

**BCA Meeting Minutes**  
**Thursday, February 10, 2022**  
**Steele Community Room and Zoom**

BCA Members Present: Carla Lawrence, Town Clerk; Liz Schlegel Stevens, BCA Chair; Robert Dostis, Vice-Chair; Mike Bard; Pauline Nolte; Linda Gravell; Steve Karcher; Jim Adams; Marion Howes; Katrina VanTyne; Bob Butler and John Bauer.

The meeting was called to order at 5:30pm.

**Approved Agenda**

K. VanTyne made a motion to approve the agenda. The motion was seconded by P. Nolte and passed unanimously.

**Public**

There was no public comment.

**Approve Minutes**

J. Bauer moved to approve the minutes of the November 4, 2021 BCA meeting. The motion was seconded by P. Nolte and passed unanimously.

**Discuss 2022 Elections**

C. Lawrence stated that Town Meeting Day is March 1, 2022. The Select Board voted to conduct Town Meeting business by Australian ballot again this year due to concerns about COVID-19. Early and absentee voting has commenced at the Town Clerk's office, and voting will take place at Brookside Primary School on March 1<sup>st</sup> from 7:00am to 7:00pm. COVID safety precautions at the polling location were discussed. The ballots and the poll worker schedule were reviewed. A discussion was held as to whether or not to allow solicitation in the school lobby on election day. Concerns were expressed that this might cause people to congregate. J. Bauer made a motion to allow paper materials in the lobby of the school with no in-person solicitation. The motion was seconded by M. Howes and passed unanimously. C. Lawrence stated that the State Primary election will be held on August 9<sup>th</sup> and the State General Election will be held on November 8<sup>th</sup>.

**Designate Polling Location for 2022 Elections**

L. Gravell made a motion to hold all elections at Brookside Primary School. The motion was seconded by K. VanTyne and passed unanimously.

**Designate Ballot Drop Box and Approve Early Deposit of Ballots for all Future Elections (if deemed necessary)**

L. Gravell made a motion to authorize the use of the ballot drop box at the entrance of the Municipal Center and approve early deposit of ballots through the tabulator, if deemed necessary. The motion was seconded by J. Bauer and passed unanimously.

**Legislative Apportionment Update**

L. Schlegel Stevens updated the Board that the House Committee on Government Operations has proposed no changes to the Washington-Chittenden District as it currently stands. The proposal still needs to pass through the House and Senate. A draft letter to the Committee, due by February 15<sup>th</sup>, was reviewed. L. Gravell made a motion to approve the proposal in H.589 that keeps the district unchanged. The motion was seconded by J. Adams and passed unanimously.

**Open Seat on BCA**

L. Schlegel Stevens explained that there is an open seat on the BCA due to the passing of Jack Carter. She suggested that the Board advertise for interest in the seat, and upon reviewing the outcome, send a name to the Governor for appointment. The Board concurred with this process.

There being no further business, a motion to adjourn was made by P. Nolte and seconded by M Howes. The meeting was adjourned at 6:25pm.

Respectfully submitted,

Carla Lawrence  
Town Clerk