**CTM Nomination and Election of Trustees Standing Rule**

**Adopted August 4, 2025**

1. The purpose of the nominating committee is to ensure a sufficient number of qualified candidates run in each election and to ensure that all bylaws are followed for the nomination and election of candidates. The nominations committee shall have no power to reject candidacy.
2. The nominating committee should seek to educate candidates on the requirements and expectations of the position to avoid misunderstandings after elections.
3. The nominations committee report is an opportunity for the committee to communicate to the board and community identified priorities for recruitment. For example, the report could state that there is a current need for individuals with website skills.
4. Any CTM member who is a resident and wishes to run for the position of trustee may do so.
5. Trustee Candidate Qualifications: Must be a resident and a member of CTM. Membership is denoted by having paid annual dues.
6. Trustees who have been elected to two full consecutive terms or six years plus any part of an unexpired term served as a result of appointment by the Board. Trustees shall not be able to run for re-election to Clifton Town Meeting for six years.
7. Elections will be held for the hour preceding the start of the annual meeting each year.
8. Trustee candidates must submit a bio at least 20 days before the Annual Meeting. Bios will be published on the Clifton Community website and distributed to the CTM email distribution at least 10 days before the election. Candidate bios will be no more than 200 words.
9. Membership committee shall provide a list of all current members for the election to verify voting rights and shall be on hand to accept new memberships. New members can vote on the same day as they make their payment.
10. Election ballots shall be printed names in varying order as to not have an order bias.
11. In the event of a tie, hold a tie-breaker vote during the Annual meeting at approximately 7:45pm. Read aloud, in random order, the bios of those who have tied. Re-vote using the normal method of verifying ID's versus membership list and filling out ballot. In the case that there are further ties, use coin tosses to finish.