



7 Firehouse Road
Post Office Box 100
Taos Ski Valley
New Mexico 87525

(575) 776-8220
(575) 776-1145 Fax

E-mail: vtsv@vtsv.org
Website:
www.vtsv.org

MAYOR:
Neal King

COUNCIL:
Kathleen V. Bennett
J. Christopher Stagg
Barbara L. Wiard
Thomas P. Wittman

**VILLAGE
ADMINISTRATOR:**
Mark G. Fratrack.

CLERK:
Ann M. Wooldridge

**FINANCE
DIRECTOR:**
Nancy Grabowski

TO: Village of Taos Ski Valley
Election Candidates

FROM: Ann M. Wooldridge

SUBJECT: Important Information

DATE: December 16, 2015

We would like to thank you for your interest in candidacy for the Village of Taos Ski Valley Councilor positions. The following information should help you with the election process. We look forward to the election in March and if you have any questions, please do not hesitate to contact me at 575-776-8220 extension 3#.

Candidacy Filing Date

Declarations of Candidacy shall be filed with the Village of Taos Ski Valley (VTSV) Clerk on Tuesday, January 5, 2016 between the hours of 8:00 a.m. and 5:00 p.m. at the Village Clerk's office, 7 Firehouse Road, Taos Ski Valley, New Mexico.

The following documents are required by law for certification as a candidate:

1. A Declaration of Candidacy (form provided in this packet)
Please note: the name and resident street address (not Post Office Box) on the Declaration of Candidacy form must match the affidavit name and resident street address of voter registration described in next section.
2. A certified copy of the candidate's current affidavit of voter registration on file with the County Clerk which has been certified by that office on a date no earlier than December 8, 2015. The candidate must go to the County Clerk's office to pick up an affidavit. The County Clerk's office is located at 105 Albright Street, Suite D, Taos, 737-6380.

If you cannot appear in person on January 5, 2016 to declare candidacy, you may fill out an Affidavit Authorizing Filing of Declaration of Candidacy (form provided in this packet), which assigns a person to declare your candidacy.

Please note that there are two Notaries Public in the Village of Taos Ski Valley (VTSV) office if you need their services.

ELECTION CALENDAR

Precinct Workers and Translators - VTSV Council Meeting. Village Council to vote on Precinct Workers and Translators at Village Council Meeting, Tuesday, January 12, 2016, 2:00 p.m.

Candidacy Filing Date - VTSV Office
Tuesday, January 5, 2016 between 8:00 a.m. and 5:00 p.m.

Village Clerk Certifies the Declarations of Candidacy - VTSV Office, Wednesday, January 6, 2016 by 5:00 p.m.

Candidates' Drawing for ballot position - VTSV Office
Thursday, January 7, 2016 at 5:01 p.m.

Last Day To Withdraw Candidacy - VTSV Office
Tuesday, January 12, 2016, by 5:00 p.m.

Write-in Candidate Filing Day - VTSV Office
Tuesday, January 12, 2016, between 8:00 a.m. and 5:00 p.m.

Village Clerk Certifies the Declarations of Write-in Candidacy - VTSV Office, Wednesday, January 13, 2016 by 5:00 p.m.

Last Day To Withdraw Write-in Candidacy - VTSV Office
Tuesday, January 26, 2016, by 5:00 p.m.

Absentee Ballots Cast - VTSV Office
First day Absentee ballots may be issued/mailed to voters, whose applications have been accepted and approved, January 26, 2016 (through February 26, 2016.)

Voter Registration (LAST Day to register for this election)
- County Clerk's Office Tuesday, February 2, 2016.
Registration Closes at 5:00pm

Early Voting – early voting on paper ballots will be conducted in the office of the VTSV Clerk Wednesday, February 10, 2016 through Friday, February 26, 2016.

Voter Registration List Available - VTSV Office

Voter registration list available through VTSV Clerk, February 10, 2016.

Last day to request Absentee Ballot Application. - VTSV Office, Friday, February 26, 2016, 5:00 p.m.

Election Day - Voting takes place at the Inn at Taos Valley Club Room, Tuesday, March 1, 2016, 7:00 a.m. - 7:00 p.m.

Election Results - Tallied at the Inn at Taos Valley Club Room, posted outside the door and also at the VTSV Office.

Election judge proclaims and posts unofficial results of total votes cast for each candidate. Time will be determined by length of time it takes precinct board to tally ballots.

Canvass of Election - VTSV Office

By noon on Friday, March 4, 2016.

Certificate of Election prepared by Village Clerk for each elected candidate. Must be done by Monday, March 7, 2016 at 5:00 p.m. at the VTSV Office.

Oath of Office - Each elected candidate shall personally appear to sign a written statement acknowledging receipt of the certificate and that she or he is legally qualified to hold office. After canvass and preparation of the certificates of elections and not later than 7:00 p.m. on Monday, March 7, 2016.

Village Council Meeting - Between Monday, March 7, 2016 and Tuesday, March 22, 2016 the governing body must hold an organizational meeting. This may be a regular or special meeting.

Candidates Drawing for ballot position

At 5:01 p.m. on Thursday, January 7, 2016 the VTSV Clerk, in the presence of the certified candidates (or authorized representatives) who desire to be present, administers an impartial and fair drawing by lot to determine the order the candidates' names will appear on the ballot. The VTSV Clerk draws for any candidate or his/her representative who is not present.

If you cannot appear in person for the drawing of the order of candidates and you want someone to attend for you, you may fill out an Affidavit Authorizing Filing of Declaration of Candidacy (form provided in this packet), which assigns a person to represent you at the drawing.

Withdraw Candidacy

Any candidate for municipal office may withdraw his/her candidacy by filing an affidavit in the Village Clerk's office, 7 Firehouse Road, on a form included in this packet. The Village Clerk shall not place on the ballot the name of any person who has filed such an affidavit by Tuesday, January 12, 2016, 5:00 p.m.

Please note that there are two Notaries Public in the Village office if you need their services.

Precinct Workers and Translators

Village Council to vote on Precinct Workers and Translators at Village Council Meeting, Tuesday, January 12, 2016, 2:00 p.m.

March 1, 2016 - ELECTION DAY: Precinct workers will be required to arrive at the Inn at Taos Valley by 6:50 a.m. and stay until the election results are tallied (approximately 7:30 p.m.).

Each precinct worker will be compensated for their services at a rate of \$100.00 for election day and will be paid no later than thirty days after the election.

Please note: NMSA 1-2-7

Precinct Board; qualification of members.

A. In order to qualify as a member of the precinct board, a person shall:

- (1) be a resident of the representative district and county in which the precinct where she/he is a voter is located;
- (2) be able to read and write;
- (3) have the necessary capacity to carry out his functions with acceptable skill and dispatch; and
- (4) execute the precinct board member's oath of office.

B. Before serving as a presiding judge of a precinct board, a person shall receive training in the duties of that position and be certified for the position by the county clerk.

C. No person shall be qualified for appointment or service on a precinct board:

- (1) who is a candidate for any municipal, federal, state, district or county office;

- (2) who is a spouse, parent, child, brother or sister of any candidate to be voted for at the election;
or
- (3) who is a sheriff, deputy sheriff, marshal, deputy marshal, state or municipal policeman.

Absentee and Early Voting

The Village Clerk shall furnish an absentee ballot application. An application for an absentee ballot may be obtained by the voter from the Village Clerk in person, by telephone or by mail, and any voter may request an application for an absentee ballot for an immediate family member (“immediate family member” means spouse, children, parents, brothers and sisters.)

Requests for absentee ballot applications will begin on Tuesday, January 26, 2016. All applications for an absentee ballot must be completed and accepted by the Village Clerk prior to Friday, February 26, 2016, 5:00 p.m. After 5:00 p.m. on Friday, February 26, 2016, all unused absentee ballots will be publicly destroyed by the Village Clerk.

The Village Clerk will accept completed absentee ballots delivered from January 26, 2016 until 7:00 p.m. on Tuesday, March 1, 2016.

Between January 26, 2016 and February 26, 2016, absentee ballot applications and absentee ballots may be cast in person at the Village Clerk’s office at 7 Firehouse Road, Taos Ski Valley, New Mexico.

Between February 10, 2016 and February 26, 2016 early voting on paper ballots will be conducted at the Village Clerk’s office at 7 Firehouse Road, Taos Ski Valley, New Mexico.

Write-in Candidate Filing Day

No person can be elected as a write-in candidate unless certified as such by the Village Clerk. All write-in candidates must file in person at the Village Clerk's office on Tuesday, January 12, 2016 between 8:00 a.m. and 5:00 p.m. This is the only date and time on which a write-in candidate may file for office.

Write-in candidates shall file their declaration of write-in candidacy with the same documents and satisfy the same requirements as established for candidates.

If you cannot appear in person to declare your write-in candidacy, you may fill out an Affidavit Authorizing Filing of Declaration of Write-in Candidacy (form provided in this packet). This assigns a person to declare your write-in candidacy.

Last Day for Withdrawal of Write-in Candidacy

A declared write-in candidate may file an affidavit (form provided in this packet) that she or he is no longer a write-in candidate for Village office by January 26, 2016, at the Village Clerk's office, 7 Firehouse Road, Taos Ski Valley, New Mexico. In this event, any votes for such a candidate will not be counted and canvassed.

Please note that there are two Notaries Public in the Village office if you need their services.

Voter Registration

Persons desiring to register to vote in the VTSV election must register with the County Clerk of Taos County not later than Tuesday, February 2, 2016 at 5:00 p.m., the date on which the County Clerk will close the registration books. Registration forms are available at the VTSV offices, 7 Firehouse Road, Taos Ski Valley, New Mexico.

Absentee Applications Due

All applications for an absentee ballot must be completed and accepted by the Village Clerk prior to 5:00 p.m., Friday, February 26, 2016. After 5:00 p.m. on February 26, 2016 all unused absentee ballots will be publicly destroyed by the Village Clerk.

Voter Registration List Available

A voter registration list is available through the Village Clerk after February 10, 2016. There will be a charge for copies.

Last Day to Request Absentee Ballot Application

All application requests for absentee ballots must be received by 5:00 p.m. on Friday, February 26, 2016. Absentee ballots will be accepted until 7:00 p.m. on March 1, 2016.

Election Day

Be it resolved by the governing body of the Village of Taos Ski Valley that:

- A. A regular municipal election for the election of municipal officers shall be held on March 1, 2016. Polls will open at 7:00 a.m. and close at 7:00 p.m.
- B. At the regular municipal election, persons shall be elected to fill the following elective offices:
 - 1. One Councilor for a four-year term
 - 2. One Councilor for a four-year term
- C. The following location is designated as the polling place for the conduct of the regular municipal election:
 - 1. Voters registered in the Village of Taos Ski Valley shall vote at the Inn at Taos Valley Club Room at 1314 State Road 150, Taos Ski Valley, New Mexico.

Election Results

After 7:00 p.m. on March 1, 2016, the election judge proclaims and posts unofficial results of total votes cast for each candidate at the VTSV offices and at the Inn at Taos Valley Club Room polling place. Time will be determined by length of time it takes the precinct board to tally the ballots.

Any request for election information will be answered through the office of the Village Clerk.

Canvass of Election

By 12:00 noon on Friday, March 4, 2016 the Village Clerk must have begun a canvass of election returns; a canvass may begin any time after election returns, etc. are received from the precinct board; all canvassing must be done in the office of the Village clerk at which time the election results will be canvassed and declared.

Certificate of Election/Oath of Office

By Monday, March 7, 2016 at 5:00 p.m. at the VTSV office each elected officer will take the oath of office and sign a written statement acknowledging receipt of the certificate of election and that she or he is legally qualified to hold office.

Questions

Questions regarding elections may be directed to:

Ann Marie Wooldridge
Clerk
(575) 776-8220 ext. 3#

Mayor & Councilors:

Neal King - Mayor (term ends March 2018)
(575) 776-5440 home
nealkingtsv@cs.com

Kathy Bennett - Councilor (term ends March 2018)
(575) 776-5440 home
kathybennettsv@cs.com

J. Christopher Stagg- Councilor (term ends March 2018)
(575) 776-2291, ext. 2227
jcs@skitaos.org

Barb Wiard - Mayor ProTem (term ends March 2016)
(575) 770-0409
bwiard@newmex.com

Tom Wittman - Councilor (term ends March 2016)
(575) 776-2926 or (505) 296-0657
topwit@aol.com

Campaigning & Sign Restrictions

There is no campaigning within 100 feet of the polling place. The polling place for election day (Tuesday, March 1, 2016) will be at the Inn at Taos Valley Club Room at 1314 State Road 150. There is no campaigning within 100 feet of the polling place for absentee and early voting. The polling place for absentee voting will be the VTSV offices effective January 26, 2016. Early voting will take place at the VTSV offices from February 10, 2016 to February 26, 2016.

If you are interested in posting campaign signs, a permit is required by the Village of Taos Ski Valley. Please contact Matthew Foster at (575) 776-8220 ext. 4# for further information and approval.