

**BOARD OF CIVIL AUTHORITY
ORANIZATIONAL MEETING
AGENDA
February 7, 2019 - 5:30 p.m.**

1. Call to Order by Clerk
2. Additions to Agenda
3. Clerk will give Oath of Allegiance and Oath of Office for Justices of the Peace
 - Duties of Elected Justices of the Peace
 - Informational Resources
 - Contact Info/Marriage List
4. Nomination and Election of Chairperson and Vice-Chairperson
5. Set polling hours and location for all elections
6. Request of Clerk to send Challenge letters on behalf of BCA
7. Public Comment
8. Adjournment

**BOARD OF CIVIL AUTHORITY
ANNUAL TOWN AND TOWN SCHOOL DISTRICT MEETING
AGENDA
February 7, 2019 – 5:45 p.m.**

1. Call to Order
2. Additions to Agenda
3. Checklist additions (for your information only)
4. Checklist removals (to be voted on)
5. Appointment of Poll Workers (work-in-progress)
 - Request of Clerk to appoint additional poll workers as needed
6. Appointment of Justices to deliver ballots to physically disabled voters as soon as Absentees become available on February 13, 2019 (17 VSA 2538)
7. Public Comment
8. Adjournment

Agenda posted in five public places in the Town of Springfield on January 29, 2019:

Peoples Bank Mall
North Springfield Post Office
Springfield Chamber of Commerce
Springfield Library
Springfield Municipal Office
Town Website <http://www.springfieldvt.govoffice2.com>

Springfield Town Clerk's Office on January 29, 2019 received the instrument of which the foregoing is a true copy.

Attest: *Paulina A. Courchesne*
Town Clerk