



# CITY OF CAMBRIDGE

## BOARD OF ELECTION COMMISSIONERS

51 Inman Street, Cambridge, Massachusetts 02139-1732 • Telephone 617-349-4361 • TTY: 617-492-0235  
Fax: 617-349-4366 • Email: Elections2@cambridgema.gov • Website: www.cambridgema.gov/election

### COMMISSIONERS

Ethridge A. King, Jr.  
Polyxane S. Cobb  
Larry W. Ward  
Charles J. Marquardt

### EXECUTIVE DIRECTOR

Tanya L. Ford

### ASSISTANT DIRECTOR

Lesley Waxman

## BOARD OF ELECTION COMMISSIONERS MEETING

### Minutes of January 3, 2018

The meeting of the Cambridge Election Commission was called to order at 5:35 p.m. at the Election Commission Office, 51 Inman Street. Present were Commissioner Larry Ward, Commissioner Charles Marquardt, Commissioner Polyxane Cobb, Commissioner Ethridge King, Director Tanya Ford, Assistant Director Lesley Waxman, and members of the public, Ethan Cobb, John Hawkinson, Robert Winters and Gary Mello.

### I: MINUTES

The Minutes of December 20<sup>th</sup>, 2017 were reviewed.

Motion: To approve the Minutes of December 20, 2017 with corrections.

Moved: Commissioner Ward

Seconded: Commissioner Cobb

The Motion passed: 4-0

### II: REPORTS

#### Executive Director's Report

Ms. Ford requested that the Election Commissioners approve the disposal of the ballots and election materials from the 2015 Municipal Election pursuant to MGL c.54A, sec.10.

Motion: To approve the disposal of the ballots and election materials from the 2015 Municipal Election pursuant to MGL c.54A, sec.10.

Moved: Commissioner Cobb

Seconded: Commissioner Marquardt

The Motion passed: 4-0

Ms. Ford informed the Commissioners that she is working on the submission of the FY19 budget. Commissioners and staff discussed budget related items included in the FY19 submission to the City Manager.

Ms. Ford informed the Commissioners that the bids for the 2018 Annual City Census went out in December. The winning bidder was LHS Associates, Inc. in the amount of \$28,000.

Ms. Ford informed the Commissioners that there likely would be an item on Monday's City Council agenda for a Supplemental Budget Request in the amount of \$23,000 to reimburse the Municipal Election account to cover vendor payments. Commissioner Ward confirmed that he would be able to attend the City Council meeting.

#### Assistant Director's Report

Ms. Waxman reported that Kim Nghiem submitted her SFI on 1/2/18 therefore there was no need for the hearing scheduled for 5:30 p.m.

Ms. Waxman provided feedback on the Municipal Election review that the Precinct Evaluations were better than the Presidential as there is less required in the Municipal Election.

Ms. Waxman did point out that additional work on the Clerk Sheets is needed as some write too much and others not enough. Staff and Commissioners discussed some additional guidance that could be provided.

Ms. Waxman informed the Commissioners that School Committee year-end reports are due January 22<sup>nd</sup>.

#### Commissioner Reports

Commissioner Cobb reported that she attended an LGBTQ+ Sensitivity Training at the Main Library on November 29, 2017.

#### III: PUBLIC COMMENT

John Hawkinson thanked the Commissioners for responding to his Open Meeting Law Complaint. He also commented that he thought that more detail on the Executive Session should be in the minutes.

Gary Mello read a prepared statement (Attached).

Robert Winters provided some thoughts regarding the Municipal Election. (1) The lighting in the City Hall Annex location was dim so providing additional lighting would help in reading ballots. (2) Leaving samples of available tools at the Check-In table may encourage more people to use them. (3) Limiting the number rankings to, for example, 15, would provide more space on the ballot and, as his research has shown, would have no impact on election results.

#### IV: ACTION AGENDA

##### Old Business

A meeting was scheduled for Wednesday, January 17<sup>th</sup> at 5:30 p.m. at the Election Commission offices at 51 Inman Street.

Motion: To adjourn the meeting at 6:11 p.m.

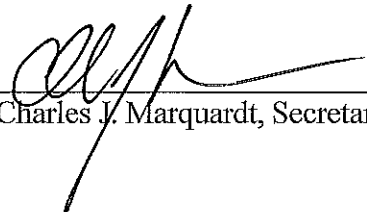
Moved: Commissioner King

Seconded: Commissioner Cobb

The Motion passed: 4-0

A True Record

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

  
Charles J. Marquardt, Secretary