



TOWN OF CALAIS

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BCA Meeting Minutes DRAFT MINUTES

Monday, August 25, 2025

5:00 pm Calais Town Hall

BCA Attendees: Janet Ancel (JP), Scott Bassage (JP), Teegan Dykeman-Brown (Town Clerk), Charlotte Hanna (JP), Jordan Keyes (SB), Michael Loignon (JP and BCA Chair), Barbara McAndrew (SB), Jamie Moorby (SB)

Additional Attendees: Kari Bradley

Michael called the meeting to order 5:03 pm

- Approve Minutes of October 14, 2024 BCA Meeting: Teegan made motion to approve the minutes of October 14, 2024. The motion was seconded, voted on and carried 8-0.
- Discuss and vote on polling place location, polling hours, and other logistics for November 4, 2025, Central Vermont Career Center Election: Teegan stated there is one question on the ballot and felt holding at the town office, 7 am – 7 pm, would be fine due to the limited election. Teegan confirmed all votes are compiled in Barre to tabulate the town votes.

Teegan made motion to hold the election at the Town Office between 7:00 am and 7:00 pm on November 4, 2025. The motion was seconded, voted on and carried 8-0.

- Review/Discuss Current Alpha Active Voter List, dated August 7, 2025, with regard to voters recommended to be Challenged: Teegan stated the biennial checklist review is required to be completed by September 15 of every odd-numbered year. However, voters may not be challenged within 90 days of an election, and towns served by the Central Vermont Career Center were informed less than 90 days before the election that it would be taking place and so could not schedule the checklist review before the 90-day period began. Other towns have decided to hold their review meetings now and to let the Secretary of State know that they will have to postpone the challenging of the voters until after the November 4 election.

She reminded BCA members that they were reviewing the list to determine voters who ought to be challenged but that no voters could be purged outright by the clerk without direct request from the voter or confirmation of death. Teegan confirmed all challenged voters are mailed a postcard asking that they confirm their residence in Calais or assert that they have moved and wish to be removed from the Calais voter roll.

Discussion continued surrounding the Alpha Active Voter List and potential flagged names for community members no longer living in the city due to various reasons.

- Review/Discuss 2024 and 2025 Property Tax Transfer Spreadsheets with regard to voters recommended to be Challenged: Combined with above bullet discussion.
- Approve Town Clerk and Assistant Town Clerk to Challenge and Purge Voters in Question: Teegan made motion that she and Barbara be charged with challenging those residents selected by the BCA between the November 4 election and the start of the 90-day window before the Town Meeting Day election. The motion was seconded, voted on and carried 8-0.
- Appoint Non-BCA Election Volunteers in Advance of October 14, 2025, Expiration of Appointments: Janet made motion to approve appointments for the following volunteers:

Diane Behymer
Kari Bradley
Arlyn Bruccoli
Meliss Bunce
Roni Coleman
Meg Dawkins
Fletcher Dean
Nel Emlen
Erica Heilman

Carolyn Herz
Wilson Hughes
Linda Moschelle
Rose Pelchuck
Janet Pocarobba
Mary Alice Proffitt
Scott Robbins
Judy Robert
Lynn Root

Gary Root
Ginny Sassaman
Gary Scudder
Candi Smith
Claudia Welch
Ann Wheelock
Tim Wheelock
Anne Winchester
Lynne Woodard

The motion was seconded, voted on and carried 8-0.

- Other Business: Teegan confirmed officer appointments from 2024 (Michael Loignon as Chair and Charlotte Hanna as Vice Chair) were two-year terms, expiring October 14, 2026.
- Next Meeting: Jordan asked for a tentative date for the next meeting. Teegan reviewed the town calendar and advised members to reserve December 1 at 5:00 pm on their calendars. She will reach out to confirm as needed in November.
- Adjourn: Jordan made motion to adjourn at 5:38 pm. The motion was seconded, voted on and carried 8-0.

Shana DuBois
Recording Secretary