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TOWN OF DANVILLE
BOARD OF CIVIL AUTHORITY / BOARD OF ABATEMENT MINUTES

January 30, 2020

The Board of Civil Authority met at 5:30 p.m. at the Danville Town Clerk's office on January 30, 2020 for the purpose of approving the minutes of the 9/19/2019 BCA meetings/ Board of Abatement meeting; electing a Chairman of BCA; electing a Vice-Chairman of BCA; designating a polling place for the annual Town and School District meeting and the NEKWM Budget vote, Presidential Primary, August Primary, and General Election; appointing a presiding officer, assistant presiding officer and election officials for Town Meeting, August Primary, and General Election; review voter checklist for additions; deletions & challenges; appointment of Justices for delivery of ballots; Vote to authorize early absentee ballot processing through the vote tabulator, the day before the election s) at the town clerk's office and follow the procedures laid out in 17 V.S.A § 2546a.; and transact any other business that may legally come before the meeting.

Members present were Virginia Incerpi, Ted Houle, Eric Bach, Bruce Melendy, Phyllis Sweeney, Kristin Franson, Julie Larrabee and Wendy Somers

The committee reviewed the minutes of the 9/19/2019 BCA/Board of Abatement joint meeting. A motion was made by Ted Houle to approve the minutes. The motion was seconded by Virginia Incerpi, which was approved.

The next item of business was to elect a Chairman for the ensuing year. A motion to elect Bruce Melendy for Chairman was made by Ted Houle and seconded by Phyllis Sweeney. Wendy Somers then called the vote that was voted in the affirmative. The meeting was then turned over to Bruce Melendy.

The next item of business was to elect a Vice-Chairman for the ensuing year. A motion to elect Kenneth Linsley for Vice-Chair was made by Virginia Incerpi and seconded by Phyllis Sweeney. Bruce Melendy called the vote that was voted in the affirmative.

The next item was to appoint a presiding officer for Town Meeting, Presidential Primary, August Primary and the General Election. A motion was made by Virginia Incerpi to appoint Wendy Somers as presiding officer for Town Meeting The motion was seconded by Eric Bach and voted in the affirmative.

The next item was to appoint and alternate presiding officer to the Town Meeting, Presidential Primary, August Primary and General Election. A motion was made by Virginia Incerpi to appoint Sharon Daniell as alternate presiding officer for Town Meeting The motion was seconded by Eric Bach and voted in the affirmative.

The next item was to appoint Justices for delivery of absentee ballots. Phyllis Sweeney volunteered to do it with Kenneth Linsley, and Bruce Melendy volunteered to be an alternate. All were voted in the affirmative.

The next order of business was to appoint the following election officials:

We had not established a list, so a motion was made by Ted Houle and seconded by Virginia Incerpi to have present BCA members appoint election officials at the March 20th Selectboard meeting, which was voted in the affirmative.

The next item was to designate a polling place for the annual Town and School District meetings and Australian ballot budget vote, as well as the NEKWM Budget vote. On a motion by Virginia Incerpi and seconded by Eric Bach, the Danville School gymnasium was designated as the polling place for all.

The next item was to designate a polling place for the Presidential Primary, August Primary and General Election. On a motion from Ted Houle and seconded by Eric Bach, the Danville School Gym was designated as the polling place for the Presidential Primary, and the Danville town Hall was designated as the polling place for the August Primary and General Election. It was then voted in the affirmative.

The next item was to vote to authorize early absentee ballot processing through the vote tabulator, the day before the Presidential Primary, August Primary & General Election at the Danville Town Hall Town Clerk's office and follow the procedures laid out in 17 V.S.A. § 2546a. A motion was made by Virginia Incerpi, which was seconded by Ted Houle and voted in the affirmative.

The next item was to review the voter checklist. The members present reviewed the additions, deletions, and challenge lists. Wendy Somers stated that there would be no challenges sent due to it being the election year. A motion was made by Ted Houle and seconded by Kristin Franson to accept the lists presented, which was voted in the affirmative.

The next item was any other business that came before the meeting.

With no other business, Ted Houle moved to adjourn the meeting, with a second from Eric Bach. The meeting was then adjourned at 5:46 p.m.

Respectfully Submitted, Wendy M. Somers, Clerk
