



# CITY OF CAMBRIDGE

## BOARD OF ELECTION COMMISSIONERS

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### COMMISSIONERS

Ethridge A. King, Jr.  
Larry W. Ward  
Charles J. Marquardt  
Thomas J. Stohlman, Jr.

### EXECUTIVE DIRECTOR

Tanya L. Ford

### ASSISTANT DIRECTOR

Lesley A. Waxman

## **BOARD OF ELECTION COMMISSIONERS MEETING**

### **Minutes of August 20, 2025**

The meeting was called to order at 5:31 pm August 20, 2025, on Zoom, Present were Commissioner Marquardt, Commissioner Ward, Commissioner Stohlman, Executive Director Ford and Assistant Director Waxman. Commissioner King was Absent.

### **ROLL CALL OF MEMBERS**

Commissioner Ward – Present  
Commissioner Stohlman – Present  
Commissioner King – Absent  
Commissioner Marquardt - Present

### **I. PUBLIC COMMENT**

There was no Public Comment.

### **Motion: To close Public Comment**

Moved by Commissioner Ward  
Seconded by Commissioner Stohlman

### **Roll Call:**

Commissioner Ward	Yes
Commissioner Stohlman	Yes
Commissioner King	Absent
Commissioner Marquardt	Yes

Passed 3-0-1

### **II: MINUTES**

### **Motion: To accept the minutes of August 4, 2025 with corrections.**

Moved by Commissioner Ward  
Seconded by Commissioner Stohlman

### **Roll Call:**

Commissioner Ward	Yes
Commissioner Stohlman	Yes
Commissioner King	Absent
Commissioner Marquardt	Yes

Passed 3-0-1

### III. Reports

#### 1. Executive Director's Report

- Reminded Commissioners that their Poll Worker lists, including Early Voting in Person, are due on August 31.

Commissioner Stohlman indicated that he needs some wardens and clerks.

In response to a question from Commissioner Stohlman, MS. Ford indicated that lists should be in Excel and sent to Catiria and copy Ms. Waxman and herself.

- Ms. Ford discussed the opening of the remote drop boxes for the November 4<sup>th</sup> Municipal Election. After discussion it was determined to open the boxes on October 6<sup>th</sup>.

**Motion: To adopt October 6, 2025 as the opening date for the remote drop boxes for the November 4, 2025 municipal Election.**

Moved by Commissioner Ward

Seconded by Commissioner Stohlman

#### Roll Call:

Commissioner Ward	Yes
Commissioner Stohlman	Yes
Commissioner King	Absent
Commissioner Marquardt	Yes

Passed 3-0-1

Commissioner Marquardt will put together a schedule of coverage for drop box pick-up and circulate for review.

- Ms. Ford asked which of the commissioners would attend the student event at Harvard Graduate School of Design the afternoon of August 27<sup>th</sup>. Commissioner Ward indicated that he would attend. Ms. Ford asked him to come to the office before the event and bring a recently hired staff member with him.

#### Assistant Director's Report

- Ms. Waxman provided the listing of Statement of Financial Interest filers who have yet to file. There are 22 reporting persons remaining to files as of August 20<sup>th</sup>.
- Ms. Waxman provided the listings of candidates appearing on the ballot for City Council and School Committee.
- Notice of withdrawal was received from Caitlin Dube for City Council. She will continue as a School Committee candidate.
- Ms. Waxman reported that the Valente Library has been closed since June due to damage from an HVAC issue. Contractors are scheduled to begin remediation and restoration work in September with a targeted completion date before Early Voting starts. Discussion about the potential impacts of Valente not being available ensued. Ms. Ford suggested that everyone consider what alternatives there are close by the

Valente in case a temporary location is needed. Commissioner Marquardt indicated that he would reach out to the pastor at St. Anthony's.

**Commissioners' Reports**

- Commissioner Marquardt reported that 362 Broadway is a valid residential address.
- Commissioner Marquardt reported that he and Commissioner Stohlman attended and event at Youville House on August 13th to discuss with the residents how Cambridge's Municipal voting system works.

**IV. Action Agenda**

**Old Business**

**New Business**

Next meeting will be September 3, 2025, at 5:30pm pm on Zoom.

**Motion: To adjourn at 6:13 pm**

Moved by Commissioner Ward

Seconded by Commissioner Stohlman

**Roll Call:**

Commissioner Ward	Yes
Commissioner Stohlman	Yes
Commissioner King	Absent
Commissioner Marquardt	Yes

Passed 3-0-1

A True Record

Attested by: \_\_\_\_\_

Charles Marquardt, Secretary