

**BOARD OF CIVIL AUTHORITY MEETING
FEBRUARY 1, 2017**

Members Present: Kenneth Barrett, Bruce Parks, Heather Chase, Susan Kibbe, Ruth Douglas, Tom Elgan, Patricia Budnick, Kathy Pellett and Deborah Aldrich, Town Clerk.

Clerk Deborah Aldrich called the meeting to order at 6:05 p.m.

Justices of the Peace present signed their Vermont Oath of Allegiance.

Clerk Aldrich asked for nominations for Chairman. Bruce Parks nominated Kenneth Barrett. Seconded by Patricia Budnick. Voted in the affirmative. Clerk Aldrich asked for nominations for Vice Chairman. Deborah Aldrich nominated Heather Chase. Seconded by Susan Kibbe. Voted in the affirmative.

Chairman Barrett asked if there were any questions or concerns regarding the Policies and Procedures for Election Day. There being none, Bruce Parks made a motion to adopt the Policies and Procedures for Election Day as presented. Seconded by Tom Elgan. Policies and Procedures adopted unanimously.

Patricia Budnick made a motion to adjourn. Seconded by Kathy Pellett. Meeting adjourned at 6:25.

A true record.

Deborah J. Aldrich
Town Clerk/Treasurer