



CITY OF WINOOSKI

OFFICE OF THE CITY CLERK

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*CAROL J. BARRETT, CITY CLERK
JANET L. BROUARD, ASST.*

BOARD OF CIVIL AUTHORITY MEETING WEDNESDAY, FEBRUARY 13, 2019 @ 5:30 P.M. CLAIRE BURKE CHAMBERS

1. Oaths
2. Elect a Chairperson and Deputy Chairperson
3. Discuss March Election
 - a. Poll Workers
 - b. Counters
 - c. JP's delivering Absentee Ballots
4. Other Business
 - a. Possible Election in May (School)
 - b. Notary Update
5. Adjourn

**Note: I normally would email you the agenda but I do not have everyone's email at this time.

MINUTES

The Clerk called the meeting to order at 5:30 p.m.

Members Present:

Lucas Collins, Austin Davis, Jay Lambert Michael O'Brien, Karen O'Hagan, Katherine Picard, Eric Covey, Carol Barrett, City Clerk.

1. The Oath was administered by the Clerk to Katherine Picard and Jay Lambert.
2. Elect a Chairperson and Deputy Chairperson
MOTION by Michael O'Brien seconded by Jay Lambert to nominate Katherine Picard as Chairperson. Voted and passed unanimously.

MOTION by Katherine Picard seconded by Karen O'Hagan to nominate Lucas Collins as Deputy Chairperson. Voted and passed unanimously.

3. Discuss March Election.

The Clerk briefed the new Justices of the Peace on how the March election is run. We discussed poll workers, counters and JP's delivering absentee ballots the day before election. The following justices will work on Election Day Katherine Picard, Karen O'Hagan, Sally Tipson, Michael O'Brien, and Lucas Collins.

4. The clerk updated the Justices on a possible election in May for a school bond vote. She also said anyone interested in becoming a notary could sign up through the State's website.

5. Adjourn

MOTION by Jay Lambert seconded by Karen O'Hagan to adjourn the BCA meeting at 5:50 p.m. Voted and passed unanimously.

ATTEST: _____
City Clerk