

Tuesday, August 21, 2018 5:00 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 Mary Jo Coutts, and Commissioner Ernest Aponte  
Office Staff: Clerk Bill Sacchinelli, Susan Sandman, Melissa Baez, and Hope Bertino,
- IV. **READING & ADOPTION OF MINUTES**:

A motion was made to approve the amended minutes from May 15, 2018.

- **Motion:** Secretary Mooney
- **2<sup>nd</sup>:** Commissioner Coutts
- **Vote:** Unanimous

- V. **PUBLIC COMMENT**: None

- VI. **CLERKS TO THE BOARD UPDATE**:

**A. Primary Recap** – There were several problems in a few Pleasantville polling sites. The North Main St. School was extremely cramped. There was a sign on the South Main St. Polling site's fence to call the school board with problems; which is a conflict of interest. And there was a lack of signage to "Vote Here" at Faith Baptist Church. There was a discussion to have the Clerks to the Board have a meeting with the City Clerk to confirm these problems and then send a letter to the School Board with copies to the Superintendent of Elections, and City Clerk.

**B. End of Night Clarification** – The County Clerk is going through adjustments on the End of Night Reader locations. The reporting zones were the same – the SOE and City Clerks were transporting to the Reader Zones. The BOE will make sure we are aware of the reporting zones for all Couriers to go to. In the future, the BOE must be very careful as to the hand count on Provisional Ballots.

**C. Recruitment Update** – There are 206 new Poll Workers recruited.

**D. Fall Training Update** – There are 376 Veteran Poll Workers to be trained and the 206 new Poll Workers which is a total of 582 Poll Workers to be trained in the fall. There are 28 total Poll Worker Classes. The BOE is responsible for training under Title 19. A discussion was made to invite the SOE to go over the training program with the BOE Clerks.

**E. Car Request** – Many of the Election Day Area Leaders could use the County Cars. The Leaders that used their own cars should be reimbursed. The BOE should request 7 County Cars for Election Day.

**F. Hamilton Township School Election – Staffing, Area Leaders, Authority Order** – The BOE will have 1 pair of Area Leaders for this Election. There will be 13 Polling Sites with 6 Poll Workers at each site. There is a total of 18,000 regular voters in Hamilton Twp. The BOE will order 25% for the Authorities plus Blank Authorities.

**G. Linwood Polling Location Change Request** – The City Clerk sent an email to the BOE Clerks to possibly move the Seaview Ave. School to Belhaven Ave. School for safety. The BOE clerks could have a meeting with the Parents' Group that was concerned. But the Schools could be closed on Election Days to solve this problem.

**H. Watchung Approval** – A motion was made for the BOE office to contract for Bottled Water Supply.

- **Motion:** Commissioner Aponte
- **2<sup>nd</sup>:** Commissioner Coutts
- **Vote:** Unanimous

## VII. OLD BUSINESS:

**A. Ballot Security** – Discussion about Federal monies being made available to the state for new Voting Machines. Email concerning this and ballot security was distributed to the Commissioners for discussion at a later date.

**B. Second Floor of Boat House for General** – Discussion ensued to contact the Municipal Clerk, the School Board and the Attorney General to once again emphasize the need to move the Polling Area to the second floor for the convenience of the voters.

**C. Check Slab removal from 2<sup>nd</sup> Baptist** – It is believed to have been removed.

**D. Bargaintown Fire House (EHT 9) Remediation Complete** – Municipal Clerk indicated through email that the Remediation was complete, and the voting will be returned to this polling site for the 2018 General Election.

## VIII. NEW BUSINESS:

**A. ESS General Cost** – Because the BOE didn't receive the new scanner for the Primary Election of 2018, the scanner charges for the General Election of 2018 should be covered for free and the Primary of 2019 would also be free of charge. Any rebates would be used for programming charges. A motion was made for Clerks to compose a letter to ESS about these charges.

- **Motion:** Commissioner Coutts
- **2<sup>nd</sup>:** Commissioner Aponte
- **Vote:** Unanimous

**B. Ballot Bowl Update** – The Ballot Bowl is about having College students registering to vote in the County they go to School in. The BOE had no more information at this time.

**C. Primary Authority Color** – A change to the Authority Colors may cause confusion to the poll workers. The BOE should consider asking the County Clerk if he would change the colors of the Provisional Ballots. The BOE should stay with the same colors as always used.

**D. Training Cycle 18 Months vs 2 Years** – Considering the poll workers do not get paid for going to training classes, a motion was made for poll worker training classes to remain at every 2 years.

- **Motion:** Secretary Mooney
- **2<sup>nd</sup>:** Commissioner Aponte
- **Vote:** 2-2 Chairperson Caterson - no  
Commissioner Coutts – no

A motion was made to have the BOE Clerks look into On-line Training.

- **Motion:** Commissioner Aponte
- **2<sup>nd</sup>:** Commissioner Coutts
- **Vote:** Unanimous

**E. Planning for 2020 Census – Re-Warding/Re-districting** – The BOE may have to request from the County to get an outside source to do the re-districting. The BOE should get the RFP completed to get this started. A motion was made to start the RFP so re-districting can begin.

- **Motion:** Secretary Mooney
- **2<sup>nd</sup>:** Commissioner Coutts
- **Vote:** Unanimous

**F. Outside Meeting Attendance (requested by the Secretary)** – Secretary Mooney suggested that Ms. Sandman attend the NJAEO special meeting via telephone.

- **Motion:** Secretary Mooney
- **2<sup>nd</sup>:** Commissioner Aponte
- **Vote:** 2-2 Chairperson Caterson - no  
Commissioner Coutts – no

A motion was made to let Ms. Sandman go to the NJAEO meeting without using a vacation day.

- **Motion:** Chairperson Caterson
- **2<sup>nd</sup>:** Commissioner Coutts
- **Vote:** 2-2 Secretary Mooney - no  
Commissioner Aponte - no

**G. Time Traxx** – A draft was made for the Senior Clerks to be able to modify their working time based on their unique hours required in the election department. The Chair and Secretary will review their times every 4 months. A motion was made to accept the Draft.

- **Motion:** Secretary Mooney
- **2<sup>nd</sup>:** Commissioner Coutts
- **Vote:** Unanimous

**H. Increase Pay to Poll Workers (19:45-6) & Poll Locations (19:8-2 & 3)** – To increase the Poll Workers' pay, the State Legislature must increase the pay through State Law. It was suggested that the BOE send a letter to the Senators and Assembly to have all Poll Workers in New Jersey receive a pay raise. A motion was made to send a letter to the Senators, Governor, Speaker, and Assembly to adjust their pay.

- **Motion:** Secretary Mooney
- **2<sup>nd</sup>:** Commissioner Coutts
- **Vote:** Unanimous

A motion was made to increase payment to the Polling locations to 175.00 per site beginning in 2019.

- **Motion:** Commissioner Coutts
- **2<sup>nd</sup>:** Secretary Mooney
- **Vote:** Unanimous

**I. SVRS Audit** – Chairperson Caterson complimented the two Clerks on completing their portion of the audit. There was a question concerning which office is responsible for notifying voters of change. Under Title 19, 19:31-12 clearly indicates the responsibility is with the Commissioner of Registration.

**J. VBM & VR New Forms** – The new Voter Registration and Vote-By-Mail forms are a bit unclear. Discussion ensued that there may be problems resulting from the draft as it currently exists is unclear on several points. Chairperson Caterson indicated there may be a problem with which address for which election the ballot should be mailed to. Further there was a question about "Pick One" pertaining to all future or any individual election.

**IX. WRITTEN CORRESPONDENCE:** None

**X. EXECUTIVE SESSION:** None

**XI. ADJOURNMENT:** A motion was made to adjourn the meeting at 7:05 pm.

- **Motion:** Chairperson Caterson
- **2<sup>nd</sup>:** Commissioner Aponte
- **Vote:** Unanimous

C: File/hb