**Windham Board of Civil Authority Meeting Minutes**

**October 28, 2020**

Present (by zoom):

Maureen Bell Carol Bellucci Peter Chamberlain

Marcia Clinton John Hoover Michael McLaine

Carolyn Partridge Kord Scott Michael Simonds

The meeting was called to order at 6:30 PM

Mike will go over the procedures for Election Day but stated now that he would like a BCA member at the polls with him on each shift.

Mike announced that he had a secure lock slot installed at the office with grant money available from the Secretary of State’s office. Joe Lamson did the installation and got rid of the box that was on the outside of the building. This new slot leads to a box inside the building and only Mike has access to it. He has asked the office staff that handles the daily mail to put the ballots in this secure slot. Mike has been coming into the office in the evenings and on weekends to keep up with the ballots.

So far, for the General Election, he has received 168 ballots and for the School Board Election, 139. The ballots are checked for compliance (properly signed), checked in on the database and then deposited into their respective ballot boxes. So far there has only been 1 defective envelope. Though Mike can begin opening and processing the ballots now, he will wait until 10 AM Election Day. He will go through them one more time to make sure the names match the checklist. Again, he will open the envelopes and but the ballots in their respective boxes. He will always have Election Officials with him when he does so.

Procedures for Election Day at the Windham Meeting House:

There will be 1 voter allowed into the MH at a time (unless they require assistance). There will be an Election Official posted outside to regulate this. Upon entry to the building, voters will be asked to use hand sanitizer and then be given a golf pencil (which they can take with them or dispose of at the end of their voting). They will proceed to (socially distance) check in with the election worker, vote, put their ballots in the corresponding boxes for the General Election or School Board, check out with the election worker and exit the building through the second door. Even if household members come together, they will still be required to enter one at a time. The BCA expressed gratitude for this.

Everyone who was on the voter checklist and not challenged on September 2 was mailed a ballot by the Secretary of State. If they have not returned it early, they are being encouraged to bring it with them, either completed in the envelope or blank to vote at the polls. If they do not have it, there are ample ballots for them to use, but they will have to sign an affidavit saying that they have not voted elsewhere, nor returned their ballot (in the mail or in person) already.

Not wanting to deny anyone the right to vote, the Secretary of State has advised that if they are unwilling to sign the affidavit, they are still allowed to vote, but that will be noted on the checklist.

Mike is not concerned about security issues or violence at the polls in our community.

Regarding poll watchers, they are entitled to be at the polls. There are specific rules governing what they are and are not allowed to do. They are not allowed to intimate any voters. They will be behind ropes, away from voters. There are 347 voters on the checklist. Any challenges to this list must be done in writing by Friday, October 30.

If there is a challenge at the polls, the Town Clerk, an Election Official and the BCA member will have to decide on the spot. Again, Mike is not concerned about this and does not anticipate this being a problem. If anything arises, he can summon the Police.

The Town Clerk and his assistants, as well as BCA members, do not have to be appointed as Election Officials. This includes Mike, Peter Chamberlain, Kord Scott, John Hoover, Michael Simonds, Joe Monroe and Ellen McDuffie.

The other potential Election Officials are:

Steve & Imme Maurath Bill Dunkel Sally Hoover

Joyce Cumming Alison Trowbridge Colin Blazej

Jim & Jo-Jo Chlebogiannis Kathy Scott Muriel Scott

Ali Cummings Eileen Widger Dawn Bower

Betsey Riley Dave & Pat Cherry Louise & Tom Johnson

Becky & Ron Phillips Al & Pat McLaine

**Motion**: John Hoover moved and Peter Chamberlain seconded that the full slate of potential Election Officials be approved. All in favor.

The process of checking the voter registration list began. There are several voters already challenged. Mike will check if they have reached the 2-election cycle, therefore enabling them to be removed from the list. If not, they will remain challenged.

There is a deceased person on the list, but without having received the death certificate, we just have to note her as challenged.

There are also a number of voters on the list that we know have moved, but unless we get official word from them, the Secretary of State or another district in which they have registered, they must remain challenged for 2 election cycles before being eligible for removal. No one is getting purged from the list now, but Michael will check the dates of some of the challenges to see if those voters warrant removal.

Next year, which is an odd-numbered, non-general election year, we are required to go through the voter checklist name by name.

A round of applause and thank-yous went out to Carol Bellucci for her years of dedication and service to this Board. Mike was also praised for his organizational and pre-election skills.

**Motion**: Peter Chamberlain moved to adjourn the meeting. All in favor.

The meeting was adjourned at 7:08.

Respectfully submitted, Maureen Bell