

# MINUTES MEETING OF THE BOARD OF CIVIL AUTHORITY

Wednesday, September 7, 2016, 6 PM

Present: Del Cook, Acting Chair, Doug Bailey, Marge Munger, Seth Clifford, Joan Thomas, Bud Coolidge, Sally Cook, Bill Moore, Devon Fuller Richard Baker and Clerk, Sue Gage

## I) Review of Recent Election in New Space

### A) Complaints and Compliments

- a. Heard some complaints and some compliments.
- b. Will take time for people to get used to new space
- c. Seth suggested we do a better job of defining the flow. Sue explained the setup for the general election. It was decided that we will have the check-in in the first room, and check-out and ballot box in the room with the booths. Set up chairs to facilitate flow, and possibly tape on floor with directionals

### B) Issues that need to be dealt with

- a. Lighting in Booths
  - i. Sue will purchase some construction lighting, string of lights.
- b. Lighting on walkway
  - i. Temporary lighting or walkway light of some sort. Halogen lights on stands. The water department has these.
- c. Lighting in parking lot
  - i. Temporary lighting with a construction cart
- d. Parking
  - i. Better signage, clarify for elderly and disabled.
- e. Get snow fencing for the hillside over the sidewalk and police tape for the town hall steps, so that folks walk around to the sidewalk. Signage there will help too.

### C) Speak at the Senior Center and bring Absentee Ballots

- a. Sue will set this up with Kathy Mathis

### D) Mini Election

- a. Discussed the possibility of a mini election at the Brandon Senior Center on November 4 or 5 but nothing was decided at the meeting.

### E) Signage needed

- a. VOTING AT BRANDON TOWN HALL, 1 CONANT SQUARE – to be set at the School the night before the election
- b. VOTER PARKING HERE > - to clearly mark where voters can park
- c. NO CAMPAIGNING ON WALKWAY – for the hillside
- d. VOTING THIS WAY > with arrows to get to the sidewalk

### F) Mail Campaign Rules to Candidates – Sue will mail campaign rules to folks running for office.

## II) Adjournment

Meeting was adjourned at 6:30 pm.



Del Cook, Acting Chair



Sue Gage, Clerk