

SPECIAL SHEPHERDSTOWN TOWN COUNCIL MEETING AGENDA

Monday, December 22, 2025 – 6:30 p.m.

Town Hall – 104 North King Street

Zoom

<https://us06web.zoom.us/j/86067120451?pwd=fWNLscmYpiOmof8Pknlig4oZKNXa8i.1>

1. Call to Order
2. Review of Applications for the Project Manager Position
3. Procurement - Codification Service
4. Procurement - Integrated Financial System
5. Approval of the June 2, 2026 Municipal Election Calendar
6. Mayor's Report
7. Adjournment

TOWN OF SHEPHERDSTOWN

2026 MUNICIPAL ELECTION CALENDAR

General Election Date: Tuesday, June 2, 2026
 (Held the first Tuesday in June of even-numbered years)

Event	Date
First day to receive application for absentee ballot (all voters)	January 1, 2026
Candidate filing period	March 2 – March 13, 2026
Deadline for candidates to withdraw from election	March 24, 2026
Uniform drawing for ballot position	March 31, 2026
Election officials and alternates appointed	April 14, 2026
Deadline for write-in candidates to file	April 14, 2026
Deadline to deliver absentee ballots to recorder	April 17, 2026
Absentee ballots mailed	April 17 – May 27, 2026
Mandatory training for election officials (within 30 days of election)	By May 3, 2026
Publish Sample Ballot (1st publication)	Between May 7 – May 13, 2026
Last day to register to vote	May 12, 2026
Early voting period	May 20 – May 30, 2026
Early voting in person conducted 9 a.m. – 5 p.m.	May 23 & May 30, 2026
Publish Sample Ballot (2nd publication)	Between May 26 – June 1, 2026
Deadline for absentee ballot applications	May 27, 2026
Last day to hand-deliver absentee ballot	June 1, 2026
General Election Day	June 2, 2026
Absentee ballots received without postmark accepted	June 3, 2026
Absentee ballots postmarked by Election Day accepted	June 8, 2026
Canvass begins; results declared at end of canvass	June 8, 2026
Certify results (48 hrs after canvass, if no recount)	June 10, 2026
New terms begin	July 1, 2026