**2019 TOWN OF WAUPUN CAUCUS –Agenda**

JANUARY 14, 2019

1. **CALL TO ORDER by Town Board Chairperson**

(Following regular scheduled Board Meeting at 7:30 p.m.)

1. **CALL FOR ELECTION of:**

**\*Caucus Chairperson** by Town Board Chairperson.

(Town BoardChairperson can preside over Caucus if not a candidate)

**\*2 Tellers of Caucus**

1. **APPOINT Town Board Clerk** as CLERK OF CAUCUS - or someone else if clerk is absent
2. **APPROVE MINUTES** OF 2017 TOWN CAUCUS
3. **OPEN NOMINATIONS** (Procedure to be completed for each separate office)

* TOWN CHAIRPERSON
* TOWN SUPERVISOR
* TOWN SUPERVISOR
* TOWN CLERK
* TOWN TREASURER

**\*If more than two persons** are nominated for an office, vote must be taken to reduce to two:

 **\*Chairperson**will announce names of all candidates.

*\*Voting by paper ballot will take place and the names of the two (2) candidates receiving the*

 *highest number of votes, tallied by the Caucus Tellers, will be placed on the Spring Ballot.*

1. **MOTION TO ADJOURN**

NO OTHER MATTERS MAY BE DISCUSSED UNLESS THEY PERTAIN TO THE CAUCUS.