

**BOARD OF CIVIL AUTHORITY MEETING
RANDOLPH TOWN HALL
AUGUST 1, 2018
6:00 P.M.
CONFERENCE ROOM B**

Board Members Present: Martha Lawrence, Larry Hart, Janice Russell, Richard Burstein, Joyce Mazzucco, Ruth Lutz, George Phillips, and Perry Armstrong (arrived at 6:03 p.m.)

Others Present: Ann LaPerle

1. Call to order.

The meeting was called to order at 6:00 p.m. by Board Chair Richard Burstein.

2. Public Comment.

There was a brief discussion about changes in the law regarding notary publics.

3. Approve the agenda.

There was a brief discussion about the agenda. Joyce Mazzucco suggested tabling item #11—instruction on the use of new handicapped accessibility equipment because the equipment has not been delivered. Richard Burstein suggested leaving the item. A motion was made by Martha Lawrence to approve the agenda as presented. Larry Hart seconded the motion. A voice vote was taken and the motion carried by majority vote. The agenda was approved.

4. Approve the last meeting minutes.

Martha Lawrence asked a question about one of the voter names listed as being purged. Joyce Mazzucco responded that the voter had moved to Montpelier. There was no further discussion. Larry Hart made a motion to approve the minutes as presented. Martha Lawrence seconded the motion. A voice vote was taken and the motion carried by majority vote. The February 26, 2018 minutes were approved.

5. Reorganization before tax assessment appeal hearings.

a. Review and approve updated meeting guidelines.

There was a discussion about the updated guidelines for meetings and hearings. Participating in the discussion were: Joyce Mazzucco, Richard Burstein, George Phillips, Perry Armstrong, and Ruth Lutz. Discussed were the reasons for updating the guidelines, and what the correct process/procedures should be when setting up BCA property tax assessment appeal site visits and inviting/allowing the Listers to attend the site visit.

Janice Russell made a motion to approve the updated guidelines. Ruth Lutz seconded the motion. A voice vote was taken and the motion carried by majority vote (one opposed). The update guidelines were approved.

6. Review applications for addition to the voter checklist.

Town Clerk Joyce Mazzucco distributed the applications for addition to the voter checklist she had received since February 26, 2018. The Board members reviewed the applications.

Janice Russell made a motion to approve the addition of the applicants to the voter checklist. Ruth Lutz seconded the motion. Richard Burstein amended the motion to exclude the duplicate applications (3) and to have the three voters who have not taken the Voter's Oath to take the oath before voting. A voice vote was taken and the motion with amendment was approved by majority vote. The following individuals were added to the voter checklist:

Bruce G. Adams	Haidi Emily Arias	Hannah Rachel Arias
Catha M. Ashley-Korshak	Kayla M. Ball	Chandler Bellanca
Jeremy R. Benjamin	Edwin E. Benoir	Michaela A. Bohnyak
Scott Botelho	Raymond E. Bouchard III	Tiny M. Brady
Marianne D. Brigham	Julia K. Brown	Scott A. Cameron
Austin C. Cary	Charles Lyon Castine	John M. Cetner
Thomas Paul Chase II	Warren C. Clark	Gabriella E. Cobb
Susannah M. Colby	Gary R. Comes	Crystal R. Currier
Brian A. Deome	Ashley M. DeRosier	Luke J. Dezan
Bobbye T. Donohue	Joshua Doolittle	Lawrence W. Doyle
Harrison S. Drapo	Brittany A. Duffy	Shawn K. Dunwoody
James M. Dwinnell	Timothy P. Edson	Naomi L. Ellison
Lydia L. English	Andrew J. Erickson	Jennifer Feliciano
Jameson E. Flaherty	Collin R. Fordham	Edward A. Forkey, III
Ethan French	Jane Bray Geiger	Tracy L. Gilman
Jason W. Gravel	Michelle Graziosi	Mary Elizabeth Cummings Griffin
Charles J. Herman	Eric M. Hildenbrand	Philip J. Hooper
Shauna R. Huth-Teece	Felix M. Jaborek	Ethan Johnson
Audrey E. Johnston	Trisaia Junior	Babak Kavandi
Jean H. Kerle	Samuel L. Kimball	Linda Sargent LaRocque
Johnathan Lynn Leeser	Brigitte A. Lent	Raymond L. Leonard
Stephanie L. Leonard	Emily R. Lloyd	Addiena M. Luke-Currier
David A. Lyman	David W. Mattern	Katherine E. Medeiros
Patricia R. Menchini	Joanne M. Mollison	Brandan P. Nichols-Palmer
Jeffrey A. Norton	Blake E. Olson	Oliver Piluski
John P. Pimental	Yoshiko Pimental	Phillip Michael Porter
Robert M. Post	Patricia Moulton Powden	Jeffery S. Pynduss
John H. Race, Jr.	Amanda Elizabeth Rosalbo	Daniel S. F. Rosen
Brian S. Sargeant, II	Lena Anne Sawyer	Kiara M. Senecal-Herring
Renee M. Shaw	Amber L. Silloway	Breanna M. Smith
Jessica M. Stark	Ashlee M. Taylor	Bruce A. Thresher
Curt D. Ukasick	Ingrid Vandillen-Bouchard	Sue Wang
Payson G. Warlick	Allison L. Wasson	Karen L. Weiler
Harvey Levi Whitney	Denise M. Woodard	Pamela E. Wright
Quentin S. Wright	Robert C. Yetnick	

7. Review list of voters removed from the voter checklist.

Town Clerk Joyce Mazzucco had distributed a list of names of voters who were removed from the voter checklist due to the death of the voter or the voter registered in another town. The Board reviewed the list of names. Ruth Lutz made a motion to approve the list of 62

voters removed from the voter checklist. Janice Russell seconded the motion. A voice vote was taken and the motion carried by majority vote. The following voters were removed from the voter checklist:

Zachary J. Allard	Barbara J. Angell	Dorothy J. Backus
Mark Ball	Marcus C. Blair	Marshall J. Bonney, Jr.
Richard Burnham	Ian W. Burton	Sean M. Buttner
Gabrielle M. Cerep-Funke	Connie Lee Niles Churchill	Carmella T. Cyr
Jacquelyn R. Difalco	David C. Dube	Don M. Edson, Jr.
Barbara L. Giroux	Heather L. Godaire	Chelsea L. Gorman
Julian R. Gorman	Donna L. Gregoire	Kenneth D. K. Hafner
Douglas J. Hanrahan	Bridget Harty	Jane Hickin
Marilyn B. Hunt	Kelsey S. Inzer	Stephanie Isseroff
Irene N. Izzo	Robert B. Jackson	Bradbury D. Johnson
Audrey Johnston	Gwenn P. Kearns	Bruce M. Kuehn
Doris M. Ladd	Ernest R. Lawrence	Gerald W. McDonald
Thomas W. Morgan	Margaret F. Osha	Stuart W. Osha
Bethany J. Palazzo	Byron R. Peters	Nicole S. Pierpont
Marie R. Rode	Annemarie Rollins	Teresa K. Sakai
Michael G. Scoppe	Maureen E. Storm	Andrew Stowe
Kent D. Swift	Dominique W. Therrien	Peter B. Thoenen
Malia Timmerman	Clarence Gerald Tucker	Jeffrey D. Wager
Altha F. Warner	Kathleen Webber	Olivia T. Whipple
Bruce P. White	Sandra J. White	David Eric Williams
Gregory A. Winnie	Audrey Woodruff	

8. Preparation for upcoming 2018 Statewide Primary Election, being held on Tuesday, August 14, 2018 at the Randolph Town Hall from 7:00 a.m. to 7:00 p.m.

a. Assign Justices of Peace for absentee ballot delivery.

Jim Sault was unable to attend this meeting, but had informed Richard Burstein that he would volunteer to deliver absentee ballots on August 13th. Ruth Lutz volunteered to be the second Justice of the Peace for the absentee ballot delivery.

b. Assign Justices to work at the Polls.

The following Board members volunteered to work at the polls for Primary Election on Tuesday, August 14th:

Ruth Lutz	7:00 a.m. to 10:00 a.m.
Larry Hart	10:00 a.m. to 1:00 p.m.
George Phillips	1:00 p.m. to 4:00 p.m.
Martha Lawrence	4:00 p.m. to 7:00 p.m.

9. Demonstration of the vote tabulating machine.

Town Clerk Joyce Mazzucco reported that she had run a test of both program cards for the vote tabulating machine and everything was working correctly. Richard Burstein asked the

Board members if they wished to run a test of the vote tabulating machine. The Board members agreed to dispense with a demonstration of the vote tabulating machine.

10. Review information from Elections training.

Joyce Mazzucco had given the Board members a number of handouts at the beginning of the meeting. Included in the handouts was a copy of the “2018 Elections Procedures” prepared by the Secretary of State’s Office, and copies of handouts from the elections training that Joyce Mazzucco and Ann LaPerle attended in July. Ms. Mazzucco informed the Board members of changes in terminology used for elections. The terms “blank” and “spoiled” have been replaced with “undervote” and “overvote”. She also asked Board members to review Appendix M in the Elections Procedures booklet which explains what constitutes a vote.

11. Instruction on use of the new handicapped accessibility equipment and procedures.

Earlier in the meeting Joyce Mazzucco explained that there would be a new system used for voter handicap accessibility. Ms. Mazzucco had hope the equipment would have already been delivered so she could instruct the Board members in its use, but the equipment has not been received yet. The Secretary of State’s Office is doing a soft roll-out of the system for the Primary Election. The equipment will be available for Primary Election.

12. Other Business

There was no further business to consider.

13. Adjournment

Janice Russell made a motion to adjourn the meeting. Larry Hart seconded the motion. A voice vote was taken and the motion carried by majority vote. The meeting adjourned at 6:47 p.m.

Attest: _____
Joyce L. Mazzucco, Town Clerk