

Town of Atkinson
Supervisors of the Checklist
Meeting Minutes * approved at 11/14/2023 meeting *****

Date/Time: **Friday, October 6, 2023 from 7:00 pm to 8:50 pm**

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

Supervisors Present: Karen Trasatti and Catherine Zerba

1. Processed 3 - walk in voters (Carol Stanley, Karl Pfeil and Susan Pfeil)
2. Leslie had emailed an agenda prior to meeting.
3. Catherine distributed the September 12, 2023 draft meeting minutes for approval. It was corrected on line 1 that 4, not 3, voters attended the last meeting. Karen made a motion and Catherine seconded it, and the minutes were unanimously approved.
4. Verify and approve system entries/ElectionNet changes;
 - 4- NHVRIN voters were verified/compared on status screen.
 - 51 – voters pending supervisors’ approval. Karen made a motion and Catherine seconded it, and the changes were unanimously approved. (note: no VRC for Carmen Sarita Foti #300533008 however on list. There is a note in system Leslie entering name change on 9/14/23.)
 - 4- voters pending supervisors’ removal. Karen made a motion and Catherine seconded it, and the changes were unanimously approved.
 - 7—voters moved out of town. Karen made a motion and Catherine seconded it, and the changes were unanimously approved.
5. Process 30-day Letters – 22 voters to receive letters. Karen entered them into ElectionNet and they are in the reports. Leslie to print and will mail letters when she returns.
6. ALPHA LIST - 5,633 Atkinson Voters are now in the system per the Alpha List (2,262 Republican, 1,243 Democrat and 2,128 undeclared) . Catherine and Karen signed the Alpha Voter Certification Page and Karen will drop off at Town Hall next week and will coordinate/email to ask Julianna to print 2 copies of the check list and get her the voter certification page. Catherine will email Karen the meeting notice.
7. Next Meeting: Tuesday, November 14, 2023 at 7pm. Catherine to reserve room, notify Julianna, CTN and post flyers around town. Karen posted the meeting in Election Net.
8. Karen and Catherine filed and removed the VRC cards in file room.
9. Karen made a motion and Catherine seconded it, and all in favor to adjourn meeting at 8:50 pm

Minutes respectfully submitted, Catherine Zerba