



City of Manchester Archives
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Collection Summary

Repository: Manchester City Archives. Office of the City Clerk. City of Manchester, NH.

Creator: Board of Registrars. Office of the City Clerk. City of Manchester, NH.

Title: Board of Registrars Records

Collection Number: 0300.010

Accession Number: 2010.03

Dates: 1882-2017

Volume: 4.5 cubic feet

Languages: Collection materials are in English.

Related Collections: Election Records; Voter Checklists

Access: Access to collection is open to the public. Please contact the archives for an appointment to view materials. Cite the collection number, box and folder numbers when making an appointment. Materials may be accessible online; please reference the digital note below.

Digital Note: [Meeting minutes from the 1990s to current can be accessed online.](#)

Conservation Notes: Not applicable.

Finding Aid Prepared by: Mike Intranuovo, 2019.

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Historical Note

In the City of Manchester, prior to the creation of a board to oversee voter checklists and the registration of voters, these duties were the responsibility of the City Clerk and the Ward Officers. By the mid-19th Century, the Common Council's Committee on Elections and Returns began to oversee elections as well, although this committee did not last long, and the Common Council was disbanded permanently in the early 20th Century.

It wasn't until 1878 that the State Legislature passed an act in relation to the City of Manchester that each city ward shall elect, among its other officials, an inspector of the checklist. The act then stipulated that each of these inspectors would be a member of the Board of Inspectors of the Checklists. The board's duties included the preparation, revision, correction, and publication of an alphabetical list of the legal voters in each ward. Each inspector would also deliver an attested copy to each ward's election clerk before the polls opened on each election day. The board also held sessions where individuals could appear and be heard with regard to the person's right to be registered to vote. The board would require the person to make an oath and provide evidence of eligibility in accordance with state laws.

In 1915, the Board of Inspectors of Checklists was dissolved, and the Board of Registrars of Voters became its successor. Initially, the board consisted of three members who were appointed by the mayor; the board members were to be affiliated with the two leading political parties, but not all members were allowed to be of the same political party. The board was given the same responsibilities as its predecessor, with some expanded duties as well.

Currently, the Board of Registrars consists of five members. Four of these members are appointed by the mayor, and are registered voters of the city who have lived in Manchester for five years. The City Clerk is an ex-officio member.

Collection Description

The collection consists of governance documents of the City of Manchester's Board of Registrars and its predecessor, the Inspectors of Checklists.

Governance documents include, but are not limited to, meeting minutes, agendas, correspondence, and supporting documentation of meetings. Earlier meeting minutes (from 1882-1990) are handwritten in ledgers and are informal in nature. These ledgers may also include other information that is relevant to voter registration, checklists, and elections, such as: the public locations where checklists were posted for public inspection; women's suffrage and voter registration; statistics related to voter registrations; and election results.

Meeting minutes in the late 1990s became more formal and were typewritten. Many of these meetings include agendas and supporting documents. Some may contain marginalia. Most meeting minutes were not transcribed verbatim.

The collection creates a linear history of the Board's actions from the late 19th Century to present. Records are continually accrued from the City Clerk's Office, and are ongoing indefinitely.

Inventory

Governance Documents	Box Number	Folder Number
Inspector of Checklists ledger, 1882-1914	01	--
Board of Registrars ledger, 1915-1990	01	--
Signature Stamp, 2016	01	--
Governance Documents, 2002-2004	02	--
Governance Documents, 2004-2007	03	--
Governance Documents, 2008-2014	04	--
Governance Documents, 2015-2017	05	--