



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 March 28, 2024

The meeting was called to order at 5:30 PM on March 28, 2024 via Zoom, by the Chair, Commissioner Harris. Present were the Chair, Commissioner Victoria Harris, Commissioner Larry Ward, Commissioner Charles Marquardt, Commissioner Ethridge King, and Assistant Director Lesley Waxman.

Roll Call:

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

Motion: Add Public Comment to the Agenda.

Moved by Commissioner Harris
Seconded by Commissioner Marquardt

Roll Call:

Commissioner Victoria Harris: Yes
Commissioner Larry Ward: Yes
Commissioner Charles Marquardt: Yes
Commissioner Ethridge King: Yes

Passed 4-0

I. PUBLIC COMMENT

None given

Motion: To close Public Comment.

Moved by Commissioner Harris
Seconded by Commissioner Marquardt

Roll Call:

Commissioner Victoria Harris: Yes
Commissioner Larry Ward: Yes
Commissioner Charles Marquardt: Yes
Commissioner Ethridge King: Yes

Passed 4-0

II: MINUTES

Motion: To approve the Minutes of March 5, 2024 with corrections.

Moved by Commissioner Harris

Seconded by Commissioner Marquardt

Roll Call:

Commissioner Victoria Harris:	Yes
Commissioner Larry Ward:	Yes
Commissioner Charles Marquardt:	Yes
Commissioner Ethridge King:	Yes

Passed 4-0

Motion: To approve the Minutes of March 6, 2024 with corrections.

Moved by Commissioner Harris

Seconded by Commissioner Ward

Roll Call:

Commissioner Victoria Harris:	Yes
Commissioner Larry Ward:	Yes
Commissioner Charles Marquardt:	Yes
Commissioner Ethridge King:	Yes

Passed 4-0

III. Reports

1. Executive Director's Report

None given.

2. Assistant Director's Report

- Assistant Director Waxman reported that the Annual City Census mail went out to 55,397 households on March 11, 2024.
- The Assistant Director reported that School Committee member David Weinstein filed his campaign report. She further stated that notices had not yet been sent to those who have not filed.
- Commissioner Marquardt inquired whether the excise tax billing system's functionality could be replicated for the Annual City Census process. The Assistant Director explained that integrating such a system would be challenging, as the Voter Registration Information System (VRIS) currently does not interface with other platforms.

3. Commissioners' Reports

- Commissioner Marquardt confirmed that 22 Pearl Street is a valid address.
- Commissioner Ward confirmed that 725 Cambridge Street is not a valid address.
- Commissioner Harris reported that on March 11, she and Commissioner King attended the School Committee's Buildings and Grounds Subcommittee meeting to discuss holding elections at the schools. The

subcommittee expressed its commitment to collaborate with the Election Commission to accommodate voters in Cambridge on Election Day. Although schools will be opened on September 3, provisions will be made to facilitate voting.

- Commissioner Harris announced her intention to send an email to Mr. Gahant at CRLS concerning the student poll workers. She plans to discuss future initiatives and gather feedback from the student workers.

IV. Action Agenda

Old Business

March 5, 2024 Election Debrief

- Commissioner Marquardt reported that his workers commended the student workers for their excellent performance during the election. He also mentioned that his poll workers had inquired about the possibility of using Poll Pads in future elections. This suggestion was echoed by Commissioner Harris's team, highlighting a widespread interest in the adoption of this technology.
 - The Assistant Director has agreed to investigate the feasibility of implementing Poll Pads.
- Commissioner Marquardt expressed his gratitude to the police; his team reported that the delivery of ballot scanners was timely on Election Day. He also proposed using the building at 689 Mass Ave as a staging area for election day operations for DPW and police.
- Commissioner Marquardt shared positive feedback from his workers regarding the hands-on tallying training.
- Assistant Director Waxman plans to send an email to the commissioners addressing specific mistakes made on election day. She highlighted an incident where some voters were not properly checked off on the check-in sheet.
- Commissioner Harris reported that she received numerous inquiries about the Ward committees and candidates on the ballot.
- Commissioner Harris relayed a request from one of her precincts for the office to provide highlighters so that they can mark the beginning of each street on the check-in list, which could improve the organization and ease of use.
- Commissioner Harris reported that she will conduct some research on how other municipalities manage their poll worker applications process. Her goal is to see the feasibility of creating a portal where poll workers can apply to work, complete paperwork and received important message/updates.
- Commissioner Harris noted that Commissioner Ward was appointed to a four-year term on March 18, 2024.

V. New Business

- The next meeting is scheduled for Wednesday, April 17, at 5:30 PM via Zoom.

Motion: To adjourn the meeting at 6:30 PM.

Moved by Commissioner Harris
Seconded by Commissioner Ward

Roll Call:

Commissioner Victoria Harris:	Yes
Commissioner Larry Ward:	Yes
Commissioner Charles Marquardt:	Yes
Commissioner Ethridge King:	Yes

Passed: 4—0
A True Record

Attested by: 
Ethridge A. King, Secretary