



Town of Bolton
3045 Theodore Roosevelt Highway
Bolton VT 05676
Board of Civil Authority
Hybrid Meeting Minutes
August 26, 2021

BCA members present: Henry Corse, Lynda DesLauriers (virtual), John Devine, Steve Diglio (virtual), Paula Gervia (Vice Chair), Amy Grover (Clerk), Brenda McKeown (Chair), Janet Metz, Andrew Pond

BCA members absent: Mica Cassara, Rich Reid

Also present: none

1. **The meeting was called to order at 6:03 p.m. by Chair Brenda McKeown with a quorum of 9 members present.**
2. **Additions or Deletions to the Agenda:**
Additions: None.
Deletions: None.
3. **Communications:**
 - Jericho Town Clerk, Jessica Alexander, is working to convene a joint BCA meeting for all 5 towns within the MMUUSD to discuss re-districting and further action. The meeting is scheduled for September 29, 2021, at 6 p.m. Zoom access will be provided.
 - A thank you note to the BCA was received from Wheeler Trust Scholarship recipient Julian Cohen.
4. **Public Comment:** None.
5. **BCA Minutes May 17, 2021:** Paula Gervia made the motion *“to accept the BCA minutes of May 17, 2021.”* John Devine seconded. There was no further discussion. All were in favor and the motion passed (9-0).
6. **2021 Bi-Annual Voter Checklist Review: Challenging Voters:** The BCA reviewed and discussed the current voter checklist, potential challenges, the challenge process, voter abilities through VEMS, and determined the names for challenge. John Devine made the motion *“to challenge 15 voters on the current voter checklist.”* Janet Metz seconded. There was no further discussion. All were in favor and the motion passed (9 - 0).
7. **Authority for Town Clerk to Challenge Voters When PTTR Shows Sale:** The BCA reviewed and discussed the PTTR challenge process. Henry Corse made the motion *“to authorize the Town Clerk to challenge a voter when a PTTR shows that the voter has sold their property in Bolton and moved from Bolton.”* Janet Metz seconded. There was no further discussion. All were in favor and the motion passed (9 - 0).
8. **Ballot Drop Boxes – BCA Authority and Deadline to Return Ballots:** The BCA reviewed the new laws regarding ballot boxes (which included required placement on municipal property and affixed securely, one ballot box provided by the SOS), and the return of ballots. Paula Gervia made the motion *“to approve and authorize the installation of one official ballot box at the Bolton Town Office, to be provided by the SOS.”* Andrew Pond seconded. There was no further discussion. All were in favor and the motion passed (9 - 0). Janet Metz made the motion *“to approve and authorize closing the ballot box at the*

close of business on the day before an election.” Paula Gervia seconded. There was discussion on the process for closing the ballot box and placing notice on the Town Office drop box. All were in favor and the motion passed (9 - 0).

9. **Early Ballot Processing – BCA Authority to Utilize:** The BCA reviewed the new laws concerning early processing of early/absentee ballots. Janet Metz made the motion *“to approve and authorize the early processing of ballots during the 30 days preceding an election.”* John Devine seconded. There was no further discussion. All were in favor and the motion passed (9 - 0).
10. **Early Voting – BCA Authority to Utilize Secure Ballot Box:** The BCA reviewed the new laws concerning early voting, and how ballots are to be deposited. Paula Gervia made the motion *“to require that early voters who vote in the Town Office enclose their voted ballots in a signed certificate envelope for later processing.”* Henry Corse seconded. There was no further discussion. All were in favor and the motion passed (9 - 0).
11. **Adjournment:** Andrew Pond made the motion *“to adjourn the meeting.”* John Devine seconded. There was no further discussion. All were in favor and the motion passed (9-0). The meeting was adjourned at 6:33 p.m.

Attest: Amy Grover, Town Clerk

Minutes are unofficial until approved. These minutes were read and approved on: