

To: Moderators, Town Clerks, and Supervisors of the Checklist for the Towns of:
Durham, Hanover, Hudson, Plymouth, Londonderry, and Hooksett

From: William M. Gardner, Secretary of State

Re: High Volume Election Day Registration Polling Place Towns – Round Table

Date: September 27, 2018 (VIA E-Mail)

What: Round Table Discussion – High Volume Polling Places in Towns
Where: Legislative Office Building, Room 301, Concord, New Hampshire
When: Friday, October 12th, 10:00 AM to Noon
Who: Towns with the highest volume of election day registrants at the November 2016 General Election

You are invited to participate in a round table discussion with your colleagues and my staff to exchange information on managing a high volume of election day voter registrations and a high volume of voters at a single polling place. Based on observations at polling places and discussions with you and your colleagues we believe that several of you have developed innovative practices that help you meet the unique needs of high volume polling places. The primary purpose of this meeting is for you to exchange ideas with each other. State officials will provide additional information and discuss the legal requirements that innovative practices must meet.

Agenda:

1. Selected towns describe their approach to election day registration:
 - a. Polling Place Set Up
 - b. Flow of Voters
 - i. Is a separate check in table used for election day registrants
 - ii. How/when are names added to election day marked checklist
 - c. Flow of Paperwork
 - d. Staffing levels (including use of shifts of workers)
 - e. Use of proof presented electronically
 - f. Cooperation received from any College/University with students living in this town
2. Open Discussion - exchange of ideas for best approach to handling large volume of election day applicants
3. Absentee Ballot Processing –
 - a. When and how is the checklist marked
 - b. Managing inserting ballots into the counting device
4. Line management
5. Attendee Concerns/Election Law Compliance Concerns.

This invitation has been sent to all Moderators, Clerk, and Supervisors of the Checklist who serve the towns who had the highest volume of election day registrations at the 2016 general election and for whom e-mail addresses have been entered into *ElectioNet*. We have e-mail addresses for all except a few Supervisors, feel free to pass along the invitation to them.

Please RSVP to Bud Fitch, Elections Legal Counsel, at: Bud.Fitch@sos.nh.gov. Late additions or cancellations are fine, we just want to ensure we have the room set up to accommodate all who plan to attend.

Please contact Bud Fitch if you have questions: Bud.Fitch@sos.nh.gov (603) 271-5335