

Tuesday, July 19, 2016 6:00 PM
Amended and Approved on Tuesday August 16, 2016

- I. **OPEN PUBLIC MEETING STATEMENT:** Statement read by Secretary John Mooney.
- II. **PLEDGE OF ALLEGIANCE:** Pledge was led by Commissioner Mary Jo Coutts.
- III. **ROLL CALL:** Chairperson Lynn Caterson via telephone, Secretary John Mooney, Commissioner Ernest Aponte, and Commissioner Mary Jo Coutts were in attendance.
Office Staff: Clerks Susan Sandman, Bill Sacchinelli, Henrietta McKenzie, and Hope Bertino
- IV. **READING & ADOPTION OF MINUTES:**

A motion was made to accept the minutes from April 19, 2016.

- **Motion:** Chairperson Caterson
- **2nd:** Commissioner Coutts
- **Vote:** Unanimous

The Board discussed if the meeting on May 26, 2016 was valid due to not having a quorum. A motion was made to accept the minutes from May 26, 2016 by Chairperson Caterson. Secretary Mooney stated that there was no legal meeting, so there can't be a motion. Chairperson Caterson said that you can have a legal meeting without a quorum as long as no legal action was taken. Chairperson Caterson would like to ask for an outside legal opinion. Mr. Sacchinelli quoted Rutgers Training that on page 75 it states that there must be a quorum to have a meeting.

- V. **PUBLIC COMMENT:** None

- VI. **CLERK'S UPDATE:**

- A. **Primary Election Recap** – The Board was in agreement that the “War Room” was an excellent idea. The Board would like to have at the end of Election Night a copy of all Call Sheets from the “War Room” and a copy of all Visitor Logs from the Polling Sites. It was suggested that we have better control of the election complaints and problems. Chairperson Caterson suggested we need a written policy for our Policy Manual for elections. Secretary Mooney will work with Bill and Sue to prepare manual.
- B. **General Election Preparation Update** - Secretary Mooney wants to have a meeting with representatives from the Superintendents of Elections and the County Clerk to discuss issues for the Election.
- C. **Training Update – Quiz Update** – Mr. Sacchinelli gave an update on the quiz scores. The Couriers scored a 77% average, Refreshers scored a 70% average, and Newbies scored a 59% average. Chairperson Caterson suggested that the pollworkers RSVP after receiving the letter for their training classes to get a proper count of how many will attend. If the attendance is too low, the training class will be cancelled and rescheduled.
- D. **E.S. & S. Scanner** – Sherry from E.S. & S. has contacted the BOE through email informing us that they are coming out with a new smaller scanner. The machine is not yet certified. The Board suggested to ask for information on it after the General Election, as we are too busy before the election.
- E. **EHT Polling Place Addresses** – The Egg Harbor Twp. Clerk sent an email with correct addresses for all their polling places. The BOE needs to check to verify.
- F. **Todd Winters DAG** – Mr. Winters contacted the BOE to find out how many DAG's will be needed on Election Day. In reply to Mr. Winters, we will need 2 in the morning, and 2 in the evening. A motion was made to accept 4 DAGs in total for Election Day.

- a. **Motion:** Secretary Mooney
- b. **2nd:** Chairperson Caterson
- c. **Vote:** Unanimous

G. **Furloughs** – Laura McCabe from Human Resources emailed the BOE to confirm that the BOE is not participating in furlough days.

VII. OLD BUSINESS:

- A. **Regional Meeting Smithville** – Atlantic County will be hosting the NJAEO Regional Meeting on Thursday July 21, 2016 at Smithville Inn. There should be approximately 35-45 people in attendance.
- B. **ADA Compliance for Polling Places (requested by Chairperson Caterson)** – Because of lawsuits in different states about problems in ADA compliance concerning the polling sites, it is recommended that the Clerks to the Board attend the NJAEO meeting, which will discuss the lawsuits more clearly.
- C. **Questions about Board Member Training Manual** - "Chairperson Caterson expressed concern that in the State of New Jersey District Board Member Training Manual on p. 19 it says that Poll Workers can be charged with a criminal offense if they give a provisional ballot to allow a voter to vote a different party from the one the voter is registered. She requested clarification." The Board discussed the topic extensively.

VIII. NEW BUSINESS:

- A. **Press Articles/Letters to Editor (requested by Commissioner Coutts)** – There were 2 editorials from the Press pertaining to the Woodlands Condominiums. The Board decided that it was old business and did not want to discuss it any further.

IX. WRITTEN CORRESPONDENCE:

- A. **Response to correspondence –**

1. **Mrs. Forde** - A concerned voter, regarding her experience on June 7, 2016 was investigated. The Board will not respond to this voter's letter due to the fact that Superintendent of Elections Bugdon has already responded. A motion was made to not send a letter to this voter.

- **Motion:** Chairperson Caterson
- **2nd:** Commissioner Coutts
- **Vote:** Unanimous

2. **Al Stephens DAG** – A letter was drafted to Mr. Stephens. Two Board members agreed to oppose. If the 3rd paragraph beginning with "It is obvious" is taken out, the 2 opposing members will agree to have the letter sent to Mr. Stephens.

- B. **Superintendent's Email re: Election Day Workers and Polling Locations** – There are 3 Polling Sites in Atlantic City that are not in the correct areas, The Boat House, Community Haven, and Brighton Ave. School. The Board feels a letter should be sent to the Atlantic City Municipal Clerk to make sure the polling areas are correct. A letter should also be sent to the Atlantic County Supt. Of Schools concerning the safety of the children during an election. CC: to all individual Supts. Of Schools.

X. EXECUTIVE SESSION: (Waived) Regular Meeting Continued -

- A. **Release of Information to Public/Media** – Not Discussed
- B. **Responses to Correspondence by Full Board** – Not Discussed

- C. **Instructions to Poll Workers Concerning Provisional Ballots** – Poll workers need more training concerning distribution of Provisional Ballots.
- D. **Blackout Dates prior to Elections for Employees** – Secretary Mooney stated that a BOE employee should not take vacation 21 days before and 16 days after an election. He would like to have back-up plan in place, in case of absences.

XI. **ADJOURNMENT:** A motion was made to adjourn the meeting at 7:50 PM.

- a. **Motion:** Commissioner Coutts
- b. **2nd:** Commissioner Aponte
- c. **Vote:** Unanimous

C: File/hb