



**Town of Whitingham
Board of Civil Authority**

MINUTES OF October 5, 2026

These Minutes are considered DRAFT until accepted into the public record (with any corrections noted) at a future meeting of the Whitingham Board of Civil Authority.

The Whitingham Board of Civil Authority met on Monday, October 5th, 2026, at 6:00 p.m. in the Town Clerk's Office at the Whitingham Municipal Center, 2948 Vermont Route 100, Jacksonville, Vermont, to conduct the following business.

In Attendance: Rachel Littlehale, Town Clerk; Katherine MacLean, Official Election Assistant; Abbie Corse, Chair; Susan Johnson; Mary Lemaire; Terry Morse; Julie Muller; Rick Gramlin; and Lyman (Skip) Tefft Jr.

Called to Order

Abbie called the meeting to order at 6:00pm.

Additions or Changes to Agenda

None.

Minutes Approval

A motion to approve the minutes of July 22nd, 2026, as written was made by Rick and seconded by Julie. All were in favor, and the motion carried.

Review Election Officials

Rachel formally introduced Katherine MacLean to the Board as her Official Election Assistant. Since Katherine was hired in July and approved by the Board to assist with elections, this provided the Board with an opportunity to meet her in person. Another item discussed was reminding voters who received a ballot by mail that, if they choose to vote in person on Election Day, they should bring their mailed ballot with them to the polls. Rachel will contact Gig to ensure this information is included on the website as part of the General Election Warning posting. **A motion to approve the list of Election Officials was made by Susan and seconded by Terry. All were in favor, and the motion carried.**

Review of newly registered voters

A motion to approve the list of newly registered voters was made by Rick and seconded by Julie. All were in favor, and the motion carried.

Other Business That May Come Before the Board

Terry had a question regarding the articles appearing on the General Election ballot. Abbie and Rick provided an explanation of the articles and their purpose.

Julie shared her appreciation for the Voter Rights Panel held the previous week by Rachel, Therese (Wilmington Town Clerk), and Andy (Dover Town Clerk). She commented that the event was informative and helpful in reassuring voters and providing them with greater confidence in the election process. Julie specifically noted the importance of voters stating their full name when checking in to vote, even when election officials know them personally. She explained that this practice helps maintain election security and ensures proper procedures are followed, particularly if poll watchers are present.

The discussion also led to questions regarding ballot delivery to voters who may be unable to come to the polls on Election Day. Rachel explained the requirement of having two Justices of the Peace available if there is a need to deliver ballots to a voter at their residence. Rachel asked whether representatives from both parties would be willing to assist if needed. Julie and Rick both volunteered to help.

Rachel further noted that there had been a question regarding whether a ballot could be delivered to a voter's vehicle. After consulting with the Elections Division, she was informed that ballots may be delivered to a voter's vehicle on Election Day, or alternatively, two Justices of the Peace may deliver ballots to the voter's residence.

Adjourn

A motion to adjourn was made by Julie and seconded by Rick. All were in favor. The meeting adjourned at 6:31 p.m.

TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, THESE MINUTES ARE A TRUE AND OFFICIAL RECORD OF ALL ACTION TAKEN AT THE BOARD OF CIVIL AUTHORITY MEETING HELD OCTOBER 5, 2026.

Respectfully submitted,

Rachel Littlehale

Town Clerk