1. Proposal
   a. Propose full-service "cost-per-session" pricing parameterized by the maximum number of voters that must be accommodated and the number of Check-in Stations required
   b. Survive any single-point failure
   c. Support multi-venue meetings (within a quarter-mile radius)
   d. Utilize handsets that can
      - Display votes and error messages
      - Operate for at least 6 hours on a fully charged battery
      - Communicate with a transceiver within a 300 foot radius using low power

2. Security
   a. Deploy without connection to the internet
   b. Employ VPN to encrypt messages carried over inter-room cables
   c. While the voting window is open, display each voter's most recent choice on the voter's handset; when the voting window closes, continue to display each voter's most recent choice until the Moderator declares the vote to be final
   d. Provide a demonstrable means of verifying the integrity of the vote, e.g. a random audit

3. Installation
   a. Install and test all required electronic voting equipment, including each handset's batteries
   b. Conduct a **full-dress rehearsal** no later than six hours before the first session
   c. Provision ready-to-issue replacement handsets
   d. Enable the Moderator to specify the duration of the voting window to be 30 seconds or less

4. Check-In
   a. Maintain a **voting roster** and **voter-handset list** by scanning each voter's Massachusetts State barcode and assigned handset code, automating the Town Meeting voter check-in procedure without creating a backup in the check-in process, and providing the Town Clerk with Massachusetts State-required attendance list after each Session.
   b. Permit voters to check-in after the meeting has started, and to check-in after having checked-out
   c. "Nice-to-have" functionality
      i. the State-required attendance list is generated in a form that can be electronically conveyed to the Massachusetts State Voter Registration Information System.
      ii. the welcome station functionality is implemented on Wayland's existing iPad-based Poll Pad tablets

5. Voting
   a. In preparation for a vote, be able to update the **voting roster** in 10 seconds or less
   b. Provide each voter with a **voting handset** having buttons for voting **Yes**, **No**, and **Clear**
   c. While the voting window is open, display acknowledgement of the receipt of each voter's most recent choice on the voting handset; specify and explain the worst-case response times for populations of 400, 800, and 1200 voters
   d. When the voting window closes, continue to display each voter's most recent choice until the Moderator declares the vote to be final
   e. If during the voting window a voter presses buttons on the voting handset other than **Yes**, **No**, and **Clear**, display "invalid entry" in the voting handset display
   f. If a voter whose voting handset is not in the **voting roster** attempts to vote, display "can't vote yet" in the voting handset display
   g. If an error occurs when a voter attempts to vote, display "get Help N" in the voting handset display, where N is an error code; provide a list of all valid error codes and an explanation and recommended corrective action for each
   h. Accept manually-counted votes
   i. Generate video output that shows the final vote, including manually-counted votes (Yes, No, Clear) and percentages (Yes/(Yes+No), No/(Yes+No)
   j. Expunge handset voting records after each vote

6. Check-out
   a. Recover handsets from voters leaving during a session and remove them from the **voting roster** within 10 minutes
   b. Recover handsets from voters leaving at the end of a session without creating a backup in voter departure

      c.   Provide a list of all voters that did not return their assigned handset

7. De-installation
    a.   Remove all electronic voting equipment