

**TOWN OF PITTSFORD
BOARD OF CIVIL AUTHORITY**

July 30, 2014

BCA Members Present: Charles “Butch” Shaw, Thomas Hooker, Thomas “Hank” Pelkey, Ed Keith, Matt Candon, Bill Drummond, Margaret “Peg” Flory, Olin DeForge, Ernie Clerihew, Helen McKinlay. Absent: Jane Cornell, Peter Decker, Joseph Gagnon, Patty Carter, Terry Poor, Bonnie Stewart and Brian Nolan.

Others Present: Kelly Giard – Recording Secretary.

The meeting was called to order at 6:35 PM by Charles “Butch” Shaw, Chairman.

1.) C. Shaw explained that there have been changes in the Open Meeting Laws. One change is that the presiding board must adopt an agenda. Motion by M. Flory and seconded by T. Hooker to add to the present agenda Executive Session, if necessary. Motion passed unanimously 10 – 0. M. Candon inquired if the agenda approval should be added. Motion by M. Flory and seconded by T. Pelkey to add the Agenda Approval to the amended agenda. Motion passed unanimously 10 – 0. Motion by T. Pelkey and seconded by T. Hooker to approve the amended agenda. Motion passed unanimously 10 – 0.

2.) H. McKinlay presented the Voter Check List additions that have occurred since the February 19, 2014 meeting of the Board of Civil Authority. C. Shaw inquired the shading on the list. This was determined to be done to ease the reading of the list. M. Flory inquired the numbers that were in parenthesis following the voter name. H. McKinlay stated that the number is assigned by the State Voter Record System. Motion by M. Candon and seconded by T. Pelkey to approve the changes as proposed to the voter checklist. Motion passed unanimously 10 – 0.

3.) C. Shaw stated that there are 2 Justices of the Peace required to deliver ballots to Ill and Physically Disabled Voters at the upcoming primary, which will be held on August 26, 2014. Ernie Clerihew (D) and T. Hank Pelkey (R) volunteered and Ed Keith (D) and Bill Drummond (R) volunteered as back-up. B. Drummond will be available at the end of the day, if necessary. Motion by M. Flory and seconded by T. Hooker to appoint Ernie Clerihew and T. Hank Pelkey to deliver Ill and Physically Disabled Voter Ballots. Motion by M. Candon and seconded by T. Pelkey to amend the motion to include the secondary delivery volunteers of Ed Keith and Bill Drummond. Motion and amended motion passed unanimously 10 – 0.

4.) C. Shaw explained that at the last election in March, several complaints were received from disgruntled candidates and residents with regard to the location of the polling places. C. Shaw explained that there is a new law that requires poll watchers space to circulate behind the Entrance and Exit Voter Check Lists. The law also requires an exit check list, unless the Board of Civil Authority orders no Exit List. The law continues and requires a Poll Watcher at the Ballot Box, and the Board of Civil Authority is in charge of the polling location. C. Shaw stated that the Town Clerk is the Chief Election Official and 2 Board of Civil Authority members are required while the polls are open, and of equal party affiliation. Residents are required to be able to vote in under 10 minutes, and if this is not possible, their Constitutional Rights could be considered violated and challenges can occur. C. Shaw stated that he has observed how neighboring towns operate at their polling places.

C. Shaw is recommending moving the polls to the Town Hall for elections following the August 26, 2014 primary. C. Shaw stated that NOTHING was done wrong with the March election.

Motion by M. Candon and seconded by E. Clerihew to reinstate the Exit Check List process. Motion passed unanimously 10 – 0.

H. McKinlay stated that she would research the voter booth requirements and the availability of barriers to streamline the voters.

Motion by M. Flory and seconded by T. Hooker to initiate the changes effective with the November election, to be held at the Town Hall. Motion passed unanimously 10 – 0.

C. Shaw recommended to instruct the Town Clerk to hire poll workers as necessary, recommending (2) 7 hour shifts. Motion by M. Candon and seconded by M. Flory to instruct the Town Clerk to hire the poll workers at her discretion for the upcoming elections. Motion passed unanimously 10 – 0. The Board of Civil Authority recommended 8 people to work at the polls for the upcoming election (2 – entrance check list; 2 exit check list; 1 ballot box watcher; 1 ballot distributor; 2 “floaters” to assist in breaks). Motion by M. Flory and seconded by M. Candon to modify the previous motion to include “to follow statutes”. Motion passed unanimously 10 – 0.

C. Shaw recommended that the Select Board adjust the budget for Justice of the Peace modifications at the Polling Places.

C. Shaw mentioned that there is a provision in the law to allow voting by phone. M. Flory stated that this is for the hearing impaired. H. McKinlay stated that there is a phone available at the Municipal Office Conference Room, however, there will need to be confirmation that one is available at the Town Hall.

E. Keith inquired how the move would affect the use of the elevator at the Town Hall. C. Shaw stated that there would be no issue as a Poll Watcher would be able to assist anyone who needs to use the elevator.

ADJOURNMENT:

Motion by M. Candon and seconded by E. Keith to adjourn at 7:24 PM. Motion passed unanimously 10 – 0.

Respectfully Submitted,

S/S Kelly Giard
Recording Secretary

S/S Charles “Butch” Shaw
BCA Chairman