



CITY OF CAMBRIDGE

BOARD OF ELECTION COMMISSIONERS

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COMMISSIONERS

Ethridge A. King, Jr.
Larry W. Ward
Charles J. Marquardt
Sara I. Rivera

DIRECTOR OF ELECTIONS

Tanya L. Ford

ASSISTANT DIRECTOR

Lesley A. Waxman

BOARD OF ELECTION COMMISSIONERS MEETING

Minutes of April 22, 2026

The meeting was called to order at 5:31 pm April 22, 2026, via Zoom. Present were Commissioner King, Commissioner Marquardt, Commissioner Ward, Commissioner Rivera, Executive Director Ford and Assistant Director Waxman.

Roll Call

Commissioner Ward – Present
Commissioner Rivera – Present
Commissioner King – Present
Commissioner Marquardt – Present

The Chair, Commissioner Ward, welcomed Commissioner Rivera to her first meeting as an Election Commissioner.

I. PUBLIC COMMENT

John Hawkinson welcomed Ms. Rivera to her role as an Election Commissioner. He also noted that Zoom was only showing the Commissioner or staff member speaking and not all of the Commissioners and staff as has been customary and requested that Ms. Waxman correct the display parameters.

Thomas Stohlman commented that it would be helpful if the use of Poll Pads at check-in could replace then need for written Affirmation forms for voters who had been identified as inactive, He also provided words of welcome for new Commissioner Sara Rivera. Mr. Stohlman's written comments attached.

Motion: To close Public Comment

Moved by Commissioner Ward
Seconded by Commissioner King

Commissioner Ward – Yes
Commissioner Rivera – Yes
Commissioner King – Yes
Commissioner Marquardt – Yes

Passes 4-0

II: MINUTES

Motion: To approve the minutes of April 8, 2026 with corrections.

Moved by Commissioner Ward

Seconded by Commissioner King

Commissioner Ward – Yes

Commissioner Rivera – Yes

Commissioner King – Yes

Commissioner Marquardt – Yes

Passes 4-0

III. Welcome and Introduction for Commissioner Rivera

Executive Director Ford noted that this was intended to be an introduction for Commissioner Rivera which had already happened with Commissioner Ward and members of the public.

IV. Election of Officers

The Commissioners elected officers for the upcoming year commencing May1, 2026:

Motion: To elect Commissioner Marquardt as Chair for the upcoming year.

Moved by Commissioner Ward

Seconded by Commissioner King

Commissioner Ward – Yes

Commissioner Rivera – Yes

Commissioner King – Yes

Commissioner Marquardt – Yes

Passes 4-0

Commissioner Marquardt then commented that, in the ordinary course of business, Commissioner Rivera would be elected as Secretary. However, the role of Secretary is difficult for a newly appointed Commissioner so Commissioner Marquardt suggested that Commissioner King be considered for Secretary to enable Commissioner Rivera to more easily acclimate to her role. Commissioner Ward commented that he agreed with this approach.

Motion: To elect Commissioner Rivera as Vice Chair for the upcoming year.

Moved by Commissioner Marquardt

Seconded by Commissioner Ward

Commissioner Ward – Yes

Commissioner Rivera – Yes

Commissioner King – Yes

Commissioner Marquardt – Yes

Passes 4-0

Motion: To elect Commissioner King as Secretary for the upcoming year.

Moved by Commissioner Ward

Seconded by Commissioner Marquardt

Commissioner Ward – Yes

Commissioner Rivera – Yes

Commissioner King – Yes

Commissioner Marquardt – Yes

Passes 4-0

Motion: To elect Commissioner Ward as Assistant Secretary for the upcoming year.

Moved by Commissioner Marquardt

Seconded by Commissioner King

Commissioner Ward – Yes

Commissioner Rivera – Yes

Commissioner King – Yes

Commissioner Marquardt – Yes

Passes 4-0

V. Reports

1. Executive Director's Report

- Ms. Ford informed the Commissioners that she had forwarded the rules discussed at the last meeting to the Law Department for review and feedback.
- Ms. Ford also informed the Commissioners that she and Ms. Waxman had met with LHS earlier in the day to discuss using Poll Pads at check-in. This will be discussed later in Old Business.

Assistant Director's Report

- Ms. Waxman reported she visited the MIT Welcome Center with a member of the Commission for Persons with Disabilities to review the site for accessibility. The site was very accessible and she will propose the temporary relocation once she receives the report from the Commission for Persons with Disabilities.

Commissioners' Reports

- Commissioner King reported that he and Commissioner Ward have a meeting scheduled with staff at St. Bartolomew Church regarding being the temporary polling location while the Moses Youth Center is undergoing renovations Thursday April 23rd at 4:30pm. They will report back on the results of the meeting.
- Commissioner King asked when poll worker lists are due. Ms. Ford reminded the Commissioners that by adopted policy the lists are due no later than June 30th and recommended that they start sooner than later.

VI. Action Agenda

Old Business

Poll Pads at Check-In

Ms. Ford and Ms. Waxman commented that they had a meeting with LHS (Brenda) earlier in the day to discuss using poll pads at check-in. They also commented that LHS was sending additional information /documentation to help understand the process.

Discussion centered on the significant impacts of the use of poll pads on procedures and training. With regard to training there would most likely be a train the trainer approach with LHS training members of the staff and commissioners. Ms. Ford also cautioned that all things involving LHS would require review against the current agreements and potentially requirements for new agreements. Finally, all agreed that all training would need to be in person to ensure understanding of the process and changes to existing processes.

All agreed that this was a good start to the discussion and much work is to come.

New Business

Next meetings were scheduled on Zoom for:

- May 6th at 5:00pm
- May 20th at 5:00pm.

Motion: To adjourn at 6:25pm

Moved by Commissioner Ward
Seconded by Commissioner King

Commissioner Ward – Yes
Commissioner Rivera – Yes
Commissioner King – Yes
Commissioner Marquardt – Yes

Passed 4-0

A True Record

Attested by: 
Charles Marquardt, Secretary

My name is Tom Stohlman and I am a voter in Cambridge.

V. ACTION AGENDA

Old Business

- Discussion Regarding Use of Poll Pads on Election Day

During early voting and Election Day, one of the most time consuming tasks for the Wardens and Clerks is the processing of inactive voters.

If there is any way to use the poll pads as a tool for completing the “Affirmation of Current and Continuous Residence for Inactive Voters” forms, it could save poll workers significant time, speed up the voter experience and help in accurate updating of the voter list. Please consider this as you investigate the use of poll pads.

- II. WELCOME AND INTRODUCTION

- Commissioner Sara Rivera

To Sara, through the Chair: “Welcome to the Board of Election Commissioners!”

I read in your application to the CDCC that you are a parent of three, a life-long resident of Cambridge, a volunteer with a variety of non-profits, a head proctor at Harvard, fluent in 3 languages, and have practiced nursing for 28 years. Most importantly, you have worked as a poll worker and served the voters of Cambridge well for decades.

As the newest member of the Board, I have some advice and I’m certain the Election Commission, that is, the Board, the election office, hundreds of your fellow poll workers would all agree:

Just continue to listen to and serve the voters of Cambridge well. With that in mind, you’ll be a great Commissioner.