



**TOWN OF BERLIN  
BOARD OF ELECTIONS SUPERVISORS  
MEETING**

**Tuesday, September 4, 2018  
5:30 PM**

1. Minutes of July 10, 2018
2. Review of Guidebook and Election Schedule
3. Certification of Candidates
4. General Discussion

**TOWN HALL  
10 WILLIAM STREET  
2<sup>ND</sup> FLOOR CONFERENCE ROOM**

Board of Elections Supervisors  
July 10, 2018

A Meeting of the Board of Elections Supervisors was held on Tuesday, July 10, 2018 at 5:30 PM. Chair Louis Creter and Board member John Briddell were present as well as Administrative Services Director. Board members Tony Bowen and Linda Bowen were absent.

Because a quorum was not in attendance, no official action could be taken.

Ms. Bohlen noted that Mr. David Briddell had resigned from the Board for health reasons and that a replacement would be nominated by the Mayor and certified by the Council as soon as possible.

Ms. Bohlen reviewed the schedule for the 2018 Election for the Districts 1, 4 and At-Large Council Seats scheduled for Tuesday, October 2, 2018.

Ms. Bohlen reviewed the Guide to Elections, noting the areas which were currently blank and would be completed as the election drew closer – in particular references to the voter roll and required advertising.

Ms. Bohlen provided Mr. Creter and Mr. Briddell with copies of the filing documents for candidates submitted to date. Mr. Creter and Mr. Briddell signed the Certification of Candidates, but it was noted that the certification would not be complete until a majority of Board members could review and certify the candidates.

Brief discussion followed. Ms. Bohlen noted that, when the preliminary voter roll was received from the County, she would contact the Board members to review it for notations/corrections.

It was noted that the deadline for Candidate filing was Tuesday, September 4, 2018 and that the next meeting was scheduled for 5:30 PM on that date to complete the certification of candidates. The deadline for write-in candidates was Tuesday, September 25, 2018 and a meeting was also scheduled for 5:30 PM on that date. If no candidates other than the incumbents filed, either by the Regular Filing Deadline, or as a write-in candidate, the Election would be cancelled and the incumbents declared the winners at the September 25<sup>th</sup> meeting. Should an individual(s) file as a write-in candidate, their name would not appear on the ballot.

The Meeting adjourned at approximately 5:55 PM.

Respectfully submitted,



Mary T. Bohlen  
Administrative Services Director