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# Warren County Board of Elections Meeting

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September 21, 2016

5:00 PM

## MINUTES

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### LEGAL NOTICE

The meeting of the Warren County Board of Elections was called to order at 5:03 p.m. by Chairman Gloria Decker.

The legal notice for this meeting was read by Chairman Decker.

### ROLE CALL

Present: Chairman Gloria Decker, Secretary Charles Boddy, Commissioner Robert Stead, Commissioner Harry Brown and Board Administrator Bill Duffy.

### PUBLIC COMMENT

There was no public comment.

### Mail-In Ballots for the General Election

The Board and Mr. Duffy discussed the amount of Mail-In that are expected to be returned for this election and how to process them. Mr. Duffy asked if he could bring in extra help to review the Mail-In signatures. Mr. Duffy said that this would begin around October 20 and continue through the Election. The Board agreed and suggested that he contact people who have helped in the past. The Board members will schedule time to come in and review signatures also.

### POLL WORKER UPDATE

Mr. Duffy hand out a list from Marie Petre of where poll workers are needed for the General Election.

### ADDITIONAL HELP

The Board and Mr. Duffy discussed the idea of putting an additional person at every Polling location. The main duty of this person would be to greet and direct the voter to their proper district. The Board suggested that the two colleges and maybe the high schools be contacted.

Mr. Duffy also requested that the Board allow additional Manpower person during the month of October to help with the sorting and filing of the Voter Registration Applications and Mail-In Ballots. The Board agreed pointing out that this has been the practice in prior Presidential Election years.

### **POLLING PLACE SECURITY**

Mr. Duffy attended a state wide meeting of Election Official and was told that all counties should have an Election Day Security Plan in place. Warren County has had this plan for every election. Mr Duffy is going to reach out to Frank Wheatley, the head of Public Safety to review the current plan and to make suggestions to the plan.

### **TROUBLE SHOOTER CLASS**

Lou Cicala of the Election Board office held a class for the Election Day Trouble Shooters on September 8<sup>th</sup>. It was attended by most of the trouble shooters and was well received. Mr. Cicala will reach out to those who were unable to attend to provide them with the information distributed and give them an opportunity to meet and review the information.

### **2017 BUDGET REQUEST**

The County Administration has request that the Board put together a budget request for 2017. Mr. Duffy will have the budget ready for the next meeting for the Board to discuss.

### **MEETING MINUTES**

The Board reviewed the Meeting Minutes of the May 18, 2016. On motion by Mr. Stead to accept the Regular Meeting Minutes and seconded by Mr. Brown, the Regular Meeting Minutes were approved by 4 AYE votes.

The Board reviewed the Provisional Ballot Meeting Minutes of June 9, 2016. On motion by Mr. Stead to accept the Provisional Ballot Meeting Minutes as amended and seconded by Mr. Brown, the Provisional Ballot Meeting Minutes were approved by 4 AYE, and 0 Nay.

### **BOARD COMMENTS**

Mr. Stead informed the Board that he would be speaking to the Girl Scouts in Knowlton on October 20th. He will be reviewing Voter Registration and Voting with them.

### **MOTION TO ADJOURN**

Mr. Brown made a motion to adjourn. Mr. Stead seconded the motion. A voice vote was taken with the motion passing unanimously. The meeting was adjourned at 6:03 P.M.