



Agenda Item Summary Report

Meeting Date:
September 8, 2025

Submitted by:
Regine Watson, Town Clerk/ Asst. Town
Administrator

Item Title: Election Update – 2025 Election Update

2025 Election Update Report

Work Session Item [X]
Council Meeting Item [X]

Documentation Attached:

Recommended Action:

INFORMATION ONLY – This report is provided to inform the Council of operational updates for the 2025 Election. No action is required at this time.

Election Update Report

We are actively progressing through the 2025 Town Election cycle, and I am pleased to provide the following updates regarding our status and preparedness:

There are currently five (5) candidates certified and qualified to appear on the ballot for the 2025 election. I want to express my appreciation to both the Board of Supervisors of Elections (BOSOE) and the Ethics Commission for their thorough and timely review of all candidate submissions. All candidate certificates have now been reviewed and approved in accordance with Town Charter.

Ballot Drop Boxes

In line with our expanded voter access initiatives and the Policy Manual updates, two new secure ballot drop boxes have been installed:

- One in front of the Community Center
- One in front of Town Hall

These boxes give voters a safe, accessible, and convenient option to return their ballots. In addition to these drop-off locations, voters may continue to return their ballots via mail using pre-addressed, postage-paid envelopes.

Absentee Ballot Distribution

We have contracted with Fort Orange Press to print and distribute absentee ballots to qualified voters. The ballot design and Ballot Style Report are in the process, and Fort Orange Press has begun preparations for mailing. We are closely monitoring this process to ensure timely delivery and compliance with all legal and procedural requirements.

Training and Election Preparation

A training session for members of the BOSOE is scheduled for the morning of October 1st. This session will cover:

- Proper use of voting equipment
- Election Day duties and procedures

Voter Outreach & Engagement

Ray has done a great job posting on the Town website, in public buildings, and shared via official communication channels and social media platforms all information on the Town Election.

I am pleased to report that all election-related tasks and milestones remain on schedule. We are operating within the established election calendar and anticipate a smooth and successful election process on October 6, 2025.

The Town Clerk is available to provide additional information or answer any questions from Council.

Budgeted Item: Yes [] No [X] Budgeted Amount: One-Time Cost: Yes Ongoing Cost: Council Priority: Yes [] No []	Continued Date:
	Approved Date: