

MINUTES

Board of Registrars' Meeting
June 16 2015
10:00 a.m.
Room 208

Present: Kathryn Fogal, Chair, Carol Cordero and Patricia Lucier. Also present: Deputy City Clerk Patricia D. Picuch

1. K. Fogal called the meeting to order at 10:03 a.m.
2. P. Lucier made a motion to amend the minutes of June 8, 2015 in section 8c. Seconded by C. Cordero. P. Lucier motion to accept the June 8, 2015 minutes as amended. Seconded by C. Cordero. Motion passed.
3. P. Lucier moved to accept the City Clerk's report on deletions, additions and corrections to the checklist since the last meeting. Seconded by C. Cordero. Motion passed.
4. P. Lucier moved to certify the city checklist for use for the Special Municipal Election on June 23, 2015. Seconded by C. Cordero. Motion passed.
5. C. Cordero moved to appoint the following individuals to serve as Deputy Registrars during the June 23, 2015 Special Municipal Election. Seconded by P. Lucier. Motion passed.

Ward 1 – Rosemary Fiery and Irene Vantine
Ward 3 – Diana Lytle and Joan Connacher
Ward 4 – Shirley Wilson and Migdalia Padilla
Ward 5 – Nancy Mellin
Ward 6 – Susan Waye and Fleurette Rioux
Ward 7 – Kathryn Fogal
Ward 8 – Janeth Orozco Sanchez
Ward 9 – Patricia Lucier and Sylvia Lavoie

The Deputy City Clerk informed the Board they were having difficulties in finding workers for this Special Election as most of the regulars were not available; that they were continuing to call individuals and were still awaiting return phone calls. The Deputy City Clerk noted that all new workers would undergo training. P. Lucier made a motion to accept any additional Deputy Registrars that are found to work the Special Election and trained. Seconded by C. Cordero. Motion passed.

6. The Deputy City Clerk stated the City Charter authorizes the Board of Registrars to appoint “up to two deputy employees” and added that she requests the Board appoint or re-appoint two deputies, annually as they have done in the past. P. Lucier moved to appoint Paul R. Bergeron and Patricia Piecuch as the two Deputy Registrars. Seconded by C. Cordero. Motion passed.

The Deputy City Clerk stated it also allows for appointment of Temporary Registrars and requested that other City Clerk Staff be appointed as Temporary Registrars for up to one year. P. Lucier moved to appoint Judith Boileau, Colette Trempe, Roberta Schelberg and Valter DeSouza as Temporary Deputy Registrars for one year. C. Cordero seconded. Motion passed.

7. The Deputy City Clerk noted that the Secretary of State’s Office has requested updated approvals for those clerks who perform Supervisor of the Checklist duties, in ElectioNet, as a role of 390. The last time this documentation was submitted was years ago and it did not specify a timeframe, so they are requesting an updated approval. In towns, the Supervisors of the Checklist perform all the activities, but in Cities, it is normally the City Clerk, Deputy City Clerk or another staff member. The Deputy City Clerk stated she prepared a memorandum, on behalf of the Board, to the Secretary of State’s Office, for approval of Paul R. Bergeron, Patricia D. Piecuch and Judith Boileau, who currently perform these roles on behalf of the Board. The approval would be for an indefinite term and should be terminated due to resignation or retirement. C. Cordero moved to approved Paul R. Bergeron, Patricia D. Piecuch and Judith Boileau as ElectioNet Roles of 390, Supervisor of the Checklist, for an indefinite term and their term should only be terminated due to resignation or retirement. Seconded by P. Lucier. Motion passed.
8. The Deputy City Clerk noted that the next meeting dates were Friday, August 21, 2015 at 10 a.m., Thursday, September 3, 2015 at 10 a.m. and Thursday, October 29, 2015 at 10 a.m. All meetings will occur in the City Clerk’s Conference Room.
9. P. Lucier moved to adjourn. Seconded by C. Cordero. Motion passed.