



BOARD for REGISTRATION of VOTERS

City of Burlington

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AGENDA
FOR MONTHLY MEETING OF
THE BOARD FOR REGISTRATION OF VOTERS
Tuesday, February 7th, 2023; 6 pm

In Person – Community Room at the Police Department

Or access the meeting remotely via Zoom:

<https://zoom.us/j/97352562856>

Meeting ID: 973 5256 2856

1. Agenda
2. Set Meeting Length
3. Minutes
4. Public Comments
5. Approval of Applications
6. Clerk's Report
7. Application Signing Schedule
8. BRV Manual Committee Report
9. March Election Prep
10. New Business

*****Please let Sarah or Grace know if you will not be attending the meeting*****

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BOARD FOR REGISTRATION OF VOTERS

MEET: Time 6:00p 2/07/2023

Where: Community Room at the Police Department and remotely via Zoom

Present: Grace Grundhauser, Larry Granillo, Elisabeth Mickenberg, Mike McGarghan, Helen Rock, Kate Baldwin, Thea Knight, Alison Harte, Michelle Lefkowitz, Karen Rowell

Absent: Charles Cashatt, Annie Schneider

Also Present: Sarah Montgomery, Assistant City Clerk; Tenzin Chokden, Associate City Clerk

Meeting called to order by Chair Grace Grundhauser at 6:08pm

Agenda: Approved unanimously.

Meeting Length: The meeting length was set for one hour.

Previous Meeting Minutes:

Mike made the motion to move approval of the minutes after the public comments, so he can review the minutes, seconded by Helen Rock. The motion passed unanimously.

Continued after the public comments, no questions on the minutes. Michelle Lefkowitz made the motion to accept the minutes, seconded by Alison Harte. The minutes were approved unanimously.

Public Comments:

Tenzin Chokden made the introduction to the members of the BRV and said he is the new Associate City Clerk and he worked in the Clerk/Treasurer's office as customer service associate for 5 years and asked members to introduce themselves. Members of the BRV introduced themselves by stating their name.

Michelle Lefkowitz asked: Is Tenzin taking over the BRV meeting and Sarah replied he will eventually take over the staffing responsibilities and she will still assist with the meeting.

Approval of Applications: Sarah Montgomery reported:

January - New Registrations 175, Transferred out of Town 118, Purged 123

Mike McGarghan asked Sarah Montgomery for numbers on total registered voters and challenged voters. Sarah Montgomery answered: Total number of registered voters~35,000 Challenged voters-12,168

Mike McGarghan asked: If the report on total number of registered voters and challenged voters can be added to future meeting going forward. Sarah agreed to add this to clerk's report.

Michelle Lefkowitz made a motion to accept the numbers as presented, seconded by Annie Schneider. The motion passed unanimously.

Clerk's Report:

Sarah Montgomery reported that the clerk's office have been busy getting for the March Election. The ballot has been finalized and going to be mailed out by February 15th and also have them available in the office same time. About 23000 ballots will go out. The final ballot has 8 questions, 6 Charter Changes, 1 Carbon Tax, and a School budget. The candidate races on the ballot include School Commissioner, Ward Clerk, District City Councilor and Inspector of Election for each Ward. The ballot is about 18' long.

Mike McGarghan asked if the ballots are online. Sarah Montgomery answered yes

Mike McGarghan has heard of one of the City Councilor resigning or moving or didn't the make cut off for this election, whether that's true or not. Sarah answered she is not aware of that. Mike McGarghan mentioned that he received information from someone that Ali Dieng, current Ward 7 City Councilor might be moving and there might be special election. Sarah Montgomery replied: She didn't hear any information on that.

Thea Knight asked, where can they see what's going to be on the ballot? Sarah Montgomery replied, the sample ballots are posted on the City website on the election page and will be posted around the city by next week in two locations per ward.

Mike McGarghan asked about clarification on a matter that was discussed at the last meeting on the role of Secretary of State vs Clerk's office in verifying people who are registered voted, are now registered in different district outside of Vermont? He wasn't satisfied or gave him confidence relating to this matter that was discussed earlier. He gave an example of John Smith who came from another state "Mayberry" wants to vote in this ward and who checks with Mayberry to make sure that he is still not receiving ballot in mail and voted there. Mike McGarghan mentioned he was told before that's Secretary of State's job when asked about his question but he got this impression from the Secretary of State states that they can't handle the whole state and delegate this work on town clerks. Helen rock replied this was answered in last meeting and it's in the minutes. Sarah Montgomery agreed with Helen Rock. Thea Knight stated this was answered in the minutes in regards to Mike McGarghan's question. Mike McGarghan asked: Whether Vermont election division is participating in interstate compact where the States will share information on if driver from Vermont gets a speeding ticket. Sarah Montgomery replied no. Sarah Montgomery added we don't share database and we ask voters to list their last place where they were registered to vote on the application and the Secretary of State will send notification to other States to let them know that we have registered their voters. Mike McGarghan asked: How does Burlington town clerk or the State gets confirmation from other States they have successfully removed the registered voter from their list? Sarah Montgomery explained from Burlington perspective how we deal with out of state notification by stating that the Secretary of State will notify our town clerk that a voter registered in Burlington has now registered in another State, then we would remove the voter from the checklist but we are not reporting back to that State. Sarah Montgomery added we will remove a voter, for example Arizona from our checklist if we receive a notification from Arizona but we

are not reporting back to the State that we have removed their voter. Mike McGarghan asked: How is voter in Arizona State still receiving ballots from Burlington, when they have been voting another State for past three elections? Helen Rock replied that may be Arizona doesn't send the information to Vermont. Addition to that Helen Rock doesn't think this is valuable or important for board to have this kind of discussion because there is always going to be scenario where this kind of situation will come up. We should leave this to other Government if they want to prosecute a voter who votes in two different places. We are doing our job by making sure the checklist is accurate as possible by sending notifications, challenged voters, and asking for affirmation. Michelle Lefkowitz suggested we should make sure voters fill out information on last place they were registered or confirm this is their first time registering. Mike McGarghan asked: If we can add to the process on City level or legislature level to get positive or negative response from other States when we send our notifications so he feels confident to let other know about our checklist is accurate. Karen Rowell stated we have to be careful with mail in ballot because people will commit fraud. Helen Rock added that States have been able to track down mail in voter fraud and it has not been rampant. Karen Rowell replied: In Vermont we don't track at all. Grace Grundhauser noted that the discussion has taken close to 10 minutes and Mike McGarghan should send her an email on his registration process, so she can follow up with Secretary of State and move on to next agenda. Mike McGarghan replied with okay and leave a note for himself to follow up with Grace Grundhauser.

Application Signing Schedule:

The following schedule was set for approving voter registration applications at the clerk's office: 02/09-Michelle; 02/16-Karen, 02/23-Grace; 03/02-Larry; 03/09-Kate; 03/16-Thea; 03/23-Alison; 03/30-Grace

BRV Manual Committee Report

Grace Grundhauser stated that Committee had met twice, no changes were made to the manual to share and she will make sure everyone gets a copy of the updated manual before the election, so the members can print it for themselves. Mike McGarghan asked if the other members can leave a comment on the manual after they receive it. Grace Grundhauser agreed and include a reminder periodically as they keep working on it. Kathleen Baldwin asked if the committee can make a note on changes on the manual, so member will only need to print the pages that was changed, instead of printing the whole packet. Grace Grundhauser agreed. Mike McGarghan asked if the changes on the manual are highlighted with colors, will it show up on everyone copy whether they are using outlook or other program. Grace Grundhauser feels the changes made on the manual are small and she will be able to summarize, so the members can easily see it and she will give PDF copy to everyone. Grace Grundhauser added she would like to know from the committee to discuss to make significant changes to the manual. There is plenty of time for that and committee have plan to meet more in the future and other members are welcome to join the committee. Mike McGarghan asked if there will be a remote option for committee who are not able to join in person. Grace Grundhauser replied that this is a great

idea. Larry Granillo wanted to confirm significant change to the manual were more about table of possibilities and scenarios. Grace Grundhauser replied yes.

March Election Prep

Election Coverage:

Ward 1- Kate; Ward 2-Larry; Ward 3-Michelle; Ward 4-Thea (TBD); Ward 5-Alison; Ward 6-Helen (7-9am), Mike-9-7:00p; Ward 7-Karen; Ward 8- Lis (Elisabeth), Back up Lis-Charles (TBD)Float-Grace; Helen(4:40-7:00p) Annie available by phone

Grace Grundhauser said having pre-election training either virtually or in city hall and asked the members would be interested. Karen Rowell, Mike McGarghan, Michelle Lefkowitz, Thea Knight, Larry Granillo, and Alison Harter are interested. Sarah Montgomery said she can set up place in City hall and a BRV laptop for the training.

Mike McGarghan asked if the Clerk's office can provide a shred folder in each BRV folder to shred the voter personal information identifier (PII) on scrap paper to be shredded. Sarah Montgomery replied yes.

Mike McGarghan suggested the members to write up After Action Report of the things that worked well for them and somethings didn't work well. Mike McGarghan suggested the members to make a note on the problem forms, and a keep a copy, so they can go back and look at the problem. Michelle Lefkowitz added that it is very important to have voter's middle name and exact name to match the information in VEMS. Also, make a note and write down of the problems they had on the form, so it can be discussed at the next meeting.

Larry Granillo asked is there any volunteers or helpers for BRV? Grace Grundhauser replied that Annie and Lis are supposed to be working on that and at the moment she doesn't have any information because of their absence in this meeting but find out later. Alison Harter asked: Should she contact Elizabeth Mickenberg and Anne Schneider if she know someone who wants to volunteer. Grace Grundhauser replied they should contact her directly if they have someone who wants to volunteer for training purposes. Mike McGarghan asked:Is there any reasons or situation that preclude a volunteer from participating? Grace Grundhauser replied not to her knowledge. Sarah Montgomery didn't think so either. Larry Granillo added in the past the high school kids have volunteered.

New Business

The members discussed about receiving checks for the board meeting. The members will receive \$50 per meeting quarterly based on attendance.

On a motion by Mike McGarghan, seconded by Karen Rowell, the meeting was adjourned at 7:03pm.

Respectfully Submitted By: Tenzin Chokden, Associate City Clerk