ELECTION CONTINGENCY PLAN

Location and Hours of Polls: Town of Westport polling location is at the Kennedy Administration Building Community Meeting Room, 5387 Mary Lake Road. The hours of operation for public voting are 7:00 am until 8:00 pm.

It has been reported that possibly 51% of registered voters may turn out in any given Presidential Election to cast their vote. There have been reports that there may be some terrorist acts on election day to disrupt the voting process. In the event of terrorist activity it will be the policy of the Town of Westport that the election will continue unless Federal or State officials have ordered otherwise. This continency plan allows for immediate response to this situation and enables voters to continue on with their democratic right to vote.

If for any reason the Kennedy Administration Community Meeting Room (the polling place) needs to be permanently evacuated during election day and needs to be relocated to an alternate site, the following process will be executed.

1)   The Town Clerk or Deputy will report to the polling location requiring the move. All Inspectors will assist the Clerk or Deputy in packaging up all voting equipment, unvoted ballots, challenged ballots, recreated ballots, absentee envelopes poll lists, new registration forms, and any other miscellaneous material.

2)   A notice shall be posted at the entrance of the original location designating the new polling place for voters.

3)   The ballot box will remain locked at all times.

4)   The Town Clerk or Deputy will remain in view of this Ballot Box at all times while being moved. The ballot box (which holds all voted ballots) will be taken to the **Town Hall, 5399 Mary Lake Road**. At this location, all inspectors and Town Clerk or Deputy will continue to set up the polling location as normal.

5)   All unvoted ballots will remain in the presence of the Chief Election Inspector and at least one other inspector during this change of venue.

6)   Inspectors will note this change of location on their Inspector Statement.