

**MINUTES**  
**BCA MEETING**  
**TOWN OF LOWELL**

**Meeting held on Wednesday, July 27, 2016 at 5:30 p.m.**

**Board members present:**

Steve Mason/ Chairman, Gib Hill, Jeff Parsons, Daphne Dolan- Christiansen, Sandy LaDeau/ Secretary/  
Town Clerk. A quorum of the BCA was present.

1. Steve Mason called the meeting to order at 5:55 p.m.
2. Daphne Christiansen-Dolan made a motion to accept Minutes from the meeting on February 15, 2016; Jeff Parsons seconded. Passed unanimously.
3. After reviewing the checklists, Jeff made a motion to send out 20 challenge letters to those who have not voted in the past 5-6 years. Gib Hill seconded. Passed unanimously.
4. Planning for August 9, 2016 election took place. Steve Mason mentioned that it was the BCA decision whether or not to open the polls earlier for the November Election for those voters having to work. Daphne Dolan-Christiansen made motion to open the polls at 7:00 a.m. for the November 2016 Election. Gib Hill seconded. Passed unanimously.
5. Sandy LaDeau mentioned to the Board that it was discussed at the Election Training that an Exit Checklist is not mandatory and is a BCA decision to eliminate. Jeff Parsons made a motion to eliminate an Exit Checklists. Gib Hill seconded. Passed unanimously.
6. Daphne Dolan-Christiansen asked if it was okay to have a bake sale the day of primaries to benefit the Historical Society. Sandy LaDeau responded she will check with Amanda Carlson, Town Administrator, to make sure the office will be available for that day.
7. Daphne Dolan-Christiansen made the motion to adjourn. Jeff Parsons seconded. Passed unanimously. Meeting adjourned at 6:50 p.m.