



**BURLINGTON BOARD FOR REGISTRATION OF VOTERS
CITY HALL, 1ST FLOOR, 149 CHURCH STREET, BURLINGTON, VT, 05401 OR
REMOTELY VIA ZOOM.**

**MINUTES OF MEETING
September 2, 2025**

1. Call Meeting to Order

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Meeting called to order by Chair Grace Grundhauser at 6:00pm

Members Present: Alison Harte, Adam Franz, Lauren Ebersol, Lesley Gendron, Grace Grundhauser, Kevin Lewis, Annie Schneider, Colleen Montgomery, Jeanne Schwartz, Karen Rowell, Michelle Lefkowitz, Youth member Will Cunningham

Members Absent: Janet Stambolian

Others Present: Sarah Montgomery, Assistant City Clerk

2. Agenda

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2.1. Motion to amend/adopt agenda

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Grace Grundhauser suggested moving the board member expectations agenda item to the next meeting. Jeanne Keller, the member who asked for it to be added, stated that she was amenable to postponing this. Agenda adopted as amended.

3. Announcements

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Grace Grundhauser shared that a new board member, Janet Stambolian, was appointed to the board. Karen Rowell stated that she feels she should not be the only Republican on the board and was upset by the appointment decision. She said that she would like to see equal political representation on the board. Jeanne Keller asked if any Republicans had applied for the position. Karen Rowell said that she does not know, but by only advertising it on Front Porch Forum, conservative residents were not reached. Karen added that there was a conservative applicant, Jeff Comstock, who was rejected. Will Cunningham asked if anything could be done now that the appointment has already been made. Grace Grundhauser shared that her understanding is that if a Republican had applied, and the City Council had rejected them, the Republican Party could object. Alison Harte noted that she did reach out to Karen Rowell asking for other places to post the vacancy. Karen said she did connect with Guy Page, who wrote an article, but it was at the last minute. Lauren Ebersol suggested that the board create a list of places where to post openings, so it could be standard in the future. Annie Schneider noted that it is a relatively new practice for the board to advertise board member vacancies, and it is not required. Karen Rowell said she will appeal it to City Council. She thinks it is important for the board to hear different perspectives and investigate and advocate to the Secretary of State when there are registration issues that should be investigated.

4. Meeting Length

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4.1. Set Meeting Length

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The meeting was set to end at 7pm.

5. Adopt Minutes

5. Adopt Minutes

5.1. Motion to adopt previous meeting's minutes

File Attachments

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|-----------------------|------------------------|
| 1. August BRV Minutes | August BRV Minutes.pdf |
|-----------------------|------------------------|

5.1. Motion to adopt previous meeting's minutes

LG made a motion. 2nd by AH. Unanimous.

6. Public Forum

6. Public Forum

No members of the public were present.

7. Clerk's Report

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Sarah Montgomery reported that there are currently 29,139 registered voters in Burlington. 5,123 of these voters are challenged. In August, 174 new voters registered, 85 were transferred from Burlington to other Vermont towns, and 35 were removed from the checklist.

8. Approval of Voter Challenges

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Michelle Lefkowitz made a motion to challenge the voters presented to the board. Seconded by Lauren Ebersol. Passed unanimously.

9. State District Boundary Audit

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9.1. Discussion about Draft State District Boundary Audit Report

File Attachments

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|--------------------------------|---------------------------------|
| 1. DRAFT Boundary Audit Report | DRAFT Boundary Audit Report.pdf |
|--------------------------------|---------------------------------|

9.1. Discussion about Draft State District Boundary Audit Report

Sarah Montgomery gave an overview of the material presented in the draft report, stating that 34 voters were found to be incorrectly assigned — either to their state house district or their city ward. She stated that it was a productive process and all errors found have been corrected. Jeanne Keller asked if the voters affected by the correction would be notified. Sarah answered that she would notify them. Grace Grundhauser asked if these updates would cause voter confusion at the polling places for the next election. Sarah answered that she expects it might cause confusion for the 8 voters who had their ward assignment changed, since this would affect their polling place. She also noted that the address where the ward was incorrect was student housing, so those voters may no longer be at that address. Lesley Gendron asked if all of this had been updated and VEMS and if that now can be trusted as the source of truth. Sarah confirmed the updates have been made in the system. Adam Franz asked: would the voters who were incorrectly assigned state house districts have voted in the wrong house district in the 2024 election? Sarah Montgomery answered yes, any of those voters who participated would have received the incorrect ballot. She can report back on the participation of those voters, but agreed that it was a valid concern, and was the reason for the mandated audit across multi-district towns.

10. Board Member Expectations

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10.1. Rules and Procedures for the Board for Registration of Voters

File Attachments

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| 1. Rules and Procedures of the Board for the Registration of Voters | Rules and Procedures of the Board for the Registration of Voters .pdf |
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10.1. Rules and Procedures for the Board for Registration of Voters

This agenda item was postponed until the October meeting.

11. Voter Checklist Protections

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11.1. Discussion about Voter Checklist Protections

File Attachments

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| 1. Voter Registration Public Records Request Procedure | Voter Registration Public Records Request Procedure.pdf |
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11.1. Discussion about Voter Checklist Protections

Sarah Montgomery gave an overview of the voter checklist request procedure that her office created in conjunction with the attorney's office. Sarah also noted that the Secretary of State had recently released a statement about voter data. Annie Schneider asked if this procedure prevents the legal resident voter list being shared separately. Sarah confirmed that the procedure does not allow for that. Alison Harte asked if the voter checklist is public information. Sarah confirmed. Lauren Ebersol asked if the procedure could be made available to legal resident voters to share information about what is done with their voter information. Grace Grundhauser suggested pulling that information together into a more user-friendly FAQ. Grace noted that the information would still be available to BRV members and election workers. Sarah Montgomery added that for Election Day materials, there are public records that are created that indicate whether a voter is a citizen or non-citizen. She added that her office can think through that piece further, because having that distinction available for election workers is important in administering the election correctly.

12. New Business

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Lesley Gendron reminded everyone to review the flow chart.

Colleen Montgomery said she wasn't able to get into VEMS and asked anyone else if they had issues. Sarah Montgomery will share the login link with everyone. All members should try to log in and let Sarah know if they cannot access it.

Adam Franz asked what the board's policies are about tabling for voter registration, especially at UVM since the school year is starting. Will Cunningham added that he could do some work at the high schools, but that could be challenging because most high school students are not old enough to vote. Adam Franz said he feels like UVM students do not have enough information about their eligibility to vote in Burlington. Annie Schneider said that the City Clerk in Winooski does table at the high school and that she believes that would be allowed in Burlington schools as well. Michelle Lefkowitz shared that she has done plenty of voter registration outreach in tabling as a board member, but it hasn't happened much in recent years. Lesley Gendron asked if this type of activity would be mandatory. Grace Grundhauser does not think this is a core function of the board and should not be a requirement for members who are not interested. Adam Franz asked if the board would mind if he reached out to UVM to coordinate. Grace Grundhauser encouraged him to and reminded members that when doing board outreach, they should remain neutral, not have any campaign information etc. Alison Harte suggested that she, Lesley Gendron, and Adam Franz organize some materials/plans for voter outreach now so they can be prepared for next year's election-filled year. Adam Franz will reach out to folks at UVM and let the board know his plans. Michelle Lefkowitz said to make sure to

tell students that they can only be registered in one place. Michelle Lefkowitz noted that the Secretary of State's office has a published how to do a voter registration guide. Sarah Montgomery will share some other procedural resources.

Jeanne Keller was surprised to recently learn that board members were not required to attend pre-election trainings, and asked for other board member opinions. She said that while policy decisions are not being made at trainings, it is a good opportunity to learn from each other. Lesley Gendron said that there is a nuance between board member training and volunteer training - the pre-election training is primarily tailored for volunteers. She shared that her understanding is that the BRV members should already have the knowledge that is shared at those training sessions. Lauren Ebersol said that she feels it is a good idea for members to attend the training, but does not feel like it should be a requirement. Lesley Gendron added that the post-mortem that the board members do after an election is a great opportunity to learn from issues that occurred. Jeanne Keller noted that the day of election training was challenging for her, but she found the pre-election training to be more helpful. Lesley Gendron said that previously there has also been training that has happened within the regular meetings. Grace Grundhauser said she wants to balance the demands placed on the members, who are volunteer community members. Jeanne Keller noted that the on-the-job training that rotated between several wards was especially challenging because everyone had different styles and specific workflows. Will Cunningham asked if it would be helpful for BRV members to stay at a single election for their 1st election, and then rotate for their 2nd training election.

13. Adjournment

13. Adjournment

13.1. Motion to Adjourn

13.1. Motion to Adjourn

Lauren Ebersol made a motion to adjourn. Seconded by Adam Franz. Passed unanimously.