

1 **BOARD OF ELECTION AND VOTING MINUTES**  
2 **12/12/2023 2:00PM Council Chambers, Town Hall**

3  
4 ATTENDANCE: Moderator Todd Lizotte; Supervisors of the Checklist: Mike Horne, Barb  
5 Brennan, Lou Ann Kelly; Town Clerk Karina Towne, Deputy Town Clerk Jessica Lomanno,  
6 Assistant Town Clerk Megan Richardson

7  
8 GUESTS: None

9  
10 Moderator Todd Lizotte called the meeting to order at 2:06 PM.

11  
12 Roll Call and Pledge of Allegiance

13  
14 Minutes from February 28, 2023: Motion by Mike, second by Barb. Approved as posted 4-0-1

15  
16 Old Business: None

17  
18 New Business:

19 a. 2024 Elections.

- 20 1. Presidential Primary, January 23<sup>rd</sup>: Karina has requests into the school to open  
21 Jan 23<sup>rd</sup> at 4:30am and to begin setting up the polls at 3pm on Jan 22<sup>nd</sup>.  
22 2. Town Deliberate Session, Feb 3<sup>rd</sup> at 9am, School Session has not been decided  
23 yet.  
24 3. State Primary Election, September 10th  
25 4. General Election, November 5<sup>th</sup>  
26 5. Set up/breakdown of polls. Mike said a couple of volunteers need to be  
27 recruited to help set up the polls on January 22<sup>nd</sup> and breakdown on Jan 23<sup>rd</sup>. He  
28 said it would be great to have an individual (volunteer) assigned to work with  
29 other volunteers to do at elections. He will make a task list to help Karina find  
30 volunteers.

31 b. New voting machines for 2024/25. Karina reported there's nothing new on budgeting  
32 for new machines, nothing new has been received from the State.

33 c. Meeting with Cawley staff, DPW, and the police. Todd will be meeting at Cawley on  
34 December 15th at 10AM and he will email a summary of that meeting.

35 d. Volunteers for Jan 23<sup>rd</sup>.

- 36 1. The Supervisors will recruit their own volunteers because their tasks are more  
37 involved than those of ballot clerks. Barb offered to work with Karina to  
38 deconflict the volunteer list. Anyone volunteering should contact Karina, she gave  
39 attendees her Town cellphone #.  
40 2. Volunteers for 7pm ballot counting. Mike recommended recruiting extra  
41 volunteers to count write-in ballots because of the anticipated increase of write-  
42 in ballots.

- 43 e. Set-up for Jan 23<sup>rd</sup>. Discussed the Supervisors of Checklist function being located in the  
44 cafeteria and the need for a separate ballot box, additional moderator, etc. Supervisors  
45 will get the dorm list from SNHU and, prior to Jan 23<sup>rd</sup>, will go to SNHU and Pinkerton for  
46 voter registration.
- 47 f. Preparations for Jan 23<sup>rd</sup>. Mike recommended going to Cawley to check on stored  
48 equipment and supplies and also checking/restocking the poll supplies in bins that are in  
49 the Town Hall storage room.

50

51 Next meeting: The Board will meet again on January 11<sup>th</sup> @ 2pm and after that meeting, some  
52 people will go to Cawley to check on the stored equipment.

53

54 Meeting adjourned at 2:40pm. Mike motioned, seconded by Karina to end the meeting.

55 Approved 5-0

56

57 Respectfully submitted for the Town Clerk by Mike Horne, Chair, SoC.

58

59

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