

Board of Civil Authority Meeting - 11/10/2020

7 pm - Unapproved Minutes

BCA Present: via Zoom - Patty Kenyon, Nora Rubinstein, Leslie Silver, Pat Hemenway, Elizabeth Cooper (left at 8pm). At the town office - Terry Redfield, Laura Castle.

Public Present: via Zoom - Meredith Morgan, Nance Dean

Terry called to order at 7:00pm

APPROVAL OF MINUTES: October 29, 2020

Nora moved to approve the minutes of October 29, 2020 as presented, Pat 2nd. All in favor, motion carried.

NOVEMBER GENERAL ELECTION CRITIQUE:

- a. **What worked well** - Terry liked the mail-in system, Pat said Patty & Heather handled things beautifully.
- b. **What didn't** - Leslie - Shift change was a little bit awkward... greeter didn't actually greet her. Messaging between new people was a little bit awkward. Two people change, two different messages. Person at the door needs to be assertive. There was one person who came in without a mask. Greeter could have handled it better.
- c. **Identify areas for Improvement** - We could be more clear in terms of training and regulations with workers and public. Couple of times unmasked people were in the building for longer periods of time than workers would have liked.

Possible solution to address the mixed messaging would be to stagger the shift changes, only one person at each table changes at a time.

Might need a team to set up the election for town meeting as we did with the general in order to keep up on data entry in the state's system.

WORK ON CLEANING UP VOTER CHECKLIST: Reviewed checklist line by line - gathered information to get challenges out and checklist cleaned up. Patty and Heather will work on the list in accordance with state law.

PLANNING FOR MARCH 2021 TOWN MEETING - state is talking about sending absentee ballots again to full checklists. We'll wait for info from the state regarding procedures for town meeting, but it's sure to be different this year with COVID-19.

OTHER LAWFUL BUSINESS (if any) - There was a mention of the new state travel rules, anyone coming into the state must quarantine for 14 days.

ADJOURN

Nora moved to adjourn at 8:36pm, Leslie 2nd. Meeting adjourned at 8:36pm

Respectfully submitted

Patty Kenyon, Clerk