

BOARD OF CIVIL AUTHORITY MEETING
Held on February 10, 2025

The Board of Civil Authority (BCA) meeting was called to order by Board Chair Carol Dawes at 5:33 p.m. in Council Chambers of City Hall, Barre, Vermont. Board Members present were: Tabitha Tant (JP)-remote, Patti Bisson (JP), Tom Kelly (JP)-remote, Samn Sonya Spaulding (Councilor/JP), Tess Taylor (JP), Amanda Gustin (Councilor/JP), Thom Lauzon (Mayor), Sarah Helman (JP), Peter Anthony (JP)- remote, Teddy Waszazak (JP), Emel Cambel (Councilor) – remote, Sharon Toborg (JP) and City Clerk/Treasurer Cheryl Metivier.

2) . Approval of the following minutes:

- January 27th, 2025

Motion to Approve the January 27th, 2025 BCA meeting minutes moved by Sarah Helman (JP) and seconded by Thom Lauzon (Mayor)

3. Review the February 13th, 2025 7pm - Ward II Caucus procedures.

- A ward caucus is run in the manner of a traditional town meeting.
- Voters will be checked off the Ward II checklist as they enter, and will be given a blank piece of paper to be used as a ballot.
- Nominations will be made from the floor, and the names are written on the white board.
- Once nominations are closed, the nominees will have an opportunity to address the voters if they chose.
- Voters will then write down the name of the person they are voting for on the blank ballots, and drop them in the ballot box.
- Members of the Board of Civil Authority will tally the votes, the clerk will announce a winner and swear them in.
- The person elected will serve until the May 2025 Annual (Town) Meeting election, at which time the seat will be up for election for a 2 year term.

To be approved at next BCA Meeting

Alumni Hall is the building attached to the Barre Civic Center Auditorium. The caucus will take place in the second floor conference room, which is accessible by stairs or elevator.

4. Change of Audit Review – The review has not action.

5. Any other business.

Discussion of using the lower level of the Barre Auditorium for the BUUSD/CVCC elections was outlined. Assurance of adequate signage, directions and access for all abilities were vocalized.

Upon confirmation of the complete layout of the designated area, a floor plan will be made available to all parties.

With no further actions, or questions;

6. Adjourn.

Motion to adjourn the February 10th, 2025 BCA meeting was proposed by Chair Carol Dawes, moved by Amanda Gustin, (Councilor/JP) seconded by Teddy Waszazak (JP). Motion carried and approved

The meeting adjourned at 5:59pm

Respectfully submitted,

Cheryl A. Metivier, Clerk of the Board