

CDTC Rules

(As revised and amended on January 16, 2006)

Article I - Policies

The policies and principles of the Democratic Party of the Town of Canterbury shall be formed, directed and executed by the Democratic Town Committee.

Article II - Election of Town Committee

Section 1: The Town Committee shall consist of not more than twenty-five members who shall be elected at large. The Members shall be elected by enrolled members of the Democratic Party at a caucus called for that purpose in even numbered years in accordance with the rules of the Democratic Party of the State of Connecticut and Connecticut General Statutes, as amended.

Section 2: In the event no endorsement is made, election of the Town Committee shall be made by direct primary as provided by law. No person shall be elected to or shall hold the position of Town Committee Member unless the candidate's name appears on the current enrollment list of the Democratic Party.

Section 3: The first Tuesday in March shall be designated Primary Day for the election of the Town Committee Members.

Section 4: Candidates for Town Committee Members chosen as provided in Section 1 above, shall run in the Primary for Town Committee as party-endorsed candidates provided such candidates shall be elected as Members of the Town Committee if no valid opposing candidacy has been filed.

Section 5: Members of the Town Committee shall serve for a term of two (2) years, commencing on the day following the day established for holding the primary for election of said Town Committee Members and ending on the day established for the holding of the primary for the election of the Members of the succeeding Town Committee. The provisions of this section shall apply notwithstanding the lack of cause for a primary to elect said Members.

Section 6: Any vacancy on the Town Committee, arising from any cause including failure to elect, may be filled by the Town Committee, by a majority vote of the Town Committee Members present and voting at a meeting called for that purpose. In the event that a vote is taken that shall result in a tie, such tie vote shall be dissolved by the vote of the Chair of the Town Committee, but this provision shall not affect his or her right to cast any vote as a member of the Town Committee, to which he or she is otherwise entitled.

Section 7: The Town Committee, by two-thirds vote of those present and voting at a meeting of the Town Committee, may expel a member for good cause. Good cause shall include but not be limited to failure, upon proper proof, to support the policies and regularly nominated candidates of the Democratic Party for elected and appointed public office. Activities in behalf of a

candidate or candidates for party nomination shall not be considered as good cause for expulsion of a Town Committee Member.

Section 8: The Town Committee, at a meeting called for that purpose, may, by a majority vote of those present and voting, increase its membership, provided that all new members shall be duly elected and begin their term on the day following the day established for the holding of the primary for the election of the members of the succeeding Town Committee.

Article III - Officers

Section 1: Within one week after the day fixed for the holding of a primary election, the Members-elect of the Town Committee shall meet for organization and shall elect a Chair, Vice Chair, Secretary, and Treasurer. The Chair of the Town Committee in office immediately prior to the day of said primary shall call said organizational meeting. If such Chair fails, for any reason, to call such organizational meeting within the period prescribed, it shall be the duty of the Vice Chair serving concurrently with said Chair to do so. If, for any reason, said organizational meeting is not called in the manner prescribed, it shall be the duty of the State Central Committee Members in the district to do so. The notice of such organizational meeting called by either the Vice Chair or members of the State Central Committee shall be issued to each of the newly elected Town Committee Members within forty-eight (48) hours of the necessity of either to do so, notwithstanding any party rule concerning time and notification of meetings to Town Committee Members.

Section 2: The officers of the Town Committee will be elected from within the membership of the Town Committee. In the event that a vote is taken that shall result in a tie, such tie vote shall be dissolved by the vote of the Chair of the Town Committee, but this provision shall not affect his or her right to cast any vote as a Member of the Town Committee to which he or she is otherwise entitled.

Section 3: Officers so elected shall hold office for the term of the Town Committee electing them or until their successors have been elected.

Section 4: Each officer shall have the duties usually incident to his or her office and such other duties as the Town Committee may from time to time prescribe.

Section 5: Within one week after organization of the Town Committee, the Secretary shall file with the Secretary of the Democratic State Central Committee a list of the names and addresses of the officers and members of the Town Committee and the names of the Democratic Registrar of Voters.

Section 6: If there shall be a vacancy in any office of the Town Committee arising from any cause, the Town Committee shall fill the same by a majority vote of the Town Committee members present and voting at a meeting called for that purpose. In the event that a vote is taken that shall result in a tie, such tie vote shall be dissolved by the vote of the Chair of the Town Committee, but this provision shall not affect his or her right to cast any vote as a Member of the Town Committee to which he or she is otherwise entitled.

Article IV - Meetings

Section 1: The Town Committee shall meet at least eight (8) times a year.

Section 2: Special meetings of the Town Committee may be called by the Chair or upon written request, signed by fifty percent (50%) of the members of the committee presented to the Chair. Upon the decision of the Chair to call a special meeting or upon receipt of such written request the Chair shall instruct the Secretary to give at least five (5) days notice of the time, place and purpose of such meeting to all members of the Town Committee.

Section 3: Eight (8) members or one-third (1/3rd) of the membership of the Town Committee, whichever is the less, shall constitute a quorum.

Section 4: Robert's Rules of Order (newly revised) shall be construed as applicable, controlling and conclusive on parliamentary issues, except as herein otherwise provided.

Article V - Committees

Section 1: The Chair of the Town Committee shall appoint all members of Standing or Ad Hoc committees. The Chair shall be ex-officio member of all committees. The Chair shall be able to create additional Ad Hoc committees, provided that such Ad Hoc committees shall not usurp the duties of the Standing committees established herein. Standing committees shall consist of no less than three (3) or more than seven (7) Members of the Town Committee. Standing committees shall include:

(i) *Executive Policy Committee*: The Executive Policy Committee shall aid in clarifying the Canterbury Democratic Party's position on relevant issues, campaigns, platforms, and other matters. The officers of the Town Committee shall be members of the Executive Policy Committee.

(ii) *Ways and Means Committee*: The Ways and Means Committee shall have the responsibility for fund raising to meet Town Committee expenses. The Treasurer of the Town Committee shall chair the Ways and Means Committee.

(iii) *Nomination and Vacancy Filling Committee*: The Nomination and Vacancy Filling Committee shall recruit, screen and select from among Democratic candidates to fill vacancies in town offices, boards, commissions and the Town Committee. The Committee shall invite other Democratic members of the boards or commissions on which a vacancy exists to participate in its activities. The Committee shall present the name of each candidate selected to fill a vacancy to the Town Committee. The Town Committee may approve the selection of the Committee by a majority vote of the Town Committee Members present and voting at a meeting called for that purpose. The Chair of the Town Committee shall recommend in writing the name of the Democratic candidate selected to fill such vacancy to the appointing authority.

Article VI - Endorsement of Candidates, Nomination of Municipal Officers, and Election of Delegates

Section 1: The Town Committee at a meeting called for the purpose shall by a majority vote of those present and voting select party-endorsed candidates for delegates to conventions and all other offices.

Section 2: The party endorsement for candidates for delegates to any convention shall be by full slate composed of a number of persons equal to the number of delegates to which the Town is entitled under the state rules of the Democratic Party, and such slate shall be endorsed as a unit. The Chair of the Town Committee at his or her option shall be responsible for preparing said slate of candidates.

Section 3: Candidates for municipal office chosen as provided in Section 1 above, shall run in the primary for such office as party-endorsed candidates provided any such candidate shall be the nominee of the Democratic Party for the office for which he or she is a candidate if no valid opposing candidacy has been filed for nomination to such office by four o'clock P.M. on the thirty-fourth (34th) day preceding the day of the Democratic primary for such office.

Section 4: The slate of candidates for delegates to a convention chosen as provided in Section 1 and 2 above shall run in the primary for delegates to such convention as the party-endorsed slate, provided such slate of candidates shall be deemed elected as the delegates to such convention if no valid opposing candidacy by a complete slate of persons other than party-endorsed candidates has been filled by four o'clock P.M. on the twenty-first (21st) day preceding the day of the Democratic primary for delegates to conventions.

Section 5: If for any reason the Town Committee fails to make sufficient endorsements of candidates for municipal office or delegates to conventions, the provisions of the Connecticut General Statutes, as amended, shall govern.

Section 6: The Secretary and the Chair or presiding officer of the Town Committee caucus or convention, as the case may be, shall certify to the Town Clerk the names and street addresses of the party-endorsed candidates selected as provided in Article II, Section 1 and Article VI, Section 1 above, the title of the office or position as Committee Member or delegate for which each such person is endorsed, and the date upon which the primary is to be held.

Section 7: Each party endorsement of a candidate to run in a primary for the nomination of candidates for municipal office or for the election of delegates to conventions shall be made within the time frame established by the Connecticut General Statutes and shall be certified to the Town Clerk by the Chair and Secretary of the Town Committee not later than the forty-eighth (48th) day preceding the day of the primary.

Section 8: In the event that a vote on the selection of a party-endorsed candidate results in a tie, such tie vote shall be dissolved by the vote of the Chair of the Town Committee, but this provision shall not affect his or her right to cast any vote as a member of the Town Committee to which he or she is otherwise entitled.

Section 9: If a party-endorsed candidate for nomination to a municipal office or delegate to a convention, prior to the twenty-four (24) hours before the opening of the polls at the primary, dies, or prior to ten (10) days before the date of the primary, withdraws his or her name from nomination, or for any reason becomes disqualified to hold the office or position for which he or she is a candidate, an endorsement may be made to fill such vacancy by the Town Committee, by a majority vote of the Town Committee members present and voting, at a meeting called for that purpose. The Chair of the Town Committee may cast a vote on such endorsement to break a tie, but this provision shall not affect his or her right to cast any vote as a member of the Town Committee to which he or she is otherwise entitled. The Secretary of the Town Committee shall immediately certify the endorsement to fill such vacancy to the Democratic Registrar of Voters. No candidate shall be deemed to have withdrawn until a letter of withdrawal signed by such candidate is filed with the Town Clerk.

Section 10: The nominations of the Democratic Party to all offices and delegates to conventions shall be made in all respects as provided in the Connecticut General Statutes, as amended. Whenever a primary for nomination to a municipal office or for election of delegates to conventions is to be held under the provisions of said law, the nominee of the Democratic Party for such office and the delegates to conventions shall be determined by a plurality of votes cast.

Section 11: If a nomination has been made for a municipal office and the nominee thereafter, but prior to twenty-four (24) hours before the opening of the polls on the day of the election for which such nomination has been made, dies, withdraws his or her name, or for any reason becomes disqualified to hold the office for which he or she has been nominated, a nomination to fill such a vacancy may be made by the Town Committee, by a majority vote of the Town Committee present and voting at a meeting called for that purpose. The Chair of the Town Committee may cast a vote on such nomination to break a tie, but this provision shall not affect his or her right to cast any vote as a member of the Town Committee to which he or she is otherwise entitled. In the case of a withdrawal, said nomination shall not be valid until the candidate who has withdrawn has filed a letter of withdrawal signed by such candidate with the Secretary of State and also filed a copy with the Town Clerk. The Chair of the Town Committee shall certify the nomination to fill such vacancy to the Secretary of the State and shall file a copy with the Town Clerk. Such certification of a nomination to fill a vacancy due to death or disqualification shall include a statement setting forth the reason for such vacancy.

Section 12: Each delegate to a convention elected in conformity with law and with these rules may in writing designate an alternate delegate to act for him or her in his or her absence. In the absence of such alternate delegate, the Town Committee Chair shall fill any vacancy arising for any cause in delegations to conventions.

Article VII - Special Caucuses

Section 1: Special caucuses may be called for any lawful purpose by a majority of the Town Committee or by not less than ten percent (10%) of the registered Democratic voters in the Town. The call for any such special caucus shall be in writing. If it is called by vote of the Town Committee, it shall be signed by the Chair of the Town Committee. If it is called by not

less than ten percent (10%) of the registered Democratic voters, it shall be signed by each of the persons issuing the same.

Section 2: Notice of time, place and purpose of any such special caucus shall be given to all registered Democratic voters of the Town at least five (5) days in advance of any such special caucus by publishing such notice at least once in a newspaper of general circulation in the Town and by posting such notice on the public sign post.

Section 3: The Town Chair shall be the Chair of all special caucuses, unless he or she requests that he or she be temporarily excused to take the floor, in which event he or she may appoint a temporary chair. The Secretary of the Town Committee shall act as Secretary at all special caucuses, unless he or she requests that he or she be temporarily excused to take the floor, in which event he or she may appoint a temporary secretary.

Article VIII - Amendments

Section 1: The Town Committee may amend these rules by a majority vote of its entire membership at a regular or special meeting called that purpose. These rules may also be amended by a caucus of enrolled party members called by the Chair of the Town Committee upon the filing of a petition signed by at least five (5) percent, but not more than five hundred (500) enrolled party members with the Democratic Registrar of Voters. The Chair, or in the event of his or her failure to act, the Vice Chair, shall call such caucus to take action on said petition within twenty (20) days upon filing of said petition with the Democratic Registrar of Voters.

Article IX - Filing of Local Rules

A copy of these rules shall be filed with the Town Clerk within seven (7) days after adoption by the Democratic Party in Canterbury, and shall be deemed to cover the operations of the Democratic Party in Canterbury until such time as the party adopts a rule or amendment on the same subject matter, consistent with these rules and the Connecticut General Statutes. A copy of these rules shall be filed with the Secretary of the State and the Secretary of the State Central Committee.

Article X - Conflict with Laws

If any provision of these rules is found to be in conflict with the provisions of any law, the provisions of such law shall govern. The nominations of the Democratic Party to all public offices and the election of Town Committee Members and delegates to conventions shall be made in all respects as provided in the Connecticut General Statutes, as amended.

Conclusion

The above revised and amended Rules governing the Democratic Party of the Town of Canterbury were approved at a duly warned meeting of the Democratic Town Committee on January 16, 2006.