



CITY OF CAMBRIDGE

BOARD OF ELECTION COMMISSIONERS

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COMMISSIONERS

Ethridge A. King, Jr.
Polyxane S. Cobb
Larry W. Ward
Charles J. Marquardt

EXECUTIVE DIRECTOR

Tanya L. Ford

ASSISTANT DIRECTOR

Lesley Waxman

BOARD OF ELECTION COMMISSIONERS MEETING

Minutes of June 7, 2017

The meeting of the Cambridge Election Commission was called to order at 5:30 p.m. at the Election Commission office at 51 Inman Street. Present were Commissioner Larry Ward, Commissioner Ethridge King, Commissioner Charles Marquardt, Commissioner Polyxane Cobb, Executive Director Tanya Ford, Assistant Director Lesley Waxman, Municipal Election Consultant Lee Valentine and members of the public, Ethan Cobb, Gary Mello, John Hawkinson and Robert Winters.

I: MINUTES

The Minutes of May 17, 2017 were reviewed.

Motion: To approve the Minutes of May 3, 2017 with corrections

Moved: Commissioner Ward

Seconded: Commissioner Marquardt

The Motion passed: 4-0

II: REPORTS

Executive Director's Report

Election Night/The Count Demonstration

The Executive Director introduced Lee Valentine, Municipal Election Consultant, who has created a program to display the results of the Municipal Election. Mr. Valentine provided background on the development of the program, how it is constructed and his ability to make changes based on feedback. Mr. Valentine then provided a demonstration of the program using data from the 2015 Municipal Election.

The Commissioners expressed their thanks to Mr. Valentine for the program that he created to display the results, by round, including transfer of votes, for the Municipal Election. General response was that this program is a good way to depict the results of the Municipal Election both on the night of the election as well as after the night of the election. Commissioners provided feedback on items including font size, colors used, titles, need for a legend and other considerations to make the presentation more easily understood, especially on Election Night when results are unofficial. Mr. Valentine demonstrated how some changes such as font color, can be made easily, whereas others are restricted by the amount of screen display "real estate" that is available.

At the conclusion of the Commissioners' questions and comments the presentation was opened to Public Comment:

Robert Winters, 366 Broadway, thanked Mr. Valentine for his work on the program and provided feedback on the fonts and font sizes used, the benefit to be derived from having a verbal narrative both before the results are displayed as well as while they are displayed on Election Night, and to include the needs of color blind users in the election of font colors.

John Hawkinson expressed his thanks for Mr. Valentine's work and expressed that the program should not replace the printed results provided results on Election Night.

Gary Mello expressed his thanks to Mr. Valentine for his efforts.

At the conclusion of Public Comment Executive Director Ford and Mr. Valentine discussed next steps in working with the City to determine how to best move forward. Mr. Valentine provided multiple options for how the City can use, acquire or host the program. After some discussion, Mr. Valentine agreed to send two options to Ms. Ford for review with the appropriate City officials.

Mr. Valentine thanked the Commissioners and Staff for their time and left the meeting.

Review of Draft Policies

The Commissioners reviewed draft policies for the Municipal Election:

Motion: To approve Policy 83.2, Fee Schedule

Moved: Commissioner Cobb

Seconded: Commissioner Ward

The Motion passed: 4-0

Motion: To approve Policy 87.1, Municipal Campaign and Political Finance Report Files

Moved: Commissioner Cobb

Seconded: Commissioner Ward

The Motion passed: 4-0

Motion: To approve Policy 97.1, Voter List (File) Policy and Fee Schedule

Moved: Commissioner Cobb

Seconded: Commissioner Ward

The Motion passed: 4-0

Motion: To approve Policy 97.2, Street Listing Policy and Fee Schedule

Moved: Commissioner Cobb

Seconded: Commissioner Ward

The Motion passed: 4-0

Motion: To approve Policy 99.1, Availability of Voter History

Moved: Commissioner Cobb

Seconded: Commissioner Ward

The Motion passed: 4-0

Candidate Packets will be available on Monday, July 3rd (July 1st falls on a Saturday)

Assistant Director's Report

Statement of Financial Interests packets mailed to 168 Municipal Officials May 3, 2017. They were due back by June 1, 2017. There are 48 delinquent filers. Formal Notice of Failure to File will be mailed on June 8, 2017.

Commissioner Reports

Commissioners Cobb reported that she attended Fresh Pond Day on May 30th. She reported that they received a few registrations and many questions in addition to having discussions with voters.

Commissioners King and Marquardt reported that they attended River Fest on Saturday, June 3rd in East Cambridge at the Cambridgeside Galleria and along the Charles River. They reported receiving almost 10 registrations.

Commissioners King and Marquardt reported that they attended CRLS Senior Day on Tuesday, June 6th. They reported receiving 7 registrations from CRLS seniors. They also reported that a potential candidate for City Council was in attendance gathering registrations as well.

Commissioner Marquardt reported that 302 Massachusetts Ave is not a valid address.

III: PUBLIC COMMENT

There was no additional public comment beyond that provided during Mr. Valentine's presentation.

IV: ACTION AGENDA

Unfinished Business

Confirmation cards were mailed out to 15,826 voters marked as "Inactive" for failure to return their annual city census.

New Business

A meeting was scheduled for Wednesday June 28, 2017 at 5:30 p.m. at the Election Commission office, 51 Inman Street.

A meeting was scheduled for Wednesday July 12, 2017 at 5:30 p.m. at the Election Commission office, 51 Inman Street.

A meeting was scheduled for Wednesday July 26, 2017 at 5:30 p.m. at the Election Commission office, 51 Inman Street.

Motion: To adjourn the meeting at 7:15 p.m.

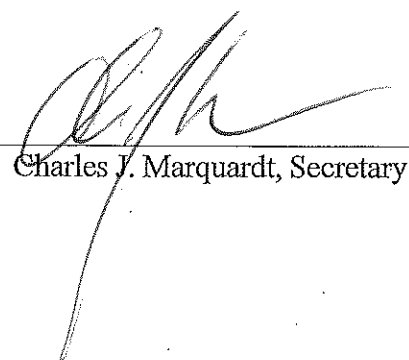
Moved: Commissioner Marquardt

Seconded: Commissioner Ward

The Motion passed: 4-0

A True Record

Attested by: _____


Charles J. Marquardt, Secretary