

BOARD OF CIVIL AUTHORITY MEETING
Held on August 6th, 2026

The Board of Civil Authority (BCA) meeting was called to order by Clerk Cheryl Metivier at 5:00 p.m. in Council Chambers of City Hall, Barre, Vermont. Board Members present: Sonya Spaulding (Councilor/JP)(remote), Rosemary Averill (JP), Sharon Toborg (JP)(remote), Amanda Gustin (JP), Tabitha Tant (JP), Sarah Helman (JP), Tess Taylor (JP).

1). Approval of the following minutes:

- August 6th, 2025

Motion to approve the minutes was moved by Amanda Gustin(JP), seconded by Sarah Helman (JP)

2. Review Change of Audit.

A change of audit is the activity within the voter checklist since the last election including residents who have moved, passed away, changed mailing addresses, etc.

Review of Election Workers (non-BCA)

The schedule for check-in, tabulators, absentee ballots etc. consist of seasoned and experience residents partnered with newer residents.

Review Floor Layout.

The complete set up for fluid movement of voters and stationed workers, as well as private space for ballot completion. An additional table will be placed next to the Clerk table for the OMNI voting machine.

3. Other Items;

Councilor/JP Amanda Gustin requested that information on the “New City Manager Search” be on display in the lobby of Alumni Hall.

Motion to adjourn was moved by (JP/Councilor) Amanda Gustin and seconded by (JP) Rosemary Averill.

City Clerk Cheryl Metivier called adjournment at 5:15pm

Respectfully submitted,

Cheryl A. Metivier, Clerk of the Board