

Tuesday, March 13, 2018 4:00 PM

- I. **OPEN PUBLIC MEETING STATEMENT:** Statement read by Chairperson Lynn Caterson
- II. **PLEDGE OF ALLEGIANCE:** Pledge was led by Secretary John Mooney
- III. **ROLL CALL:** Chairperson Lynn Caterson, Secretary John Mooney, Commissioner Ernest Aponte, and Commissioner Mary Jo Coutts.
Office Staff: Clerk Bill Sacchinelli, Clerk Susan Sandman, Melissa Baez, and Hope Bertino.
- IV. **2018 – 2019 REORGANIZATION:**
 - A. **Appointments/Reappointment of Commissioners** - The Governor reappointed Lynn Caterson and John Mooney.
 - B. **Selection of Chairperson** – A motion was made to appoint Lynn Caterson as Chairperson to the BOE.
 - **Motion:** Commissioner Aponte
 - **2nd:** Commissioner Coutts
 - **Vote:** Unanimous
 - C. **Selection of Secretary** – A motion was made to appoint John Mooney as Secretary to the BOE.
 - **Motion:** Commissioner Coutts
 - **2nd:** Commissioner Aponte
 - **Vote:** Unanimous

A motion was made to move Old Business to after Secretary Selection.

 - **Motion:** Chairperson Caterson
 - **2nd:** Commissioner Coutts
 - **Vote:** Unanimous
- V. **OLD BUSINESS:**
 - A. **Scanner Proposal Discussion** – The Board would like to check the scanners at the NJAEO Conference on March 27, 2018. If the next Public Meeting was changed from April 17 to April 3, there should be enough time to purchase the scanner and have it working before the Primary Election. A motion was made to change the April meeting from April 17 to April 3, and to accept all other meeting dates for 2018 – 2019.
 - **Motion:** Secretary Mooney
 - **2nd:** Commissioner Coutts
 - **Vote:** Unanimous
- VI. **READING AND ADOPTION OF THE MINUTES:**

A motion was made to approve the minutes from December 12, 2017.

 - **Motion:** Secretary Mooney
 - **2nd:** Commissioner Coutts
 - **Vote:** Unanimous
- VII. **PUBLIC COMMENT:** None

VIII. CLERKS TO THE BOARD UPDATE:

A. Possible Polling Location Changes for 2018 – There are few possible Polling Place changes.

Atlantic City 1-3 Price Memorial Church will be moved to Shiloh Baptist Church due to Building problems. A motion was made to accept this location change.

- **Motion:** Secretary Mooney
- **2nd:** Commissioner Coutts
- **Vote:** Unanimous

Atlantic City 3-2 Second Baptist Church has potholes in the parking lot. The Municipal Clerk would like to move 3-2 back to St. Michael's Quaremba Hall. A motion was made to keep the polling site at the Second Baptist church until the clerk makes a decision.

- **Motion:** Secretary Mooney
- **2nd:** Commissioner Aponte
- **Vote:** 2-2

A second motion was made to keep the polling site at the Second Baptist Church until the clerk makes a decision

- **Motion:** Secretary Mooney
- **2nd:** Commissioner Aponte
- **Vote:** 2-2

The Vote must go to the County Clerk when there is a tie.

Atlantic City 5-1 The Boat House told the Municipal Clerk that the building was unavailable for the Primary and General Elections. A motion was made to send a letter to the Atlantic City School Board and Solicitor and state that it's against the law for a public school facility to refuse a polling site.

- **Motion:** Secretary Mooney
- **2nd:** Commissioner Aponte
- **Vote:** Unanimous
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The Brigantine Clerk would like to move W-1 Brigantine North School to the Brigantine Country Club. A motion was made to send a letter to the Clerk stating the school has to remain a Polling Site.

- **Motion:** Secretary Mooney
- **2nd:** Commissioner Aponte
- **Vote:** Unanimous

B. Voting Accessibility Advisory Committee 2018 – The BOE will invite the Accessibility Advisory Committee to our next public meeting on Tuesday April 3 at 5:00 pm.

C. Spring 2018 Training Classes

Request authorization to purchase training materials – A motion was made to approve the Spring training class schedule.

- **Motion:** Secretary Mooney
- **2nd:** Commissioner Coutts
- **Vote:** Unanimous

A motion was made to purchase training materials for the Spring Classes.

- **Motion:** Secretary Mooney
- **2nd:** Commissioner Coutts
- **Vote:** Unanimous

D. NJAEO update March 27 & 28 – A schedule was sent to the BOE.

E. Security Update –

1. Other departments have access to our office without our knowledge. Bill Sacchinelli contacted the Head of Security to advise him of the situation. Mr. Sacchinelli sent a list of permitted employees to Security, and is waiting for a reply.
2. There should be 2 keys for each lock for our vault. We only have one key each. We need to change the locks and get lockboxes for the keys. A motion was made to change the locks and get lockboxes for the extra keys.

- **Motion:** Commissioner Aponte
- **2nd:** Commissioner Coutts
- **Vote:** Unanimous

F. 2018 Primary Preparations – A motion was made to spend 700.00 on food for the Primary and to have to food brought upstairs away from voters.

- **Motion:** Secretary Mooney
- **2nd:** Commissioner Coutts
- **Vote:** Unanimous

G. Ethics Officer – A motion to appoint Bill Sacchinelli as Ethics Officer for 2018.

- **Motion:** Commissioner Coutts
- **2nd:** Commissioner Aponte
- **Vote:** Unanimous

IX. NEW BUSINESS:

A. **Letter to Legislation** – Chairperson Caterson sent letters to State Legislators pertaining to signatures on MIB's. She will follow up in a future meeting.

B. **Tentative list of Poll Workers for 2018** – A motion was made to approve of the given lists.

- **Motion:** Secretary Mooney
- **2nd:** Commissioner Coutts
- **Vote:** Unanimous

Secretary Mooney would like to abstain from anything pertaining to his wife Nancy Mooney.

C. **Signature Authorizations for 2018** – A signature Authorization sheet for 2018 was given to Chairperson Caterson and Secretary Mooney to sign. It will be sent to Jerry DelRosso.

X. WRITTEN CORRESPONDENCE:

A. **Rutala re: Budget Memo** – Two part-time people will be hired for the Board of Elections. One Democrat and One Republican.

XI. EXECUTIVE SESSIONS: None

XII. ADJOURNMENT: A motion was made to adjourn the meeting at 5:35 pm.

- **Motion:** Chairperson Caterson
- **2nd:** Secretary Mooney
- **Vote:** Unanimous