



**Town of Port Deposit
Election Board Meeting Minutes
Conference/Video Meeting
January 13, 2021**

The public was invited to call into the meeting via videoconferencing or audio by phone.

CALL TO ORDER

Chair Komisar called the meeting to order at 5:00 p.m.

PRESENT: In person: Town Administrator Rinkerman and Administrative Assistant Heath. Via Zoom: Commissioner Flemming and Alternate Read.

ABSENT: Commissioner Lipka.

TIMELINE REVIEW – The board reviewed the timeline provided which addresses deadlines for the election procedure. There were no questions regarding the timeline.

ELECTION JUDGE UPDATE – The board reviewed the individuals who expressed an interest in serving as the election judge for the election in May 2021. They selected Ms. Carolyn Spencer, who is local to the area and is very familiar with the town.

REVIEW CANDIDATE PACKAGE

The board reviewed the candidate package which will be available to qualified candidates beginning February 4, 2021, with the last day to file candidacy on March 8, 2021. The board approved the candidate package for distribution.

DISCUSS ELECTION PROCEDURES

Alternate Read provided helpful information and suggestions regarding the standard procedures for Election Day as previous Chair during the last election. The board discussed details and expressed their ideas for how they wish to contribute during the election.

Staff presented an article that was submitted to the town by an individual who wished to have his article posted on the town's website. Discussion ensued regarding the article and given the information and topic of the article submitted, the board agreed that the town's website is not a suitable site to post the article.

The meeting was adjourned at 5:34 p.m

Attest:

Vicky Rinkerman, Town Administrator

Approved:

Chris Komisar, Chair