



# 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-Crump

ASSISTANT DIRECTOR  
Lesley Waxman

### BOARD OF ELECTION COMMISSIONERS MEETING

Minutes of October 16, 2019

The Chair called to order the meeting at 5:30 pm on October 16, 2019 at 51 Inman Street. Present were Commissioner Victoria Harris, Commissioner Charles Marquardt, Commissioner Larry Ward, Commissioner Ethridge King, Executive Director Tanya Ford-Crump, Assistant Director Lesley Waxman, and a member of the public.

Random Draw—the precincts were drawn randomly by placing one cork for each precinct labeled on it into a raffle drum. The 34 corks were placed in a raffle drum—the drum was turned, and after each pull it was turned again. The precinct order is attached.

**Motion:** Accept the results of the Random Draw

Moved: Commissioner Harris

Seconded: Commissioner Ward

Passed: 4—0

**The Minutes of October 2, 2019 Voter Registration Hearing were reviewed and accepted with corrections**

Motion: To approve the Minutes of Voter Registration Hearing Minutes, October 2, 2019 with corrections

Moved: Commissioner Harris

Seconded: Commissioner Marquardt

Passed: 4—0

**The Minutes of October 2, 2019 were reviewed and accepted with corrections**

Motion: To approve the Minutes of October 2, 2019 with corrections

Moved: Commissioner Harris

Seconded: Commissioner Marquardt

Passed: 4—0

### II: REPORTS

#### Executive Director's Report – R.1

The Executive Director recommended a change to the count procedures that is conducted the day after the election, which is November 6. The new ballot boxes must be stored in a temperature controlled environment which is housed at LHS located in New Hampshire. In order to have the ballot boxes ready for LHS to transport them to their storage facility, they'll need to leave early in the day. The Executive Director has requested that the Board approve a slight change which entails moving the ballots from the ballot boxes to the Voted Ballot Carriers first thing the morning of November 6. The old process was to do this at the end of the day.

Motion: Accept the recommendation of the Executive Director to transfer the ballots at the Count the morning after the election, on November 6, from the ballot boxes to the Voted Ballot Carriers.

Moved: Commissioner Harris  
Seconded: Commissioner Marquardt  
Passed: 4—0

Assistant Director's Report – (R3)

The Assistant Director reminded the Commissioners to tell their poll workers to make sure they have all their paperwork completed by October 25, in order to get paid in a timely manner.

The Assistant Director did a walkthrough of the changes for both the Warden/Clerk and Inspector training manuals. She will email the PowerPoint slides to the commissioners after the meeting

The Voter Guides were mailed out to voters the week of October 7.

Commissioner Harris will create a couple of scenarios to do a role play for training to introduce the Voter Cards at the Check-in table, which will give to voters who are directed to the Warden or Clerk.

III COMMISSIONERS REPORTS

Commissioner Harris met with the City Clerk, Anthony Wilson on October 8, 2019. Mr. Wilson will connect the Election Commission with Gladys Oyola who supervises elections for the City of Springfield.

IV: PUBLIC COMMENT

In attendance: Gary Mello. Mr. Mello made comments

V: ACTION AGENDA – None

VI: OLD BUSINESS – None

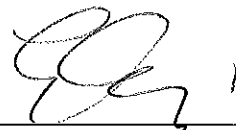
**Next meeting will be held on October 30, 2019 at 5:30 PM at 51 Inman Street**

Motion: To adjourn the meeting at 7:08 PM

Moved: Commissioner Harris  
Seconded: Commissioner Marquardt  
Passed: 4—0

A True Record

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



Ethridge King, Secretary