



Date: October 3, 2016

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, 2017.

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 24 – October 28, 2016. 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 8, 2016 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	Human Resources	Senior Services
Building/Housing	Info Systems	Tax Collector
CIP	Library	Welfare
City Clerks	Mayor's Office	Youth Services
City Solicitor	Ordinance Violations	Zoning
Economic Dev.	Planning	
Finance	Parking Enterprise	
Fire	Retirement	
Health	Risk Mgmt	

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

Airport	Highway	School
Cemetery	Park & Rec	- administration
EPD	Police	- educational asst.
Facilities	Traffic	- food & nutrition
Fleet Mgmt	Water Works	