



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 May 20, 2026

The meeting was called to order at 5:05 PM May 20, 2026, via Zoom. Present were Commissioner King, Commissioner Marquardt, Commissioner Ward, Commissioner Rivera, Executive Director Ford and Assistant Director Waxman.

Roll Call

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

I. PUBLIC COMMENT

Mr. Thomas Stohlman made a public comment—his comments are attached.

Motion: To close Public Comment

Moved: Commissioner Marquardt
Seconded: Commissioner Ward

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

Passes 4-0

II: MINUTES

Motion: Approve the minutes of May 6, 2026, as corrected

Moved: Commissioner Marquardt

Seconded: Commissioner Ward

Commissioner Marquardt – Yes

Commissioner Ward – Yes

Commissioner Rivera – Yes

Commissioner King – Yes

Passes 4-0

III. Reports

1. Executive Director's Report

- Reported that the team has begun preparations for the upcoming elections. The Executive Director included the in-person early voting schedule in her report for the Board's review.
- Early in-person voting schedule
- The Board accepted the early in-person voting schedule by consensus.
- List of Designated Healthcare Facilities (DHCF)

Motion: Accept the 2026 list of Designated Healthcare Facilities (R2)

Moved: Commissioner Marquardt

Seconded: Commissioner Ward

Commissioner Marquardt – Yes

Commissioner Ward – Yes

Commissioner Rivera – Yes

Commissioner King – Yes

Passes 4-0

- The Executive Director reported that she scheduled the use of the Senior Center for Poll Worker training and election usage on the following dates:
 - Primary Training: August 15, 19
 - General training: October 10, 14
 - Election day reservations: September 1 and November 3.
 - Additional poll pad training dates to be determined pending legal department guidance.
- Ballot drop box procedures will remain unchanged.
 - Commissioner Marquardt will draft the Ballot Drop Box Schedule for the next meeting.

2. Assistant Director's Report

Motion: Adopt the Polling location change: The MIT Welcome Center at 292 Main Street precincts 1-2, 1-2A, and 5-2 for September 1st primary, replacing Kresge at 70 Massachusetts Ave.

Moved: Commissioner Marquardt

Seconded: Commissioner Ward

Commissioner Marquardt – Yes

Commissioner Ward – Yes

Commissioner King – Yes

Commissioner Rivera – Yes

Passes 4-0

- **Pending Confirmation**

- Availability of St. Bartholomew Church for November 3 remains subject to final confirmation from church officials. The goal is to have both the September 1, 2026, Primary and the November 3, 2026, General Election.
- Poll Pad implementation remains pending legal department review of several questions before training logistics and vendor support arrangements can be finalized.

3. Commissioners' Reports

- Commissioner Ward reported that he and Assistant Director Waxman visited St. Bartholomew's with representatives from the Disability Commission. The site was approved.
- Commissioner Marquardt reported that the GIS team submitted census block changes for the upcoming census, including a proposal to consolidate 205 Richdale Avenue into one census block. Assistant Director Waxman noted that the U.S. Census Bureau must still approve and implement the change.
- Commissioner Marquardt also reported that, during a conversation with a Medford poll worker, he learned that Medford documentation requirements for Poll Workers to complete is 14 pages long.
- Commissioner Rivera reported that she sent a letter to her poll workers and that the response thus far has been very positive.

Action Agenda Old Business

Executive Director Ford suggested that the Poll Pad vendor would not need to be in the office all day and that, because the city plans to use a train-the-trainer approach, the incremental training cost would be minimal.

Commissioner Rivera raised a question for Commissioner King regarding an MOU related to tenant participation in elections. She will forward the MOU to the Executive Director for inclusion on the next meeting agenda.

New Business

No new business

The next meeting was scheduled to be held via Zoom on June 3, 2026 at 5:00 PM.

Motion: To adjourn at 5:36 pm

Moved: Commissioner Ward

Seconded: Commissioner King

Commissioner Marquardt – Yes

Commissioner Ward – Yes

Commissioner King – Yes

Commissioner Rivera –Yes

Passes 4-0

A True Record

Attested by: 
Ethridge King, Secretary