

## Minutes of the Electronic Voting Implementation Subcommittee Meeting of 2018-04-02

1. The meeting was called to order by Dave Bernstein at 6:33 pm in the High School Field House with Don Schuler, Larry Krakauer, Alan Reiss, Lynne Dunbrack, and Jon Sieber in attendance. Beth Klein was present in the Field House, but attending to her duties as Town Clerk.
2. Dave Bernstein was appointed Secretary pro tem
3. There was no initial public comment
4. Minutes from our 2018-02-01 meeting were approved 5-0-1
5. ELVIS responsibilities during the Annual Town Meeting were reviewed
  - Scanning for handset failures during votes, and providing a ballot and a replacement handset to each voter reporting a failed handset
  - Issuing replacement handsets to voters who report failed handsets
  - Managing the “Manual Counting Section”
  - Scanning for physical possession of multiple handsets, and bringing this to the Moderator’s attention by raising a point of personal privilege
  - Managing two venues
    - Auditorium staff: 2 check-in, 1 exit desk, 2 ELVIS
    - When Chief Houghton declares that Field House attendance has reached 1600, the Auditorium staff will turn in their “Field House handsets” (which must be “checked out”) and head to the Auditorium with an OTI team member. On arrival, the OTI team member will power up the two Welcome stations, which will then be used to issue “Auditorium handsets” to each member of the “Auditorium Staff”. The OTI team member will also activate ~10 handsets to serve as replacements in the event of “Auditorium handset” failures, and provide these to the ELVIS team members staffing the Auditorium Help Desk.
    - When that’s all complete, the OTI team member will by radio inform an OTI team member in the Field House, who will inform Diane Gorham that the Auditorium can accept voters. Diane will inform Chief Houghton and Dave Bernstein when she receives that notification.
    - When Chief Houghton declares that Field House attendance has reached 1800, newly arriving voters will be routed to the Auditorium.
6. There was no final public comment
7. The meeting was adjourned at 6:40 pm