

## Board of Civil Authority Meeting - 7/30/2020 7 pm - Approved Minutes

**BCA Present:** via Zoom - Nora Rubinstein, Pat Hemenway, Elizabeth Cooper, Leslie Silver, Heather Grier, Patty Kenyon, At the town office - Terry Redfield, Neil Russell, Laura Castle

Terry called to order at 7:14pm

Minutes of prior meeting: 7/9/2020 BCA meeting.

Pat moved to approve minutes of 7/9/2020 as presented. Terry 2<sup>nd</sup>. Motion carried.

The board reviewed the Voter Checklist in anticipation of the November election. Each page was looked at prior to and at the meeting, challenges and changes were collected by Laura and Terry to be addressed prior to the November election deadline.

There was some discussion about how to handle the people who have received two ballots in the mail by mistake. Laura is aware that this has happened and will be keeping track of the potential for duplicates. The board, by consensus, decided that the first ballot received will be the ballot that is put through the tabulator, any subsequently received duplicates will be marked as spoiled.

There were some ideas for handling absentee balloting questions as we move closer to the primary. Ideas included, keeping an inventory of ballots sent and received (Laura is currently doing that), posting instructions on Front Porch Forum and on the town's website, and setting up a voter hotline.

The board received an email from David Munyak asking specific questions about how we ensure the integrity of the election and could we verify an absentee vote was received and tabulated. Email text is below:

*As a registered voter, how will I know that:*

- 1. my absentee ballot has been received by the town?*
- 2. my absentee ballot has been entered as a VOTE that counts in the election?*
- 3. EVERY absentee ballot that was sent in by a registered voter has been received and properly recorded as a VOTE in this election?*

*In each case, I am less concerned with what is SUPPOSED to happen than I am with confirming that it DID happen.*

Laura is keeping a spreadsheet with names and dates for all absentee ballots mailed out and received back. That list will be attached to the voter checklist at the polls and become part of the election record. Each absentee ballot will be processed on election day by the Town Clerk and then run through the voter check in and check out lists prior to being run through the tabulator.

Leslie will email David with the board's responses to his questions.

Elizabeth will look for the clear instructions about filling out absentee ballots and sending them back for us to post on FPF.

Terry moved to adjourn at 9:17pm, Neil 2<sup>nd</sup>. Meeting adjourned.

Respectfully submitted  
Patty Kenyon, Clerk