

Tuesday, April 18, 2017 6:00 PM

- I. **OPEN PUBLIC MEETING STATEMENT:** Statement read by Chairperson Lynn Caterson
- II. **PLEDGE OF ALLEGIANCE:** Pledge was led by Secretary John Mooney
- III. **ROLL CALL:** Chairperson Lynn Caterson, Secretary John Mooney, Commissioner Ernest Aponte and Commissioner Mary Jo Coutts.
Office Staff: Clerks Susan Sandman, Bill Sacchinelli, Melissa Baez, and Hope Bertino
- IV. **READING & ADOPTION OF MINUTES:**

A motion was made to accept the minutes from March 7, 2017 with no additional notes.

- **Motion:** Commissioner Coutts
- **2nd:** Secretary Mooney
- **Vote:** Unanimous

- V. **PUBLIC COMMENT:** None

- VI. **CLERKS TO THE BOARD UPDATE:**

- A. **Final Review of Polling Locations for 2017** – The only new Polling location is in Galloway at the Beacon Church which replaced the Bayview Fire Substation.

- B. **Preparations for Primary – Dominion, Staffing, AG support, food** – The BOE will require 3 days of election support from Dominion. If all MIB's are not counted on Election Day, they should be counted when we do the Provisional Ballots. We need Dominion to come in early on Election Day, June 6, to test the scanner. We should choose some Poll Workers to come in to the BOE to zip and strip the Mail In Ballots, to get the ballots counted in a more timely fashion. If the MIB's are reviewed the certification could be stripped off. Counting the ballots should be done earlier than in past elections. If additional personnel is needed, we will hire them. Dominion should come back on the Monday after the election to scan the Provisional Ballots. A motion was made to spend up to \$750.00 for food for Election Day.

- **Motion:** Secretary Mooney
- **2nd:** Commissioner Aponte
- **Vote:** Unanimous

- C. **New Laptop Update** - The front office received new laptops.

- D. **Building Maintenance** – A motion was made to send a letter to Building and Grounds Facility Administration with cc to the Freeholders and to Dennis Levinson and Jerry DelRosso, concerning issues with the ceiling in the Front Office.

- **Motion:** Secretary Mooney
- **2nd:** Commissioner Coutts
- **Vote:** Unanimous

- VII. **OLD BUSINESS:**

- A. **Authorities NJSA 19:52-2.1 – Royal Printing** – The BOE needs a contract for the Authorities. The SOE must have a contract for the Authorities from the last Election; the BOE would like to see it. We need to find out who our contact person is from Royal Printing and have him come in. A motion was made to have the contact person have a meeting with the Clerks to the Board to discuss how many Authorities should be ordered, and how to number the blank Authorities.

- **Motion:** Secretary Mooney
- **2nd:** Commissioner Coutts
- **Vote:** Unanimous

B. **Meeting Schedule** – Chairperson Caterson and Secretary Mooney discussed the BOE’s meeting schedule. A motion was made to approve this schedule.

- **Motion:** Commissioner Aponte
- **2nd:** Commissioner Coutts
- **Vote:** Unanimous

VIII. **NEW BUSINESS:**

A. **Disposition of R & V Contract i.e. maps** – The BOE will invite Kevin Zelinsky from R & V to our May Board Meeting to explain and review maps. We must plan for the Census. The BOE must give the current list of polling locations to the engineer and list how many changed through the years. We will invite Matt Duffy from the County to the meeting also and let him know Kevin will be there.

B. **Scanner** – A motion was made to write a letter to the County Clerk and tell him the BOE is considering purchasing a Scanner for the 2017 General Election.

- **Motion:** Commissioner Aponte
- **2nd:** Commissioner Coutts
- **Vote:** Unanimous

C. **Name Ethics Officer for 2017** – A motion was made to make Bill Sacchinelli the Ethics Officer for 2017.

- **Motion:** Secretary Mooney
- **2nd:** Commissioner Aponte
- **Vote:** Unanimous

D. **Letter from Bob Giles for OPRA** – There was an OPRA request from the State. The information was not given to the BOE. The State told us to ask the Superintendent for information.

IX. **WRITTEN CORRESPONDENCE:** None

X. **EXECUTIVE SESSION:** A motion was made to go into Executive Session at 7:15 pm for discussion of contract negotiations.

- **Motion:** Commissioner Coutts
- **2nd:** Commissioner Aponte
- **Vote:** Unanimous

A motion was made to come out of Executive Session .

- **Motion:** Commissioner Coutts
- **2nd:** Commissioner Aponte
- **Vote:** Unanimous

XI. **RETURN TO REGULAR SESSION:** It was reported that the item discussed in Executive Session was what was indicated.

XII. **ADJOURNMENT:** A motion was made to adjourn the meeting at 7:40 pm.

- **Motion:** Commissioner Coutts
- **2nd:** Commissioner Aponte
- **Vote:** Unanimous

C: File/hb