

**Minutes of the
Meeting of the Board of Civil Authority
TOWN HALL BASEMENT Meeting Room
Monday, January 27, 2020, 6:30 PM**

Present: Del Cook, Sally Cook, Laura Peterson, John Peterson, Bud Coolidge, Brian Coolidge, Tim Guiles, Marge Munger, Seth Clifford, Doug Bailey and Clerk, Sue Gage

Sue Gage opened the meeting with a correction to the Warning. Under Item IV, the dates are incorrect, and should read March 2 and March 3.

- I. Discuss upcoming Elections and Challenges – Sue Gage spoke about upcoming challenges on Town Meeting Day with three elections happening simultaneously.
- II. Decide whether to process Absentee Ballots early, on the day before the election – Marge Munger made a motion and Seth Clifford seconded the motion to process Absentee Ballots early on the Monday prior to the election. The motion passed. Sue Gage will post a warning outlining the early absentee processing and solicit board members to help with this task.
- III. Determine Board of Abatement Meeting dates for upcoming months – Board members present approved the dates below for Abatement hearings.
 - A. Thursday, February 20th
 - B. Thursday, May 21st
 - C. Thursday, August 20th
 - D. Thursday, November 19th
- IV. Election Schedule (corrected dates)
 - A. Monday, March 2, on call Ballot Delivery (2 people)
 - B. Monday, March 2, process Absentee Ballots- 4pm – 6 pm (2 people)
 - C. Monday, March 2, Meeting sign in (2 People)
 - D. Tuesday, March 3, Election 6:30 am – 7:30 pm or anywhere in between
 - E. Tuesday, March 3, Post Election Ballot Counting 7 – 8 pm
- V. Adjournment – Meeting was adjourned at 6:50 pm.

Respectfully Submitted,

Susan Gage, Clerk