

# Preliminary Minutes

## Town of Plymouth, Vermont

### Board of Civil Authority Hearing Minutes

The Board of Civil Authority of the Town of Plymouth, Vermont, notified and warned, met in the Meeting Room at the Municipal Building at 68 Town Office Road, in said Town on Tuesday, September 24, 2024, at 5:00 pm.

BCA Members Present:

Justice of the Peace: Karen Evans, Steve Radonis

Select Board: Rick Kaminski, Jay Kullman

Town Clerk: Angela Kissell

1. Call Meeting to Order:

- a. Angela Kissell called the meeting to order at 5:05 pm.

2. Additions, Changes, or Removals to Agenda:

- a. Angela Kissell added the following items:
  - a. Created Our Own JP Election Ballot to be Approved/Sent add #6.
  - b. To Review and Approve or Deny Two Voter Registration Forms That Were Received as #7.

3. Discussion About Upcoming Election & Approval of People Working the Poles:

- a. Board voted to use Exit Poles.
- b. Board voted to appoint Karen Evans and Angela Kissell as pair to deliver Absentee Ballots, if applicable.
- c. Board voted to have poles open/close from 10:00 am to 7:00 pm.
- d. Board voted to designate area across from Town Hall by hydrant as campaigning section.
- e. Board voted to use, if received in time, outside secure mail drop box for ballots.
- f. The Board approved approximately a dozen names/persons to work the poles at the General Election.
- g. The Board agreed that since there is three JPs working the poles, they will not count the JP Ballots as we want to exercise best practices and avoid even the suggestion of a lack of impartiality.

4. Approve Meeting Minutes:

- a. **Jay Kullman made a motion to approve the BCA Hearing Minutes from July 16, 2024. Rick Kaminski seconded the motion. The motion carried.**
- b. **Jay Kullman made a motion to approve the BCA Hearing Minutes from July 29, 2024. Karen Evans seconded the motion. The motion carried.**

5. Other Business:

6. Discussion, Review & Approve JP Election Ballot:

- a. Angela Kissell filed the information for Justice of Peace nominations on the SOS Elections website after the Primary Election. When it was filed it was indicated that the Town would have its own Election, therefore, the names did not go on the State prepared ballot. The Board was in agreement to use the Justice of Peace General Election Ballot that was drafted. The Board was also in agreement to send the ballot to voters as outlined on the checklist effective September 24, 2024.

7. Board to Review, Approve and/or Deny Two (2) Voter Registration Forms that Were Submitted:

- a. The Board reviewed/discussed two (2) Voter Registration Forms that were received by the Town Clerk. After review and discussion, the Board agreed to reject the registration forms as the applicants are not domiciled in the Town of Plymouth.

- a. **The meeting was adjourned at 6:10 PM.**

Respectfully submitted,

Angela Kissell  
Board of Civil Authority  
Town Clerk  
Secretary

**Board of Civil Authority**

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Karen Evans

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Shawn Bemis

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Rick Kaminski

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Jay Kullman

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Keith Cappellini

\_\_\_\_\_  
Chase Morsey

\_\_\_\_\_  
Richard Olmstead

\_\_\_\_\_  
Steve Radonis

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Angela Kissell