

Middletown Springs Board of Civil Authority
Meeting | Approved Minutes
Tuesday, February 13, 2024 7pm

BCA Present: Town Office: Patty Kenyon, Herb Childress, Elizabeth Cooper, Meredith Morgan, Peter Stevenson. Via Zoom: Terry Redfield, Pat Hemenway.

Public Present: None

Call to order Herb called the meeting to order at 7:01pm.

Approval of Minutes – October 26, 2023 - Herb moved to approve the minutes of October 26, 2023 as presented, Elizabeth 2nd. All in favor, motion carried.

Discussion & Approval

- a. **2024 poll work list** – The board discussed whether to approve any registered non-challenged voter to be eligible poll workers or whether to approve a specific group of voters. It was agreed that a larger pool to draw from would be best for this year when we have three scheduled elections.

Herb moved to approve any non-challenged, registered voter as eligible election workers for 2024 elections, Peter 2nd. All in favor, motion carried.

- b. **Election Day Policies** – Patty presented the group with a draft policy covering Election Day guidance. This guidance covers election day building and property related items such as campaigning, signage, and poll watchers.

Herb moved to approve the Election Day Policies as presented, Peter 2nd. All in favor, motion carried.

- c. **Set election training date** – We're aiming for days the Town Office isn't open for business, so a Saturday or Wednesday work best. We settled on two options that will be put out to the scheduled workers to weigh in on. Dates are Saturday, February 24 or Wednesday, February 28.

- d. **Set tabulator testing date** – There are folks beyond the BCA that would like to be there when the tabulator testing occurs. The clerk will decide if it makes sense to do testing and training in the same session. If not, the clerk will schedule that as soon as possible once the software arrives.

Other Lawful Business – none

Adjourn – Herb moved to adjourn, at 7:33pm, Terry 2nd. The meeting adjourned at 7:33pm.

Respectfully submitted,
Patty Kenyon
Town Clerk / BCA Clerk