

# MINUTES

## ATLANTIC COUNTY BOARD OF ELECTIONS

5903 Main Street, Mays Landing, NJ 08330

### REORGANIZATION MEETING

Tuesday, March 7, 2023 – 5:30 PM

- **OPEN PUBLIC MEETING STATEMENT**- Statement read by Chairwoman Evelynn Caterson.
- **PLEDGE OF ALLEGIANCE**- Pledge was led by Secretary John Mooney.
- **ROLL CALL**- Chairwoman Evelynn Caterson, Secretary John Mooney, Commissioners Mary Jo Coutts and Creed Pogue, Staff included Clerks Bill Sacchinelli, Jenna Baruffi, Melissa Baez and Melissa Martino. Also, Atlantic County Clerk Joe Giraldo.
- **GOOD OF THE ORDER**- A moment of silence was taken for Carol Mallette-Area leader for BOE and Barbara Mattalucci- mother of former clerk to the BOE Susan Sandman. Commissioner Creed Pogue gave a positive update regarding his mother's health. Chairwoman Evelynn Caterson announced that she will no longer need to be under care of her specialist, as her health has improved significantly.
  
- **2023 REORGANIZATION**
  - **Appointments/Reappointment of Commissioners**- Commissioners Mary Jo Coutts and Creed Pogue were both sworn in by Atlantic County Clerk, Joe Giraldo.
  - **Selection of Chairperson**- Commissioner Coutts nominated Evelynn Caterson to remain Chairwoman. Commissioner Pogue seconded the motion.
  - **Selection of Secretary**- Commissioner Coutts nominated John Mooney to remain Secretary and Commissioner Pogue seconded said motion.
  - **2023-2024 BOE Meeting Schedule**- Motion to accept presented future meeting dates.
    - **Motion: Commissioner Pogue**
    - **2<sup>nd</sup>: Commissioner Coutts**
    - **Vote: Unanimous**
  
  - **Annual Signature Authorization**- Signature authorization form signed by Chairwoman Evelynn Caterson was given to the members of the board authorizing both Bill Sacchinelli and Jenna Barruffi to sign for the Chairwoman during any absence that may occur.
  
- **READING & ADOPTION OF MINUTES**- Secretary Mooney entered a motion to amend the minutes from 02/21/23, specifically to add to IX-J. A letter was to be drafted by the board and sent to the state to request assistance. Commissioner Pogue shall create the draft for the BOE to approve.
  - **Motion: Secretary Mooney**
  - **2<sup>nd</sup>: Commissioner Coutts**
  - **Vote: Unanimous**
  
- **EARLY PUBLIC COMMENT**- Secretary Mooney addressed County Clerk Joe Giraldo regarding our office not having a restroom. It was suggested that we request additional swipe cards in the meantime. County Clerk Joe Giraldo had informed the BOE that his office would be purchasing an industrial sized shredder. It would be kept near our office. Secretary Mooney entered a motion to agree upon the location. Commissioner Coutts seconded the motion and all were in favor. The BOE and County Clerk spoke about our upcoming poll worker training classes. Chairwoman Evelynn Caterson had applied for a grant from the Bar Association. It was discussed that it could be used for additional Public Service announcements as an outreach program.

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# MINUTES

Secretary Mooney expressed that he would like to add an additional site for training classes, as well as an additional Early Voting site. Financial concerns were discussed and there was no further motion to be made.

- **Motion to close public comment: Secretary Mooney**
- **2<sup>nd</sup>: Commissioner Pogue**
- **Vote: Unanimous**

## • CLERKS TO THE BOARD UPDATE

- A. Resolution to County Commissioners RE Scanner Contract 2023-** Copy of ES&S resolution was presented to members of the BOE. Any concerns were addressed and a motion was made to ask for the County law department to review and would like for it to also be added to the County Commissioners agenda for their meeting on 03/27/23.
- **Motion: Commissioner Coutts**
  - **2<sup>nd</sup>: Secretary Mooney**
  - **Vote: Unanimous**
- B. Voting Accessibility Advisory Committee 2023-** Board asked that Jerry DelRosso or Michelle Knudsen be contacted and asked to give notice to members of the ADA committee and ask that they attend the next BOE meeting on 04/04/23.
- C. Election Preparation 2023 Primary-** Clerk Bill Sacchinelli advised the BOE of biweekly meetings that have been and will continue to be held within the 3 election departments, i.e. Board of Elections, Superintendent of Elections and County Clerk Joe Giraldo. Bill Sacchinelli had asked the County Clerk for permission to include both Melissa Baez and Melissa Martino. Permission was given by Joe Giraldo, Atlantic County Clerk.
- D. 2023 NJAEO Update Conference – April 11, 12 & 13-** NJAEO Conference will be held at Resorts Casino. Staff shall attend. All dues and Conference fees have been submitted.

## • OLD BUSINESS

- A. Disposition of items in Buffalo Ave. Location-** BOE would like for the county to have a cleaning crew, i.e. Servpro to determine any items that may be salvageable and placed in storage until the BOE is able to move into a new location.

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

**Redistricting-** BOE has asked that their clerks follow up with Remington & Vernick. They had provided the total turn out of voters that included all Voters who voted during Early Election and Vote by Mail, as well as at each polling locations, however the number seems to be inaccurate as the BOE asked for who had voted in person in order for accurate redistricting.

- B. New End of Night Procedures for New Voting Machines-** BOE discussed concerns they have regarding carrying the canisters along with the E-Poll books at the end of the night. Clerks of the board will be meeting with the Superintendent and our County Clerk, bi-weekly to discuss further preparation.

## • NEW BUSINESS

- A. Tentative List of Poll Worker for 2023-** Tentative list of Poll workers for 2023 were provided for each Board member.
- B. Tentative List of Polling Sites for 2023-** Tentative list of Polling sites were provided for each Board member. Discussed possibly changes in Atlantic City, Buena Borough, Egg Harbor Township and Galloway. Jenna Baruffi is a registered voter and resides in Buena Borough therefore she announced

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# MINUTES

that she shall recuse herself from anything related to Buena Borough and allow Bill Sacchinelli to take the lead.

- C. **Polling Locations for Early Voting 2023-** Early Voting locations were provided to each board member.
- D. **Drop Box Locations for 2023-** The board expressed their desire to have drop boxes placed at each local college. Financial concerns were discussed. Motion was made to purchase one additional drop box and relocate our drop box which will be moved from the Buffalo Avenue location.
  - **Motion: Commissioner Pogue**
  - **2<sup>nd</sup>: Commissioner Coutts**
  - **Vote: Unanimous**

- **PUBLIC COMMENT-** Commissioner Pogue entered motion to open meeting for any public comment at 8:06 pm.

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

- **WRITTEN CORRESPONDENCE**

- **EXECUTIVE SESSION-** 8:18 pm any public was asked to please exit to discuss any matters that were on the agenda. Closed executive session at 8:33 pm.

- **ADJOURNMENT-** Meeting adjourned at 8:40 pm. Motion was made to adjourn.

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