

JAMESTOWN BOARD OF CANVASSERS MEETING MINUTES
FRIDAY, OCTOBER 18, 2024
9:00 A.M.

I. CALL TO ORDER; ROLL CALL

A meeting of the Board of Canvassers was called to order at 9:01 A.M. at 93 Narragansett Ave in the Small Conference Room. Board of Canvassers Members present were as follows: Ms. Carol Nelson-Lee, Mr. Kenneth Newman, Mr. Hugh Murphy, and Ms. Jennifer Thran. Absent from the meeting were as follows: Ms. Katherine Wineberg.

Also in attendance was Keith Ford, Deputy Town Clerk/Clerk to the Board of Canvassers.

Mr. Newman made a motion to move agenda item **V. Executive Session** to the beginning to allow for more Board members to be involved with a second by Mr. Murphy. Vote: Ms. Nelson-Lee, Aye; Mr. Newman, Aye; and Mr. Murphy, Aye. Vote Passed unanimously.

V. EXECUTIVE SESSION

A) The Board of Canvassers may convene into Executive Session to discuss, take possible action, and/or vote pursuant to the relevant requirements of R.I.G.L. § 42-46-5(a) Subsection (3) Discussion regarding the matter of security including, but not limited to, the deployment of security or devices. Review, Discussion and/or Action, and/or Vote(s) from Executive Session concerning the Elections Incident Action Plans.

A motion was made by Mr. Murphy to move into Executive Session with a second by Mr. Newman. Vote: Ms. Nelson-Lee, Aye; Mr. Newman, Aye; and Mr. Murphy, Aye. Vote Passed unanimously.

Ms. Wineberg joined the meeting at 9:05 A.M.

A motion was made by Mr. Newman to seal the minutes and adjourn from Executive Session with a second by Mr. Murphy. Vote: Ms. Nelson-Lee, Aye; Mr. Newman, Aye; and Mr. Murphy, Aye. Vote Passed unanimously.

Mr. Ford announced that one vote was taken by the Board. Mr. Newman made a motion to accept the Elections Incident Action Plan with a second by Mr. Murphy. Vote: Ms. Nelson-Lee, Aye; Mr. Newman, Aye; and Mr. Murphy, Aye. Vote Passed unanimously.

Mr. Murphy made a motion to move agenda item IV. New Business D) Review, Discussion, and/or Action, and/or Vote: 2025-2026 Budget discussions to be next on the agenda with a second by Mr. Newman. Vote: Ms. Nelson-Lee, Aye; Mr. Newman, Aye; and Mr. Murphy, Aye. Vote Passed unanimously.

IV. NEW BUSINESS

D) Review, Discussion, and/or Action, and/or Vote: 2025-2026 Budget discussions

Ms. Nelson-Lee opened the agenda item with discussion of the 2025-2026 budget and the pay increases to poll workers. Ms. Thran commented that we should have a workshop to discuss the future budget. Mr. Ford commented that we should have a workshop with the Town to go over the budget. The Board could visit the budget but it would have to be an open meeting with the agenda posted and open to the public since there would be more than one member present and two members will make quorum. Mr. Newman commented that with the increase of responsibilities and increased number of meetings and hours the Board should have an increase in compensation as well as the poll workers. *A discussion ensued.* Mr. Murphy made a motion that he will develop a proposal for the increase for the Board with a second by Mr. Newman. Vote: Ms. Nelson-Lee, Aye; Mr. Newman, Aye; and Mr. Murphy, Aye. Vote Passed unanimously.

Ms. Thran left the meeting at 9:53 P.M.

II. UNFINISHED BUSINESS

A) Review, Discussion, and/or Action and/or Vote: The Certification of the Mail Ballot Applications received.

Ms. Nelson-Lee opened the agenda item for the Certification of the Mail Ballot Application received. Mr. Ford presented the Board with the mail ballot applications received. The Board reviewed each mail ballot. Mr. Murphy made a motion to

approve and certify the mail ballots received with a second by Mr. Newman. Vote: Ms. Nelson-Lee, Aye; Mr. Newman, Aye; and Mr. Murphy, Aye. Vote Passed unanimously.

IV. NEW BUSINESS

A) Review, Discussion, and/or Action and/or Vote: Updates to the November 5, 2024 General Election.

Ms. Nelson-Lee opened the agenda item of updates to the November 5th General Election. Mr. Ford commented we had 295 people have voted already. Our equipment will be delivered on October 28 to each polling location. The schedule for all the precincts is completed along with backup workers if needed.

B) Review, Discussion, and/or Action and/or Vote: Letter to the Board of Elections regarding communications.

Ms. Nelson-Lee opened the agenda item of the letter to the Board of Elections regarding communications. All Board members reviewed the drafted letter from Mr. Ford. Mr. Murphy commented that in the letter we should have specific instances. Mr. Newman agreed that we need specific instances and how they affected the election as well as forwarding these issues to Board of Canvassers around the state that may have a similar issue. *A discussion ensued.* Ms. Newman made a motion to table this until a later date and Mr. Ford will revise the letter to include instances or miscommunications with the Board of Elections with a second by Mr. Murphy. Vote: Ms. Nelson-Lee, Aye; Mr. Newman, Aye; and Mr. Murphy, Aye. Vote Passed unanimously.

C) Review, Discussion, and/or Action and/or Vote: Additional Jamestown Press advertisements for elections related material

Ms. Nelson-Lee opened the agenda item for additional Jamestown Press advertisements. Ms. Nelson-Lee commented that in 2020 additional ads we placed in the Jamestown Press from the Board as informational ads. Mr. Newman made a motion to advertise five "Did you know" ads between this coming week and next week's Jamestown Press with a second by Mr. Murphy. Vote: Ms. Nelson-Lee, Aye; Mr. Newman, Aye; and Mr. Murphy, Aye. Vote Passed unanimously.

VI. ADJOURNMENT

Mr. Newman made a motion to adjourn with a second by Mr. Murphy. Vote: Ms. Nelson-Lee, Aye; Mr. Newman, Aye; and Mr. Murphy, Aye. Vote Passed unanimously. Meeting was adjourned at 10:39 A.M.

Attest:



Keith Ford

Deputy Town Clerk/Clerk to the Board of Canvassers

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