

BCA Members
 Peter Hood, Chair
 Mary Just
Skinner,
Vice Chair
 William Callnan
 Steve Martin
 Liz Scharf
 Jan Thouron
 Theo Kennedy
 Doug Lombard
 Chris McVeigh
 Charles Merriman

MIDDLESEX BOARD OF CIVIL AUTHORITY

Tuesday, February 16, 2016

6:00 PM

Middlesex Town Hall

5 Church Street

Middlesex, Vermont 05602

(802) 223-5915

Minutes

PRESENT: BCA Chair Peter Hood, Mary Just Skinner, Liz Scharf, Doug Lombard, Jan Thouron, Charlie Merriman, Susan Clark, Janet McKinstry, Eric Young, Mary Alexander and Sarah Merriman.

Tabulator Testing

The BCA tested the backup memory card for Town Meeting and the Presidential Primary by running ballots through the machine and then matching the marked ballots to the tabulator output tape. They matched and the machine was processed and prepared for Election Day.

However, when Sarah inserted the main memory card, the message on the tabulator read: *Format Memory Card? Y? N?* So she stopped the test to consult with LHS, the company responsible for formatting cards and ballots.* Having met the statutory obligation to test the machine at least ten days before an election, the BCA appointed at two members – Peter and Mary – to be present, if possible, the following week when the memory card will be tested again.

Ballot Clerks for March 1, 2016

MOTION: Mary moved and Doug seconded approval of the following ballot clerks for the March 1, 2016 Presidential Primary and Town Meeting: Helen Weed, Janet McKinstry, Jane Tucker, Mary Alexander, Susan Rickstad and Eric Young. The motion passed.

Potential Write-in Vote Counters for March 1, 2016

MOTION: Charlie moved and Mary seconded approval of the following potential counters for write-ins: Cindy Carlson, George Longenecker, Susan Clark, Mark Bushnell, Dave Shepard, Susan Warren, Sarah Seidman, and Scott Harrower. The motion passed.

Appointing Assistant Clerk Maryke Gillis as an Assistant Election Official

MOTION: Mary moved and Charlie seconded appointing Assistant Clerk Maryke Gillis as an Assistant Election Official for the Presidential Primary, March 1, 2016 Town and School Meeting, August Statewide Primary and November General Election. The motion passed.

The BCA reviewed additions to the Middlesex Checklist since February 10, 2016 and there were no objections.

Appointing Two JPs to deliver U-32 Ballots on March 1, 2016, for Tabulating
MOTION: Charlie moved and Liz seconded that Jan Thouron and Chris McVeigh should deliver uncounted U-32 ballots to Berlin Elementary School for tabulating on March 1, 2016. The motion passed.

Appointing Two JPs to Deliver Absentee Ballots to Housebound Voters
MOTION: Charlie moved and Liz seconded that Charlie and Peter deliver absentee ballots to housebound voters on March 1, 2016. The motion passed.

MOTION: Mary moved and Liz seconded approval of the November 10, 2015 BCA minutes.

Peter adjourned the meeting at 7:05 p.m.

***LHS blamed the faulty memory card on dust/static electricity and sent a new card to the Town Clerk's Office on Thursday, February 18, 2016. The new card was slated to be tested, along with the faulty card, on Tuesday, February 23, 2016, at 1:30 p.m.**