

**March 7, 2023  
Annual City Election**

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Date	Event	Statutory Authority	
Thursday, December 8	First day to warn first public hearing on proposed Charter Amendments if PH held Jan. 17 in 2 public places, in clerk's office, & 2 public places in each ward	17 V.S.A. 2641(a) 17 V.S.A. 2645(a)(3),(6) 17 V.S.A. 2642	Not earlier than 40 days prior to 1st Public Hearing
Thursday, December 8th	Last day to file petition for Charter Change Ballot Question signed by 5% of voters with City Clerk	Practical consideration given Charter Change Hearing Warning Requirements in 17 V.S.A. 2645(a)(2)	
Friday, December 9th	Deadline for Clerk to return defective Charter Change petitions	17 V.S.A. 2642(a)(3)(B)	within 24 hours of receipt
Monday, December 12th	Deadline for petitioners to file supplementary petitions for Charter Change Ballot Question	17 V.S.A. 2642(a)(3)(B)	within 48 hours after petition returned by clerk
Monday, December 12th	Last practical date for City Council to propose Charter Changes	Practical consideration given City Council meeting schedule & posting copy of changes requirements in 17 V.S.A. 2645(a)(2), (3)(B)	
Wednesday, December 14	First day to warn second public hearing if held on Jan. 23 for proposed Charter Amendments by posting in 2 public places, in clerk's office, & 2 public places in each ward	17 V.S.A. 2641(a) 17 V.S.A. 2645(a)(3),(6) 17 V.S.A. 2642	Not earlier than 40 days prior to 2nd Public Hearing
Sunday, December 18	Last day to warn first public hearing if held on proposed Charter Amendments if PH held Jan. 17 in 2 public places, in clerk's office, & 2 public places in each ward	17 V.S.A. 2641(a) 17 V.S.A. 2645 (a)(3),(6) 17 V.S.A. 2642	Not later than 30 days prior to 1st Public Hearing
Saturday, December 24th	Last day to warn second public hearing if held on	17 V.S.A. 2641(a)	Not later than 30 days prior to

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	Jan. 23 for proposed Charter Amendments by posting in 2 public places, in clerk's office, & 2 public places in each ward	17 V.S.A. 2645 (a)(3),(6) 17 V.S.A. 2642	to 2nd Public Hearing
Saturday, January 7th	Official copy of proposed Charter Amendments filed with the City Clerk & open for public inspection	17 V.S.A. 2645(a)(2)	at least 10 days prior to 1st Public Hearing (on 1/17)
Monday, January 9th	City Council Designation of Paper to Publish Warning in annual resolution as paper of publication	17 V.S.A. 2641(b)	Annual designation of paper of general circulation to publish in
Thursday, January 12th	Last day to publish warning of 1st and 2nd Charter Change Public Hearings, 1/17 and 1/23, in newspaper designated in annual resolution as paper of publication	17 V.S.A. 3641(b)	at least 5 days before hearing
Tuesday, January 17th	First Public Hearing on proposed Charter Amendments	City Council Schedule; 17 V.S.A.	at least 30 days prior to election (2/5)
Thursday, January 19th	Last day to file petition for non-Charter Change ballot question signed by 5% of voters with City Clerk	17 V.S.A. 2642(a)(3)(A)	not less than 47 days prior to election
Friday, January 20th	Deadline for Clerk to return defective petitions (non-chart	17 V.S.A. 2642(a)(3)(B)	within 24 hours of receipt
Saturday, January 21st	Deadline for petitioners to file supplementary petitions (nc	17 V.S.A. 2642(a)(3)(B)	within 48 hours after petition returned by clerk
Monday, January 23rd	Second Public Hearing on proposed Charter changes	City Council Schedule; 17 V.S.A.	If charter change is proposed by petition, the 2nd public hearing must be held no later than 10 days after the first public hearing
Monday, January 23rd	Last practical date for revisions to proposed Charter Amendments by City Council	Practical consideration	

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Monday, January 23rd	Last practical date for City Council to approve non-Charter ballot questions	Practical consideration	
Thursday, January 26th	First day to post warning & notice of elections in same places as public hearing warnings were posted	17 V.S.A. 2641(a)	not more than 40 days prior to election
Thursday, January 26th	Last day for BCA polling place designation	17 V.S.A. 2501(a)	at least 40 days prior to election
Thursday, January 26th	Last day for BRV to divide checklist into wards/district	17 V.S.A. 2501(a)	at least 40 days prior to election
Monday, January 30th 5:00 p.m.	Deadline for filing nominating petitions, consent forms, endorsement forms for Councilors, Ward Officers, School Board	17 V.S.A. 2681 (a)(1)(A),(a)(2)	6th Monday prior to election
Tuesday, January 31st	Non-conforming petitions returned by Clerk	17 V.S.A. 2681(e)	within 24 hrs of receipt
Wednesday, February 1st 5:00 p.m.	Deadline to submit supplemental petitions (if necessary)	17 V.S.A. 2681(e)	Wed. after filing deadline 5:00 p.m.
Wednesday, February 1st 5:00 p.m.	Deadline for withdrawing consent to be on the ballot	17 V.S.A. 2681(d)	Wed. after filing deadline 5:00 p.m.
Sunday, February 5th	Last practical day to post election Warning & Notice	17 V.S.A. 2641(a)	not less than 30 days prior to election
Sunday, February 5th	Voter Registration Checklist Posted	17 V.S.A. 2141	at least 30 days prior to election
Sunday, February 5th	Last day to post election warnings & notice & checklist	17 V.S.A. 2641(a)	not less than 30 days before election
Wednesday, February 15th	Last date to receive Local Ballots	17 V.S.A. 2681a(a)	at least 20 days prior to election
Wednesday, February 15th	Last day to post copy of revised charter changes based upon comments at Public Hearings in all places hearing	17 V.S.A. 2645(a)(4)(A)	no less than 20 days before election

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notices were posted

Wednesday, February 15th	1st Publication of Bond Vote Warning Notice in Paper	24 V.S.A. 1756	3 consecutive weeks on the same day of the week with the last publication being not last than 5 or more than 10 days before the election and in five public places 2 weeks
Sunday, February 19th	Last day to post warning of public informational meeting on any public questions in 2 public places in the City & in the clerk's office	17 V.S.A. 2680(h)(1)	at least 10 days prior to Public Informational meeting
Wednesday, February 22nd	2nd Publication of Bond Vote Warning Notice in Paper	24 V.S.A. 1756	3 consecutive weeks on the same day of the week with the last publication being not last than 5 or more than 10 days before the election
Saturday, February 25th	Last day to post sample ballots for City Election in clerk's office & 2 public places in wards	17 V.S.A. 2522(a)	at least 10 days prior to election
Saturday, February 25th	Last day to Test Ballots and Voting Machines	17 V.S.A. 2493(b)	at least 10 days prior to election
Wednesday, March 1st	3rd Publication of Bond Vote Warning Notice in Paper of General Circulation (7 Days or BFP)	24 V.S.A. 1756	3 consecutive weeks on the same day of the week with the last publication being not last than 5 or more than 10 days before the election
Wednesday, March 1st <b>5:00 p.m.</b>	Practical day to hold Public Informational Meeting on non-Charter Ballot questions	17 V.S.A. 2680(h)(2)(A)	within 10 days of election
Thursday, March 2nd	Last day to publish Warning and Notice of City Election in local paper of general circulation (7 Days or BFP)	17 V.S.A. 2641(b)	at least 5 days prior to election

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Tuesday, March 2nd	No longer required to mail out defective ballot notices	17 V.S.A. 2546(b)	Beginning 5 business days before election
Friday, March 3rd	Last day to request that an Absentee Ballot be mailed to voter	Practical Consideration	
Monday, March 6th, 2023	Last day to request and vote by absentee ballot <b>Clerk's Office to Close at 1:00pm</b> <b>Ballot Boxes to Close at 4:30pm</b>	17 V.S.A. 2531(a)(1)(A)	
<b>Tuesday, March 7th</b> <b>7:00 a.m. to 7:00 p.m.</b>	<b>Election Day - Polls Open</b>	<b>17 V.S.A. 2561, 2640</b>	
Friday, March 17th	Deadline to submit Charter Change materials to the Secretary of State's Office	17 V.S.A. 2645 (b)(2)	Within 10 days of Election