

**BOARD OF CANVASSERS  
JAMESTOWN, RHODE ISLAND  
November 1, 2023**

An advertised meeting of the Board of Canvassers was called to order at 12:42 PM by Carol Nelson-Lee at 93 Narragansett Ave. The following member(s) was present.

Hugh Murphy – Member  
Ken Newman – Member

Absent: Kitty Wineberg – Alternate

Also present was: Keith Ford, Deputy Town Clerk / Clerk to the Board of Canvassers

**OLD BUSINESS**

Ms. Nelson-Lee opened the discussion on the Board of Canvassers subcommittee, the Elections Training and Advisory Committee. Ms. Nelson-Lee commented that in the Board meeting packet there is two different charges for the subcommittee created by Mr. Ford. Mr. Newman commented that this is to aid the Board of Elections and the Secretary of States' Office in best practices in elections and how to train the poll workers and election workers. The two charges are different versions but similar with the last paragraph in each charge is how the committee is comprised. Ms. Nelson-Lee commented regarding the composition in each charge being different. One has a Town Council Member on it one does not. She commented the committee must have an odd number. Mr. Newman asked Mr. Ford if he knew if any Town Council Member would be interested in being on the Board. Mr. Ford stated he was not sure at this time. Mr. Newman brought up whether the Town Council member would be a voting member or Ex-Officio member. The Town Council may like the idea of Ex-Officio as many of the Town Council members are on Boards and committees and may be more inclined if they were not a voting member. Ms. Nelson-Lee brought up the fact that this board must have an odd number. Mr. Newman commented about merging the two documents into one. The first 4 paragraphs in one document and the 5<sup>th</sup> paragraph into one. Mr. Newman made a motion to merge the documents as stated and accept the draft for the committee with a second from Mr. Murphy. Vote: Ms. Nelson-Lee, Aye; Mr. Murphy, Aye; and Mr. Newman, Aye. Vote Passed unanimously.

**NEW BUSINESS**

Ms. Nelson-Lee opened with the approval of minutes from October 17, 2023. All members reviewed the minutes. Mr. Murphy made a motion to approve the October 17, 2023 with a second by Mr. Newman. Discussion on to whether there was any negative push back from the Board of Elections on the polling place change. Mr. Ford commented that there was not, it was a quick approval on their part. Mr. Murphy also questioned whether Ms. Thran has been sworn into her position on the Board. Mr. Ford commented he has been in contact with Ms. Thran who will be in this week. Mr. Newman commented that the wheelchairs discussed in the minutes were a great addition. Mr. Ford commented the Jamestown Fire Department will be loaning us two wheelchairs for the Special Election. Vote: Ms. Nelson-Lee, Aye; Mr. Murphy, Aye; and Mr. Newman, Aye. Vote Passed unanimously.

Ms. Nelson-Lee opened the review and action of the emergency mail ballot certification received for the election. All applications were signed by the members that were present.

Ms. Nelson-Lee opened the discussion of the updates to the Congressional District 1 Special Election on November 7, 2023. Mr. Ford commented that the equipment for the CD1 will be delivered on November 2. Ray Defalco was advised and will be there to secure them. Mr. Ford also commented that due to activities at the Recreation Center we are unable to setup from night before. We must setup everything in the morning. Mr. Ford commented he has talked with the Jamestown Fire Department about borrowing a couple wheelchairs and they will loan us a couple and will deliver them the day of. Mr. Newman commented it was great to have wheelchairs and many people had used them. Mr. Ford also advised he spoke with the Jamestown Police Department about a handicap sign to make an additional temporary spot at the Recreation Center, the sign previously used may still be at the school in storage. If not, one will be created. Mr. Ford commented regarding the best practices for this upcoming election. One point was during a primary we cannot advise people to disaffiliate or remind them, you can direct them where and how to disaffiliate. The Board should suggest to candidates/campaigns to not stand on the sidewalks. There should be not political clothing, accessories, hats, shirts or buttons by poll workers or Board members. Refrain from any comments towards candidates or issues. Catered meals/refreshments are for poll workers, Board members, or other town staff not for candidates, campaigns or poll watchers. Conversations in any fashion shall be in a professional manner and no beverages on tables.

Mr. Newman made a motion to adjourn with a second by Mr. Murphy. Voted: Ms. Nelson-Lee, Aye; Mr. Murphy, Aye; Ms. Wineberg. Vote Passed unanimously. Meeting was adjourned at 1:07 PM.

Attest:



Keith Ford  
Clerk to the Board of Canvassers

Cc: Town Council Members (5)  
Board of Canvassers (4)  
Roberta Fagan, Town Clerk