

**HOOKSETT BOARD OF ELECTIONS...July 28, 2014**  
**MINUTES**

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**Attendance:** Supervisors of Checklist, Mike Horne, Bryan Williams, and Sally Humphries; Town Clerk, Todd Rainier, Deputy Town Clerk Billie Hebert, Don Riley.

**I. Call to Order:** Don Riley at 7:00 PM

**II. Minutes:** Minutes of January 29, 2014. Motion by Mike, 2<sup>nd</sup> by Sally to approve as written.

- One correction was noted by Town Clerk Todd – Becky Berk is misspelled

Mike revised the Motion to approve as amended with Sally agreeing.  
Minutes as amended unanimously approved

**III. Old Business:** No old business to discuss

**IV. New Business:**

- A. NH State Primary:
1. Timeline.
    - a. Unmarked Ballots will arrive 2-3 in advance of September 9
    - b. AVS Data line at Cawley School Gymnasium should be tested when notified by HAVA.
    - c. Moderator will return from traveling on September 3, but will be available by phone/email if required.
  2. Voter ID / Registration.
    - a. Sally and Don attending workshop on July 31 – should learn new information, if any.
  3. Absentee Ballot Processing
    - a. SB 271 not signed by Gov Hassan at this date.
  4. School Use
    - a. School Use form submitted by Todd and Billie
- B. Other New Business:
1. Moderator distributed draft “Hooksett, NH Election Process” for review by BOE. This document is an attempt to define the chronological sequence of events leading to an Election in sufficient detail to form the underlying information for a simplified Checklist of Actions. This will help with consistency, accuracy of preparation and reduce the opportunity for omissions. Once reviewed and revised, BOE should formally accept the document.

**V. Future Meetings:** None scheduled at this time.

**VI. Adjournment:** Declared adjourned at 7:24 PM.

Submitted:  
Don Riley