



Special Meeting

Monday, April 13, 2026, 6:00 p.m.

Community Room, 43 Bombardier Road, Milton, VT 05468

In Person and/or Via Zoom

Members Present: Diane Barrows, Selectboard Member (remote); Charles Barsalow, JP; Kristin Beers, Clerk; Jean Anne Branch, JP; Kevin Endres, JP; Mary Ann Duffy Godin, JP; Reginald Godin, JP; Denise Hughes, JP; Jon Hughes, Chair; Leland Morgan, JP & Selectboard Member; Michael Morgan, JP & Selectboard Member; Wendell Noble, JP; Betsy Paret, Selectboard Member; Lonnie Poland, JP; Kary Towne, JP; Robin Woods-Brisson, JP

Members Absent: Darren Adams, Selectboard Member; Steve Burke, JP; Brenda Steady, JP

Others Present: Tom Hughes

I. Call to Order

The Board of Civil Authority meeting was called to order by Jon Hughes at 6:01 PM.

II. Flag Salute

Michael Morgan led the group in the Pledge of Allegiance.

III. Public Forum

None.

IV. Approval of Prior Meeting Minutes from February 4, 2026

Michael Morgan made a motion to approve the BCA minutes from the February 4, 2026 meeting, with a second by Wendell Noble. The motion passed unanimously.

V. Voter Checklist Maintenance

State Law 17 VSA §2144b(d) requires the Town Clerk to periodically forward to the BCA a list of additions to the voter checklist. Kristin Beers confirmed that everyone received the emailed list of additions and changes to the voter checklist.

VI. Prepare for the upcoming School Budget Revote election (May 19, 2026)

- a) Jon Hughes announced that a sign-up sheet to work the election was located at the back table. Kristin Beers asked that everyone sign up for a shift before leaving the meeting.

- b) State Law 17 VSA §2454 requires the BCA to appoint a sufficient number of voters to serve as assistant election officials.

Kevin Endres made a motion to approve the entire list of Milton's registered voters, from which the Town Clerk will hire election workers. Robin Woods-Brisson seconded, and the motion passed unanimously.

- c) **Denise Hughes made a motion to allow election officials to deposit early voter absentee ballots into the tabulator preceding the Special School election, in accordance with the provisions of 17 VSA §2546a, on Friday, May 15th. Robin Woods-Brisson seconded, and the motion passed unanimously.**

VII. Other Business

Kristin Beers had three reminders to share.

Justices of the Peace can be notaries public, but are required to register with the Secretary of State's Office of Professional Regulation (OPR) and receive a commission number. The law changed in 2019. Before 2019, JPs were automatically authorized to perform notarial acts but now must apply for and maintain a commission. JPs are exempt from the \$30 application fee but must complete the continuing education requirements. Vermont notary commissions are all good for two years and are up for renewal January 31, 2027. The Notary 2-year term closely lines up with the Justice of the Peace 2-year term.

We are nearing the tail-end of the 2-year term for Justices of the Peace. To run again as a major or minor party, those party committees shall submit nominations by July 27th and Independent JP candidates have until July 20th to turn in petitions.

As elected officials, we are all eligible to access the helpful information available on the VLCT (Vermont League of Cities & Towns) website. You need to create a login and password to access the bulk of VLCT's resources and to register for events. On Wednesday evening this week, VLCT is offering a webinar about effective BCA property tax assessment hearings, if anyone is interested.

VIII. Adjournment

A motion to adjourn was made at 6:10 PM by Leland Morgan and seconded by Wendell Noble. The motion passed unanimously.

All documents pertaining to this meeting may be viewed using the following link:
https://miltonvt.sharepoint.com/:f:/s/TownOfMiltonFilesFolders/IgDzThEg4fsHQR44RDOX5-2_AbFwsfq0UazRGWjsSCve910?e=BXkrL6

A video recording of this meeting can be found at the following location:
<https://miltonvt.gov/AgendaCenter>

Minutes recorded and submitted by Kristin Beers, Town Clerk

APPROVED
MINUTES:

Chair

Date

ATTEST:

Milton Town Clerk

Filed this day with the Milton
Town Clerk's Office.