



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.
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 September 23, 2020

The Chair called the meeting to order at 5:30 pm on September 23, 2020 via Zoom.

Roll Call:

Commissioner Ethridge King	Present
Commissioner Charles Marquardt	Present
Commissioner Larry Ward	Present
Commissioner Victoria Harris	Present

Also present was Executive Director Tanya Ford-Crump and Assistant Director Lesley Waxman.

I: MINUTES

Motion: To approve the Minutes of September 16, 2020

Moved: Commissioner King

Seconded: Commissioner Ward

Roll Call

Commissioner King	Yea
Commissioner Marquardt	Yea
Commissioner Ward	Yea
Commissioner Harris	Yea
Passed:	4—0

Commissioner King then introduced Meredith Manda, a student at Harvard Law School who is working as the Director of Civic Engagement for the Equal Democracy Project. The Project, which started last year, is a group of Law School students currently working on voting rights and promoting voter registration and turnout at the polls on election day. Ms. Manda had contacted Commissioner Harris earlier in the summer offering to help with the Commission's work.

Ms. Manda briefly reviewed the Project's activities thus far with the Harvard University community, which have included hosting on-line activities to spread awareness and provide education regarding voter registration and ways to cast a ballot in the upcoming election.

Commissioner King asked whether the Project could assist with voter engagement at the University, particularly around non-presidential elections, and whether they could also promote early voting with Harvard students for the upcoming November election.

Ms. Waxman talked about problems that have occurred with Harvard students registering to vote and using their mailing addresses versus their residential addresses.

Ms. Manda responded that she would be able to work with the Commission on these issues, crafting specific emails to the University community.

Ms. Ford-Crump asked about the Project's organizational status. Ms. Manda assured Ms. Ford-Crump that they are a non-partisan organization.

The Commissioners thanked Ms. Manda for presenting at the meeting. Commissioner Harris stated that she will follow up with Ms. Manda about the possibility of working with the Project on a voter registration effort targeted for high school students at Cambridge Rindge and Latin School.

II: REPORTS

1. Executive Director's Report (R1)

A. State Elections

Drop Boxes

Ms. Ford-Crump reviewed the recommendations from the City's Law Department regarding the location and placement of the drop boxes. She also presented a box drop log (R2) that Commissioner Marquardt had created for group review.

Early Voting

Ms. Ford-Crump stated that the Moses Youth Center will not be a site for early in-person voting. The group discussed other locations, including the Central Square Library and the Longfellow School gymnasium. Ms. Ford-Crump stated that she had sent emails about a substitute location but has not received any responses to date. Commissioner King stated that he will follow up with the City Manager on this issue.

Ms. Ford-Crump then reviewed the proposed schedule for early voting. Commissioner Harris asked whether the two Saturday schedules could be the same (from 1 - 7 pm). Ms. Ford-Crump responded that having an earlier schedule on October 17 (from 9 am - 3:00 pm) would be better for staff schedules. Workers for early voting will need to be trained beginning at 7:30 am on October 17 with the current proposed schedule. The early voting hours will need to be voted up at the next Commission meeting.

2. Assistant Director's Report (R3)

Election Worker Recruitment

Ms. Waxman asked about worker recruitment, and stated that Cambridge would no longer be listed as a jurisdiction that needs poll workers on the Secretary of State website. Commissioners agreed that they had enough applicants to staff their precincts.

The group discussed follow-up with applicants who had applied to be poll workers. Commissioners are responsible for following up with any poll worker applicants that have been forwarded to them via email, as well as any applicants that have submitted a paper application in their mailboxes. Commissioner

Harris will respond to anyone who submitted an application or request electronically who are not Cambridge residents via email, and will also send an email to anyone who has recently submitted a paper application. Paper applications will be kept in a central file in the Commission office in case there is a need for workers as it gets nearer to the election. Any email/electronic inquiries will now be followed up by Commissioner Marquardt.

UOCAVA Update

Ballots have been sent out, and some ballots have been received by the office. Ms. Waxman stated that Justine Donovan should be thanked for her extra effort in getting the ballots mailed out so punctually.

Mail-in Ballot System

Ms. Waxman stated that an on-line mail-in ballot application system has been implemented by the Secretary of State's office. She expects that Cambridge systems will be updated on September 24.

Designated Health Care Facilities (DHCF)

Registration forms and ballot application packets have been sent out to DHCFs. Ms. Waxman suggested that commissioners follow up with contacts at their locations.

3. Commissioner Reports

Commissioner Marquardt reported that:

- 145 Columbia Street is a valid address.

Commissioner Harris reported the following:

- She presented information regarding voting in the upcoming November election at a Facebook Live event sponsored by the YWCA for National Voter Registration Day on September 22.

Commissioner King stated:

- He will attend a NAACP registration event to be held on September 28

III PUBLIC COMMENT

There was no public comment.

Motion: To close public comment

Moved: Commissioner King

Seconded: Commissioner Ward

Roll Call

Commissioner King Yea

Commissioner Marquardt Yea

Commissioner Ward Yea

Commissioner Harris Yea

Passed: 4—0

IV: ACTION AGENDA

Old Business

State Primary

Early Voting

Commissioner King stated that the commissioners will need to find another location for early voting by the next Commission meeting on September 30.

Drop Boxes

The group discussed locations for the drop boxes. The following locations were proposed as sites to be forwarded to the City Manager for review and approval:

- Police Station headquarters - East Cambridge
- City Hall (location for smaller capacity dropbox)
- Morse School on Granite Street
- Maria Baldwin School at Oxford and Sacramento Streets)
- O'Neill branch of the Cambridge Public Library - 70 Rindge Avenue

Commissioner King will draft a letter which he will send to Ms. Ford-Crump, who will then forward it to the City Manager and other related parties. The group recommended that Commissioner King mention that the existing dropbox will remain outside of the Commission office at 51 Inman Street.

Other Business

Commissioner Marquardt asked about staffing to assist with clerical work at the Commission. Ms.

Waxman responded that the office most likely will employ the people they had used temporarily for the primary.

New Business

Commissioner Harris proposed that a registration event be held for students at Cambridge Rindge and Latin School. This might be an opportunity to partner with the Equal Democracy Project at Harvard Law School given their experience with running this type of virtual event. Commissioner King stated that he would be able to help out with this event. Commissioner Ward will speak with Alan Gehant, a dean at the School, and report back to the Commission.

The next meetings will be held on September 30, 2020 at 5:30pm via Zoom

Motion: To adjourn the meeting at 7:02 pm

Moved: Commissioner King

Seconded: Commissioner Ward

Roll Call

Commissioner Marquardt Yea

Commissioner Harris Yea

Commissioner Ward Yea

Commissioner King Yea

Passed: 4—0

A True Record

Attested by: _____
Victoria Harris, Secretary