

**TOWN OF BARRE
BOARD OF CIVIL AUTHORITY MEETING
August 8, 2018**

AGENDA

1. Call the meeting to order (following tax grievance hearing)
2. Changes to the agenda
3. Review the list of additions and deletions made by the Town Clerk for the period May 4, 2018 through August 1, 2018.
4. Appoint JPs to carry sick ballot for May 8, 2018 Annual Town election.
5. Discussion the revised Abatement Application & Income/Expense Statement.
6. Other Business:
 - A. School Act 46 Merger vote - possible election date(s).
 - B. Next meeting date for tax grievance hearing continuation is Tuesday, September 4th.
 - C. OmniBallot Tablet training - new system for August 2018 election.
 - D. No update on the Justice of the Peace manual published by the Secretary of State's office.
 - E. New Public Notary process in place.
 - F. Other BCA business as needed
10. Adjourn

MEETING MINUTES

The duly warned meeting of the Barre Town Board of Civil Authority was advertised to be held at the Municipal Building, Selectboard meeting room, in Lower Websterville on Wednesday, August 8, 2018, immediately following the Tax Grievance hearing for the purpose of reviewing the Barre Town Checklist to be used at the State Primary Elections to be held on August 14, 2018.

The following members were in attendance: Paul Malone, Donna J. Kelty, Town Clerk-Treasurer, Pearl Bugbee, William Bugbee, Charles Castle, Jeanne Daniele, J. Guy Isabelle, JP Isabelle, Norma Malone, Robert Nelson, Ed Paquin, Jay Perkins, Virginia Poplawski Dottye Ricks, Paul White, Tom White, R. Lee Walther, and Sheila Walther. Those not present: Jeff Blow and Christopher Violette.

CALL TO ORDER

The meeting was called to order at 7:44 p.m. to allow for the setup of audio recording of the meeting.

CHANGES TO THE AGENDA - None

CHANGES TO THE CHECKLIST

In accordance with VSA Title 17, Chapter 43, Section 2144 (b) the Town Clerk has added 102 voters to the checklist and made 29 deletions to the checklist for the period May 4, 2018 through August 8, 2018. No action is required by the BCA but the names are being entered into the minutes as a matter of record.

ADDITIONS TO THE CHECKLIST

| | | |
|----------------------------|------------------------|-----------------------|
| Kevin M. Ackley | Matthew G. Allen | Meredith Bryn Andrews |
| Jordan T. Atkins | David R. Ball | Michael J. Ball |
| Sylvia Batchelder-Larrabee | Matthew W. Bennett Jr. | Travis N. Benoit |
| Timothy J. Betts | Steven M. Bigras | Jonathan J. Canavan |
| Jeffrey P. Casey | William D. Charron | Jordan A. Chase |
| Camden L. Child | Shirley M. Clark | Jolene D. Coburn |

BOARD OF CIVIL AUTHORITY MEETING OF August 8, 2018 continued:

| | | |
|------------------------|---------------------------|-------------------------|
| Kathleen A. Croteau | William J. Croteau Jr. | Brenden M. Davison |
| Kelly Louise Defelice | Dimitri A. Deharak | Joshua R. Dezotell |
| Ryan E. Doney | Christopher W. Donovan | Ruth E. Dudley |
| Ryan Dumperth | Mark W. Earle | Jodie Ann Eastman |
| Nathaniel S. Egger | Amanda Farrell | Brian Farrell |
| Dylan R. Flood | Toni Lee French | Deborah M. Gagne-Barney |
| Lora L. Gaudreault | Robert Louis Gavin | Coby J. Gillander |
| Danielle Nicole Gipson | Timothy W. Golden | Emily M. Goulet |
| Brittany J. Grandbois | Amber R. Graves | William J. Hannon Jr. |
| Michael A. Hastings | Maria D. Hedin | Cooper G. Hewitt |
| Kerri L. Hull | Collin d. Jones | Logan E. Kennedy |
| Alonzo D. Kidder | Nancy L. Kilburn | Chelsea L. Knapp |
| Linda Labrie | Alicia E. Laferriere | Roger F. Lamson |
| Baylee Amber Lawrence | Faith C. Lloyd | Scott M. Lowery |
| Carroll E. Macie | Jessica L. Maring | Peter S. Maurice |
| Sally M. McKee | Timothy Patrick McTigue | Delores L. Menard |
| Heather J. Michaud | Garrett W. Moore | Lauren Michelle Morse |
| Zandrew X Morse | Faith M. Orr | Stella M. Otis |
| Elydia J. Pacetti | Mary Parker | Michael Parker |
| Kathleen E. Parrish | Erika Bailey Perkins | E. Gary Pletzer II |
| Benjamin Powell | Sean Powell | Michael F. Pratt |
| Christopher G. Richard | Kathleen A. Richardson | Stephen Rickert |
| Martin J. Romeo Jr. | Frederick H. Rountree III | Jeffrey R. Roy |
| Kader Said | Bobby-Jo Hood Salls | Brad J. Sancibrian |
| Katherine A. Shore | Candice L. Shumski | Jacob L. Shuttleworth |
| Bryan S. Smith | Michael David Thurston | Lyle A. Tillotson |
| Heather A. Timins | Justin A. Town | Danielle E. Trombly |
| Anthony J. Valenti | Joanne E. Vanarsdell | Brian Wilcock |

DELETIONS BY REASON OF DEATH, PURGE, DUPLICATION, APPLICATION

| | | |
|-----------------------|--------------------|---------------------|
| Steven Ball | Barbara Bettis | Lorraine M. Brislin |
| Douglas Wayne Bullard | Dawn M. Cattier | John P. Cattier |
| Patricia J. Cayia | Frances D. Deroche | R. Elton Duffy |
| Jesse L. Eklund | Stanley E. Flink | Lisa A. Frangiamore |
| Barbara L. Frattini | Maria Davila Hedin | Peter R. Hommel |
| Richard H. Lakin | Anita M. Morel | Ronald J. Mori |
| Faith M. Orr | Orton W. Patch | Erin F. Perry |
| William F. Perry | E. Gary Pletzer II | Gregory B. Richards |
| Joan C. Sabens | Andrew R. Speirs | Julie A. Stark |
| Paul Tremblay | Nancy L. Trepto | |

APPOINT JPs TO CARRY SICK BALLOTS

The consensus of those present is to appoint William Bugbee and Lee Walther to carry sick ballots on August 14, 2018 and appoint Charles "Chip" Castle and Jay Perkins as alternates.

ABATEMENT APPLICATION UPDATE

It is noted for the record the application consists of two parts. Part one is the application with general information and the second part is the Income, Expense, Resource and Asset Statement (formerly the Income/Expense statement). Draft changes were provided to the Board prior to the meeting for review.

BOARD OF CIVIL AUTHORITY MEETING OF August 8, 2018 continued:

Comments were primarily on the Income and Expense form:

- Graybar the sentence "See instructions on the reverse side of this form."
- Add the word MONTHLY to the column headings for Income and Expenses.
- Delete the word "is" on the back side, last sentence.

On a motion by Bob Nelson, seconded by William Bugbee, the Board of Civil Authority voted to approve the revised abatement application as amended above and to be used immediately for distribution. The motion passed with JP Isabelle voting no based on the fact there were no "face to face working committee meetings" to review the document.

OTHER BUSINESS

The Town Clerk provided possible special election dates for the Act 46 Unified Union School District vote (to merge school districts). She noted based on the outcome of the State of Board of Education on August 15, 2018 the election will be held in late September or on General Election Day, November 6, 2018.

The next Tax Grievance hearing will be TUESDAY, September 4, 2018 at 6:30 p.m. to take evidence from the Assessor and to appoint an inspection committee(s).

The Town has just received their new OmniBallot Tablets to be used at the Primary Election on August 14th. Board members received a copy of the operating manual. The equipment will be taken out of the boxes tomorrow to ensure the equipment is working. Some training of BCA will take place at the polling place. Full Board training will occur at a future date.

There has been no update on when the Secretary of State's Justice of the Peace manual will be ready.

The new Notary Public process is in place. All notary renewals will now go through the Office of Professional licensing. For those Justices who are already Notary's you will go online to renew your licensing - at no cost. If you are not a notary and wish to become one you will be required to go online to register and there will be some minor training at this point. In the future there will be additional education required.

ADJOURN

On a motion by William Bugbee, seconded by Tom White, the Board of Civil Authority voted unanimously to adjourn at 8:25 p.m. The following were not present for the vote: Jeff Blow and Christopher Violette.

Respectfully submitted by: Donna J Kelty, CVC, CVT
Town Clerk-Treasurer
Clerk of the BCA