



The City of
WORCESTER

City Clerk Department

Nikolin Vangjeli, City Clerk
Stephen A.J. Pottle, Deputy City Clerk
Clare M. Robbins, Assistant City Clerk
Luis A. Castillo, Assistant City Clerk

Requirements to Hold Local Office

★You must be a registered voter in Worcester.

★**Councilor At-Large:** Any voter is eligible to hold the office of councilor at-large, if the voter shall have resided in the city for a period of at least one year.

★**District Councilor:** A district councilor at the time of their election shall be a voter of the district from which they are elected and shall have resided therein for a period of at least one year.

★**School Committee:** Any voter is eligible to hold the office of school committee member, provided, however, that they have resided within the city for one year immediately prior to the election.

★**District School Committee:** A district school committee member at the time of their election shall be a voter of the district from which they are elected and shall have resided therein for a period of at least one year.

★Request nomination papers from the Board of Election Commissioners, Room 208, City Hall.

Nomination Papers

Signature Requirements:

District Councilor: 100

District School Committee: 100

Councilor At-Large or School Committee: 300

Before circulating nomination papers for signatures, fill in all required information on the front and back of the nomination papers: The name of the candidate, residential address, candidate signature, justice of the peace or notary public signature.

Signatures on Nomination Papers

Procedures: To be certified, all signatures on nomination papers must be legible and signed in person, with the address at which the voters are registered. Voters must use street addresses, and not mailing addresses such as PO Box numbers.

Room 206, City Hall ■ 455 Main Street ■ Worcester, Massachusetts 01608-1889

Telephone (508) 799-1134 ■ Fax (508) 799-1194

E-Mail: clerk@worcesterma.gov

District Boundaries: Signatures that are not in the correct City Council or School Committee District cannot be counted.

How Voter's Name Should Be Written: The law allows a voter to insert or omit a middle name or initial. Do not use nicknames or initials in place of given names. Do not use titles in place of a given name. To avoid legal objections, it is wise to consult a voting list, if available, and sign as registered. The law directs local election officials to certify the signature if they can reasonably determine the identity of the voter from the form of the signature. Voter info is searchable @ www.worcesterma.gov, then “Where do I vote?”

Collect Extra Signatures: Candidates are encouraged to collect at least 20% more signatures than required because some may be disallowed either in the certification process or through challenges.

Campaign Finance Activity

Chapter 55 of the Massachusetts General Laws covers all aspects of campaign finance law for state and local elections. The Office of Campaign and Political Finance has prepared comprehensive guides on campaign finance activities as they relate to local candidates, political action committees (PAC's), ballot questions committees, and public employees. For more information, contact Worcester Elections at (508) 799-1134 or OCPF at (617) 979-8300. You can also visit the OCPF website at <http://www.ocpf.us/>.

Reporting Contributions and Expenditures: The Office of Campaign and Political Finance is responsible for receiving and maintaining records for Depository Candidates and Committees (Mayor and City Council). The Worcester Election Office is responsible for receiving and maintaining records for School Committee Candidates.

Keep Complete Records: All candidates and political committees must record money or other things of value received from all sources, and all expenditures and disbursements must be reported and detailed records kept. Laws relating to campaign contributions and expenses are quite detailed and explicit and must be followed carefully.

2023 Municipal Election Calendar

- Tuesday, April 4th, 8:45 am** **First day & hour to access nomination papers @ the offices of the Board of Election Commissioners, Room 208, City Hall.**
- Tuesday, May 30th, 5:00 pm** **Last day & hour for submitting nomination papers to the Board of Election Commissioners for certification of signatures.**
- Thursday, June 8th, 5:00 pm** **Last day & hour to file a withdrawal or objections to nomination of candidates with the Board of Election Commissioners.**
- Saturday, August 26th** **Last day & hour to register to vote in the Preliminary Election. Office Hours 8 AM – 5 PM**
- Tuesday, Sept. 5th** **Preliminary Election, Polls are open 7:00 am to 8:00 pm. (if necessary, Worcester Charter Section 7-4f)**
- Tuesday, Sept. 12th** **Last day & hour to decline nomination for election to Mayor, Council, or School Committee and for submitting non-binding public opinion advisory questions for certification of signatures.**
- Saturday, October 28th** **Last day & hour to register to vote in the Municipal Election. Office Hours 8 AM – 5 PM**
- Tuesday, Nov. 7th** **Municipal Election, Polls are open 7:00 am to 8:00 pm.**

Office Hours

**Monday 8:45 AM - 5:00 PM,
Tuesday - Friday 8:45 AM - 4:15 PM**

Additional Information

Niko Vangjeli, City Clerk
Phone: 508-799-1134
Email: elections@worcesterma.gov

Election Definitions and Helpful Election Information:

- **Board of Election Commissioners:** The City of Worcester Board of Election Commissioners consists of 2 Democrat members and 2 Republican members and 1 Unenrolled member.
- **City Clerk:** The City Clerk provides operational and administrative support to the Board of Election Commissioners and is the City's primary election and voter registration official.
- **Preliminary Election:** This Municipal Preliminary election is held for the purpose of narrowing down the number of candidates whose names shall appear on the official ballot at a municipal election.
- **Municipal Election:** The regular biennial election held for electing officers of the city which generally follows the Preliminary Municipal Election.
- **Wards:** A combination of precincts.
- **Precincts:** Small voting districts that make up a Ward.
- **Districts:** Combination of Wards & Precincts.

2023 Municipal Election Overview

- **Step 1:** Pick Up nomination papers from the Board of Election Commissioners Room 208.
- **Step 2:** Qualify through the signature submission process by collecting the necessary number of certified signatures.
- **Step 3:** Ballot positions – Ballot drawing for the September preliminary.
- **Step 4:** Municipal Preliminary Election.
- **Step 5:** Ballot positions – Ballot drawing for the Municipal Election.
- **Step 6:** Municipal Election.

Ballot Positioning:

The objective of the Ballot Position Drawing is to arbitrarily determine the order in which candidate's names will appear on the ballot. There is a Ballot Position Drawing for the Preliminary Municipal Election, and a second Ballot Position Drawing is held after the Preliminary Municipal Election for the Municipal Election. The Board of Election Commissioners will determine a date and location to host the drawing following the deadline for withdrawals and objections.

The process:

- The ballot position drawing will be conducted by the board of Election Commissioners and will begin with candidates for both district and at large seats, which will take place simultaneously.
- Every Candidate will have the opportunity to be present at the drawing or to send a representative on their behalf.
- Each candidate's information will be placed on to a card and announced in alphabetical order before being placed into a receptacle.
- Candidate information will include the office for which they are seeking (Name, city council or school committee district they reside in, and any statements, if any listed on the nomination paper).
- The information appearing on the card will be displayed on the ballot in the order drawn. The ballot position drawing is a public forum and is broadcast live on the City of Worcester Government Channel.

Election Day

- The polls are open from 7 A.M. to 8 P.M. Campaigning and electioneering are not allowed within 150 feet of the polling place during voting hours.
- Prohibited electioneering includes but is not limited to circulating any petition, soliciting votes, and displaying campaign signs. Candidates are prohibited from entering any polling location that is not the assigned polling location to vote.
- Election Night: After 8 p.m., candidates, members of the media, and public are invited to observe the vote tabulation from the "Public Viewing Area" in City Hall Room 208 Election Department. Results also live streamed on the city website and the local government channel.

2020 Redistricting

2020 REDISTRICTING OF THE 5 CITY COUNCIL DISTRICTS

Every 10 years, the 5 City Council District lines are redrawn by the Worcester Board of Election Commissioners. This process happens after each federal census to make sure that each City Council district is made up of approximately the same number of people. Candidates will likely see new streets and neighborhoods added to the districts in the 2023 Election. The current District City Council will represent the old lines until a new Council is sworn-in in January 2024. For more information visit www.worcesterma.gov/elections.

ELECTING DISTRICT SCHOOL COMMITTEE MEMBERS

On September 1, 2022, Chapter 208 of the Acts of 2022 was signed into law that changed the Worcester City Charter starting with the 2023 Election. The School Committee will have **SIX** district seats and **TWO** at-large seats. The **SIX** districts are labelled as A, B, C, D, E, and F, which differentiates them from the numbered 5 City Council districts. For more information visit www.worcesterma.gov/elections.