

# Election Process Review Committee

## Meeting Minutes

Monday, December 15, 2014

The first regular meeting of the Election Process Review Committee Meeting at 5 pm on December 15, 2014 at the 2<sup>nd</sup> floor Conference Room, Independence Hall, 725 Old Post Road, Fairfield, Connecticut 06824.

MEMBERS PRESENT: Catherine Albin - Chairperson, Ron Pine – Vice Chairperson, Bryan Cafferelli, James Quinn

MEMBERS ABSENT: None

ALSO PRESENT:

First Selectman, Michael Tetreau

Registrars: Roger Autuori and Matthew Waggner

And Public

### I. Call to order

First Selectman, Mr. Tetreau opened the meeting at 5:05 pm.

Mr. Tetreau served as the temporary chairman for the purpose of electing officers.

Mr. Pine led the Pledge of Allegiance.

### II. Hear, Consider and Act Upon Election Officers

Mr. Tetreau thanked everyone for coming to the meeting and stepping up to help out during this time of year. Gratitude was given from the Board of Selectmen. Mr. Tetreau asked for nominations for a Chairperson for the committee.

Mr. Cafferelli nominated, Mrs. Albin, seconded by Mr. Pine.

Upon motion made, seconded and carried unanimously, nominations for Chairperson were closed.

**Vote:** Mrs. Albin was elected Chairperson with 3 in favor, 0 opposed, and 1 abstention (Mrs. Albin).

Mr. Tetreau handed the meeting over to Mrs. Albin.

Mrs. Albin asked for nominations for a Vice Chairperson.

Mr. Cafferelli nominated, Mr. Pine, seconded by Mr. Quinn.

Upon motion made, seconded and carried unanimously, nominations for Vice Chairperson were closed.

**Vote:** Mr. Pine was elected Vice Chairperson with 3 in favor, 0 opposed, and 1 abstention (Mr. Pine).

**III. Hear, Consider and Act Upon Meeting Schedule**

Mrs. Albin suggested to set a schedule for committee meetings. The Board of Selectmen gave a 60 day target, but an extension would be available if needed. The Meeting Calendar suggested is as follows for Mondays at 5pm: December 22, January 5, January 12, January 19, and January 26.

Mrs. Albin stated that she would appear and give a report for the January 21, 2014 Board of Selectmen Meeting. The committee would know by January 12<sup>th</sup> if a Final Report will be given at the January 21<sup>st</sup> meeting or if an extension would be needed until the February meeting.

Mr. Tetreau said meeting room will have to be checked for availability with Kathleen Griffin.

**Motion:** Mr. Cafferelli moved to add the meetings to the calendar for Mondays at 5pm, seconded by Mr. Pine.

December 22	January 5	January 12	January 19	January 26
-------------	-----------	------------	------------	------------

**Vote:** The motion to add the meeting dates to the calendar was approved unanimously.

**IV. Discuss and Review Charge**

Mr. Tetreau reviewed issues at the Board of Selectmen meeting and they identified concerns and expectations listed in the charge. The Board of Selectmen looked at the comments and concerns that were sent to the First Selectman’s office. There is concern if the issues are rumors or facts because there were an abnormally high number. They would like the committee to take a look at the issues. The two Registrars may have resolved some of the issues. The goal is to restore and confirm confidence to the voters and candidates in the election process.

Mrs. Albin suggested to determine in the schedule what to do next and asked for recommendations and suggestions.

Mr. Tetreau handed out the comments and questions that were raised to the First Selectman’s Office.

Mr. Quinn requested further information.

Mr. Pine stated that Hartford and other towns had issues and formed committees to investigate. He recommend to look into the number of incidents, reporting issues, and to find out if the number of the issues were normal. Hartford had to extend hours for Election Day.

Mrs. Albin was questioning if there were issues with the voting machinery.

Mr. Cafferelli stated that Connecticut was mocked in the last election being the last to respond. It is unclear what happened and the process should be streamlined to avoid these problems again.

Mrs. Albin suggested to assign items for various nights to compose a list of ideas and gather input from the appropriate parties.

Mr. Quinn would like to have a full written report on the issues with further details or trends.

Mr. Waggner stated that he sent an article of emails to the First Selectman's Office.

Mr. Cafferelli requested to have the registrars and moderators to provide more information.

Mr. Pine requested the registrars to send a list of the issues and compile suggestions.

Mrs. Albin requested to have the Registrars at all the meetings due to their knowledge.

Mr. Pine asked if there are any issues with them working together.

Mr. Waggner stated there is a court order for them to have no unofficial contact and they communicate via email.

Mr. Autuori stated there are no issues.

Mr. Cafferelli asked if there are best practices from the last election. He would like to hear from at least one moderator, Constance Richards at the December 22<sup>nd</sup> meeting for fact finding.

Mr. Pine asked to open the meeting to all moderators.

Mr. Cafferelli suggested to invite anyone who is available both registrars and all moderators.

Mr. Tetreau stated there were issues brought to the attention of the First Selectman's Office. They reached out to the registrars but it was not brought to the public.

Mrs. Albin suggested to have a fact finding session on the issues found on Election Day and put together a press release to send to the papers for the community to provide information.

Mr. Tetreau said the First Selectman's Office would send out a press release and set up a new email address for responses. Someone would have to be designated to review them.

Mrs. Albin suggested the press release be sent on January 5<sup>th</sup>, to tell the public that a meeting was taking place on January 12<sup>th</sup> to address the concerns and experience with voting. The public is welcomed to help us resolve things for the future.

Mr. Cafferelli asked if the town chairs or others who would be helpful in a comprehensive search. Cathy Tymniak had issues with absentee ballots. Can the registrars provide a poll worker list?

Mr. Pine requested Holly Lanese attend the next meeting on December 22<sup>nd</sup>.

Mr. Cafferelli stated that he is not sure there is a need for town chairs to attend the meeting.

Mr. Tetreau stated the town chairs may have information from Election Day that maybe a source of knowledge for issues that were raised.

Mrs. Albin stated that we do not want it to become a partisan issue. It is about voting and finding out if the issue was with the working relationship of the registrars or did something not work in Fairfield or is it statewide.

Mr. Tetreau apologized that he had to leave at 5:33 pm and said you are off and on your way.

Mr. Quinn stated he would like the town chairs to give a written report and to find out what is trending and hear from people.

Mr. Pine stated that someone was given the wrong ballot.

Mrs. Albin stated the town chairs heard issues.

Mr. Cafferelli stated he would like to hear from people responsible that day at the December 22<sup>nd</sup> meeting, publicize an open forum, starting with the nuts and bolts: Registrars, Moderators and Voters.

Mr. Waggner told the committee that he would be happy to send a list of poll workers and the list of issues the he prepared for the First Selectman.

Mr. Cafferelli said that would be helpful.

Mr. Pine asked for the assistant registrars to be contacted.

Mr. Cafferelli stated we do not need to interview a 100 poll workers.

Mr. Pine asked Mr. Autuori to compile a list of issues and recommendations as well.

Mrs. Albin if asked we can we get a list of the poll workers.

Mr. Waggner said he would send a list of the poll workers on a spreadsheet.

Mrs. Albin stated it should be an open invite to all.

Mr. Autuori stated there was a machine that broke in District 3.

Mr. Pine would like to hear form the two registrars, two assistant registrars and Holly Lanese.

Mrs. Albin stated that we have a full plate for December 22<sup>nd</sup> and to hold off having the moderators and poll workers for the Jan 5<sup>th</sup> meeting.

Mr. Pine stated that he would like to hear from Mrs. Richardson regarding her letter that was emailed.

Mr. Quinn asked do we want to have the moderators and public at one meeting.

Mrs. Albin suggested to talk to the moderators and other staff on January 5<sup>th</sup>, and have January 12<sup>th</sup> open to the public.

Mr. Cafferelli stated the public should be back from vacation by January 12<sup>th</sup> and give them time to read the press release. He asked if we want to reach out to the secretary of state.

Mrs. Albin stated we should learn more about the voting issues before reaching out to the secretary of state.

Mr. Quinn stated he would like to see if they have standard protocols.

Mrs. Albin stated the meeting schedule invite for December 22<sup>nd</sup> the Registrars, January 5<sup>th</sup> invite the moderators, and January 12<sup>th</sup> open to public. By January 19<sup>th</sup> we should be in a position to share what we have learned and what we need to know.

Mr. Cafferelli stated he would reach out to the secretary of state for a copy of the best practices.

Mrs. Albin stated we do not want to make a decision without consulting the secretary of state.

Mr. Cafferelli asked who would draft a press release to the public.

Mrs. Albin stated Ms. Carpenter or Kathleen Griffin would draft a press release and send it out to the committee to reply to the draft sender only with comments.

Mr. Cafferelli asked do we have a list of issues we are reviewing.

Mrs. Albin stated that will come out on Dec 22<sup>nd</sup> and gives us time to read and decide what questions to ask.

Mr. Cafferelli stated it would be helpful if Mr. Waggner will send the mail for us to be prepared to ask questions. It would be great if they can give bullet points for us to review.

Mr. Pine asked if Matthew and Roger can email the information.

Mrs. Albin asked if they can get the information they can to provide the committee by Thursday.

Mr. Waggner agreed.

Mr. Autuori stated he would try.

Mr. Pine asked to have Holly Lanese, Steve Elworthy, and Sharmaine Pulley notified to attend the next meeting.

Mrs. Albin stated she will let Jennifer know that on December 22<sup>th</sup> the committee would like to have both registrars, registrar assistants and Holly to attend the meeting and send any information in writing in advance for the meeting. The committee is looking to get answers to file a report as best we can.

Mr. Cafferelli requested to send out a schedule and give them ample notice with a press release.

Mrs. Albin will put together a press release and send out Ms. Carpenter and ask for the support of the Board of Selectmen's office. Mrs. Albin asked if anything else was to be discussed and reviewed. There being there is no further business, Mrs. Albin would entertain a motion to adjourn.

## **V. Adjourn**

On a motion made by Mr. Cafferelli, seconded by Mr. Pine, and passed unanimously, the meeting was adjourned at 5:55 pm.

Respectfully Submitted,

Andrea Flynn  
Recording Secretary