

**TOWN OF SHELBURNE
BOARD OF CIVIL AUTHORITY
MINUTES OF MEETING
February 6, 2023**

DRAFT

***Meeting by teleconference.**

MEMBERS PRESENT: David Webster; Nancy Baker, Lee Suskin, Bill Deming, Rebecca Moore, Joan Lenes, Judy Rosenstreich, Denis Barton, Pete Gadue, Bob Essman, Jennifer Leopold, Randy Rowland, Peggy Day, Mike Donahue, Susan Bowen.

ADMINISTRATION: Diana Vachon, Town Clerk.

OTHERS PRESENT: None.

1. CALL TO ORDER

Town Clerk, Diana Vachon, opened the meeting at 7:25 PM.

2. PUBLIC COMMENTS

None.

3. OATHS OF OFFICE

The Oath of Office was administered to members of the Board of Civil Authority.

4. REORGANIZATION OF BOARD – Election of Chair, Vice Chair

Election of Chair

MOTION by Bill Deming, SECOND by Pete Gadue, to nominate David Webster as Chair of the Shelburne Board of Civil Authority. There were no other nominations.

VOTING on David Webster as Chair: unanimous; motion carried.

David Webster is Chair of the Shelburne Board of Civil Authority and facilitated the meeting.

Election of Vice Chair

MOTION by Bill Deming, SECOND by Rebecca Moore, to nominate Joan Lenes as Vice Chair of the Shelburne Board of Civil Authority.

MOTION by Lee Suskin, SECOND by Pete Gadue, to nominate Nancy Baker as Vice Chair of the Shelburne Board of Civil Authority. Nancy Baker declined the nomination.

VOTING on Joan Lenes as Vice Chair: unanimous; motion carried.

Joan Lenes is Vice Chair of the Shelburne Board of Civil Authority.

5. MINUTES

October 3, 2022

MOTION by Denis Barton, SECOND by Bill Deming, to approve the 10/3/22 minutes as presented. VOTING: all ayes except 4 abstentions (Peggy Day, Denis Barton, Bob Essman, Mike Donohue); motion carried.

6. APPROVE WEBSITE LISTING

The BCA approved the website listing.

7. CONFIRM ASSIGNMENT OF ELECTION DUTIES

Appoint Justices of Peace (two pairs)- Deliver School Ballots to CVU & Tabulate Ballots Set Date to Test Memory Cards (2/23/23)

Dates to Tabulate Absentee Ballots (3/6/23 & 3/7/23)

Approve Ballot Clerks for Town Meeting (3/6/23 & 3/7/23)

Election duties per the spreadsheet were confirmed and any open timeslots were filled by Board members and recorded on the spreadsheet.

MOTION by Lee Suskin, SECOND by Pete Gadue, to approve the list of ballot clerks for Town Meeting 2023. VOTING: unanimous; motion carried.

8. REVIEW CHANGES TO VOTER CHECKLIST

The BCA reviewed the voter checklist (42 pages of names) and noted any names to be challenged.

9. OTHER BUSINESS

Rank Choice Voting

It was noted the state legislature is taking testimony on S.32 (rank choice voting). Diana Vachon will send out information to the BCA.

10. ADJOURNMENT

MOTION by Judy Rosenstreich, SECOND by Rebecca Moore, to adjourn the meeting. VOTING: unanimous; motion carried.

The meeting was adjourned at 8:10 PM.

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