Attendance: Supervisors of the Checklist – Barbara Brennan, Kim Daggett, Javier Olivarez; Deputy Town Clerk Billie Hebert; Town Clerk Todd Rainier; Guests Don Riley and Cindy Robertson

Todd Rainier called the meeting to order at 5:30pm

Barb Brennan motioned, Billie Hebert second. Motion passed.

Todd Rainier read the letter of resignation from Marc Miville as Town Moderator (attached).

Todd Rainier introduced Cindy Robertson and Don Riley, both having served previously as Town Moderator. Informed Supervisors of the Checklist that they have responsibility granted by RSA 40:3 to appoint to fill the vacancy until the next town election.

Barb Brennan motioned to appoint Cindy Robertson as Town Moderator, with a term ending June 30, 2021. Kim Daggett seconded. SoC voted unanimously to appoint Cindy Robertson.

Cindy stated that she would work with Don Riley as an appointed assistant through the fall elections. Both expressed a willingness to serve and a commitment to the elections process.

Billie Hebert will not be available on either election day due to preexisting conditions. She will be missed!

Billie Hebert reported 566 absentee ballots requested for the September primary to date, with around 30 additional new requests each day.

Barb recommended blue/pink paper for RET to UND

Todd introduced two explanatory documents (attached) to serve as a guide for election day procedure. Todd noted that documents are first draft and likely to be revised as guidance from State officials is received.
Discussion regarding election day procedures for all. Todd stated that ballot clerks would be scheduled in three shifts instead of two. This will allow clerks to stay fresh and alert and breaks will be provided, but no food. Democratic party has provided a list of appointed inspectors. Todd is contacting those appointed to schedule training. More training dates will be held to support smaller groups and allow more focus to those attending. Much to train with safety and a complex election (primary).

Todd requested Supervisors of the Checklist proposed need for additional election day help. Barb will contact Mike Horne and get back to Todd by Friday, August 21st with staffing needs.

Todd reported that Accuvote memory cards have arrived, which means ballots are coming soon. Ballot count and Accuvote tabulator test to be held Monday, August 24th, at 5:00 pm in Council Chambers.

Todd reported that NH Legislature has passed a law allowing pre-processing of absentee ballots in the days leading up to the election for fall 2020 only. Law allows Moderator and three election officials to open outer envelope, announce voter name, and examine affidavit envelope for signature. Process will save time on election day. Cindy proposed continuing with plans to perform the pre-processing on Monday, September 7th (Labor Day), beginning at 9:00 am in Council Chambers. Billie and Todd will be present. Todd to contact and schedule Councilors to participate and to remind them of their role on election days.

Todd has requested two police officers for election day. One inside and one outside.

Barb motioned to adjourn. Billie seconded. Meeting adjourned at 7:30 pm.

(attachments below)

POLL WORKER PROCEDURE FOR SEPTEMBER 8, 2020 PRIMARY
- All workers will be required to complete a health screening before entering the school for their shift. A team member will be assigned as screener. If any of the answers on the health screen form are “YES”, or the workers’ temperature is above 100.0 degrees, that worker MAY NOT enter the school.
- Please arrive at least 15 minutes before your scheduled shift for this process.
- All workers, including ALL election officials, are REQUIRED to wear masks the entire time they are inside the school.
- Masks and PPE will be assigned as needed, dependent upon the poll worker duties. Some assigned gear will be needed for both elections and must be maintained by the poll worker for use at the November 3 election.
- All workers will be asked to bring their own lunch/snacks and proper storage (cooler) for same. A secure location for coolers/bags will be provided.
- Staffing is being coordinated to facilitate frequent breaks. All workers are asked to take their break OUTSIDE the building, per Dr. Chan’s recommendation. This practice will encourage breaks in fresh air, where masks may be removed. Outside area(s) will be designated for breaks.
- If a mask is to be removed, wearer must sanitize hands before removal and after replacement of mask.
- Hand-washing is encouraged at all breaks, if not more frequently.
- Hand-sanitizer will be readily available to all election workers.

- Hello everyone,

- This message serves as an official notice of my resignation of the Hooksett Town Moderator position, to be effective immediately Friday August 14, 2020.
I enjoyed this position very much, to be a direct link to the taxpaying citizen voters, which I feel is somewhat lacking in town government. I have experienced tremendous but unnecessary hardships and challenges over the years of my volunteer service to Hooksett, that directly impacted my interactions, which also in turn challenged my personal integrity — subservient to the individual personal interests and agendas of others. Many in Town service have regrettably forgotten for whom they serve.

These recent events this year have resulted in my introspection of why I am actually serving in this position, that nobody else in town wished to perform, an thereby my willingness to serve as a favor to the town.

I have realized that the manner in which I have been wrongly treated, resulting in my extra personal expense, as well as being rudely and unprofessionally treated, that this position is no longer worth the personal effort, increase in stress in my personal and town-related life, and financial burden resulting in town expense incurred, has taken a toll on my health, my psyche, and my faith in town service as I know that it should be, and what was once the case before years ago.

This Moderator position is not what I desire to perform any longer, and hope my integrity is still preserved intact by this decision.

In closing, I have done nothing wrong or illegal, but must endure the drama and disrespectful whims and slings that is known as town politics...

I yield to those who think they know better...

Regards,

Marc Miville

SEPTEMBER 8, 2020 ELECTION PROCEDURES

Representatives from Hooksett Fire will be present outside the main voter entrance to monitor mask wearing, issue masks to those in need, and apply hand-sanitizer to all before entering school.

Voters will not be allowed admittance to the school if refusing to wear a mask, per school policy. An election official will work with voter to facilitate absentee ballot process.

Painters tape will be utilized to clearly mark distances of at least six feet in the hallway and gymnasium queueing areas.
- Five ballot clerk stations will be utilized.
- Each ballot clerk will have a substantial Plexiglas “sneeze guard” on the table placed between them and voters.
- The usual exchange will occur between the ballot clerk and voter for identification. Recommended distancing of six feet applies to all interactions. Should the ballot clerk request the voter pull down their mask for identification, distancing should remain in place. Guidance from the State indicates handling of the voters Photo I.D. by poll workers should be unnecessary.
- Challenged Voter Affidavit station (instant photograph) will follow all sanitization and mask protocol.
- If voter is hard of hearing and reads lips to communicate, the ballot clerk may remove their mask. Sanitizing of hands before removal and before replacement of mask required.
- Unregistered voters will be directed to Supervisors of the Checklist, located on the far side of the gymnasium.
- SoC will have ample space and tables to observe six foot distancing. Appropriate supply of tabletop Plexiglas “sneeze guards” will be provided to SoC area.
- After making appropriate notations in checklist, ballot clerk shall provide ballot, pen, and ballot sleeve/privacy folder to voter. If voter is UND, a RET to UND form will be provided by ballot clerk. Ballot clerk must provide description of materials presented.
- Voter proceeds to available vacant voting booth/table with privacy screen to place ballot onto ballot sleeve to mark ballot.
- Upon completion, voter will proceed to ballot box, place ballot into Accuvote tabulator, place RET to UND form in appropriate box, dispose of pen and ballot sleeve/privacy envelope in refuse receptacle located adjacent to ballot box.
- Hand sanitizer will be offered to voters at the exit.
- State has supplied reminder signage encouraging social distancing. Signage printed on paper or plastic and will be placed throughout, from entrance to polling area.
Please see subsequent meeting minutes for any amendments to these minutes.