

**TOWN OF EAST MONTPELIER**  
**BOARD OF CIVIL AUTHORITY MEETING**  
**Wednesday, February 21, 2018**

Present: Michael Duane, Rob Chickering, Amy Willis, Ed Deegan, Ginny Burley, Gene Troia, Florence Morse, Jan Aldrich, Rosie Laquerre,

- A. The meeting was called to order at 6:30 PM by Rosie Laquerre, Town Clerk
- B. ADDITIONS TO THE AGENDA: None
- C. PUBLIC COMMENT: None
- D. ELECTION OF NEW CHAIR: Rosie asked for nominations for the role of BCA Chair. Michael Duane nominated Jan Aldrich, with Amy Willis seconding the motion. Some discussion relative to the desire to have a vice chair followed. Given the collaboration of the group, those present felt a vice-chair was not needed at this time. There being no further discussion, Rosie called for a vote on the nomination. Jan Aldrich was elected chair unanimously.

E. DISCUSSION REGARDING MARCH 6, 2017 TOWN MEETING ELECTION

- **Discuss schedule for ballot clerks and BCA members:** Rosie explained her concerns relative to ballot clerks who have worked in the past who are not available this year. There was also discussion of having two JPs available to handle home deliveries before and on the day of Town Meeting. Other logistical segments were discussed as well, including the Clerk's role during the School meeting. A poll worker will be generated and distributed based on the group's feedback.
- **Who will be available for counting after polls close?** Rosie will ask Seth, Kim and Carl if they are available. See attached schedule for others who have committed to this time frame.
- **Which two people are willing/able to go to U-32 after polls close with voted ballots and remain to count them?** Michael Duane and Lindy Johnson will first count the actual number of U-32 ballots then bring them to Berlin Elementary School to be co-mingled and tabulated.
- **What additional materials are needed?** Write in tally sheets will be needed, as well as the Oath forms and Voter Registration forms.
- **Review of voter checklist:** The February 2, 2018 version of the checklist was available for viewing. A listing of 37 people to be purged from the list after Town Meeting was provided as well.
- **Voters with special situations:** Rosie spoke of the case of the voter last year who misplaced three absentee ballots and spoiled three more at Town Meeting, causing their vote to be nullified. It was suggested that the Secretary of State advise how these situations be handled. Rosie will contact the Elections Division tomorrow to get some guidance in the event this occurs again.

F. ADJOURN: There being no further business to be discussed, the group adjourned at 7:04 PM

Respectfully,

Rosie Laquerre, Town Clerk