

HOOKSETT BOARD OF ELECTIONS...January 27, 2016
MINUTES

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

I. Call to Order: Don Riley at 6:07 PM

II. Minutes: Minutes of November 10, 2015. **Motion by Todd, 2nd by Mike to approve as presented.** Minutes as presented unanimously approved.

III. Old Business:

A. Review of Personnel Requirements for Presidential Primary scheduled February 9, 2016.

1. Following numbers of volunteers have been scheduled by Todd and Billie:

- a. Registration – SoC: 12
- b. Ballot Clerks – Town Clerk: 8/shift – 2 shifts.
- c. Post Election Count - Moderator: 14 – 7 teams of two.
- d. Floaters – all: approx 12
 - 1) Ballot Clerk relief
 - 2) Voting declaration “return to” status
 - 3) Voter assist (registration status) at polling place entry
 - 4) Photography station to take photo ID picture for voters without photo ID
 - 5) Hallway assistance

2. Additional assistance will be available throughout the day by Town Hall personnel and Council members.

3. No other Old Business

IV. New Business:

A. Todd reported that Election Day morning and afternoon food will be provided by Robie’s Country Store. Evening food will be provided by Johnny’s Pizza.

B. Todd reported Unmarked Ballot Count and EBCD Voting Machines and four Memory Cards have been successfully completed. Ballot Clerk and SoC Registration Clerk training is scheduled for February 4 – two sessions (3:00 and 5:30)

C. Todd noted that he and Billie are working to simplify absentee ballot processing by including Checklist page numbers on absentee ballot application. This should greatly increase through-put

D. No further New Business

V. Future Meetings: None scheduled at this time.

VI. Adjournment: Declared adjourned at 7:00 PM.

Submitted: February 19, 2016
Don Riley, Moderator