

1 **BOARD OF ELECTION AND VOTING MINUTES**

2 **10/24/2022 4:15PM COUNCIL CHAMBERS**

3 ATTENDANCE: Moderator Todd Lizotte (by phone); Supervisors of the Checklist: Mike Horne and Kim
4 Daggett; Town Clerk Pamela Sullivan; Deputy Town Clerk Karen Connor-Yearke

5 GUESTS: None

6 Acting Chair, Mike Horne, called the meeting to order at 4:15 PM.

7 Roll Call and Pledge of Allegiance

8 Old Business: None

9 New Business:

- 10 • Counting ballots: Posted to be done Friday, Oct 28 @ noon in Council Chambers.
- 11
- 12 • Accuvote Tabulators: Cards are out to be coded, Pam will post a meeting to test them.
- 13
- 14 • Support Town Clerk: Pam and Karen are having to work many extra hours and days not on
15 their posted schedule. They have not turned any voters who come by on unscheduled days.
- 16
- 17 • Recruiting volunteers for election day: Discussed needing to have one or two volunteers
18 designated to oversee all the volunteers. Todd will check with the Ouellettes and Joanne
19 McHugh. Mike will get with Todd Rainer and Billie Hebert for historic records of volunteers.
- 20
- 21 • Set-up for Election Day: Pam has coordinated with DPW to set-up booths and get tables from
22 the library. Todd to coordinate making sure the WIFI is available on Nov 8th. Mike said he
23 would bring election supplies and equipment from Town Hall to Cawley. Pam is working with
24 Town Council for them signing up to be at the polls. Todd has emailed Cindy Robinson asking
25 to help as assistant moderator, Don Riley is not available to help. Discussed traffic plan and
26 decided both police and DPW are needed for parking and exiting to Farmer Rd. Pam will
27 contact both departments.
- 28
- 29 • Discussed starting to process Absentee Ballots before 1:00pm on election day. Processing can
30 begin as early as 2 hours after polls open, provided the time is posted at least 24 hours in
31 advance and announced when the polls open.
- 32
- 33 • Discussed training of ballot clerks. There were significant problems with the Primary Checklist
34 annotations by some clerks. Training will be on Wed., Nov 2nd 7pm and Fri, Nov 4th. Mike
35 offered to lead the training. He will also draft up a very simple document to be on the ballot
36 clerk tables of how to mark the checklist.
- 37

38 Meeting adjourned at 5:17 pm

39 Respectfully submitted by Mike Horne, Acting Chair, SoC

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Please see subsequent meeting minutes for any amendments to these minutes.