

**Town of Charleston  
Board of Civil Authority (BCA) Meeting  
June 23, 2026 at 6:00 pm**

**MINUTES**

BCA Clerk Teri Gray called the meeting to order at 6:12 pm.

Board members attending: Teri Gray, Carolyn Hannan, Ben Applegate, Samantha Stevens, and Amy Wagner. Asst. Clerk Colleen Kellogg attended to take minutes.

Carolyn Hannan nominated Samantha Stevens as BCA Chair for the year. Ben Applegate seconded the nomination. There were no other nominations, and Stevens was elected unanimously.

Carolyn Hannan nominated Amy Wagner as BCA Vice Chair for the year. Teri Gray seconded the nomination. There were no other nominations, and Wagner was elected unanimously.

Under New Business, Teri Gray presented the following list of previous election officials who are willing to serve again in 2026: Ellen Gray, Keith Gray, Sonya Henriksen, John Kellogg, Karl Koenigsbauer, Pam Koenigsbauer, Arlene Rollins, Jason Tankersley, Anya Tynio, Mike Tynio, and Tom Wagner. Teri Gray moved to appoint all election officials listed. The motion was seconded by Carolyn Hannan and carried unanimously.

Continuing with New Business, Teri Gray moved to designate the following two pairs of Justices of the Peace to deliver ballots to ill and homebound voters if needed for the August Primary and November General Elections: Sam Stevens and Ben Applegate; Carolyn Hannan and Amy Wagner. The motion was seconded by Ben Applegate and approved unanimously.

Also under New Business, Teri Gray requested board authorization for election officials to early-process returned ballots through the tabulator for the November election so that all absentee ballots can be processed by the time the polls close. Samantha Stevens moved to authorize early processing of General Election Ballots. The motion was seconded by Carolyn Hannan and carried unanimously.

Seeing no other new or old business, the Chair called for a motion to adjourn. The motion was made by Teri Gray and seconded by Carolyn Hannan. The meeting adjourned at 6:18 pm.

Attest:

Date: