

**Board of Civil Authority Meeting Minutes
Wednesday February 10, 2021
Meeting Held Via Zoom Teleconference**

A full recording of this meeting is available.

BCA Member's Present: L. Schlegel-Stevens, J. Adams, H. Shepard, R. Dostis, P. Blake, S. Odefey, K. VanTyne, L. Gravell, B. Butler, J. Carter, C. McKay, S. Karcher and C. Lawrence.

The meeting was called to order at 5:00pm.

C. Lawrence introduced the members of the Board and administered the Oath of Office.

C. Lawrence asked for nominations for Chair for the ensuing year. J. Carter nominated L. Schlegel-Stevens for Chair for the ensuing year. The nomination was seconded by L. Gravell. There being no further nominations, L. Schlegel-Stevens was elected Chair of the Board of Civil Authority for the ensuing year.

C. Lawrence asked for nominations for Vice Chair for the ensuing year. L. Schlegel-Stevens nominated J. Carter for Vice Chair for the ensuing year. J. Carter respectfully declined. L. Schlegel-Stevens nominated R. Dostis for Vice Chair. The nomination was seconded by S. Odefey. There being no further nominations, R. Dostis was elected Vice Chair of the Board of Civil Authority for the ensuing year.

The Board of Civil Authority Rules of Procedure were previously distributed. The Board discussed revisions to the wording of #5 Conflict of Interest. The proposed edits were approved by unanimous consent.

The Town Meeting poll worker schedule was previously distributed. C. Lawrence stated that absentee voting has started and people are encouraged to vote absentee to avoid contact at the polls. C. Lawrence explained that the HUUSD ballots will not be comingled this year and that this ballot will be fed through the tabulator along with the 3-sided local ballot. Individual Town results will then be reported to the District Clerk. All local business will be voted on by Australian ballot. Set up of the polling place will take place on March 1st at 2:00pm and break down will occur on March 2nd at 7:00pm.

There being no further business, the meeting adjourned at 5:30pm.

Respectfully submitted,

Carla Lawrence, Town Clerk & BCA Member