



BOARD OF CIVIL AUTHORITY
Monday, July 28, 2025
6pm in Tracy Hall and via Zoom
FINAL MINUTES

Members present in Tracy Hall: Alix Manny (Chair), Dianne Amme, Jed Baker, David Krimmel, Suzanne Leiter, Bob Pitiger, Matt Swett, Lily Trajman, Priscilla Vincent.

Members present online: Marcia Calloway, Mary Layton, Kristin Maffei (joined 7:05).

Manny called the meeting to order at 6:01pm.

1. **Agenda approval:** Vincent moved and Baker seconded approval of the agenda as written. Passed unanimously by roll call vote.
2. **Approval of Minutes from February 4, 2025:** Pitiger moved and Amme seconded approval of the minutes as written. Passed unanimously by roll call vote.
3. **Adoption of Rules of Procedure:**
 - a. Discussion of inclusion of a statement about Listers' presumption of correctness. Trajman proposed adding under 7(a) "The Chair shall remind all assembled that the Listers enjoy the presumption of correctness."
 - b. Other minor changes were proposed.
 - c. Trajman moved and Leiter seconded approving the BCA Rules of Procedure as amended. Passed unanimously by roll call vote.
4. **Discussion of Appeal Dates and Process:**
 - a. Manny discussed the potential timeline of the appeals, and the idea that the BCA would be divided into three groups to run parallel sets of appeals. Lily, Alix and Suzanne will each lead one group. Each group will set its own timeline for appeals and inspections while adhering to state requirements.
 - b. Discussion of how meetings will be warned / recorded. Trajman will work this out.
 - c. Trajman said she would assemble a list of appeals and mail it out so that people could determine if they needed to recuse themselves from any given appeal. Groups would be made based on people's recusal responses.

5. Biennial Purge

- a. Trajman explained that once every two years the BCA must meet and go through the voter checklist to see if they can identify anyone who should be challenged because they no longer live in town. Former residents living abroad or in nursing homes or assisted living cannot be challenged – they are allowed to vote in their last place of residence in the US.
 - b. Each BCA member reported back on residents they believe have moved out of town; Trajman will issue challenge letters to these people.
6. **Adjourn:** Leiter moved and Swett seconded a motion to adjourn at 6:47pm. Passed unanimously by roll call vote.

Minutes taken by Lily Trajman, Clerk.

Minutes approved on January 6, 2026.



Alix Manny, BCA Chair