

## BOARD OF CIVIL AUTHORITY MEETING

February 23, 2016

**MEMBERS PRESENT:** Gary Anderson, Roger Audet, Brickett Bailey, John Clark, Brian Jones, Pixie Loomis, Kimberly Moulton and Duncan Tingle

**OTHERS PRESENT:** Karen Aither, Mike Aither, Dolly Cubit, Everett Dickinson, Stacey Moulton and Sandy Noyes

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The meeting was called to order at 6:00pm. Kim Moulton acted as chairperson for the meeting.

1. **Election Training for Town Meeting:** K. Moulton thanked everyone for coming to the meeting tonight. It was explained that the meeting would be short but sharing this information during a meeting would be easier than trying to share it all one on one as people show up to assist on Town Meeting day.

K. Moulton explained that there would be two entrance checklists and two exit checklists in the polling room. There will be four ballots being voted on at town meeting this year. Voters can request the ballots that they want to vote. If they want the Presidential Primary ballot, they must tell the checklist clerk if they want the Republican or Democratic ballot. The checklist clerk must record which ballot the voter took by writing in R or D on the checklist and instruct the ballot clerk which ballot to give the voter. It was explained that 17 year olds are on the checklist. If a 17 year old comes into the polling location, they can only vote in the Presidential Primary. They can not vote on the other three ballots.

G. Anderson asked about checking in 17 year olds at the auditorium entrance. Should he check them off the list and stamp their hand. K. Moulton stated that they should not be checked off the checklist or their hands stamped. The meeting in the auditorium is not a Primary Election and 17 year olds are only allowed to vote in Primary Elections if they reach the age of 18 on or by the November General Election.

P. Loomis asked how we would know if they were 17. K. Moulton stated there is a column on the checklist that will tell you if they are 18 and older. The code in that column will tell you how to proceed.

K. Moulton talked about the tabulator. The tabulator will be used for the Presidential Primary ballots only. It was explained that when the Secretary of States office gets complaints during elections, it usually centers around election workers hovering too close to the tabulator so that the voter feels like their ballot is being read as it is being cast. K. Moulton showed the proper location to stand or sit while manning the tabulator. If the tabulator jams, she showed how to assist the voter in keeping their ballot confidential while the tabulator jam is resolved.

K. Moulton talked about counting the ballots after the close of the polls. K. Moulton will be at LUHS until approximately 7:15pm to make sure the number of LUHS budget ballots cast matches the number of ballots on the entrance and exit checklists. Two BCA members will stay at LUHS to turn over those ballots to be

comingled and counted. When they are done counting there, they will return to the Town Offices.

There will be others assisting K. Moulton with the tear down of the polling location and transporting all election supplies, equipment and supplies back to the Town Offices to be counted.

K. Moulton explained that people have been assigned to count the different ballots. Although the tabulator is being used to count the Presidential Primary ballots, state statutes require that each ballot is reviewed to make sure write-ins are counted. Ballot counters were reminded that the meeting room can get loud, especially with the echo in the room. K. Moulton requested that ballot counters be courteous with the noise level because not all ballot counters will be done at the same time.

There were no other questions. K. Moulton thanked everyone again for coming. Elections would not be as smoothly run if we didn't have people volunteering their time to assist us.

2. **Other Business:** There was no other business.

There was a motion and a second to adjourn the meeting at 6:15pm. Passed unanimously.