

(ADOPTED[] APRIL 8, 2026)

Rules of the Democratic Party of the Town of Easton, Connecticut

Preamble

1. All public meetings of the DEMOCRATIC Party OF THE TOWN OF EASTON (PARTY) shall be open to all of its members regardless of race, color, creed, sex, national origin or physical disability.
2. No test for membership in, nor any oaths of loyalty to, the Party shall be required or used which have the effect of requiring prospective or current members to acquiesce in, condone or support discrimination on the grounds of race, color, creed, sex, national origin or physical disability.
3. The time and place for all public meetings of the Party shall be publicized fully and in such a manner as to assure timely notice to all interested persons. Such meetings must be held in places (a) accessible to and (b) large enough to accommodate all interested persons.
4. The Party shall support the broadest possible enrollment without discrimination on the grounds of race, color, creed, sex, national origin or physical disability.
5. The Party shall publicize fully to all interested persons a full description of the legal and practical procedures for endorsement and nomination for Party offices, delegates and nominees for town office so that such persons will have an adequate opportunity to participate in each of the party's selection procedures.
6. The Party shall publicize fully to all interested persons a complete description of the legal and practical qualifications for all party offices, delegates and town offices for which the Party will make endorsements and nominations such positions will have an adequate opportunity to compete for them.

RESPONSIBILITIES OF THE DEMOCRATIC TOWN COMMITTEE (DTC)

1. FORM (VIA CAUCUS) AND ORGANIZE DTC IN EVERY EVEN NUMBERED YEAR.
2. ENDORSE CANDIDATES FOR ELECTION TO MUNICIPAL OFFICES.
3. SELECT DELEGATES FOR CONVENTIONS.
4. ENDORSE NOMINEES FOR TOWN BOARD APPOINTMENTS.
5. SUPPORT CAMPAIGNS OF DTC-ENDORSED CANDIDATES.
AND ALSO
6. ENDORSE PREFERRED CANDIDATES VYING FOR SUPPORT AT DEMOCRATIC CONVENTIONS.
7. SUPPORT OR OPPOSE TOWN REFERENDA WHERE POSITION ALIGNS OR CONFLICTS WITH DTC STRATEGY AND MISSION.
8. RECRUIT AND GUIDE POTENTIAL CANDIDATES.

Article I

Democratic Town Committee

Organization

Section 1. Composition

The DEMOCRATIC Town Committee shall consist of UP TO FORTY (40) members, each of whom shall be a resident of Easton and an enrolled Democrat. All sections of the Town shall be given representation as far as practicable. SPECIFICALLY, AT MOST 2/3 OF MEMBERS MAY BE FROM EITHER STATE HOUSE DISTRICT 112 OR DISTRICT 135. THIS RULE DOES NOT APPLY TO ALTERNATE MEMBERS.

DUTIES & OBLIGATIONS

Membership in the Town Committee requires a firm commitment to the Democratic Party. This commitment shall require attendance at the regularly scheduled and special Town Committee meetings, participation in election activities, fundraising, and other events.

Additionally, each member shall be required to participate regularly in some other capacity, such as membership on a DTC committee; or being an elected official; or being a member or an alternate member of a Town Board or Commission; or by actively participating in election campaigning and fundraising; or by regularly attending the meetings of a particular Town Board or Commission, developing expertise in that Board's or Commission's activities, and regularly reporting back to the DTC on such activities.

ALTERNATE MEMBERS

The Town Committee, at any regular meeting, may, by a majority vote of those present and voting, elect Alternate Members who have been endorsed by the Nominating Committee, whose term shall end simultaneously with the terms of full members. Such voting shall be done for individuals not groups. There shall be no more than one-fifth as many Alternate Members as there are full members of the Town Committee (of which there are at most 40 allowed); if this is violated due to a reduction in membership then Alternate Members are removed based on the order in which they were voted in as Alternate Members, with the first elected removed last. No Alternate Member shall have the right to vote at any Special Meeting. The number of Alternate Members shall not affect the number required to achieve a meeting quorum, but if designated by the DTC Chair shall be counted in determining if a quorum is met. Each Alternate Member may vote at a Regular Meeting only in the place of a designated full member who is unable to attend; the Chair of the Meeting shall designate the Alternate Member who shall at the Meeting vote in place of the specified absent member, and shall instruct the Secretary to record such designation in the minutes.

Section 2. Terms of Members

The terms of the Town Committee members shall start on the first Wednesday following the primary (even if no primary is held in accordance with the provisions of Article II, Section 4) and they shall serve for two years or until their successors shall have been chosen. The term of all members shall end on the same day.

Section 3. Vacancies

Any vacancy on the Town Committee arising for any cause including failure to elect, may be filled by the Town Committee by a majority vote of those present and voting at a meeting called for that purpose. Recommendations to fill vacancies shall be accepted by the Town Committee from all enrolled Democrats.

Officers

Section 4. Election

On the first regularly scheduled meeting date after the primary, the new members of the Town Committee shall meet for organization and shall elect a chair, vice-chair, secretary, treasurer, who shall also serve as Chair of the Budget and Finance Committee, and such other officers as may be deemed advisable. Said organizational meeting shall be called by the incumbent Chair of the Town Committee, and, in the event he fails to so do, a State Central committee member of the particular district shall forthwith duly call such meeting.

Section 5. Chair

The Chair of the Town Committee (CHAIR) need not be a member of the Town Committee, in which case, such Chair will not have a vote as a member of the Town Committee.

Section 6. Officers

The officers of the Town Committee other than the Chair shall be elected from within the membership of the Town Committee.

Section 7. Term of Officers – Removal

Officers shall hold office for the term of the Town Committee electing them and until their successors have been elected, unless removed by a two-thirds majority of the members of the Town Committee, present and voting, at a meeting called for that purpose.

Section 8. Duties of Officers

Each such officer shall have the duties usually incident to his office and such other duties as the Town Committee may from time to time prescribe. In the event that a vote for any reason, whatsoever, is taken that shall result in a tie, such tie vote shall be dissolved by the vote of the Chair of the Town Committee, but this provision shall not effect his right to cast any vote as a member of the Town Committee to which he may otherwise be entitled.

Section 9. Filing List of Officers and Members

Within one week after organization of the Town Committee, the Secretary shall file with the secretary of the Democratic State Central Committee a list of names and addresses of the Officers and Members of the Town Committee, and the name and address of the Democratic Registrar of Voters.

Section 10. Vacancy in Town Committee Office

If there shall be a vacancy in any office of the Town Committee, arising from any cause, the Town Committee may fill the same by a majority vote of the Town Committee members present and voting at a meeting called for that purpose.

Meetings

Section 11. Meetings – Minimum Meetings

REGULAR MEETINGS OF THE DTC SHALL TYPICALLY BE HELD ON THE FIRST WEDNESDAY OF EACH MONTH, UNLESS THE CHAIR CANCELS, OR RESCHEDULES TO ANOTHER DAY. DESPITE CANCELLATIONS, THE DTC SHOULD MEET AT LEAST NINE TIMES PER CALENDAR YEAR. EACH APRIL THE SECRETARY SHALL PROPOSE A CALENDAR FOR MEETINGS FOR THE NEXT TWELVE MONTHS (MAY THROUGH APRIL), WHICH SHALL BE VOTED UPON FOR APPROVAL, OR REVISED UNTIL APPROVAL IS REACHED.

THE DTC may carry out its responsibilities through telephonic, video, or other technological means that provide for a virtual presence for its members and other participants. THE DTC shall put in place measures to ensure that individuals who participate in the party process are identifiable and are able to participate fully in the process. Such virtual presence shall satisfy the requirement in the State Party Rules, and DTC rules, for members to be present for purposes of quorums and voting. Such technological means may not be used for a caucus.

DTC MEETINGS WILL BE OPEN TO ALL REGISTERED DEMOCRATS WHO ARE EASTON RESIDENTS. DEMOCRATS ATTENDING WHO ARE NOT DTC MEMBERS MUST SHOW IDENTIFICATION TO THE MEETING SECRETARY. THE MEETING IS NOT OPEN TO ANYONE ELSE, UNLESS PERMISSION IS GRANTED FOR ATTENDANCE BY THE MEETING CHAIR.

Section 12. Special Meetings – Notice of Meetings

The Chair may call a special meeting of the Town Committee at any time, but shall call a special meeting for the purposes set forth in a written request of twenty (20) per cent of the members thereof, not later than 15 days after such a request has been received by him. Written notice, including the date, time, place and agenda of all meetings of the Town Committee, shall be mailed or emailed to each member not less than the seventh day prior thereto. The minutes of the last regular meeting and any intervening special meeting or executive committee meeting shall be included with the notice of each regular meeting.

Section 13. Quorum

Two-fifths of the membership of the Town Committee shall constitute a quorum at any meeting.

Section 14. Resignation – Absenteeism

- A. Resignations as an officer or member of the Town Committee shall be made in writing to the Secretary of the Town Committee and unless otherwise noted such resignation will be effective upon receipt.
- B. Any member of the Town Committee who shall be absent from three (3) consecutive DTC meetings, or five (5) DTC meetings during either of the years he holds membership on such Committee, may be dismissed from the Town Committee by vote of a majority of the Committee's members present and voting at a meeting of the Committee.

No such vote shall be called until the Chair shall have inquired of such absent MEMBER the reasons for his absence. Illness, business out of town, or other valid excuses deemed satisfactory by the Chair of the Town Committee shall make the calling of such a vote unnecessary.

Permanent Committees

Section 15. Appointments

Within two (2) weeks after the organization of the Town Committee, the DTC Chair shall appoint the members of the five (5) standing committees – District Leaders, Elections, Budget and Finance, Nominating and Policy – and the Chair of the District Leaders, Nominating, Elections, and Policy committees, who shall (a) be enrolled Democrats but not necessarily members of the Town Committee and (b) serve at his pleasure.

Section 16. Organization

Within two (2) weeks after notification to its members of their selection by the DTC Chair, each standing committee shall meet and organize, and shall elect a vice chair, clerk and such other officers from its members as it deems necessary.

Section 17. Powers

No standing committee shall incur any debt or involve the Party in any way unless given full authority to do so by the Town Committee or the Executive Committee.

Section 18. Duties

Each standing committee shall, by May 15 of each even numbered year, submit a two fiscal year budget to the Budget and Finance Committee. Each standing committee shall keep written minutes of each meeting and shall, within five (5) days of each meeting, furnish copies of such minutes to each member of the standing committee and to the members of the Executive Committee. Each standing committee shall be responsible for generating its own publicity. All publicity releases shall be submitted to the Executive Committee for circulation to the press.

Section 19. Responsibilities of Standing Committees

- 1) Elections, a committee of at least four (4) members, in addition to the Chair, shall
 - a) Gather and maintain voter information, rules about campaign finances and filings, and strategies and insights for local campaigns; and develop resources for all Easton Democratic candidates to use in seeking local offices
 - b) Conduct, assist and support local, State, and national campaigns, once they are supported or endorsed by the DTC
 - c) Conduct or assist GOTV and voter registration drives, as needed
 - d) Develop and maintain contact with Easton voters, primarily through assisting and participating in DTC District Leaders, which will be managed by a designated member of the Elections Team
 - e) Recruit, and recommend to the DTC for endorsement, Democratic candidates for Easton's municipal and state positions, and refer potential candidates to the Nominating Committee
 - f) Maintain contact with other campaign organizations

- 2) District Leaders, a committee of at least twelve (12), in addition to the Chair and the Democratic Registrar of Voters, shall:
 - a) Organize the town into districts and appoint district leaders;
 - b) Act as a point of contact with the voters in town for the purpose of communicating the views and goals of the Party;
 - c) Call on and welcome newcomers to town, encourage new voters to register with the Party, contact newly registered Democrats for the purpose of inviting their participation in activities of the Party;
 - d) Inform the Town Committee and appropriate Democratic Town officials of any problems in their respective districts;
 - e) Inform the Nominating Committee of potential candidates for office from members of their respective districts;
 - f) Keep the Registrar of Voters informed as to voters in each district who may need an absentee ballot;
 - g) Establish and maintain records on each registered voter in the Town of Easton, including his name, address and telephone number; and, his party affiliation, if any.

- 3) Budget and Finance, a committee of at least nine (9) members, in addition to the Chair (the Treasurer of the Town Committee), shall:

- a) Prepare a comprehensive two-year budget, for approval by the Town Committee at its July meeting in even numbered years, encompassing the individual budgets of all standing committees, for fiscal years ending June 30;
 - b) Manage the raising and expenditure of all monies for the Party;
 - c) Arrange and manage all social functions of the Democratic Party;
 - d) Comply with all election financing laws and be responsible for fulfilling all statutory finance reporting requirements;
 - e) Make a monthly report to the Executive Committee of the current financial status of the party.
- 4) Nominating, a committee of seven (7) members including the Chair, shall;
- a) Keep the Executive Committee informed of all Democratic vacancies as they come due, elected or appointed;
 - b) Identify, recruit and screen potential candidates for all elected and appointed offices, boards and commissions;
 - c) Keep in contact with the District Leaders as to potential nominees;
 - d) Recommend candidates to the Town Committee.
- 5) Policy, a committee of at least six (6) members, in addition to the Chair, shall;
- a) Review and suggest changes to party rules on a regular basis;
 - b) Formulate platforms for elections;
 - c) Review the activities of all Democratic office holders regularly with a view to formulating policy.
- 6) Executive, a committee of seven (7) members consisting of the DTC Chair, Vice Chair, Secretary, Treasurer, and THREE ADDITIONAL MEMBERS, SELECTED FROM AMONG THE DTC MEMBERSHIP BY THE DTC CHAIR. THE EXECUTIVE COMMITTEE shall:
- a) Receive minutes from each standing committee of all meetings;
 - b) Prepare an agenda for the meetings of the Town Committee as a whole;
 - c) Conduct the public relations activities of the Town Committee;
 - d) Act as the decision making body of the Town Committee between meetings of the Town Committee;
 - e) Coordinate the activities of all Town Committee committees and give them direction;
 - f) Keep minutes of all meetings and distribute copies to the membership of the Town Committee.

Section 20. Quorum

A majority of any standing committee must be at all its meetings before a vote may be taken at any such meeting.

Section 21. Meetings

Meetings of the standing committees shall be held when called by the chair of such a committee or by the DTC Chair or by the majority of the members of such standing committee.

Section 22. Notice of Meetings

All members of such committees must be given five (5) days notice by phone or mail of any such meeting.

Section 23. Member Ex-Officio –DTC Chair

The DTC Chair shall be a member ex-officio of all standing committees but without the right to vote.

Section 24. Reports to Town Committee

Annually, at the January meeting of the Town Committee, all Chairs of the standing committees shall submit a written report to the Town Committee of their activity and accomplishments for the preceding twelve (12) month period.

Article II

Candidates

Endorsements

Section 1. Selection of Party-Endorsed Candidates

The enrolled members of the Party, at a caucus called in accordance with Article III, Section 1, and held in compliance with the schedule put forth by the Secretary of the State, and called for the purpose shall, by a majority vote of those present and voting, select party endorsed candidates for town committee. The results of all votes taken concerning such endorsements, including the number of votes each such candidate received shall be announced to the members. In the endorsement of any person for a position as committee member for whom only the electors of a political subdivision of the town may vote, only the enrolled members of the Party in such political subdivision may participate.

The members of the Democratic Town Committee, at a meeting properly called for the purpose, and held in compliance with the schedule put forth by the Secretary of the State, shall, by a majority vote of those present and voting, select party endorsed candidates for each municipal office, and for delegates to conventions. The results of all votes taken concerning such endorsements, including the number of votes each such candidate received shall be announced to the members. In the endorsement of any person for any office or for a position as delegate for whom only the electors of a political subdivision of the town may vote, only the enrolled members of the Committee in such political subdivision may participate.

Section 2. Delegate Endorsement

The Party endorsement of candidates for delegates to any convention shall be equal to the number of delegates to which the Town is entitled under the State rules of the Democratic Party.

Section 3. Party-Endorsed Candidates for Town Office

Candidates for town office chosen as provided in Section I above shall run in the primary for such office, held on the fifty-sixth (56th) day preceding the day of the election, as party-endorsed candidates, provided any such candidates shall be the nominee of the Democratic party for the office for which he is a candidate if no

valid opposing candidacy has been filed for nomination to such office by four o'clock p.m. of the 32nd day preceding the day of the primary for such office.

Section 4. Party-Endorsed Candidates for Town Committee

Candidates for Town Committee members chosen as provided in Section 1 above shall run in the primary for election of Town Committee members, held on the first Tuesday in March of even-numbered years, as party-endorsed candidates; provided such candidates shall be deemed elected if no valid opposing candidacy has been filed for Town Committee member by four o'clock p.m. on the 32nd day preceding the day of the primary for such office.

Section 5. Insufficient Endorsements

If for any reason sufficient endorsements of candidates for town office, Town Committee members or delegates to conventions are not made, the provisions of Sections 9-418, 9-419 and 9-420 of the General Statutes shall govern.

Section 6. Certification of Party-Endorsed Candidates

The Secretary and the Chair of the caucus or meeting shall certify to the Town Clerk the names and street addresses of the party-endorsed candidates selected as provided in Sections 1 and 2 above, the title of the office or position as Committee Member or Delegate for which each such person is endorsed and the date upon which the primary is to be held, by the date required in compliance with the schedule put forth by the Secretary of the State.

Section 7. Vacancies in Party-Endorsed Candidacy

If a party endorsed candidate for nomination to a town office or for election as Town Committee member or delegate to a Convention, prior to twenty four (24) hours before the opening of the polls at the primary dies, or prior to ten (10) days before the day of the primary, withdraws his name for nomination, or for any reason becomes disqualified to hold the office or position for which he is a candidate, an endorsement may be made to fill such a vacancy by the Town Committee, by a majority vote of the Town Committee members present and voting, at a meeting called for that purpose. The Secretary of the Town Committee shall immediately certify the endorsement to fill such a vacancy to the Democratic Registrar of Voters. No candidate shall be deemed to have withdrawn until a letter of withdrawal signed by such candidate is filed with the Town Clerk.

Nominations

Section 8. Plurality Vote Determination of Nomination

The nominations of the Democratic Party to all offices and the election of members of the Town Committee and Delegates to Conventions shall be made in all respects as provided in the general statutes. Whenever a primary for nomination to a town office or for election of Town Committee Members or Delegates to Conventions is to be held under the provisions of said law, the nominee of the Democratic Party for such office, and the members of the Town Committee and the Delegates to Conventions shall be determined by a plurality of votes cast.

Section 9. Vacancy in Nomination

If a nomination has been made for a town office and the nominee thereafter, but prior to twenty four (24) hours before the opening of the polls on the day of the election for which such nomination has been made, dies, withdraws his name, or for any reason becomes disqualified to hold the office for which has been nominated, a nomination to fill such vacancy may be made by the Town Committee by a majority vote of the Committee members present and voting at a meeting called for that purpose.

In the case of withdrawal, said nomination shall not be valid until the candidate who has withdrawn has filed a letter of withdrawal signed by such candidate with the Secretary of the State and also has filed a copy with the Town Clerk. The Chair of the Town Committee shall certify the nomination to fill such vacancy to the Secretary of State, and shall file a copy with the Town Clerk. Such certification of a nomination to fill a vacancy due to death or disqualification shall include a statement setting forth the reason for such vacancy.

Section 10. Alternates

Each delegate to a convention elected in conformity with law and with these rules may, in writing, designate an alternate delegate to act for him in his absence. In the absence of such alternate delegate, the DTC Chair shall fill any vacancy arising for any cause in delegations to conventions.

Article III

Caucuses

Section 1. Caucuses

Caucuses may be called for any lawful purpose by a majority of the Town Committee, an affirmative vote taken by the Town Committee or by not fewer than ten (10) per cent of the enrolled Democratic electors in the town. The call for any caucus shall be in writing and signed by each of the persons issuing the same or by the DTC Chair if such call results from action of the Democratic Town Committee, shall include notice of the time, place and purpose of said caucus and shall be published at least five (5) days in advance of such caucus. The DTC Chair and the secretary of the Town Committee shall be temporary chair and Secretary, respectively, of all caucuses and shall preside until the meeting has elected its permanent chair and Secretary.

Section 2. Tie Vote at Caucus

In the event that a vote on any matter at a caucus results in a tie, such vote shall be dissolved by the vote of the permanent Chair of the caucus, but this provision shall not affect his right to cast any vote as a member of the caucus to which he is otherwise entitled.

Article IV

General Provisions

Section 1. Conflict of Law

The provisions of the General Statutes shall prevail if any provision of these rules is found to be in conflict with them.

Section 2. Definitions

As used in these rules, "town or municipal office" means any elective office for which only the electors of the town may vote and includes the office of each elective public official in the town; the other terms used in these rules shall have the same meanings used in the General Statutes. Whenever a term which denotes gender is applied to an individual, the term shall suit the gender of the individual.

Section 3. Publication of Notice

Publication of all notices required by Articles I, II and III shall be in a newspaper having a general circulation in the town.

Section 4. Rules of Order

Robert's Rules of Order (Revised) shall be construed as applicable, controlling, and conclusive on all parliamentary issues at all meetings and caucuses held under the authority of these rules, except as herein otherwise provided.

Section 5. Participation

Any person eighteen (18) years of age or more who is an enrolled Democratic elector may participate in any and all meetings, caucuses and conventions held under the authority of these rules and may be elected to any party office except where specifically prohibited by law.

Section 6. Amendments to Party Rules

Amendments to these rules may be made by a two thirds vote of those present and voting:
at any legally warned caucus of the enrolled Democratic electors of the Town of Easton called for the purpose, or
at any meeting of the Democratic Town Committee called for the purpose.

Section 7. Filing of Local Rules

Within seven (7) days after party rules or any amendment to party rules are adopted by the Democratic Party, a copy of the same shall be filed with the Secretary of the State, and with the Town Clerk, and with the Secretary of the State Central Committee. Any amendments so filed shall set forth in full the Section to be amended. Matter to be omitted or repealed shall be surrounded by brackets, and new matter shall be indicated by capitalizing.

The above rules governing the Democratic Party of the Town of Easton, Connecticut, were adopted by a two-thirds majority vote at a duly warned and held SPECIAL DTC MEETING, called for that purpose, on []APRIL 8, 2026 in Easton.