



CITY OF CAMBRIDGE

BOARD OF ELECTION COMMISSIONERS

51 Inman Street, Cambridge, Massachusetts 02139-1732 • Telephone 617-349-4361 • TTY: 617-492-0235
Fax: 617-349-4366 • Email: Elections2@cambridgema.gov • Website: www.cambridgema.gov/election

COMMISSIONERS

Ethridge A. King, Jr.
Larry W. Ward
Charles J. Marquardt
Victoria A. Harris

EXECUTIVE DIRECTOR
Tanya L. Ford-Crump

ASSISTANT DIRECTOR
Lesley Waxman

BOARD OF ELECTION COMMISSIONERS MEETING

Minutes of October 6th, 2022

Commissioner Marquardt called the meeting to order at 5:32 pm on October 6, 2022 via Zoom. Commissioner Harris stated that she would be taking notes in Commissioner Ward's absence.

Roll Call:

Commissioner King	Present
Commissioner Marquardt	Present
Commissioner Harris	Present
Commissioner Ward	Absent

Also present were Executive Director Tanya Ford-Crump and Assistant Director Lesley Waxman.

I. PUBLIC COMMENT

There was no public comment.

Motion: To close public comment
Moved: Commissioner Marquardt
Seconded: Commissioner King

Roll Call:

Commissioner King	Yes
Commissioner Marquardt	Yes
Commissioner Harris	Yes
Commissioner Ward	Absent

Passed: 3-0, with 1 member absent

Commissioner Harris reported at 5:44 pm that Commissioner Ward would be unable to attend the meeting.

II. MINUTES

Motion: Minutes of September 28th, 2022 accepted with corrections

Moved: Commissioner Marquardt
Seconded: Commissioner King

Roll Call:

Commissioner King	Yes
Commissioner Marquardt	Yes
Commissioner Harris	Yes
Commissioner Ward	Absent

III: REPORTS

1. Executive Director's Report

Ms. Ford-Crump reviewed information contained in her written report **(R1)** on the use of fire suppressants in drop boxes. She provided details regarding the current systems employed in Salem, MA, and in jurisdictions in California and Washington states. An advisory was issued by the Secretary of State's Office in October 2020 **(R2)** regarding the securing and safety of drop boxes, but there have been no standards or guidelines provided since then.

Commissioner King mentioned that some cities may use video surveillance at their drop boxes. Commissioner Harris asked if either Ms. Ford-Crump or Ms. Waxman anticipated any additional information being sent by the Secretary of State's office regarding drop box safety, and Ms. Ford-Crump said she did not at this time. Ms. Ford-Crump mentioned that some municipalities do employ additional measures for securing their drop boxes.

Commissioner Marquardt stated that it seemed difficult at this time to implement safety measures absent direction from the Secretary of State's office, and that it might be best to address the situation after the November 8th election. Ms. Ford-Crump suggested incorporating input from other departments in the City when considering any measures. The Commissioners thanked Ms. Ford-Crump for her report.

Ms. Ford-Crump then discussed the opening of the drop boxes with the commissioners. Ballots have yet to be received by the Commission office. Ms. Waxman commented that the delay may be due to the review process of ballot styles. Commissioner King will contact the United States Postal Service regarding the pick up of ballots on November 12, 2022 for processing at the office.

2. Assistant Director's Report (R3)

a. Preliminary Election Review

Ms. Waxman stated that she had completed a review of the primary election activity, and had identified issues at specific precincts. Overall, there were not any major areas of concern. She will contact commissioners to follow up with their precinct staff.

b. Election Worker Training

Ms. Waxman asked the commissioners to submit their worker lists for early voting and November 8 so she may send them to Scytl. She explained that it takes approximately 1 week after the lists are submitted for the training to be available. There was discussion regarding the review of training statistics and how they may relate to issues at precincts.

Commissioner Marquardt commented that training for locations with subprecincts might benefit from an in-person session. Commissioner Harris supported Commissioner Marquardt's recommendation, stating that precinct workers had some initial difficulty with reconciling the numbers on precinct tapes and write-ins. Ms. Waxman asked whether it would be better to have separate tabulators for the precinct and sub-precinct. Commissioner King responded that he would be in favor of keeping two tabulators at these locations for all to use since it is helpful to have one functioning tabulator at each location if there is a problem with a tabulator. It was decided to not make any changes with respect to tabulators for the upcoming November election.

3. Commissioner Reports

Commissioner Harris reported that she had completed site visits to Lexington Avenue Fire House (Ward 9 Precinct 1) and Cadbury Commons (Ward 10 Precinct 3). She reviewed the issues needed to be addressed at each location. Commissioner Marquardt and Victor Camara from the Department of Public Works also visited

the locations. Commissioner Marquardt concurred with the issues identified and the methods to address them. Ms. Ford-Crump asked for clarification on the necessary steps needed and what signage will be required. Commissioner Harris also reported that approximately 6 students from MIT had applied to be poll workers, and that 8 students to-date had submitted poll worker applications from Cambridge Rindge and Latin High School. Commissioner King asked whether MIT students would be working a full day. Commissioner Harris responded that it was her understanding that they were, but that she would confirm.

Commissioner Marquardt reported that the first phase of the poll worker survey being conducted with Rachael Cobb of Suffolk University closes tomorrow. The response rate currently is 123 out of a pool of 326 possible respondents. Professor Cobb will have results from the first part of the survey in the next two weeks. Commissioner Marquardt was pleased with the response rate of approximately 40%.

IV. ACTION AGENDA

- Old Business
- New Business
- State Election, November 8, 2022
 - Election Worker Update
 - Poll Worker Training

Commissioner Harris stated that she had interviewed applicants for the November 8th election whose information she could forward to commissioners if they still needed to fill vacancies.

Ms. Ford Crump asked if the commissioners had agenda items for the October 12th meeting since it will need to be posted at the end of the week. Commissioner Harris asked that she include election worker updates and poll worker training. Commissioner Marquardt asked if an update on vote by mail data could be included as well.

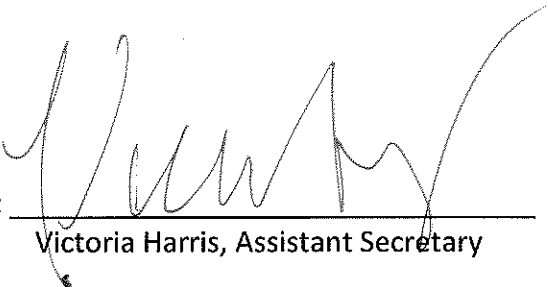
Motion: To adjourn the meeting at 6:44 pm
Moved: Commissioner King
Seconded: Commissioner Marquardt

Roll Call:

Commissioner King	Present
Commissioner Marquardt	Present
Commissioner Harris	Present
Commissioner Ward	Absent

Passed: 3-0, with 1 member absent

A True Record

Attested by: 
Victoria Harris, Assistant Secretary