

Board of Civil Authority Meeting
February 9, 2015, Town Office, 7 pm
Unapproved minutes

Present: Charlotte Hanna Bassage, Scott Bassage, John Brabant, Judy Copa, Dillon Burns, Cornelia Emlen, Donna Fitch, Rose Pelchuck, Judy Robert, Dan Singleton, Toby Talbot, Denise Wheeler.

Denise Wheeler, BCA chair, called the meeting to order at 7 pm. Scott Bassage nominated Denise as chair for the ensuing year. John Brabant seconded. Motion passed.

Donna Fitch reviewed the responsibilities of the justices of the peace, encouraging them to participate in elections, including counting ballots. All election officials need to stay focused when checking people off the entrance and exit checklists and handing out voter cards and ballots. This is important to keep the line moving as people check in and vote and to have accurate vote counts at the end of the day.

Donna passed around a sheet asking people to sign up for specific times/tasks on town meeting day. Justice of the Peace Dan Singleton, following the Singleton tradition, offered to take ballots and count votes at U-32. Charlotte Bassage will accompany him. Town meeting will be held at the school and a speaker for the kitchen was requested so that lunch workers can hear the meeting. Assistant Clerk Judith Robert will head up a town meeting task force to coordinate town meeting details and liaison with the town clerk, the school, Historic Kents Corner, etc. Judy Copa, Nel Emlen, Charlotte Bassage and Denise Wheeler offered to help. Dillon Burns suggested Sue Cioffi, administrative assistant at Calais Elementary School. Judy Robert is researching a professional sound system to improve acoustics.

In 2016, towns with 1,000 voters on their checklist will be required to use tabulators for state and federal elections. Donna Fitch suggested acquiring a tabulator in 2015 so the BCA and voters can receive training in advance of the deadline. The Secretary of State's office will pay for the tabulator. The town will pay for the programming. Charlotte made a motion to acquire a tabulator in 2015, prior to the 2016 deadline, for use in 2016 elections. Toby seconded the motion. Motion passed.

The meeting adjourned at 7:20 pm.

Respectfully submitted,

Donna Fitch, BCA Clerk