

Town Moderator – Description of Duties and Qualifications

The Town Moderator is the town official who presides over all town meetings and elections. He or she is elected by ballot for a two-year term every even- numbered year, at the Annual Town Meeting.

The moderator's responsibilities include regulating the business of the town meeting, deciding questions of order, and declaring votes publicly. They also oversee elections, including the appointment of election officials and the counting of ballots.

The moderator receives a stipend for each election and town meeting.

Since the position is currently vacant, a qualified candidate will be appointed for an interim period, until the next town meeting where the position will be placed on the ballot for election (March 2026).

Responsibilities & Duties

- Regulates the business of the town meeting, decides questions of order, and declares votes publicly.
- Chief election official who is in charge of the polls and oversees elections, working closely with the Town Clerk.
- Ensures that all election officials are available on election day and that they understand their duties for the day. Moderators may also appoint an assistant moderator and any other election officials as they deem necessary.
- Opens and closes the polls. After the polls are closed, moderator oversees the counting of votes by other election officials and certifies the checklist used for the election. The moderator also processes absentee ballots and seals the official ballot results.

Qualifications

- Must be a registered voter within the Town of Stratford.
- Be available to work Tuesdays during all local, state, and federal elections, and on a Saturday for the Stratford's Annual Town Meeting.
- Willing to familiarize themselves with the duties of the moderator, including the laws, rules and procedures governing elections as well the Annual Town Meeting. These are outlined in the NH RSA, Chapters 40 and 659.
- Encouraged to attend a state training session for newly elected moderators, typically offered shortly after town meetings.
- Willing and able to stay updated on election law changes. Training sessions on election law changes are typically offered by NH State election officials on a bi-annual basis.

Interested or need more info? Please contact the [Town Clerk](#).