BOARD OF CIVIL AUTHORITY MEETING

MEETING MINUTES

FEBRUARY 21ST, 2024

1. OPEN MEETING – Town Clerk Zachary Brown called the meeting to order at 5:31 PM. Those present included Fern Brown, Zachary Brown, Al Buckley, Mark Bullard, Mike Daley, Renee Marchesseault, Judith Masson, and Frank Sawicki.
2. ELECT A CHAIRPERSON – Zachary asked if there were any nominations for chairperson. Renee made a motion to elect Zachary as the chairperson. Fern seconded this motion. Zach asked if there were any other nominations or discussions. Seeing none, the board took a vote. The motion was carried unanimously in the affirmative. Zach accepted the role of chairperson.
3. REVIEW NEW APPLICANTS AND CHECKLIST – Zach distributed the “changes” report created through the Vermont Elections Management website. This list showed any changes to the checklist since the last meeting on July 10th, 2023. This included the challenges made at the prior meeting. Zach stated that the highlighted names were the new applicants, all of whom applied through the DMV. The purged/removed voters on the list came from death notices, out-of-state notices, responses to challenge letters, and the challenged voters who did not respond to the challenge within two general elections. The board reviewed the list. A short discussion was had, but no action was taken.
4. APPROVE BALLOT CLERKS (ASSISTANT ELECTION OFFICIALS) – Zach stated that he had recruited Diana Rancourt and Dencie Cunningham to be the two ballot clerks/assistant election officials for the two elections on March 5th. Chairman Brown asked the board to entertain a motion to approve the two individuals as the ballot clerks for the day. Frank made the said motion. Mike seconded the motion. Chairman Brown asked if there was further discussion on the motion; seeing none, he called for a vote. The motion was carried unanimously in the affirmative.
5. APPROVE EXTRA BALLOT COUNTERS – Zach stated that he has recruited Sharon Belleville to count ballots and has made a few other requests but hasn't heard back from them yet. He stated he would like as many people as possible to ensure everyone gets home at a reasonable hour. Judith said that Dana Masson would count ballots as well. Renee said Sue Lepine would also be willing to count ballots if needed. Zach requested that all of the BCA attend the Town meeting on the 4th and the election on the 5th to count ballots and help out. Zach asked if there was anyone else the board thought would be interested in volunteering that night. The board discussed potential ballot counters. Mark motioned to accept Sharon Belleville, Dana Masson, and Sue Lepine as additional ballot counters. Judith seconded the motion. Chairman Brown asked if there was any further discussion, seeing none, and he called for a vote. The motion passed unanimously in the affirmative. Chairman Brown asked for the board to entertain a motion to allow him to appoint extra ballot counters without calling a vote by the BCA. Renee made said motion. Mark seconded the motion. Chairman Brown called for further discussion; seeing none, he called for a vote. The motion was carried unanimously in the affirmative. Zach will keep the BCA apprised of any additional ballot counters he approves.
6. APPROVE JPS FOR DELIVER BALLOTS TO HOMEBOUND VOTERS – Zach asked the JPs at the meeting who would be willing to deliver ballots to homebound voters on election day. He further said that no JP on the ballot can deliver the ballots. This would be left to Frank, Judith, or Katie. However, Katie and Frank could not deliver ballots together. Renee made a motion to approve Judith and Frank as the two JPs to deliver ballots to homebound voters. Al seconded this motion. Chairman Brown called for any further discussion. Judith asked if they each could deliver ballots separately or if they had to go together. Zach stated that they had to go together. Mike and Renee both talked about what is required of the JPs who deliver these ballots. Seeing no other discussion, Chairman brown called for a vote. The motion was carried unanimously in the affirmative. Judith and Frank will deliver ballots to homebound voters if requested.
7. OTHER BUSINES – JP’S ELECTION THIS YEAR –
	1. JP's Election this Year – Zach told the JPs who were present at the meeting that they would be elected again this year at the general election. As time passes, Zach will keep them apprised of what is required.
	2. Approve Meeting Minutes of the July 10th, 2023 – Chairman Brown asked if the board would entertain a motion to approve the July 10th, 2023, meeting minutes as written. Mike made a said motion. Frank seconded this motion. Chairman Brown called for any further discussion; seeing none, he called for a vote. The motion was carried unanimously in the affirmative. The meeting minutes of the July 10th meeting were approved.
8. ADJOURN MEETING – Chairman Brown called for a motion to adjourn the meeting. Renee made a motion to adjourn the meeting. Al seconded this motion. Chairman Brown called for a vote. The motion was carried unanimously in the affirmative. Chairman Brown adjourned the February 21st, 2024, meeting at 5:40 PM.