ATLANTIC COUNTY BOARD OF ELECTIONS   BOARD MEETING MINUTES

Tuesday, March 8, 2016 2:00 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 Couts were in attendance.

Office Staff: Clerks Susan Sandman, Bill Sacchinelli, Henrietta McKenzie, and Hope Bertino

IV. **2015 REORGANIZATION:**

   A. **Appointments/Reappointment of Commissioners by Governor Christie**

   Chairperson Lynn Caterson and Secretary John Mooney were reappointed for 2 years, and sworn in by Commissioner Ernest Aponte.

   B. **Selection of Chairperson**
   A motion was made for the re-election of Lynn Caterson as Chairperson.
   - **Motion:** Secretary Mooney
   - **2nd:**   Commissioner Couts
   - **Vote:**   Unanimous

   C. **Selection of Secretary**
   A motion was made for the re-election of John Mooney as Secretary.
   - **Motion:** Commissioner Couts
   - **2nd:**   Commissioner Aponte
   - **Vote:**   Unanimous

   D. **2016 BOE Meeting Schedule**
   A motion was made to approve dates in July and August, and to leave January and February as needed. Times were adjusted for April, May, September and December.
   - **Motion:** Commissioner Couts
   - **2nd:**   Commissioner Aponte
   - **Vote:**   3 for and Secretary Mooney abstained

V. **READING & ADOPTION OF MINUTES:**

   A motion was made to accept the minutes from December 8, 2015.

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

VI. **PRESENTATION/DEMONSTRATION OF SCANNER BY VENDOR:**

   E S & S representatives Christine Valeriano, Matthew Nelson, and Val Guyett gave a presentation on the DS850 and MBV1000 scanners. Written quotes were given to the Board Members.

VII. **PUBLIC COMMENT:**

   A motion was made to hear from the floor with any public comments.

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

The following people from the floor, Olen Soifer, Rodney Guishard, George Mitchell, Jacob Freeman and Augustus Harmon voiced their opinions concerning the closing of the Woodlands Condominiums as a Polling Site. Information was shared back and forth between the Speakers and the Commissioners.

A motion was made to close all comments from the floor.

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

VIII. <u>CLERKS TO THE BOARD UPDATE:</u>

A. St. Michael's, Egg Harbor City, Longport, Newtonville Fire Hall

St. Michael's in Atlantic City is closing. The Atlantic City Municipal Clerk suggested 2nd Baptist Church which will be inspected to make sure that it is ADA compliant. Egg Harbor City Municipal Hall will keep one polling site there and the other at the American Legion. Longport is requesting to move from the Municipal Hall to the Fire Hall, this is on hold because there may be some parking issues. BVT is replacing Newtonville Fire Hall with the MLK Center. Hamilton Township District 4, the Woodlands, is on hold. Galloway Districts 3 and 6 Bayview Fire Substation to Galloway Library is on hold.

B. Pollworker/Courier Training Schedule

There were a few more classes for Couriers due to changes with materials on Election Day. A motion was made to accept the training schedule.

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

C. Voting Accessibility Advisory Committee

It was suggested that the Board members and the ADA committee divide the list and check all of the polling sites. Staff will invite the three ADA Committee members to a meeting on April 19, 2016 at 5:00 pm. A motion was made.

- **Motion:** Secretary Mooney
- **2nd:** Commissioner Couts
- **Vote:** 3 for and Chairperson Caterson abstained

D. Proposal for Poll Worker Hot Line

Michael Gibbon from the Superintendent's Office explained how the hotline will work. It should help with all misdirected phone calls during Election Day. A motion to approve the hotline was made.

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

IX. <u>OLD BUSINESS:</u>

A. Off Site Email Update

Chairperson Caterson will call Diana Rutala to find out why staff hasn't been able to access off site email.

B. Recording Meetings

Chairperson Caterson stated that we should have a recording of all minutes. Staff will find out what app is necessary to record the minutes from a laptop, attempting to record at the next meeting.

X. **NEW BUSINESS:**

A. **Approve Poll Worker List for 2016**

A motion was made to approve the Poll Worker list for 2016.
- **Motion:** Commissioner Couts
- **2ⁿᵈ:** Commissioner Aponte
- **Vote:** 3 for and Secretary Mooney abstained

B. **Signature Authorizations for 2016**

Signatures will not be necessary until after the Budget has been approved.

XI. **WRITTEN CORRESPONDENCE:**

A. **Longport Poll Change**

The Board needs more information in order to make the change due to insufficient parking at the proposed polling site. A motion was made to put on April's Agenda.
- **Motion:** Commissioner Couts
- **2ⁿᵈ:** Secretary Mooney
- **Vote:** Unanimous

B. **Woodlands**

Correspondence was sent from concerned parties: Nelson, Schroeder, Lafferty, and NAACP, about their concerns about the Woodlands remaining a polling site. A motion was made for Commissioner Aponte to draft a letter to the Municipal Clerk with ccs to the Woodlands Board President, the Woodlands Condo Association, and to all the people who had written to the BOE.
- **Motion:** Chairperson Caterson
- **2ⁿᵈ:** Commissioner Aponte
- **Vote:** Unanimous

C. **Agenda to NJAEO March 15 and 16**

An agenda was given to all Board Members. All will be in attendance.

D. **Block Boundary Project in anticipation of census and redistricting 2020.**

Information was received from Robert Giles, Director, and Division of Elections.

XII. **EXECUTIVE SESSION:**

A motion was made to go into Executive Session to discussion the union contract and furloughs.
- **Motion:** Chairperson Caterson
- **2ⁿᵈ:** Commissioner Couts
- **Vote:** Unanimous

A. **Union Contract**

B. Furloughs

A motion was made to go back into Open Session

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

XIII. **ADJOURNMENT:** A motion was made to adjourn the meeting at 5:40 PM.
- **Motion:** Secretary Mooney
- **2nd:** Commissioner Couts
- **Vote:** Unanimous

C: File/hb