

## FAQs

# Annual Budget Vote & Trustee Election

## *Comsewogue Public Library*

April 6, 2021

9:30 am - 9:00 pm

QUESTION: Where will the vote take place?

ANSWER: Voting will take place at Comsewogue Public Library, 170 Terryville Road, Port Jefferson Station, NY 11776 in Community Room A.

QUESTION: Who can vote?

ANSWER: Comsewogue School District residents who are registered to vote and who have voted at any annual or special district election in the past four (4) years are eligible to vote.

QUESTION: How do I register to vote?

ANSWER: To register to vote by mail: Completed registration forms can be mailed to the Suffolk County Board of Elections (mailing address is on the form). Forms are available to be downloaded at its website, <https://www.elections.ny.gov/NYSBOE/download/voting/voteregform-eng-fillable.pdf> or may be obtained at a U.S. Post Office.

To register to vote online: Complete the online voter registration form by visiting <https://www.dmv.ny.gov/more-info/electronic-voter-registration-application>.

### **Absentee Ballots:**

QUESTION: How can I obtain an Absentee Ballot?

ANSWER: Eligible voters can receive an absentee ballot by completing and submitting an *Application for Absentee Ballot* to the Library's Election Clerk.

QUESTION: Where can I obtain an *Application for an Absentee Ballot*?

ANSWER: Applications are available on the Library's website, <https://www.cplib.org>. You may also request an application in-person at the library, by phone (631-928-1212 ext. 123), or by e-mail ([debolsen@cplib.org](mailto:debolsen@cplib.org)).

QUESTION: When do I need to submit my *Application for Absentee Ballot* and where do I submit the Application?

ANSWER: Submit your completed *Application for Absentee Ballot*, including both your residence address and the mailing address where you wish to receive the Absentee Ballot (if not the same as residence) to:

Comsewogue Public Library  
Attn: Office of the Library Election Clerk  
170 Terryville Road  
Port Jefferson Station, NY 11776

Deadlines for Applications to be submitted:

- If Absentee Ballot is to be mailed to you – Applications must be received by the Election Clerk no later than seven (7) days prior to the Vote/Election. The Library has no control over the postal delivery times. It is, therefore, recommended to submit your Application as early as possible to allow enough time for you to receive the ballot and return it.
- If you will pick up the Absentee Ballot at the Library – Applications must be received at the Library by 5:00 p.m. on the day prior to the Vote/Election.

QUESTION: What do I do once I receive my absentee ballot?

ANSWER: Place your completed ballot inside the absentee ballot envelope. You must complete the FRONT and BACK of the envelope. ENVELOPES THAT ARE NOT SIGNED CANNOT BE ACCEPTED TO VOTE. You may return your completed absentee ballot by mail or hand deliver it to the library. Ballot Envelopes must be received by the Office of the Election Clerk no later than 5pm on the day of the election.

**Budget Vote & Trustee Election Information:**

QUESTION: How can I obtain further information about the Budget Vote and Trustee Election?

ANSWER: Information will be available on the Library's website 14 days prior to the election. The Library's Proposed Budget and the Trustee Candidate Biography will be included. The Library will also host a Budget Hearing at the Library at 6:00 pm on March 23, 2021, where the Proposed Budget will be presented.

If NYS issues any further Executive Orders which would affect the administering of the Library's vote/election, and/or in case of emergency, details will be updated on the Library website, <https://www.cplib.org>.

Any further questions can be referred to the Administration Office:

- Debra Engelhardt, Library Director – [debbie@cplib.org](mailto:debbie@cplib.org) or 631-928-1212, ext. 112.
- Deborah Olsen, Library Election Clerk – [debolsen@cplib.org](mailto:debolsen@cplib.org) or 631-928-1212, ext. 123.



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170 Terryville Road  
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Tel.631.928.1212 • Fax.631.928.6307  
[www.cplib.org](http://www.cplib.org)