

Town of Atkinson
Supervisors of the Checklist
Meeting Minutes (approved 9/12/2023)

Date/Time: Monday, June 12, 2023 from 7:00 pm to 9:17 pm

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

Supervisors Present: Leslie Barbera, Karen Trasatti and Catherine Zerba

1. Processed 3 - walk in voters (Barbara Freeman, Carol Freeman, and Katherine Cordischi)
2. Leslie distributed an/mailed an agenda.
3. Catherine distributed the April 29, 2023 draft meeting minutes for approval. 3-changes were made* and Karen made a motion and Leslie seconded and they were unanimously approved as amended. (*changes; 6d-omit 'are', 6f- clarify other state will update changes, 8-add meeting date and time.)
4. Review Death List from Town Clerk's office. Verify and add applicable names to removal list in ElectionNet..
5. Verify and approve system entries/ElectionNet changes;
 - 1—voter moved out of town. The 1 voter was verified on the printed spreadsheet. Leslie made a motion and Karen seconded it, and the changes were unanimously approved.
 - 31 – voters pending supervisors' approval. The 31 voters were verified on the printed spreadsheet/PDF. Leslie made a motion and Karen seconded it, and the pending voter changes were unanimously approved.
 - 2 - pending removal voters (2- NHVRIN). The 2 and voters were verified on the printed/PDF spreadsheet. Leslie made a motion and Karen seconded it, and the changes were unanimously approved.
6. Process 30-day Letters – 17 voters to receive letters (had 12 on original list and removed one, via email and clarification, called one voter, added 6 – hand written in) . Karen and Leslie to meet at Town Hall Thursday, June 15th at 8:30 am to process the letters.
7. General Admin- Leslie was at High School on June 3rd , Catherine to be at SAU for June 19th, discussed succession planning to look at volunteer list and put out feelers.
8. ALPHA LIST - 5633 Atkinson Voters are now in the system per the Alpha List (2282 Republican, 1277 Democrat and 2074 undeclared) . Leslie, Catherine and Karen signed the Alpha Voter Certification Page and Karen will drop off at Town Hall and will coordinate/email to ask Julianna to print 2 copies of the check list and get her the voter certification page.
9. Upcoming Dates – Presential Primary January 16th?, Deliberative Session 2/3/2024 and Town Election 3/12/24
10. Next Meeting: Tuesday, September 12, 2023 at 7pm - Catherine to reserve room, notify Julianna, CTN and post flyers around town. Karen to post meeting in Election Net.
11. Leslie made a motion and Catherine seconded it, and all in favor to adjourn meeting at 9:17 pm

Minutes respectfully submitted,

Catherine Zerba