



## ***Town of Panton Chartered 1761***

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Board of Civil Authority Meeting

January 23, 2018

BCA Member's present: Paul Sokal and Janet Gibbs. Also present were Selectboard Chair Howard Hall and Teresa Smith, Town Treasurer/Clerk Pam Correia, and Assistant Town Clerk Linda Devino.

At 5:38pm, Howard Hall called the meeting to order.

2. Appointment of new BCA Chair – The Board discussed possible nominations for the new Chair of the Board of Civil Authority. Paul Sokal stated that a Selectboard member may make a good Chair. The job description of the BCA Chair and what it entails was discussed. Paul Sokal moved to nominate Teresa Smith to be the Chair of the BSA. Janet Gibbs seconded. The motion passed.
3. Teresa Smith moved to approve the September 12, 2017 minutes, with no corrections. Paul Sokal seconded. The motion passed.
4. Public Comment - There were no public comments.
5. Review of Voter Checklist – The Board reviewed the list of additions to the checklist. Paul Sokal moved to accept the list of new voters as printed. Teresa Smith seconded. The motion passed.
6. Town Meeting Procedures – Town Treasurer/Clerk Pam Correia asked the Board for some insight about how Town Meeting has been handled in the past. The Board suggested contacting Ann Russett, who has been involved in many Town Meetings and could offer valuable knowledge. Janet Gibbs volunteered to help as a ballot clerk on Town Meeting Day. Pam accepted Janet's offer with much appreciation. The Board briefly discussed the longevity of ballots. Paul Sokal stated he would like to see a procedure book written for Town Meeting. The Board discussed the practice of how the votes are counted at the end of the night. The Board

also discussed any nominations for Town Moderator. Janet Gibbs asked about purging voters. Pam explained that would need to be done 90 days prior to Town Meeting and since it was currently within that timeframe, purging would have to wait until after Town Meeting.

At 5:58pm, Paul Sokal moved to adjourn the meeting. Teresa Smith seconded. The motion passed unanimously.

Respectfully submitted,

Pam Correia  
Town Treasurer/Clerk

DRAFT