



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

ASSISTANT DIRECTOR

Lesley Waxman

BOARD OF ELECTION COMMISSIONERS MEETING

Minutes of May 3, 2018

The meeting of the Cambridge Election Commission was called to order at 5:30 p.m. at the Election Commission Office, 51 Inman Street. Present were: Commissioner Ethridge King, Commission Charles Marquardt, Commissioner Victoria Harris, Executive Director Tanya Ford, Assistant Director Lesley Waxman, and members of the public Patrick Barton, John Hawkinson, and Gary Mello.

I: MINUTES

The Minutes of April 18, 2018 were reviewed.

Motion: To approve the Minutes of April 18, 2018 with corrections.
Moved: Commissioner King
Seconded: Commissioner Harris
The Motion passed with a vote of 3-0.

Commissioner Marquardt then called for a suspension of the rules, which was granted by unanimous consent, to elect a vice-secretary of the Election Commissioners.

Motion: To nominate Victoria Harris as Vice Secretary
Moved: Commissioner Marquardt
Seconded: Commissioner King
The Motion passed with a vote of 3-0.

II: REPORTS

Executive Director's Report

Ms. Ford stated that Victoria Harris had been appointed as Election Commissioner. Commissioners King and Marquardt welcomed Commissioner Harris, and Commissioner King asked Commissioner Harris if she could introduce herself to the group. Commissioner Harris provided a brief summary of her professional background, along with her volunteer and civic engagement activities. She stated that she is very honored to be appointed to the position, and looks forward to working with her fellow commissioners and the Election Commission staff.

Ms. Ford reported that the Election Commission department budget was pulled by the City Council for review and subsequently approved at the budget hearing on May 1. She stated that questions from councillors pertained

to the fluctuation in the number of registered voters and outreach methods for the upcoming elections, including the primary scheduled for September 4. The total budget for the department for FY 19 is approximately \$1.4 million dollars.

Ms. Ford said that voter registration will take place at the Mayfair in Harvard Square on Sunday, May 6 from 12-6 p.m. The designated space is number 44, located on JFK Street between Brattle and Mount Auburn Streets. Commissioners King and Harris will help staff the table at the event.

LHS will produce the street listing, having submitted the lowest quote for printing. A photo will be needed for the front cover.

Ms. Ford said that the search continues for a storage facility for the new voting equipment. The vendors contacted to date in the Cambridge and Somerville areas either did not respond or were not able to meet the outlined needs. She will now work with the City's purchasing department to find a suitable vendor, and is hoping to hear back in the next few weeks regarding potential sites.

Ms. Ford reminded the commissioners to submit their lists of poll workers by June 1, 2018. There will be training on the new voting equipment for all workers. She asked the commissioners whether they would need a recruitment session for additional workers. The Commissioners stated that they would like to schedule a session, and it was decided to tentatively plan the event for late June or early July, depending on availability of space at the City's Senior Center.

Regarding early voting, Ms. Ford stated that there had been no announcement regarding early voting preceding the primary election on September 4, 2018. She mentioned that an early voting polling location was being considered at City Hall.

Assistant Director's Report

Ms. Waxman stated that the Information Technology Department still needed to update the website in order for the Statement of Financial Interests (SFI) mailing to be sent.

Ms. Waxman presented the revised list of polling precincts for the City. She also reviewed new polling location maps for Ward/Precinct 9-3 (Corcoran Park Community Building, 1 Corcoran Lane) and Ward/Precinct 10-1 (Peabody School Gym, 70 Rindge Avenue, rear entrance). Ms. Waxman noted that notifications will be sent to all voters regarding their polling locations prior to the primary election in September.

Motion: To approve the updated List of Polling Precincts.

Moved: Commissioner Marquardt

Seconded: Commissioner King

The Motion passed with a vote of 3-0.

Commissioners' Report

Commissioner Marquardt stated that he attended the department budget hearing at City Hall on May 1, 2018

A luncheon in honor of Commissioner Poly Cobb is tentatively scheduled for Friday, May 18, 2018. Staff will be notified of the date to confirm availability, and the event will be rescheduled if necessary.

III. PUBLIC COMMENT

Mr. Mello stated that the October 18, 2017 meeting had been removed from the Election Commission department's meeting minutes archive, and asked that it be reinstated to the records.

Mr. Mello also commented on remarks made by Commissioner King regarding the hiring and use of employees from poll worker recruitment sessions. Mr Mello stated that he had not been hired as a poll worker; Commissioner King addressed Mr. Mello's concerns, and clarified the hiring done at recruitment sessions.

IV. ACTION AGENDA

Old Business

2018 Annual City Census

2018 State Primary

New Business

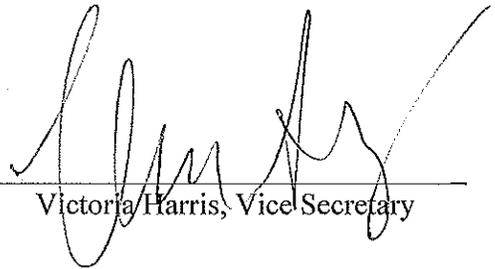
No action taken.

The next meeting of the Election Commission is scheduled for Wednesday, May 16, 2018 at 5:30 p.m. at the Election Commission Office at 51 Inman Street.

The meeting was adjourned at 6:05 p.m.

A True Record

Attested by:



Victoria Harris, Vice Secretary