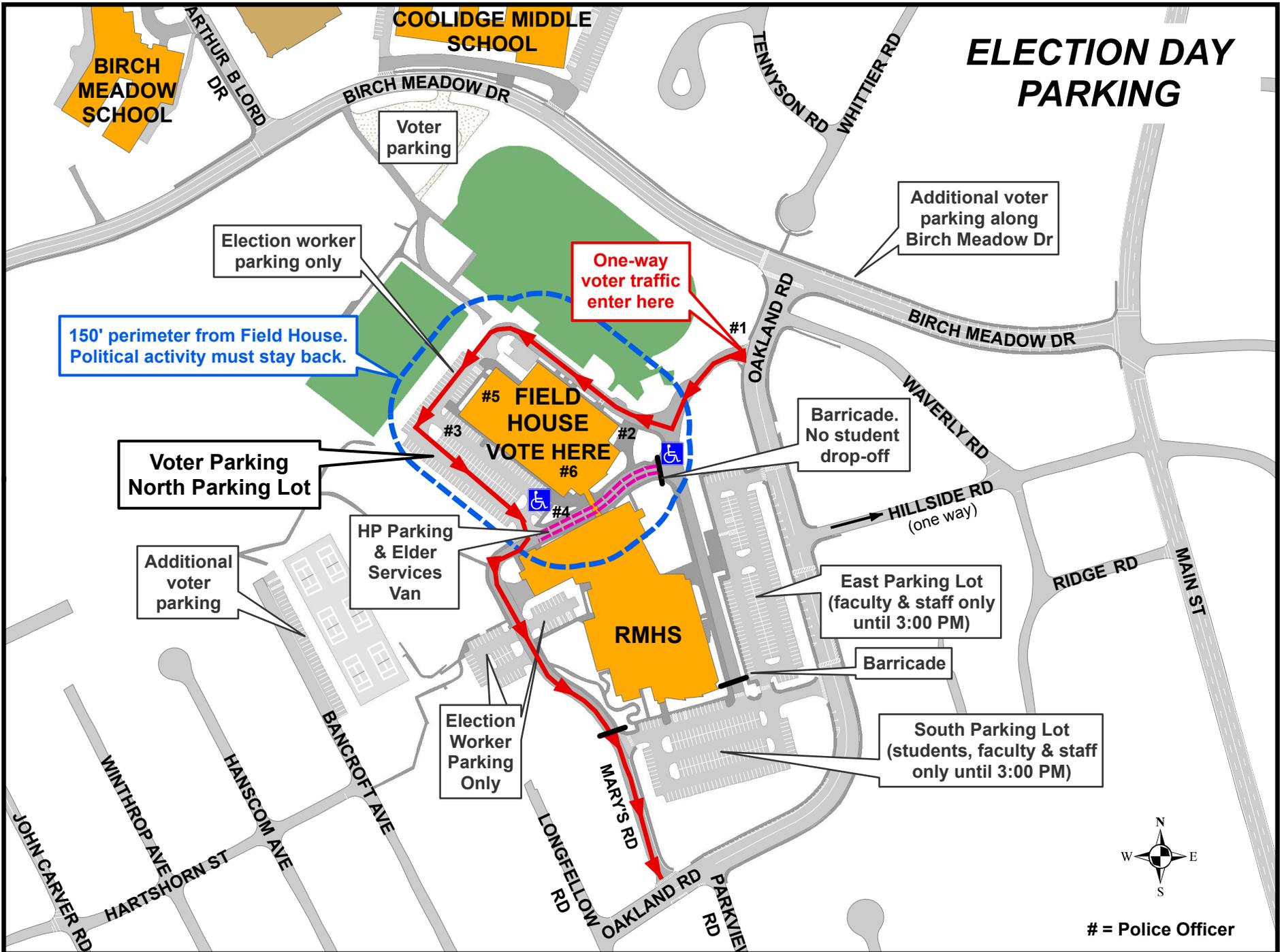
fax: 781-942-9070
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**Staff
Closing - Information Tables**

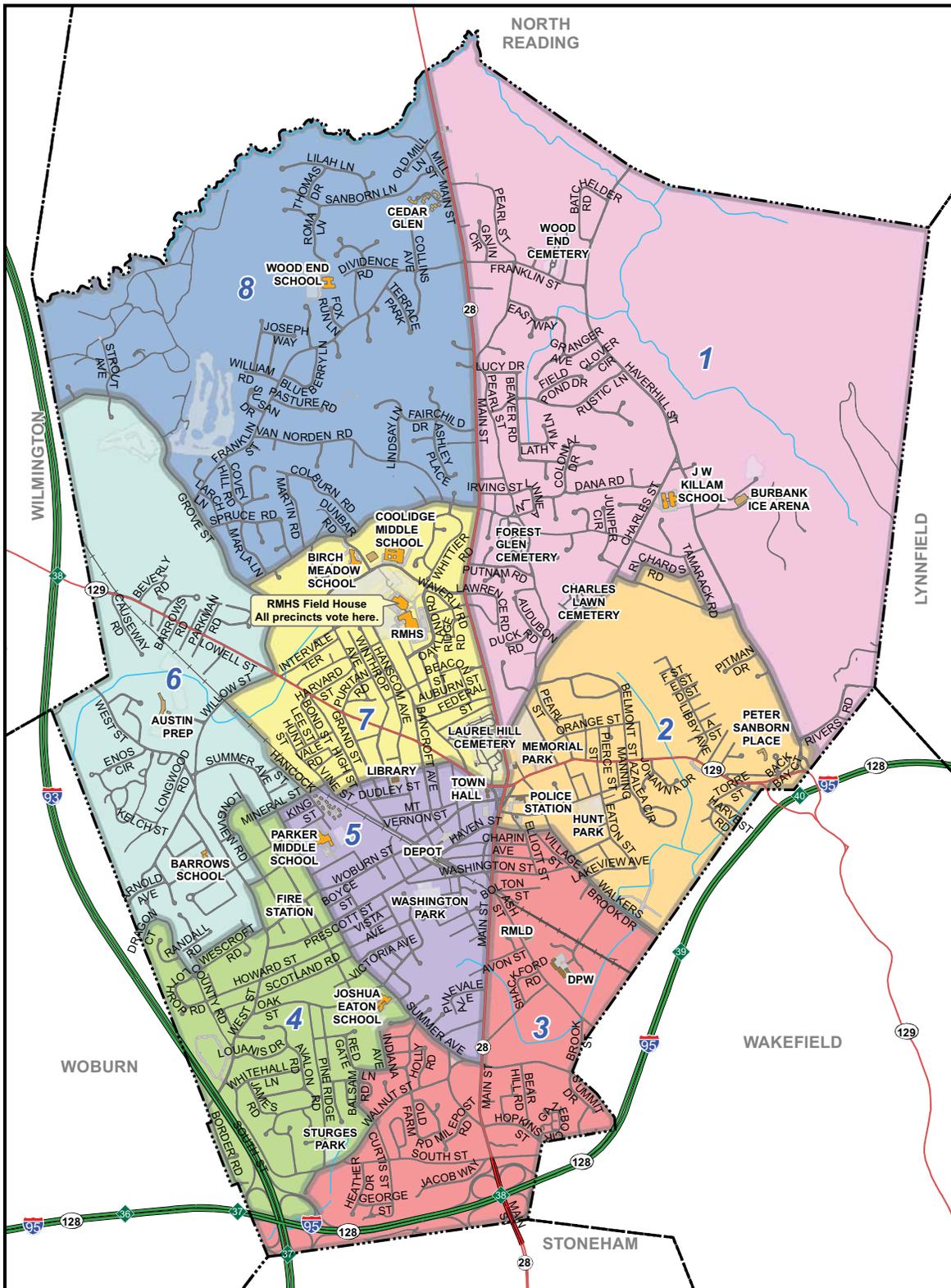
- Pack up table cloths from all tables
- Take down all Signs
- Put all sign stands near Front Information Table
- Leave packet and name tag with Assistant Town Clerk
- Check with Assistant Town Clerk before leaving
- Sign Time-In and Time-Out Sheet

Thank you very much for being a part of this great day!

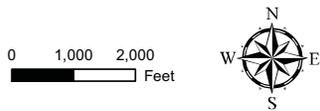
ELECTION DAY PARKING



= Police Officer



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.



2012 PRECINCTS

TOWN OF READING, MA

Legend

Town Boundary	2012 Precincts
Town	1
School	2
Other	3
Railroad	4
ROAD	5
Stream	6
Pond, Lake	7
	8

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

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

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

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

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

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

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
Michellini 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

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

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

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

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