



CITY OF CAMBRIDGE

BOARD OF ELECTION COMMISSIONERS

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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 September 14, 2021

The Chair called the meeting to order at 4:31 pm on September 14, 2021 via Zoom.

Roll Call:

Commissioner Larry Ward	Present
Commissioner Victoria Harris	Present
Commissioner Ethridge King	Present
Commissioner Charles Marquardt	Present

Also, present were Executive Director Tanya Ford-Crump, Assistant Director Lesley Waxman and Jeff Amero and Sean Sweeney from GIS.

Motion: To suspend the rules to bring forward the presentation of GIS related to reprecincting.
Moved: Commissioner Ward
Seconded: Commissioner Harris

Roll Call

Commissioner Ward	Yea
Commissioner Harris	Yea
Commissioner King	Yea
Commissioner Marquardt	Yea
Passed:	4—0

Jeff Amero started the presentation by informing the Commission that GIS had received the data from the Secretary of the Commonwealth (SOC) and GIS and SOC data matched.

Mr. Amero then walked through 3 simulations:

1. The SOC's simulation of precincts.
2. The SOC's simulation of precincts showing current polling locations.
3. The SOC's simulation showing where precincts had changes or no changes.

After walking through the 3 maps, Mr. Amero asked if the Commissioners or staff had any items that should be considered in additional simulations.

Commissioner Marquardt comments that he would like to have physical barriers considered in drawing precincts. Commissioner Marquardt mentioned railroad tracks, particularly in the Alewife section of Cambridge and significant roadways which voters would be required to cross in going to and from the polling location.

Commissioner Harris commented that she agreed with physical barrier and would also add keeping communities of interests and neighborhoods together as much as possible.

Ms. Waxman commented that she would like to try and keep as many voters going to the same polling location as possible.

Commissioner King asked if future simulations could also include schools and other municipal buildings which could be used as polling locations.

Jeff and Sean agreed that GIS would consider these items in future simulations. They would endeavor to have additional simulations available for the next meeting.

I. PUBLIC COMMENT

The Chair opened the meeting for public comment.

John Hawkinson provided the following comments:

1. That the variance allowed by the State between precincts is 5% not 1% and that the Commission should avail itself of this variance in determining precincts.
2. Alewife and North Point are significant development areas which should be considered when establishing precincts.
3. The Commission should consider notifying voters when their precinct has changed when mailing out postcards prior to an election.

Motion: To close Public Comment.

Moved: Commissioner Ward

Seconded: Commissioner Harris

Roll Call

Commissioner Ward Yea

Commissioner Harris Yea

Commissioner King Yea

Commissioner Marquardt Yea

Passed: 4—0

II: MINUTES

Motion: To approve the Minutes of September 1, 2021 with corrections.

Moved: Commissioner Ward

Seconded: Commissioner Harris

Roll Call

Commissioner Ward Yea

Commissioner Harris Yea

Commissioner King Yea

Commissioner Marquardt Yea

Passed: 4—0

Motion: To approve the Minutes of September 9, 2021.

Moved: Commissioner Ward

Seconded: Commissioner Harris

Roll Call

Commissioner Ward Yea

Commissioner Harris Yea

Commissioner King Yea

Commissioner Marquardt Yea

Passed: 4—0

III: REPORTS

1. Executive Director's Report

Ms. Ford-Crump made the following report:

Municipal Election, November 2, 2021

- a. Revised summary of ballot questions from the City Solicitor will be submitted. Exec. Dir., Asst. Director and Commissioner Larry W. Ward of the Election Commission attended the City Council meeting on Monday, September 13th. The specific charter amendment language was not included in the summary from the City Manager. **(R2)**

The City Council voted to authorize a subgroup of their members to author the proponents' arguments for the ballot question mailing to voters. Ms. Ford-Crump has reached out to a person who spoke against the questions at a previous City Council meeting to see if they would author the opponents' arguments. Should this person decline to author the opponents' arguments, then the Commission would be responsible for these arguments.

There being a tight timeline for these arguments the Commissioners discussed drafting responses for each question and then holding a meeting to review and approve.

Question 1 – Commissioners King and Harris

Question 2 – Commissioner Ward

Question 3 – Commissioner Marquardt

Each response is limited to no more than 250 words.

Meeting scheduled, if necessary, for Monday, September 20th at 9:30 am.

- b. Commissioner's Memory Card Pickup & Delivery

The Commissioners and staff will follow the same schedule used in 2019.

- c. Installation of Drop Boxes – 1 box is currently open in front of 51 Inman Street and the remaining 5 will be installed before the end of the week. Remainder of the drop boxes will be open from 7 a.m. to 8 p.m. every day

The Commissioners discussed whether to open the remaining boxes before ballots became available and determined that the ballot drop boxes, except for the one outside 51 Inman Street, would not be opened before ballots were mailed.

- d. Commissioner pickup/dropoff schedule – written schedule

The Commissioners discussed a schedule of pickup at 2:00 pm and 8:00 pm with boxes being locked after 8:00 pm.

- e. Date for Random Draw of Precincts

- i. 2019 Municipal Election random draw of precincts was held on Wednesday, October 16, 2019 at 5:30 p.m.
- ii. 2021 Municipal Election random draw will be held on October 13, 2021 at 5:30 pm. Logistics regarding virtual vs. in person will be determined.

- f. Early Voting by Mail
Postcards to registered voters being mailed this week.

Commissioner Harris left the meeting at 6:17 pm.

2. Assistant Director's Report

Ms. Waxman made the following report:

- a. Statements of Financial Interests
All candidates have now submitted their SFIs; we will follow up with municipal officials after the election
- b. Election Worker Training
 - i. Content for Scytl training needs to be finalized by September 27 to go live the week of October 11 so any decisions about procedures need to be finalized by the 9/22 meeting
 - ii. We can offer early voting training through Scytl too
- c. Election Day Procedures/Forms
 - i. Draft Updated Clerk Sheet **(R4)** – please provide feedback on the categories, the order, the amount of space for each
 - ii. Ambiguous Marks instructions Update **(R5)** – goal is to reduce the number of hand count tabulation forms necessary during the count
- d. Polling Location List **(R6)**

Motion: To approve the Polling Precinct List for the Municipal Election.

Moved: Commissioner Ward

Seconded: Commissioner King

Roll Call

Commissioner Ward	Yea
Commissioner Harris	Absent
Commissioner King	Yea
Commissioner Marquardt	Yea
Passed:	3—0—1

3. Commissioners' Report

Commissioner Marquardt reported that:

- 40 William St #405 is NOT a valid address.

Commissioner Ward reported that:

- He attended the City Council meeting the prior evening.

IV. ACTION AGENDA

Old Business

Polling Place Evacuation Procedures

Draft procedures were provided for review by the next meeting.

Public Outreach

Two draft PSA's were provided by Commissioner Harris. Feedback requested by the next meeting.

The next meeting of the Commission is scheduled for September 22, 2021 at 5:30 pm via Zoom.

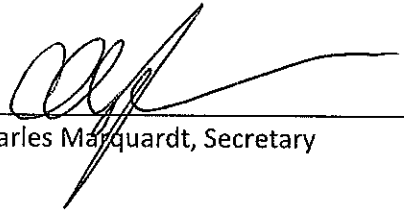
Motion: To adjourn the meeting at 6:25 pm
Moved: Commissioner Ward
Seconded: Commissioner King

Roll Call

Commissioner Ward	Yea
Commissioner Harris	Absent
Commissioner King	Yea
Commissioner Marquardt	Yea
Passed:	3—0 -- 1

A True Record

Attested by: _____


Charles Marquardt, Secretary