

**BOARD OF CIVIL AUTHORITY
ORANIZATIONAL MEETING
AGENDA
February 2, 2023 - 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 to 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
 - Riverside Middle School 8:00 a.m. to 7:00 p.m.
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 2, 2023 – 5:45 p.m.**

1. Call to Order
2. Additions to Agenda
3. Checklist additions and challenges (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; will be by February 15th. (17 VSA 2538)
7. Public Comment
8. Adjournment

Agenda posted on January 23, 2023:
M&T Bank Mall
North Springfield Post Office
Springfield Library
Springfield Municipal Office
Town Website <https://springfieldvt.gov>

Springfield Town Clerk's Office on January 23, 2023 received the instrument of which the foregoing is a true copy.

Attest: Barbara A. Courchesne
Town Clerk/CVC