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DRAFT MINUTES: BOARD OF CIVIL AUTHORITY MEETING OF FEBRUARY 21, 2019

The Board of Civil Authority of the Town of Morristown, notified and warned, met in the Conference Room at the Municipal Office Building, 43 Portland Street in said town on Thursday, February 21, 2019 at 6:00 P.M.

BCA Members present:

Justice of the Peace: Aimee Towne, Darcie Abbene, Donald Blake, Edward Wilson, Judy Bickford, Monte Mason, Peg Demars, Rhoda Bedell, Ronald Stancliff, Sam Guy, Shap Smith, Shelley Nolan, Siri Rooney & Urban Martin.

Clerk: Sara Haskins

- Edward Wilson called the meeting to order at 6:00 PM.
- There were no changes or additions to the posted agenda.
- **Judy Bickford nominated Edward Wilson as chair of the Board of Civil Authority. Shap Smith seconded the motion. Edward Wilson was elected chair. (14/0).**
- **Shelley Nolan nominated Donald Blake as Vice-chair of the Board of Civil Authority. Peg Demars seconded the motion. Donald Blake was elected Vice-chair. (14/0)**
- Clerk Haskins welcomed the new Board of Civil Authority and handed out BCA handbooks. The Board reviewed their mandatory and discretionary duties.
- **Upon motion by Ronald Stancliff and seconded by Donald Blake the minutes of the October 15, 2018 meeting were approved. (14/0)**
- Clerk Haskins presented the Board with a list of upcoming elections and draft poll worker schedules. The Board reviewed election procedures and responsibilities. Clerk Haskins asked BCA members to email her their availability to work at the polls and preference of job duties. Sam Guy, Ed Wilson, Shelley Nolan, Peg Demars and Aimee Towne agreed to deliver ballots to the ill or disabled if requested.
- Clerk Haskins presented a list of changes to the voter checklist since the last time reviewed. There have been 193 new voter registrations, 11 voters challenged and 104 voters purged. The BCA reviewed the changes. Ronald Stancliff reported that Leslie Stancliff still lives in town. **Edward Wilson made a motion to allow the Town Clerk's Office to make the day to day changes to the checklist as needed and to present a list of changes to the BCA at each meeting. Peg Demars seconded the motion. Motion passed. (14/0)**

- Clerk Haskins explained to the BCA about the recent changes to the notary laws. She offered to assist any members that needed help to renew their notary license.

With no other business, the meeting was adjourned at 6:39 PM upon motion by Ronald Stancliff and seconded by Shelley Nolan.

Respectfully submitted and filed this 25th day of February 2019
Sara Haskins, Clerk- Board of Civil Authority

Pease note all minutes are in draft form and are subject to approval at the next BCA meeting.