



**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 September 1, 2021

Commissioner Harris serving as the Chair called the meeting to order at 5:31 pm on September 1, 2021 via Zoom.

Roll Call:

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

Also, present were Executive Director Tanya Ford-Crump, Assistant Director Lesley Waxman and Sean Sweeney and Jeff Amero from GIS.

Commissioner Harris suspended the rules to bring forward GIS for an update on the reprecincting process.

Jeff Amero started the presentation by noting that Census data had been released a couple of weeks ago. Since the release of the data staff at GIS has been extracting data and creating maps similar to the process used in 2011. He noted that the precincts include all residents not just registered voters or those eligible to register to vote.

Mr. Amero then presented several maps that GIS has produced using the Census data:

- Census 2020 Population Totals by U.S. Census Block
- Census 2010 Population Totals by Current Wards and Precincts
- Census 2020 Population Totals by Current Wards and Precincts
 - Mr. Amero highlighted that population growth was greatest in 11-1 (Alewife) and 1-1 (East Cambridge)
- Population Difference by Percentage in Current Wards and Precincts
 - Mr. Amero highlighted the decrease in 4-3 which could be the result of Harvard dorm renovations
- Census 2020 Population Deviation from Target by Current Wards and Precincts
- Breakdown of Race from Census 2010 in Current Wards and Precincts
- Breakdown of Race from Census 2020 in Current Wards and Precincts

Mr. Amero noted that the Secretary of the Commonwealth was going to be sending data packets to municipalities by the end of this week. Along with the data, the Secretary's office was going to send a simulated map of new wards and precincts created by their office. Mr. Amero's office will look at that simulation and work with the Election Commission to develop additional simulations to arrive at a final map to send to the State.

The Commissioners and Executive Director and Assistant Director expressed their thanks for the presentation and all the work they have done as part of the reprecincting process.

I. PUBLIC COMMENT

The Chair opened the meeting for public comment.

There was no Public Comment.

Motion: To close Public Comment.

Moved: Commissioner Harris

Seconded: Commissioner King

Roll Call

Commissioner Ward Absent

Commissioner Harris Yea

Commissioner King Yea

Commissioner Marquardt Yea

Passed: 3—0--1

II: MINUTES

Motion: To approve the Minutes of August 18, 2021 with correction.

Moved: Commissioner Harris

Seconded: Commissioner King

Roll Call

Commissioner Ward Absent

Commissioner Harris Yea

Commissioner King Yea

Commissioner Marquardt Yea

Passed: 3—0--1

III: REPORTS

1. Executive Director's Report

Ms. Ford-Crump made the following report:

a. Municipal Election

Provided a draft memo to the City Council with recommended schedule and locations for In-person Early Voting.

Motion: To approve the recommendation for Early In-Person Voting (R-2) to be forwarded to the City Council for their review and determination

Moved: Commissioner Harris

Seconded: Commissioner King

Roll Call

Commissioner Ward Absent

Commissioner Harris Yea

Commissioner King Yea

Commissioner Marquardt Yea

Passed: 3—0--1

Locations

Cambridge Water Department- 250 Fresh Pond Parkway,
Cambridge Main Library - 449 Broadway, Cambridge
Valente Library- 826 Cambridge Street, Side Entrance on Berkshire Street, Cambridge

Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
October 23	October 24	October 25	October 26	October 27	October 28	October 29
10 am – 3 pm	Closed	11 am – 7 pm	10 am – 5 pm	11 am – 7 pm	10 am – 5 pm	10 am – 5 pm

Provided a draft recommendation to relocate polling locations to the City Council **(R-3)**

Motion: To approve the recommendation for polling place relocations (R-3) to be forwarded to the City Council for their review and determination as per Chapter 255 of the Acts of 2020.

Moved: Commissioner Harris

Seconded: Commissioner King

Roll Call

Commissioner Ward Absent

Commissioner Harris Yea

Commissioner King Yea

Commissioner Marquardt Yea

Passed: 3—0--1

Reviewed a draft Ballot pick-up/drop off procedure and chain of custody provided at the prior meeting.

Motion: To approve the Ballot pick-up/drop-off and chain of custody procedures at (R-4)

Moved: Commissioner Harris

Seconded: Commissioner King

Roll Call

Commissioner Ward Absent

Commissioner Harris Yea

Commissioner King Yea

Commissioner Marquardt Yea

Passed: 3—0--1

Requested that the Commissioners consider the timing of the Random Draw for discussion at their next meeting.

2. Assistant Director’s Report

Ms. Waxman made the following report:

a. **Statements of Financial Interests**

Ms. Waxman provided an update that 5 Municipal Officials and 1 Candidates have yet to file their SFI. City Manager was notified on August 11.

The Commissioners and Ms. Waxman discussed reminding the late filers that they are subject to fines and penalties.

- b. Election Workers/Training
 1. Lists were due to Karen on August 20, 2021
 2. Training: we will be using Scytl for online training
 3. Early Voting Training

With the rise of a Delta variant it was determined that primarily on-line training is the most prudent route at this time. There will be some in person training, but limited. Early voting training on Scytl would be best, but some training early in the first day could be done.

- c. Election Day Procedures
 1. Use of Poll pads
After discussion it was determined that using them for look-up would be best.
 2. Inspector Roles
After discussion it was determined that EV/AV and Ballot Box Inspectors would perform similar tasks based on voters being in line or not.
 3. COVID Health and Safety
After discussion it was determined that the COVID protocols used in November 2020 would be followed.
- d. Draft Voter Guide **(R-6)**
Ms. Waxman asked for review and comments prior to the next meeting.

3. Commissioners' Report

Commissioner Marquardt reported that:

- He had reviewed the accessibility of the CRLS Media Cafeteria with Kate Thurman from the Disability Commission.
- It has been reported that Joseph Boncore has accepted a position at MassBio and would be resigning his Senate seat in the near term.

Ms. Waxman noted that she was reaching out to the Secretary of the Commonwealth requesting that they not schedule a special election at the same time as the Municipal Election.

Commissioner Harris reported that:

- She has completed a site assessment with Kate Thurman from the Disability Commission at Burns Apartments.
- The Equal Democracy Project at Harvard Law School would not be putting on an event about the municipal election.
- Reached out to Principal Smith at CRLS regarding students potentially working the polls.
- Provided draft PSA's and would be contacting Lee Gianetti in the City Manager's office.

IV. ACTION AGENDA

Old Business

New Business

Draft Polling Place Evacuation Guidelines

Ms. Waxman asked the Commissioners to review the Draft Polling Place Evacuation Guidelines for discussion at the next meeting.

The next meeting of the Commission is scheduled for September 9, 2021 at 9:30 am via Zoom.

The following meeting of the Commission is scheduled for September 14, 2021 at 4:30 pm via Zoom.

The following meeting of the Commission is scheduled for September 22, 2021 at 5:30 pm via Zoom.

Motion: To adjourn the meeting at 7:16 pm

Moved: Commissioner Harris

Seconded: Commissioner King

Roll Call

Commissioner Ward Absent

Commissioner Harris Yea

Commissioner King Yea

Commissioner Marquardt Yea

assed: 3—0 -- 1

A True Record

Attested by: _____


Charles Marquardt, Secretary