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EASTON REPUBLICAN TOWN COMMITTEE 2016

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# THE COMMITMENT OF REPUBLICAN LEADERSHIP

Preserve Easton's Natural Beauty and Rural Character

**Provide a First-Class Education for our Children**

Provide Programs to Benefit our Senior Citizens

**Exercise Fiscal Responsibility in All Town Affairs**

Maintain Local Control

**Encourage and Support Volunteerism**

Demand Accountability, Responsibility and Integrity on all boards and commissions

**Support a safe, diverse, and inclusive community**

Maintain the high Quality of Town Recreational Facilities

**Respect and Support the people who keep us safe: Police, Fire and EMS**

## Easton's Natural Beauty:

- . Balance the needs of the town and the desire to preserve open space.
- . Support effective and fair zoning regulations.

## Education:

- . Support small class size.
- . Maintain rigorous academic standards.
- . Support the safety and well-being of our children and staff.

## Senior Citizens:

- . Maintain senior tax relief program.
- . Support our Senior Center and the Municipal Agent for the Aging.

## Fiscal Responsibility:

- Respect taxpayers' ability to fund expenditures.
- Maintain the town credit rating and only borrow when necessary.

## Local Control:

- . Encourage and support participation in our Town Meeting form of government.
- . Fight to maintain local control; including in zoning and our schools.

BYLAWS FOR THE REPUBLICAN PARTY OF THE TOWN OF EASTON, CONNECTICUT

ARTICLE I — PURPOSE

The purposes and functions of the Republican Town Committee are:

- A. To elect Republicans to local, state and national government offices;
- B. To conduct Party caucuses;
- C. To organize and conduct general election campaigns;
- D. To analyze and support (or oppose) State legislation that affects Easton and its citizens;
- E. To sponsor and encourage community-oriented Party activities;
- F. To generate and administer Party funds in the Town;
- G. To work throughout the year to develop an informed Republican electorate;
- H. To study and recommend improvements in the form and operation of Town government;
- I. To aid and sponsor local Republican organizations and clubs;
- J. To keep the total electorate of Easton informed about Republican principles, platforms, and candidates;
- K. To formulate the policies of the Republican Party in Easton taking into consideration the viewpoints, concerns, and wishes of the entire Republican electorate in Easton and to encourage and activate communication with all the electorate;
- L. To conduct all Party election campaigns,
- M. To oversee and coordinate the election activities of all the auxiliary Republican organizations in Easton.

ARTICLE II - TOWN COMMITTEE

SECTION 1 - COMPOSITION - The Republican Town Committee shall consist of thirty (30) members who shall be elected from the Town's registered Republicans. (The change to thirty members will take place at the 2018 party caucus.) In addition, there shall be up to ten (10) non-voting Associate Members to be elected by a majority of the Town Committee. Any Republican member of the Board of Selectmen, if not already a member of the Town Committee, shall be a non-voting, ex officio member..

SECTION 2 - QUALIFICATIONS - To be a candidate for the Republican Town Committee or to serve on the Committee, a person must be enrolled as a Republican elector of the Town of Easton and must remain so during the entire term of office. Page | 5

SECTION 3 - TERM - All duly elected Committee members shall serve for two (2) years or until successors have been chosen, but not more than twenty-six months. The terms shall begin as specified by the Republican State Central Committee. If the local rules are amended to increase town committee membership, the amendment shall specify the day on which the terms of the additional positions created shall begin and specify how the newly created positions shall be filled. The terms of all members shall end on the same day.

SECTION 4 - ELECTION OF COMMITTEE MEMBERS - The Town Committee members shall be selected in accordance with the following rules and procedures:

A. The Town Committee Chairman shall be empowered to call a Caucus of the Republican electorate of Easton.

B. In even numbered years, Party endorsed candidates shall be selected by the enrolled members of the Republican Party in the Town of Easton in caucus. At the Caucus the nominating committee shall propose a slate of candidates. If any candidate shall not receive a majority of votes for election, the nominating committee may provide alternate candidates. Nominations may also be received from the floor, and selection shall be by secret ballot until such time as all positions are filled

C. A list of candidates endorsed by Caucus shall be certified to the Town Clerk of the Town of Easton and the State Party Chair by the Chairman or presiding officer and the Secretary of the Caucus.

D. All procedures for the Caucus and elections shall be in accordance with the provisions of the Connecticut General Statutes and the term periods provided therein.

SECTION 5 - OBLIGATIONS OF THE TOWN COMMITTEE MEMBERS AND ASSOCIATE MEMBERS - A Town Committee Member or Associate Member is free to support the candidate of his choice at a Caucus, or a primary, but once the final nomination has been made by the Caucus, or a primary, he or she shall support the nominee or elected official to the best of his or her ability. If whole-hearted support cannot be given to a candidate, he or she shall remain silent and do nothing to detract from the candidate. Should he or she, in all good conscience, favor an opposition or "independent" candidate, or violate any part of these By-Laws, he or she should resign from the Town Committee, since he or she no longer represents those who elected him or her.

Town Committee Members and Associate Members shall use their best efforts to support the Town Committee, to the best of their ability, both financially through donations and actively participating on at least one sub-committee, as defined in these By-Laws.

Members and Associate Members shall also do their best to adhere to the Membership Commitment Guidelines which have been made a part of these Bylaws.

SECTION 6 - CONDUCT AND PARTICIPATION - Town Committee members and Associate Members shall conduct themselves at all times with courtesy, decorum, professionalism and respect for views of others. Town Committee Members shall also familiarize themselves with the membership standards for Town Committee Members and use their best efforts to meet such standards. Membership standards

shall be included in the membership packet. A committee may be formed to review and make recommendations for the standards at least annually. The report of the committee on the standards shall be reviewed and the standards may be amended as necessary by majority vote of the Town Committee at least annually.

SECTION 7 - VACANCIES - Vacancies in the Town Committee membership, Town Committee sub-committees, or elected officials of the Committee during the interim between caucuses and/or elections shall be filled by a majority vote of the remaining members of the Committee. Any resignation by a committee member shall be submitted to the Chairman in writing. If a resigning member fails to submit said written resignation, the Chairman may confirm such resignation by sending a letter or email of resignation acceptance to the resigned Town Committee Member. The name of the recommended replacement candidate shall be presented at the Town Committee meeting at least one month prior to the meeting in which the Town Committee votes to fill the vacancy. If the recommended candidate has been an Associate Member for at least three (3) months, or is currently a member of an Easton Board or Commission and has served for a period of at least two years, the Town Committee may waive the one month waiting period. The Committee Secretary shall advise the Secretary of the Republican State Central Committee, the State Central Committee Person and the Town Clerk of Easton of the name and address of the person chosen to fill the vacancy for the balance of the unexpired term.

In the case of a candidate withdrawal from an endorsed slate of candidates in a municipal election said vacancy shall be filled by the Nominating Committee who shall, in this case, act as a Vacancy Committee.

#### SECTION 8 - MEETINGS –

A. Regular meetings of the Town Committee shall be held at least six (6) times a year. Special meetings may be called at any time by the Chairman or Vice-Chairman, at their discretion, or shall be called by the Chairman or Vice-Chairman within ten (10) days after receipt of a written request signed by at least a quorum of Committee Members stating the purpose of the meeting.

B. The Chairman shall instruct the Secretary to give five (5) days written notice of the time and place of all regular meetings to Committee members and to the State Central Committee person representing Easton. In the event of Special Meetings, notices must state the purpose of the meetings and must be given to Committee members and to the State Central Committee person representing Easton as soon as practicable.

C. In an emergency, such as the need to make an appointment before a special meeting can be convened, and with the consent of a majority of the executive committee, which may be obtained by a phone or email poll, a meeting may be held by telephone or internet conference call. Notice of such a meeting shall be given to all members at least 48 hours in advance unless there is no time to give 48 hours' notice in which case a meeting may be held by telephone or internet conference call, provided that the nature of the emergency and reason for the inability to give 48 hours' notice is given to all Members as soon as possible after said Special Meeting takes place. Any action taken at a meeting held by telephone or internet conference call must be by a quorum with the requisite vote and with the vote

being taken by roll call. Any vote so taken may be reconsidered by the Town Committee at a subsequent regular or special meeting.

D. A quorum shall be necessary for the transaction of all business and shall consist of at least fifty percent (50%) plus one of the voting Members of the Town Committee, not counting any vacant positions.

E. All registered Republicans in the Town of Easton are welcome to attend Town Committee meetings unless the Town Committee by a majority vote of those Members present shall elect to go into executive session. Associate Members may attend executive sessions.

F. At the discretion of the Chairman, an opportunity for comment by registered Republicans who are not members of the Town Committee shall be provided near the beginning and near the end of each meeting. Registered Republicans who are not Members of the Town Committee may each comment on specific items for three minutes or as extended at the discretion of the Chairman.

G. Robert's Rules of Order shall govern the conduct of meetings, committees, caucuses, and all other business conducted by the Town Committee, except as otherwise provided by these By Laws.

SECTION 9 - ATTENDANCE - Town Committee Members and Associate Members are expected to attend all regularly scheduled meetings during their term of office. Failure of a member to regularly attend meetings may jeopardize his/her endorsement for membership for the next succeeding term or nomination to a full voting membership of the Town Committee.

#### SECTION 10 - OFFICERS -

A. Officers of the Town Committee shall be chosen from the voting membership of the current Town Committee and shall consist of a Chairman, a Vice Chairman, a Treasurer, a Secretary, and other officers as may be established by the Committee. All officers shall be elected by Members at a meeting of the Town Committee within three (3) weeks after the new Town Committee begins its term.

B. Meetings for the election of officers shall be at the call of the previous Committee Chairman or, in the event of the Chairman's failure to act, at the call of the previous Vice Chairman, or in the event of the Vice Chairman's failure to act, at the call of a member of the State Central Committee representing Easton.

C. The term of all officers shall be for two years or until the successors have been duly qualified and elected.

SECTION 11 – RECOGNITION – The Town Committee may recognize a former Town Committee Member who has left the Town Committee in good standing and has made significant contribution to the Town of Easton and the Town Committee by bestowing emeritus status upon them. Page | 8

ARTICLE III — DUTIES OF OFFICERS

A. TOWN COMMITTEE CHAIRMAN:

1. Plan and conduct Town Committee meetings.
2. Serves as executive of the Town Committee.
3. Establish working committees as provided in Article VI.

B. VICE CHAIRMAN:

1. Attend Town Committee meetings; serve as Chairman in the absence of the duly elected Chairman.
2. Upon the occurrence of a vacancy in the office of Town Chairman, the Vice Chairman shall be responsible for determining the time, date, and place of a meeting to select a new Chairman, which meeting shall be within 15 to 30 days of vacancy. If the Vice Chairman does not act within fifteen (15) days of the vacancy, the State Central Committee person shall be so responsible.

C. TREASURER:

1. Give a financial report at each Town Committee meeting.
2. Comply with all election finance laws.
3. Instruct and assist various campaign treasurers to be in compliance with election laws.
4. Ensure that financial records are audited no less than 60 days before the election of a new committee, or as needed. The auditor shall be appointed by the Town Committee Chairman.

D. SECRETARY:

1. Notify Town Chairman, Town Committee members, and State Central Committee representative of the time, date and place of each forthcoming Town Committee meeting.
2. Include the Minutes of the previous meeting with all notices.
3. Keep a permanent record of Minutes of each meeting.
4. Comply with all notification requirements established by the State Central Committee.
5. Promptly notify appropriate Town bodies of actions taken by the Town Committee.

ARTICLE IV – REMOVAL OF OFFICERS

- A. Any Town Committee Officer, may be removed by the affirmative vote of sixty percent (60%) of the voting membership, not counting vacancies of the Town Committee, at a meeting called for that Page |

purpose by at least one-third (1/3) of the members of the Committee, or at a regular meeting with the agenda distributed at least five days prior to the meeting.

B. Not less than a five (5) days written or email notification shall be given to Members of any meeting called for the purpose of removal from office. Removal of an Officer shall only be for cause and the Officer shall have an opportunity to refute the charge.

#### ARTICLE V – NOTICE AFTER ORGANIZATION

The Secretary shall, within one (1) week after organization of the Town Committee, file with the Secretary of the State Central Committee the names and addresses of the Officers and Members of the Town Committee and name and address of the Republican Registrar of Voters. The Secretary and any additional officer as required shall be authorized to sign any necessary documents including bank accounts.

#### ARTICLE VI – COMMITTEES

SECTION 1 - APPOINTMENT OF COMMITTEES - The Chairman of the Town Committee with the advice and consent of the Town Committee may, within one month of his/her election, establish standing committees, including, but not limited to, the following:

A. Executive Committee: Shall consist of the four (4) elected officers of the Town Committee and such other at-large members as designated by the Town Chairman. There shall be four (4) at-large members serving on the Executive Committee.

B. Finance: Shall raise funds for elections and ongoing Town Committee business purposes.

C. Voter Outreach: Shall establish and implement methods to encourage citizens to register as Republican; coordinate voting by absentee ballots; maintain the voter database; and set up and promote public informational sessions

D. Publicity and Public Affairs: Shall handle preparation and release of official Town Committee publicity; shall assist candidates in preparation of publicity materials; shall coordinate candidate campaign releases to the media.

E. Campaign: Shall coordinate the tactical aspects of the campaign, arrange schedules, oversee the district organizations, promote voter turnout, manage the campaign literature and associated mailings.

SECTION 2 - APPOINTMENT OF COMMITTEE CHAIRMEN - The Chairman of the Town Committee shall name the Chairman of each standing committee and may require a report on the activities of each committee from each Chairman, at regular Town Committee meetings. The Chairman and Vice Chairman of the Town Committee shall serve as ex-officio members of all committees listed in Section 1, or otherwise created by the Chairman pursuant to this section, if they are not appointed to said committees, without a vote. If the regular members in attendance do not constitute a quorum at such meetings, the ex-officio members present will become voting members and considered as part of the

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quorum. In no case shall any member or elevated ex-officio member cast more than one vote on any motion or question.

#### ARTICLE VII – NOMINATING COMMITTEE

SECTION 1 - DUTIES. The Nominating Committee shall identify, contact, interview and recommend to the Town Committee potential candidates for Town Committee membership, and for elective and/or appointive offices in the Town of Easton.

SECTION 2 - MEMBERSHIP. The Nominating Committee shall consist of seven Town Committee members elected by the Town Committee. Each member shall be elected for a three-year term. No member can serve more than two consecutive three year terms. The term of each member will end on the 31st day of October in that respective year with the new term of the carry over member or new member beginning on November 15. In order to be eligible to serve on the Nominating Committee an individual must have a minimum of 12 months active participation as a regular member of the Town Committee or have been a member of a board or commission of the town or on the region nine board within the three years preceding election to the nominating committee.

SECTION 3 - MID-TERM VACANCIES - In case a member of the Nominating Committee becomes the Chair of the entire Town Committee, he/she shall resign from the Nominating Committee within 30 days of election. A vacancy shall be filled by the Town Committee at the Town Committee's next regularly scheduled meeting following the announcement of the vacancy but no later than 60 days after such announcement. The newly elected member shall serve the remainder of the unexpired term and will be eligible to serve two full terms thereafter.

SECTION 4 - ATTENDANCE. Members of the Nominating Committee are required to attend regular monthly meetings scheduled by the Chairman of the committee. Any member who is absent at three consecutive regularly scheduled meetings or misses five regularly scheduled meetings in the previous twelve months will be automatically subject to a recall motion before the Town Committee.

SECTION 5 – CONDUCT. All communications among the members are confidential and breaking the confidentiality is ground for a recall motion before the Town Committee.

SECTION 6 – EX OFFICIO. The Chairman and Vice Chairman shall both be ex officio members of the Nominating Committee with no vote, unless elected as members in accordance with SECTION 2. Ex officio members will be voting members at a duly called meeting when there would otherwise not be a quorum.

SECTION 7– Quorum. A quorum of the Nominating Committee shall be four.

#### ARTICLE VIII - PARTY ENDORSED CANDIDATES

SECTION 1 - SELECTION OF PARTY ENDORSED CANDIDATES - The method of choosing party endorsed candidates for elective office shall be by action of the Town Committee. Names of candidates Page | 11

recommended by the Town Committee shall be submitted to a party caucus for acceptance or rejection. The Caucus may change the party endorsed candidates by majority vote.

SECTION 2 - VACANCIES - When a Republican vacancy occurs in a government office, i.e. a town board or a commission, the Town Committee, with its Nominating Committee, shall seek and encourage suitable candidates for the open position. Candidates who are endorsed by the majority of the Town Committee will be recommended to the appropriate appointing authority.

#### ARTICLE IX - AMENDMENTS

SECTION 1 - ADOPTION - The Bylaws of the Easton Republican Town Committee shall be amended in accordance with Article II, Sec. 14, of the 1980 Convention and Committee Rules of the Republican Party of the State of Connecticut, as amended. The amended Rules shall not become effective until sixty (60) days after the filing of the same with the Secretary of State.

SECTION 2 - AMENDMENT - Amendments to the Bylaws shall be adopted by a Town Committee meeting in accordance with procedures already set forth in Article IX, Sec. 1. An amendment shall be introduced and read at one meeting and voted upon at the next one. Page | 12

Membership Commitment Guidelines The Easton Republican Town Committee works as a team to elect Republican candidates to office on the local, state and national levels. In order for the ERTC to be successful, each member of the team needs to commit his/her time, talents and resources to achieve this goal. The framework set forth in this document enables the ERTC to serve Easton residents in a positive and productive manner by working together as committed Republicans.

Membership Categories

Full Member	Associate Member	Emeritus Member
Could be brand new to the ERTC, but most likely will have been an Associate Member first.	Could be brand new to the ERTC, but might be a Full Member who is unable to meet the obligation of Full Membership for personal/professional reasons or when serving on a town board or commission. Must have been a Full Member of the ERTC for a minimum of 15 years with a record of distinguished service.	Attendance Recommended minimum 70%. Recommended minimum 50%. Emeritus Members are always welcome at ERTC meetings.
Meeting Privileges	Voting member. Attend regular meetings. Attend executive sessions.	Non-voting member. Attend regular meetings. Attend executive sessions.
Non-Voting member. Attend regular meetings. Does not attend executive sessions.	District Work	Be a district leader. Attend phone banks. Assume responsibility for district phone calls. When needed, assist one or two district leaders with phone calls at the discretion of the ERTC Chair. Optional but always appreciated.
Committees	Make a significant contribution on at least one major committee. Serve on at least one committee and/or take responsibility for one significant activity each year. Act in an advisory capacity to committees. Full participation is always welcome.	Chairmanships and Offices
After a maximum of 4 years as a Full Member, consider committee chairmanships or ERTC officer positions. Associate Members are encouraged to assume roles on committees, including chairmanships. Act in an advisory capacity to committee chairs.	Special Events	(kick-off dinner, cocktail party, Attendance is expected. Attendance is a high priority. The pleasure of your company is always requested.
Monetary Donations	The ERTC recognizes that fund raising is a critical component of a successful campaign. Our goal is to be able to report to our constituents that 100% of ERTC members have given financial support during any calendar year. All members are requested to give as generously as possible.	Notes
Associate Members striving for Full Member status should aim to meet Full Member obligations.		