

**JAMESTOWN BOARD OF CANVASSERS MEETING MINUTES**  
**MONDAY, MAY 20, 2024**  
**4:00 P.M.**

**I. CALL TO ORDER; ROLL CALL**

A meeting of the Board of Canvassers was called to order at 2:40 P.M. at 93 Narragansett Ave in the Rosamond A. Tefft Council Chambers. Board of Canvassers Members present were as follows: Ms. Carol Nelson-Lee, Mr. Kenneth Newman, and Ms. Jennifer Thran (joined meeting at 3:14 p.m.). Absent from the meeting were as follows: Mr. Hugh Murphy and Ms. Katherine Wineberg.

Also in attendance was Keith Ford, Deputy Town Clerk/Clerk to the Board of Canvassers, as well as the following members from the Jamestown Elections Training and Advisory Committee: Ms. Linda Jamison, Ms. Laura Goldstein, Ms. Marlene Murphy, and Town Council President, Nancy Beye.

Mr. Newman made a motion to move the New Business Agenda Item C) Review, Discussion, and/or Action and/or Vote: Updates to the Elections Training and Advisory Committee and presentation of the voter information pamphlet they have created to the top of the agenda with a second by Ms. Nelson-Lee. Vote: Ms. Nelson-Lee, Aye; and Mr. Newman, Aye. Vote Passed unanimously.

- C) Review, Discussion, and/or Action and/or Vote: Updates to the Elections Training and Advisory Committee and presentation of the voter information pamphlet they have created.

Ms. Nelson-Lee opened the discussion of: Updates to the Elections Training and Advisory Committee and presentation of the voter information pamphlet. Ms. Goldstein, committee member, commented that they have been meeting for the last several months on a weekly basis. The committee has created a pamphlet of voter information to help answer any questions by voters. The Jamestown Press was consulted regarding assistance with distribution of the pamphlet as well as an insert with candidate profiles prior to the General Election. Mr. Newman commented that the pamphlet does have feedback from both the Board of Elections (BoE) and the Secretary of State's Office (SOS). The SOS Office has also expressed interest in using the pamphlet as a template for a statewide pamphlet. Ms. Goldstein spoke on some of the items on the committee's problem list and action plan. *A Discussion Ensued.* Mr. Newman commented how the committee has many issues they are looking at which he also hopes to bring to the statewide board of canvassing group, which is in the process of forming. This group would consist of board of canvassing members from around the state and direct their findings and requests to the BoE and the SOS offices. Mr. Newman commented about the trainings that are available that candidates may not know about, such as the guide/training on the federal level that Ms. Jamison presented to the committee. Ms. Goldstein commented that there are resources that not every candidate knows about and items like this should be publicized. Ms. Nelson-Lee thanked the committee for their excellent work. Town Council President Beye praised the committee for the amount of work that they have completed and the wonderful job they have done. No Action Taken.

**II. MINUTES**

- A) Review, Discussion, and/or Action and/or Vote:
  - 1) Board of Canvassers meeting of May 13, 2024

The members of the Board reviewed the minutes from this meeting. Mr. Newman made a motion to approve the minutes from the May 13, 2024 meeting with a second from Ms. Nelson-Lee. Vote: Ms. Nelson-Lee, Aye; and Mr. Newman, Aye. Vote Passed unanimously.

**III. UNFINISHED BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: Permission for using the Jamestown Philomenian Library, 26 North Road, as a possible polling location.

Mr. Ford commented that he spoke with Ms. Lisa Sheley, Library Director, who spoke with the Library Board of Trustee's regarding the use of the library as a polling place. The Board of Trustee's has approved the use. Mr. Ford commented he received the minimum room requirements from the Board of Elections. This room is slightly larger than the minimum requirements. It may be tight in the room during a large election. With the recent renovations to the library, Mr. Ford believes it to be fully ADA complaint according the ADA polling place checklist. This will have to be inspected

by the BoE and meet any of their requirements. *Ms. Thran joined the meeting at 3:14.* Mr. Newman made a motion to designate the library as at least one of the polling places for the September Primary with a second by Ms. Thran. Mr. Newman asked Mr. Ford for clarification on where voters would enter the library. Mr. Ford commented that it would be the main entrance as that has automatic doors so it would be easily accessible for anyone. Vote: Ms. Nelson-Lee, Aye; Mr. Newman, Aye, and Ms. Thran, Aye. Vote Passed unanimously. Mr. Ford did advise that we will have to contact the BoE as to their requirements for a change in polling place. The Town may be required to send out a mass mailing regarding the change, which could be a large cost.

- B) Review, Discussion, and/or Action and/or Vote: Updates on fraudulent nomination paper signature investigation (Matos's campaign) during CD1 election.

Mr. Ford commented that the Rhode Island State Police has arrested one individual in connection with the fraudulent signatures. The male party was charged with two felonies and two misdemeanors. He has future court dates scheduled. The investigation is still on-going currently. No Action Taken.

- C) Review, Discussion, and/or Action and/or Vote: Updates on the "No Labels, Rhode Island" petition papers investigation.

Mr. Ford commented that we have not further information for this investigation. The Attorney Generals Office is still currently investigating and the Jamestown Police have no further information currently. No Action Taken.

- D) Review, Discussion, and/or Action and/or Vote: Re-districting voting districts into three (3) districts.

Ms. Nelson-Lee opened the discussion of re-districting the voting districts from two to three districts. Ms. Nelson-Lee asked Mr. Newman to ask the statewide board of canvassers association to see if anyone else is having similar issues to Jamestown. He will report back. Ms. Nelson-Lee would also like Mr. Ford to ask Ms. Jean Lambert, Town Engineer, to attend our next meeting to speak on the town's flood plan and hazard mitigation plans. Mr. Ford will extend the invite. Mr. Newman asked if there is a written plan for the placement of certain apparatus during storms. Mr. Ford advised this is a case-by-case basis, each major storm will usually have an incident action plan outlining where apparatus and personnel are located and how emergency situations will be handled. *A Discussion ensued.* No Action Taken.

#### **IV. NEW BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: A Review of the 2024 Presidential Preference Primary (PPP).

Mr. Newman commented that during the PPP we had a lot of confusion regarding the ballots and the difficulty poll workers had trying to explain the ballots. Mr. Newman also commented that we did not have any information on what a delegate does, what that different delegate categories mean, and who each of the delegates were. Posted material should be available for voters and poll workers to be able to fully understand what they are voting for. Mr. Newman made a motion to write a letter to the BoE and the SOS to request that their training material be consistent and clear as well as the posted material at the polling location are all the same with a second by Ms. Thran. Vote: Ms. Nelson-Lee, Aye; Mr. Newman, Aye, and Ms. Thran, Aye. Vote Passed unanimously.

Ms. Nelson-Lee commented that material need to be posted so that voters understand the ballot. She would like a letter be written to the town requesting good, educational material be available for voters available on election day and during early voting. Mr. Newman would like to see the town follow what the Board is asking the BoE to do, to have clear educational material available, targeted to a reader with an eighth-grade education. Mr. Newman made a motion to send a letter to the town requesting that all the explanatory material that will be publicly put forward having to do with election/ballot language be in clear/uniform language whether it be in a newspaper, handout or posted in a public place with a second by Ms. Thran. Vote: Ms. Nelson-Lee, Aye; Mr. Newman, Aye, and Ms. Thran, Aye. Vote Passed unanimously.

- B) Review, Discussion, and/or Action and/or Vote: Details and information for the Financial Town Meeting to be held on June 3, 2024

Ms. Nelson-Lee commented that all Board Members should all be in attendance to the Financial Town Meeting. Mr. Ford commented that the FTM will be June 3<sup>rd</sup> at 7:00 PM and hopes to have all the Board of Canvassers arrive at 5:30 to assist with setting up equipment. We will have two DS-200's, four to six poll pads and other election related supplies which will be delivered Friday May 31<sup>st</sup>. With the last 5 FTMs being under an hour, with most under 30 minutes and a little over 100 people we will have the Board to check people in, along with several other town employees. Jamestown

Police and Fire will be there to assist with anything that may go wrong. Town Sergeant, Fred Pease will be in attendance.  
No Action Taken.

**V. ADJOURNMENT**

Mr. Newman made a motion to adjourn with a second by Ms. Thran. Vote: Ms. Nelson-Lee, Aye; Mr. Newman, Aye; and Ms. Thran, Aye. Vote Passed unanimously. Meeting was adjourned at 4:00 P.M.

Attest:

A handwritten signature in black ink, appearing to read 'Keith Ford', written in a cursive style.

Keith Ford  
Deputy Town Clerk/Clerk to the Board of Canvassers

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