

Town of Atkinson
Supervisors of the Checklist
Meeting Minutes

Date/Time: Tuesday, January 24, 2023 from 7:00 pm to 10:30 pm

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

Supervisors Present: Leslie Barbera, Catherine Zerba and Karen Trasatti (at 7:30)

1. Processed 0--walk in voters;
2. Leslie distributed a Meeting Agenda.
3. Verify and approve system entries/ElectionNet changes;
 - 103—voters moved out of town. The 103 voters were verified on the printed spreadsheet. Leslie made a motion and Catherine seconded it, and the changes were unanimously approved.
 - 45 – voters pending supervisors approval. The 45 voters were verified on the printed spreadsheet. Leslie made a motion and Karen seconded it, and the pending voter changes were unanimously approved.
 - 19 - pending removal voters (all deceased). The 19 people were verified on the printed spreadsheet. Leslie made a motion and Catherine seconded it, and the changes were unanimously approved.
 - 5,605 Atkinson Voters are now in the system per the Alpha List (2289 Republican, 1282 Democrat and 2034 undeclared)
 - All Signed the Alpha Voter Certification Page.
4. Catherine Zerba distributed 11/1/2022 draft Meeting Minutes for approval. Karen made a motion, Catherine seconded it and the minutes were approved. Leslie abstained.
5. Future /Upcoming dates –
 - February 4th Town Meeting, arrive at 9am – check in people in black ink. Karen and Catherine to attend. Karen to stay later.
 - By February 6th- marked check list from November general election needs to be copied and submitted to state. Leslie will copy and send.
 - February 9th Deliberative Session – check in people in red ink. Karen & Catherine to attend.
 - February 14th – last day to post check list, Karen to email Julianna the check list and request 3 -copies (1- for us for deliberative session, 1-town hall & 1-library)
 - February 14th- Catherine to send out email request for voter volunteers (ballot clerks need to be in election net)
 - March 4th at 11 am to 11:30– Supervisor Meeting at Community Center – Catherine & Leslie to attend.
 - March 13th at 6pm - prep work and Ballot clerk training.
 - March 14th – Town Election – all to be plan to be present.
 - April 29th – Supervisor Meeting
6. March 4th Meeting- Catherine to post flyers in public buildings for March 4th meeting and notify CTN and Town Hall) Town hall aware and publishing in 2/1 Town Newsletter and on Town Election website).
7. Leslie provided an update that she verified voters to document registered voters who had signed the 5-petitions.
8. 30-day letters - discussed that they take 2 meetings (and to plan ahead for the year when to do another one) reviewed Property Transfers to determine who to send to, 33 letters to be mailed 1/25/2023.
9. Next Meeting: March 4, 2023 at 11am (Catherine & Leslie to be present)
10. Karen made a motion and Catherine seconded it, and all in favor to adjourn meeting at 9:10 pm. All were in favor.

Minutes respectfully submitted,

Catherine Zerba

