

**TOWN OF ELSMERE  
BOARD OF ELECTION MINUTES  
JANUARY 4, 2023**

**CALL TO ORDER:** Ms. Kathy Aiken called the meeting to order at 6:30p.m.

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

Chairwoman Kathy Aiken – Present  
Lura Taub – Present  
Lauren Sheldon - Present

**PUBLIC COMMENT:** None

**APPROVAL OF MINUTES:** None

**OLD BUSINESS:** None

**NEW BUSINESS:**

The Board will review the timeline for the 2023 Town of Elsmere Biennial Election and determine if any changes need to be made.

Town Clerk Diana Reed gave a brief overview of the timeline for the 2023 Biennial Municipal Election.

- Solicitation of Candidates will be posted on Tuesday, January 17, 2023.
- Filing Deadline is Monday, February 6, 2023 at 7:00pm.
- Certificate of Intention and Withdraw Deadlines both Monday, February 13, 2023.
- The Board of Election will meet on Wednesday, February 15, 2023 to remove any non-compliant candidates and confirm candidates.
- Notice of Election will be made on Tuesday, February 28, 2023.
- Absentee Ballots will become available on Tuesday, February 28, 2023.
- The Board of Election will meet on Friday, March 10, 2023 at 6:00pm to appoint absentee election judges.
- The Mayor and Council will appoint poll workers and election officers on April 13, 2023.
- The Polls Workers will receive training and Board of Elections will certify the polling machines on Friday, April 21, 2023.
- Absentee Ballots will no longer be available after 12:00pm on Friday, April 28, 2023.

- Election Day is Saturday, April 29, 2023.
- The Board of Election will meet on Monday, May 1, 2023 to certify the results of the election.
- Mayor and Council will hold a special meeting on Monday, May 8, 2023 to swear in the members of Council.

At this time there were no changes to the timeline.

The Board will review Ordinance 668 setting the procedures for the 2023 Biennial Municipal Election prior to consideration by Council at their February 9, 2023 meeting.

**ACTION:** A motion was made by Chairwoman Kathy Aiken to recommend council approve Ordinance 668 setting the procedures for the 2023 Biennial Municipal Election. The motion was seconded by Lura Taub.

**VOTE:** 3-0 All-in-favor Motion carried

**ITEMS SUBMITTED BY BOARD OF ELECTIONS MEMBERS:** None

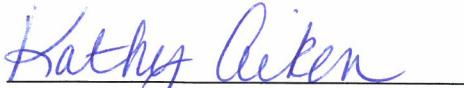
**PUBLIC COMMENT:** None

**ADJOURNMENT:**

**ACTION:** A motion was made by Chairwoman Kathy Aiken to adjourn the meeting. The motion was seconded by Lura Taub.

**VOTE:** 3-0 All-in-favor Motion carried

**These minutes summarize agenda and other issues discussed at this Board of Elections Meeting. Votes are recorded accurately. The audio tape(s) of this meeting will be available at Town Hall for a period of two years from the date these minutes are approved. The audio tapes may be reviewed at Town Hall by appointment and in accordance with the Freedom of Information Act.**



**KATHY AIKEN  
CHAIRWOMAN**