

**TOWN OF SHELBURNE  
BOARD OF CIVIL AUTHORITY  
MINUTES OF MEETING  
July 11, 2022**

**DRAFT**

**\*Meeting by teleconference.**

**MEMBERS PRESENT:** David Webster (Chair); Nancy Baker, Lee Suskin, Bill Deming, Rebecca Moore, Judy Rosenstreich, Pete Gadue, Sally Martel, Jennifer Leopold.

**ADMINISTRATION:** Diana Vachon, Town Clerk.

**OTHERS PRESENT:** None.

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**1. CALL TO ORDER and AGENDA**

Chair, David Webster, called the teleconference meeting to order at 7:47 PM.

**2. AGENDA**

There were no changes to the agenda.

**3. PUBLIC COMMENTS**

None.

**4. CONFLICTS OF INTEREST**

None.

**5. MINUTES**

*February 7, 2022*

**MOTION by Rebecca Moore, SECOND by Sally Martel, to approve the 2/7/22 minutes as presented. VOTING: unanimous; motion carried.**

**6. REVIEW VOTER CHECKLISTS**

The following documents were reviewed:

- Purged Voter List 2/1/22 through 6/22/22 (61 people in total)
- Challenged Voter List since 2/1/22 (32 pages of names and addresses)

**7. TEST MEMORIAL CARDS**

Memory card testing will take place 7/14/22. Poll workers trained as tabulators will also attend.

**8. BALLOT CLERKS FOR 8/9/22**

Election Day Poll Workers for the August 9, 2022 Primary were reviewed. Timeslots were filled by BCA members as needed.

**MOTION by Rebecca Moore, SECOND by Pete Gadue, to accept the ballot clerks for the 8/9/22 Primary as detailed in the spreadsheet ("2022 August Primary Draft**

Poll Workers”) prepared by the Town Clerk. **VOTING: unanimous; motion carried.**

#### **9. REGISTRATION TABLE**

The registration table will be in the hallway rather than the gym in the town office on election day for the Primary. Masks at the polling place are optional.

#### **10. EARLY VOTER ABSENTEE BALLOTS INTO TABULATOR**

Deposit of early ballots into the tabulator will occur July 21, 2022, August 4, 2022, and August 8, 2022.

**MOTION by Jennifer Leopold, SECOND by Rebecca Moore, to accept the dates of 7/21/22, 8/4/22, and 8/8/22 for the deposit of early ballots into the tabulator. VOTING: unanimous; motion carried.**

#### **11. NEW TABULATOR UPDATE**

There will not be a tabulator for early voting at the town office due to lack of staff to monitor the tabulator.

#### **12. OTHER BUSINESS**

##### *Remote Poll at Shelburne Bay*

A remote poll at Shelburne Bay on 8/5/22 will be staffed by JP’s and poll workers as necessary. Masks are required.

##### *Update of Town Website*

The town website has been updated to include the warning for election day for the Primary vote, a sample ballot, the list of districts, and a link to an interactive map.

#### **13. ADJOURNMENT**

##### **ADJOURNMENT**

**MOTION by Nancy Baker, SECOND by Sally Martel, to adjourn the meeting. VOTING: unanimous; motion carried.**

The meeting was adjourned at 8:15 PM.

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