



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 Waxmax

BOARD OF ELECTION COMMISSIONERS MEETING

Minutes of October 9th, 2018

The meeting of the Cambridge Election Commission was called to order at 5:30 p.m. at the Senior Center at 866 Mass Ave. Present were Commissioner Charles Marquardt, Commissioner Victoria Harris, Commissioner Ethridge King, Commissioner Larry Ward, Executive Director Tanya Ford, Assistant Director Lesley Waxman, and members of the public.

I: MINUTES

The Minutes of September 26th, 2018 were reviewed and accepted with corrections.

Motion: To approve the Minutes of September 26th, 2018 with corrections.
Moved: Commissioner Marquardt
Seconded: Commissioner Harris
The Motion passed: 4-0

II: REPORTS

Executive Director's Report

A. Motion: To dispose of unvoted ballots from the September 4th, 2018 State Primary.
Moved: Commissioner Marquardt
Seconded: Commissioner Harris
The Motion passed: 4-0

B. Early Voting – Monday, October 22nd to Friday, November 2nd.

| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--|---|--|---|--|--|
| 10/22 | 10/23 | 10/24 | 10/25 | 10/26 | 10/27 |
| 12 p.m. – 8 p.m. | 9:30 am - 6 pm | 12 p.m. – 8 p.m. | 9:30 am - 6 pm | 9:30 am - 6 pm | 9am -5pm |
| 10/29 | 10/30 | 10/31 | 11/1 | 11/2 | |
| 12 p.m. – 8 p.m. | 9:30 am - 6 pm | 12 p.m. – 8 p.m. | 9:30 am - 6 pm | 9:30 am - 6 pm | |
| Coverage Commissioners King & Ward | Coverage Commissioners Harris & Marquardt | Coverage Commissioners King & Ward | Coverage Commissioners Harris & Marquardt | Coverage Commissioners King & Ward | Coverage Commissioners Harris & Marquardt |
| Early voting locations | Election Commission office 51 Inman Street | Police Department 125 6 th Street | Cambridge Water Depart. 250 Fresh Pond Parkway | Main Library 449 Broadway | O' Neill Library 70 Rindge Ave. |

Each commissioner will drop off and pick early voting materials, polling pads, and cell phones everyday to their assigned early voting location.

Ms. Ford received a request to attend the City of Cambridge's Government Operations meeting. She will be accompanied by commissioners Harris & Marquardt.

Assistant Director's Report

1. September 4th, 2018 Primary
 - a. Precinct reviews will be mailed to poll workers this week. Copies will be placed in Commissioners mailboxes.
 - b. Ms. Waxman received a complaint from the Baldwin School (R3).

2. November 6th, Elections
 - a. Bake sale requests for 1-2 and 4-2, will be referred to people in charge of specific locations
 - b. Designated health care – no staff available during early voting
 - c. Election Worker Manual/Training:
 - i. Processing Absentee and Early Voting Ballots
Motion: Ballot machines stay open until 8:30
Moved: Commissioner Marquardt
Second: Commissioner King
The motion passed with a vote of 4-0.

Motion: Text to be included in the manual for Absentee and early voting ballots (R4)
Moved: Commissioner Marquardt
Second: Commissioner King
The motion passed with a vote of 4-0.

Motion: Accept clerk sheet for November 6th election with corrections (R-5)
Moved: Commissioner Marquardt
Second: Commissioner Harris
The motion passed with a vote of 4-0.

Commissioner Reports

Commissioner King reported 33 Ware Street is not a valid address.

Commissioners King and Harris attended September 27th, forum at We Work.

Commissioner Ward reported 55 Tremont Street #1 is not a valid address.

III: PUBLIC COMMENT

John Hawkinson suggested early voter list be sorted by streets

Gary Mello provide Commissioner Harris with a copy of a written statement to the Republican Committee member document. He also suggested the commission use constables for deliveries. Mr. Mello also a proposed route for memory card collection on election night. He also suggested that constables replace police officers at polling site.

IV: ACTION AGENDA

Old Business

Motion: Temporarily relocate polling place for Ward 3 Precinct 3 from Salvation Army to Lafayette Fire Station.

Moved: Commissioner Marquardt

Seconded: Commissioner King

The Motion passed: 4-0

New Business

None

Motion: To adjourn the meeting at 5:53 p.m. October 9th, 2018

Moved: Commissioner Ward

Seconded: Commissioner Harris

The Motion passed: 4-0

A True Record

Attested by:


Larry W. Ward, Secretary