



Date: October 1, 2019

To: Contributory Retirement Plan Members

From: City of Manchester Employees'  
Contributory Retirement System

Subject: Retirement Board Election

The City of Manchester Employees' Contributory Retirement Board will be holding an election for the **Employee Representative** to serve on the Retirement Board for a period of 3 years, effective January 2, 2020.

Anyone wishing to run for Employee Representative can obtain a Declaration of Candidacy form at the City Clerks Office during the filing period of October 28 – November 1, 2019. You must be a current employee of the City of Manchester and be a member of the Contributory Retirement System.

The election will be held Thursday, December 12, 2019 from 10:00 am to 6:00 pm at the JFK Coliseum warm-up room, and the City Hall Walter A. Stiles Conference Room. Please refer to the attached listing to find out where your department will be voting.

### **Absentee voting**

Any member who is absent from the City of Manchester on election day, or who cannot appear in public on election day because of religious observance, or who is unable to vote in person by reason of physical disability may vote absentee at the Retirement Board election.

Please contact the City Clerk's Office at 624-6455 if you would like an application to vote absentee.

**Walter A. Stiles Conference Room  
City Hall, 2<sup>nd</sup> Floor**

Assessors  
Building/Housing  
CIP  
City Clerks  
City Solicitor  
Economic Dev.  
Finance  
Fire  
Health

Human Resources  
Info Systems  
Library  
Mayor's Office  
Ordinance Violations  
Planning  
Parking Enterprise  
Retirement  
Risk Mgmt

Senior Services  
Tax Collector  
Welfare  
Youth Services  
Zoning

**JFK Coliseum  
Warm-up Room  
303 Beech Street**

Airport  
Cemetery  
EPD  
Facilities  
Fleet Mgmt

Highway  
Park & Rec  
Police  
Traffic  
Water Works

School  
- administration  
- educational asst.  
- food & nutrition