

Minutes of the Board of Civil Authority
Thursday, July 9, 2026
28 North Main Street and via zoom

Attendance: Wes Pollock, Liz Schlegel, Jim Adams, Bob Butler, Mary Miller, Evan Hoffman, Katrina VanTyne, Beth Jones

Public Attendance: None

Review and Approve the Agenda: Motion made by Bob Butler, seconded by Evan Hoffmann. A vote was held and passed unanimously.

Public Comments: None.

Introductions: Wes Pollock introduced as new town clerk, other attendees introduced.

Approve Previous Minutes: Evan Hoffman made motion to approve the agenda with the amendment that the paragraph beginning “Update of Biennial Purge of the Voter Checklist” be swapped with the next paragraph, beginning “Schedule for Bond Vote of November 4, 2025.” Bob Butler seconded the motion. A vote was held and passed unanimously.

Discuss August Primary Responsibilities: minutes of February 17, 2025. L. Gravell seconded the motion. A vote was held and passed unanimously. Minutes from the previous meeting (held at the fire station) approved with amendment.

- The “Schedule for Bond Vote of November 4, 2025” heading and the “Questions” section were out of order; a motion passed to swap them.

Discuss August 11 Primary Election Logistics:

- Primary to be held at Brookside Elementary School (gymnasium confirmed by Chris Nevins).
 - Setup the day before (Monday);
- Three-hour volunteer shifts planned; sign-up sheet to be emailed out.
- All three ballots issued to every voter; no party preference asked.
- Evan Hoffman made a motion to hold the primary on Tuesday, August 11, at the elementary school, 7:00 a.m. to 7:00 p.m. Seconded by Bob Butler and passed unanimously
- Bob Butler made a motion to allow processing of early ballots on an as needed basis with Wes Pollock’s warning to the BCA. Seconded by Evan Hoffman and passed unanimously.

Other Business:

- Wes Pollock discussed upcoming grievance hearings. As of July 9, there are only grievance hearings from communication properties. Wes explained that the state changed the way certain communication network infrastructure will be set in the Grand List. The Department of Taxes will assist in defending valuations and has created a model stipulation that would allow the appeal of the valuation to proceed efficiently to the Director of PVR or to the Superior Court. The BCA would need to vote to allow the use of the stipulation, then it would need to be signed by the communications company as well as the select board.

Mary Miller made a motion to table this vote until more information is gathered. Evan Hoffman seconded. The motion passed unanimously.

- Wes Pollock reminded everyone of the Secretary of State training via Zoom on Monday at 8:30 a.m.; session will be recorded, and Wes will attend and report back.
 - A dry-run election day is also scheduled for next week.
 - Reading materials already sent to all Board members.

Adjourn: Katrina VanTyne made a motion to adjourn. Seconded by Evan Hoffman. Motion passed unanimously.