

Town of Danville Board of Civil Authority
Tuesday, February 10, 2026 - 6:15 P.M.
Danville Town Hall- 36 US Route 2W

The Danville Board of Civil Authority met on Tuesday, February 10, 2026
at 6:16 p.m. at the Town Hall.

The members present were Matthew Choate, Jan Ouellette, Eric Bach, Bruce Melendy, Barb Hawley, Glenn Herrin, Alison Low, Michelle Leclerc, Libby Hillhouse, Julie Larrabee, Jenny Rafuse, Ginny Incerpi, and Phyllis Sweeney.

1. Additions to the Agenda - None
2. Approve the minutes of the BCA meeting dated September 9, 2025, November 19, 2025, and January 14, 2026. Glenn Herrin accepts the minutes as accurately reflected on the agenda of the meeting of September 9, 2025, November 19, 2025, and January 14, 2026. seconded by Janice Ouellette and it was voted in the affirmative.
3. Appoint the Presiding Officer for Town Meeting - Eric Bach nominated Michelle Leclerc, seconded by Alison Low and it was voted in the affirmative.
4. Appoint an alternative Presiding Officer for Town Meeting – Bruce Melendy nominated Sharon Daniell, seconded by Matthew Choate and it was voted in the affirmative.
5. Appoint Justices for delivery of ballots (if requested). – All Justice of the Peace will be available.
6. Appoint Election Officials – Kelly Sinclair, Rita Kitchel, Sharon Sprague, and Ken Linsley – Eric Bach nominated Kelly Sinclair, Rita Kitchel, Sharon Sprague, Glenn Herrin, and Ken Linsley to be appointed Election Officials, seconded by Phyllis Sweeney and it was voted in the affirmative.
7. Work Schedule for Town Meeting – All schedule spots were filled.
8. Designate time and place for August 11, 2026, Statewide Primary Election. – Alison Low designated the time to open the polls 8 am at the Town Hall, seconded by Janice Ouellette and it was voted in affirmative.
9. Designate time and place for November 3, 2026, General Election - Alison Low designated the time to open the polls 8 am at the Town Hall, seconded by Janice Ouellette and it was voted in affirmative.
10. To transact any other business that may legally come before the meeting. – None

Adjourned at 6:35 pm

Michelle Leclerc, Town Clerk