

Board of Elections

Minutes

February 10, 2021

Meeting called to order at 7:05 pm via Zoom.

In attendance: Chair, John LeGloahec, Supervisors Robin Kaye and Joseph Pruden.

Staff: Town Clerk - TC Hegeman.

January 13, 2021 meeting and Worksession meeting minutes approved by consent.

Mr. LeGloahec discussed the Final Reader of the Board of Elections Charter Amendments.

The Charter Amendments include:

- Increasing the number of Supervisors from 3 to 5.
- Early voting and or Saturday voting.
- Same day registration and same day voting of registered voters.
- Procedures for voting by mail and or expand the absentee process.

Not all of these will be implemented for the 2021 elections but will be in effect for the 2022 election. We can implement the same day registration and same day voting and relaxing the absentee voting process for this election.

The Absentee Ballot Application request, Nominating Petition and Financial Disclosure forms were reviewed. The links will be active by Friday and are located on the website. The Board of Elections will write ballot instructions for the Newsletter.

The Election Judge swearing in process was discussed. The judges will need to Town Hall to be sworn in. That can occur on Election Day.

Election Day procedures and processes were discussed in detail including flow and following all COVID-19 guidelines for sanitizing and distancing.

Mr. Pruden elaborated on his thoughts leading up to the election, on election day and when the polls close.

Some of these include:

- Announcing procedures one week prior to the election.
- Request for volunteers to assist with cleaning, crowd control and access to the lobby and gym on election day. Volunteers, while not paid should receive lunch and work in two-hour increments. Reviewing the procedures with judges and volunteers.
- Lunch breaks
- Broadcasting the ballot count and who may be in the gym when that occurs.

Ms. Kaye detailed her thoughts and provided a diagram of the gym for the May election. Some of these include:

- The flow from entrance to exit of the gym on Election Day.
- The layout inside the gym and placement of tables and spacing of tables.
- Supplies (pens, name tags/vests, etc.) including PPE (face shields/masks, plexi-glass/plastic shielding, etc.) that are needed.
- Sanitizing and cleaning of tables and pens
- Helping people locate their ward.
- Signage

Action Items Update

Mr. Pruden – no ballot box update but we will have one if it is approved.

Ms. Kaye – sent out emails about the voter registry to municipalities but have not heard back.

Hoping to get information from other municipalities about how they maintain their voter registry.

Last day to request and Absentee Ballot is the Friday before election day. The resident must come to Town Hall and pick it up and then return it to Town Hall on election day before the polls close.

Adjourned 8:20 pm