

# **Town of Atkinson**

## **Supervisors of the Checklist**

### **Meeting Minutes**

Date/Time: **Tuesday, January 16, 2024 from 7:00 pm to 9:30 pm (DRAFT as of 1/16)**

Location: Atkinson Community Center, 4 Main Street, Atkinson, NH

Supervisors Present: Leslie Barbera, Karen Trasatti and Catherine Zerba

1. Processed 0- walk in voters
2. Leslie had emailed an agenda prior to meeting.
3. Catherine distributed the November 14, 2023 draft meeting minutes for approval. Karen made one correction, 0-voters pending supervisor approval vs. no number, and Karen made a motion and Catherine seconded it, and the minutes were unanimously approved with that one correction.
4. Verify and approve system entries/ElectionNet changes;  
17—voters moved out of town and to be removed.  
61 – voters pending supervisors’ approval.  
21– voters to be removed.  
Leslie made a motion to approve all changes, Karen seconded it, and the changes were unanimously approved.
5. Discussed Processing 30-day Letters at January 23, 2024 meeting, prior to March 2, 2024 meeting.
6. General Admin- all to watch webinars for voting.
7. Primary Day Supervisor Meeting Logistics- purpose of meeting is to have new check list for town elections: will need to process all new voter registrations and get death list from Julianna. Leslie to contact State for clarification/to confirm. Per our calendar it also states “change in party registrations may be accepted”
8. Post voting scanning & auditing – Karen and Leslie to scan and Catherine and Karen to audit. Agreed to do all changes (name & address etc) after audit.
9. ALPHA LIST - 5,508 Atkinson Voters are now in the system per the Alpha List ( 2,226 Republican, 1,196 Democrat and 2,086 undeclared) . Leslie, Catherine and Karen signed the Alpha Voter Certification Page and Karen will drop off at Town Hall and will coordinate printing 2 copies of the check list and provide the voter certification page to Julianna. Catherine will email Karen the meeting notice.
10. Next Meeting: January 23, 2024 at 7 to 7:30 pm (voting day).
11. Karen made a motion and Catherine seconded it, and all in favor to adjourn meeting at 9:30 pm.
- 12.

Minutes respectfully submitted, Catherine Zerba

#### *FYI/Future Dates/Upcoming Events:*

1/23 – Presidential Primary	3/2 – Supervisor Meeting (pre-town election)	9/10 – State Primary
1/23 – Supervisor Meeting 7-7:30pm	3/12 – Town Election	TBD – Pre general election Supv. Mtg. (Oct 22-29)
2/3- Town Deliberative Session	5/15 to 7/15/24 – Determine new inspectors of elections	
2/8 -Timberlane Deliberative Session	TBD – Pre primary Supv. Mtg (8/28 to 9/4)	11/5- General Election