

Democratic Town Committee
Town of Canaan
PO Box 47
Falls Village, CT 06031

Rules Governing the Democratic Town Committee of the
Town of Canaan (Falls Village)

ARTICLE 1:

- 1.0 **Connecticut** State Statutes and State Party Rules shall govern the conduct of the Democratic Town Committee.

ARTICLE 2 - Membership:

2.1 Number; The total number of members on the Town Committee (DTC) shall be not less than ten (10) and not more than twenty-five (25).

2.2 (a) Primary: The date for primaries for the election of town committee members shall be the first (1st) Tuesday of March in the even numbered years (Sec 9-425);

(b) Endorsements: Party endorsed candidates for town committee membership shall be selected not earlier than the fifty-sixth (56th) day nor later than the forty-ninth (49th) day preceding the date set for the primary. No proxy voting shall be permitted for such endorsements.

(1) The names of party-endorsed candidates for town committee membership shall be filed with the Town Clerk and the State Party Chair not later than the forty-eighth (48th) day preceding the date of the primary by the Chair or presiding officer and Secretary of the caucus, except when such day is a Saturday, Sunday, or legal holiday such filing shall take place not later than the next succeeding business day.

(c) Caucus: The town chairman shall call a caucus designating time, place, and date, by publishing such call in a newspaper having circulation in the Town of Canaan, at least five (5) days before the day of such caucus. Publication does not have to be in the form of a legal notice.

2.3 Term: The terms for town committee members shall start on the first (1st) Monday following the date of the primary and they shall serve for two (2) years or until a successor shall have been chosen, but not more than twenty-six (26) months.

2.4 Eligibility: All members shall be registered Democrats in the

Town of Canaan (Falls Village) and shall reside in said town.

2.5. Removal: Once elected to the DTC, a member cannot be removed except by becoming ineligible due to a change in residence or party affiliation.

2.6 Vacancies: Vacancies will be filled by majority vote of the remaining members of the DTC.

ARTICLE 3 - Meetings:

3.1 Organization meeting: State party rules require the DTC to meet within two (2) weeks after the beginning of the members' terms to name a Chair, Vice Chair, Secretary and Treasurer.

3.2 Frequency: DTC meetings will be held quarterly, with additional meetings to be scheduled by the Chair as needed.

3.3 Quorum: Two fifths (2/5) of the DTC members, one of whom shall be Chair or Vice Chair, shall constitute a quorum.

3.4 Special meetings: The Chair may call a special meeting as necessary. In addition, upon receipt of a written request of five (5) members, the Chair shall call a special meeting and give five (5) days written notice of such meeting.

3.5 Robert's Rules of Order shall govern the conduct of DTC meetings when not in conflict with local rules and bylaws.

3.6 Proxy voting: Proxy voting shall not be permitted in any DTC meeting.

ARTICLE 4 - Officer and Committees:

4.1 Term: Officers shall serve for a term of two (2) years or until successors have been duly elected and qualified.

4.2 Chair: The Chair shall preside at all DTC meetings. In addition, when possible, the Chair shall attend senatorial district meeting and congressional district meetings. He/she shall notify DTC members of the date, time and place of DTC meetings.

4.3 Vice Chair: The Vice Chair shall preside at DTC meetings in the absence of the chair. In the event of a vacancy in the office

of the Chair, the vice chair shall be responsible for determining the time, date and place for a meeting to select a new town Chair, which meeting shall be called by the Vice Chair after the vacancy occurs. In addition, when possible, the Vice Chair shall attend senatorial and congressional district meetings.

4.4 Treasurer: The Treasurer shall maintain records of all monies received and disbursed and shall give a financial report at each DTC meeting. All expenditures shall require the approval of the committee. The Treasurer shall also ensure that the DTC is in compliance with all applicable election finance laws and shall instruct and assist campaign treasurers with compliance.

4.5 Secretary: The Secretary shall keep the minutes of all DTC meetings and maintain a record of attendance and absences in the minutes. He/she shall also provide the State Party Chair and the Democratic Registrar of Voters with the names and addresses of the DTC officers and members within one week of the organizational meeting. He/she shall also advise the State Party Chair of changes to the list of members and officers, file local party rules and amendments in duplicate with the Secretary of the State, and send copies to the State Party Chair, indicating the date of adoption, within fifteen (15) days of adoption.

4.6 Standing Committees:

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4.7 No officer or Standing Committee Chair shall serve as an officer of a candidate committee in support of a candidate who is in opposition to a candidate endorsed by a duly called caucus.

ARTICLE 5 - Endorsed Party Candidates:

5.1 Method of Selection

- (a) Party endorsed candidates for municipal elections shall be selected by the enrolled members of the party at a caucus.
- (b) Delegates to a convention to endorse candidates for other than municipal elections shall be selected by the DTC.

5.2 Tie Votes on Endorsement: The presiding officer of any

endorsement meeting, whether caucus, convention, or town committee meeting, shall cast a vote to break ties. This vote, if necessary, shall be in addition to any regular voting right such presiding officer may have. No candidate for endorsement may be the presiding officer of such meeting except in the case of an endorsement meeting for the selection of town committee members.

5.3 Endorsement Call:

- (a) Caucus: Whenever party-endorsed candidates are to be selected by caucus, the town Chair shall call such caucus, designating time, date and place by publishing said call in a newspaper of general circulation at least five (5) days before the day of the caucus. Members shall be given five (5) days written notice of such caucus.
- (b) Town Committee: All meetings of the town committee called to choose delegates to a convention to select party- endorsed candidates shall be called by the town Chair by notifying each member of the committee by regular or electronic mail stating such purpose at least five (5) days prior to such meeting.

ARTICLE 6 - Amendments:

- 6.0 Method: Amendments to these Local Party Rules shall be by town committee at a meeting called in the same manner as in 5.03(b).

Adopted by the Democratic Town Committee, Town of Canaan (Falls Village). Connecticut, at a regular meeting duly warned and held on the 8th day of **October 2008** to become effective sixty (60) days from the date of filing with the Secretary of the State.

F. George Anastasio
F. George Anastasio, Chair

Jean M. Bronson
Jean M. Bronson, Secretary

1/8/2009
Date of filing