

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 July 25th, 2022

Commissioner Marquardt called the meeting to order at 5:32 pm on July 25th, 2022 via Zoom.

Roll Call:

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

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

Commissioner King joined meeting at 5:41 pm.

I. PUBLIC COMMENT

Professor Charles Stewart joined meeting at the request of Suffolk University Professor Racheal Cobb to talk about a national study of election poll workers, assuming the funding comes through. Purpose of the study is to hear directly from poll workers throughout the country how they think about the job they perform, what motivates them to serve, what would motivate them to continue to serve and how they are adapting to the changing circumstances as serving as poll workers. Organized by Robert Stein of Rice University and Barry Burden from University of Wisconsin. They have recruited 200 faculty members who will couple with local election officials to administer the survey to local poll workers. There would be two waves of the study. First to survey poll workers who served in 2020 presidential election. Second, to survey poll workers who served in the 2022 election. Presently, they have 22 Jurisdictions in 13 states. Survey is structured to address common core issues of being a poll worker. Each local jurisdiction would be allowed to add questions. For example, Cambridge would be allowed to add questions. The three general topic of question are 1) What factors motivate them to serve as poll workers and what deters them from serving, 2) How are poll workers navigating changes between the 2020 election through 2022, and 3) How are poll workers responding to threats against them. Professor Stewart disclosed he is not joining the project because he is the potential funder. Will know in the next month if the project will be funded once they go to through the funding rounds.

Commissioner Questions:

Commissioner Ward - What is the duration of the study?

Professor Stewart – The first wave would be conducted in the fall (this year) after the primary. Post-election survey would be after 2022 election is over.

Commissioner Harris – Is there any restriction on the type of poll worker who could respond to the survey?

Ms. Waxman requested to dispose of ballots and election materials from the September 1st, 2020 State Primary election.

Motion: To request the disposal of ballots and election materials from the September 1st, 2020 State Primary election as pursuant to MGL CH 54 Sec. 109 (destroy date – July 1, 2022).

Moved: Commissioner Marquardt

Seconded: Commissioner King

Roll Call:

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

Passed: 4 —0

Sub-precinct procedures

Ms. Waxman and Ms. Ford decided the sub-precinct plan based on a site having less than 20% of the voters. These precincts will have one check-in table, with both voting lists and both ballot styles. Six inspectors: three check-ins (one assigned to the sub-precinct), one ballot box, one AV/EV inspector, one greeter, One Clerk and one Warden. Unvoted Sub-precinct ballots will be in an envelope within the ballot carrier.

Ms. Waxman pointed out the Sub-precinct inspectors be very careful handing out ballots. If they make a mistake, we will not be able to tell because the tabulator will be set to except both ballot styles. Suggest having one inspector check in sub-precinct voters and hand out the sub-precinct ballots to minimize the mistakes. Very important to know there will be separate paperwork. There will be separate clerk sheets and separate tally sheets. Wardens and clerk have to pay attention. There are four precincts with two clerks. Can help all voters. There will be two separate check-in envelopes for both precincts. Most worried about ballots being tallied in the correct precinct and on the correct tally sheet. Ms. Waxman will provide 12 separate district tally sheets, no universal tally sheets. Therefore, there will be 12 different tally sheets. Asked if Sub-precinct info should be done separately from be the general training. Commissioners agreed sub-precinct instructions should be separate.

Commissioner Harris suggested to meeting separately with wardens and clerks to review tallying. Also stated having 8 inspectors just to be on the safe side.

Commissioner Ward agreed with Commissioner Harris to add training an additional clerk.

Commissioner Ward asked if pay would be the same for those operating sub-precincts. The answer is yes. They get paid by the job.

Mailed first early voting/vote by mail ballots 7/25.

Commissioners' Reports

Commissioner Harris:

- Met with Brian Bunnell on July 15th, at Cadbury Commons. Policy is that staff should wear mask. They are requesting election staff wear mask.
- Did site visit at East Cambridge Firehouse on July 18th, that will be a backup if needed.
- Thanked Commission Marquardt and Ajda Snyder for filming the PSA
- Attended 21st July City Dems meeting, suggested they check polling locations, alerted them on the three ways to vote, and encourage them to work elections if possible.

Commissioner Marquardt:

Attended Commission for Persons with Disabilities July 14th meeting with Ms. Ford to discuss voting access and voting rights. Large part of discussion centered on lack of movement at the state level regarding an update or replacement for the automark machine.

July 21st did site visit with Kate from Commission for Persons with Disabilities at 222 Jacobs Street to review the new 1-1 polling site, in the Phillips building. Kate shared finding with DivCo regarding their ramps, which are slightly off. She stated it is not a big deal and accepted the location as is for this election. Commissioner Ward needs to hire two additional inspectors.

On the 21st there was a Rev up Mass virtual meeting. A group focused on turning out the vote within the disability community. The Cambridge Election Commission received a shout out during the meeting regarding their desire to have the Automark machines replaced with machines better able to meet the needs of the disabled community.

IV. ACTION AGENDA

Old Business

1. Planning for future polling locations.

Ms. Ford will make corrections and send to City Manager requesting to be on the City Council agenda for Monday night.

Motion: Move to vote to approve request recommending the relocation of certain polling places to the City Council for review and determination as per Chapter 255 of the Acts of 2020.

Moved: Commissioner Marquardt

Seconded: Commissioner Harris

Roll Call:

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

Passed 4-0

Commissioner Harris suggested stating the Lexington Fire House is “temporary.” Ms. Waxman will include language to reflect it is a temporary location.

The Election Commission is recommending the City Council detail 32 officers and any additional officers as needed “to preserve the order and t protect the election officers and supervisors from any interference with their duties and aide in enforcing the laws relating to elections” for all elections in 2022, with the names and specific location assignments to be determined by the Police Commissioner or designated authorized police personnel in coordination with the Executive Director of the Election Commission.

Motion: Move in accordance with MGL Chapter 54, Section 72, The Election Commission is recommending the City Council detail 32 officers and any additional officers as needed “to preserve the order and t protect the election officers and supervisors from any interference with their duties

and aide in enforcing the laws relating to elections” for all elections in 2022, with the names and specific location assignments to be determined by the Police Commissioner or designated authorized police personnel in coordination with the Executive Director of the Election Commission.

Moved: Commissioner Marquardt
Seconded: Commissioner Ward

Roll Call:

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

Passed 4-0

Election Worker Update:

Ms. Ford still looking for office workers for early voting. Hoping that people can start next week. Commissioner Harris will send someone who can only work pre-processing. Ms. Ford stated that would be fine.

Ms. Ford presented early voting locations, hours and days

Motion: To approve early voting locations, hours and days include in exhibit R5
Moved: Commissioner Marquardt
Seconded: Commissioner Harris

Roll Call:

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

Passed 4-0

Communication & Public Outreach

Good graphic piece from Public Information Office, content provided by Ms. Ford and Ms. Waxman. All commissioners agree this is a great piece.

Commissioner Harris suggested getting out op ed pieces posted in various formats for the public. She also suggested doing PSA's on how to vote. Commissioner will speak with Calvin at City TV. She will also draft a script. Commissioner Marquardt is willing to do PSA filling out ballot that won't be shown. He also suggested Lee Gianetti in PIO do another mention about the election in his daily city update. Ms. Waxman will ask Lee Gianetti. for another poll worker recruitment announcement within his daily update

Ballot Drop Box Pickup/Drop off and Chain of Custody Procedures.

Both Ms. Ford and Ms. Waxman stressed the need and importance that commissioners complete the log.

Commission Harris suggested language be included to allow for flexible pickups. Commissioner Harris recommends the building will be unalarmed until 9:10 on weekends. Ms. Ford will ask DPW about when the alarm will be on.

Commission Marquardt asked if stickers will be mailed out. No.

Motion: Moved to leave ballot boxes open 24/7

Moved: Commissioner Marquardt

Seconded: Commissioner Ward

Roll Call:

Commissioner Larry Ward	Yes
Commissioner Victoria Harris	No
Commissioner Ethridge King	No
Commissioner Charles Marquardt	No

Defeated: 1-3-0

Motion: Move to approve the official ballot dropbox locations listed in exhibit R5

Moved: Commissioner Marquardt

Seconded: Commissioner King

Roll Call:

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

Passed: 4-0

Motion: Move to approve the ballot dropbox, pickup drop off and chain of custody procedures in exhibit R7 subject to corrections as discussed to be made by Executive Director Ms. Ford

Moved: Commissioner Marquardt

Seconded: Commissioner King

Roll Call:

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

Passed: 4-0

New Business

Commissioner Marquardt will reach out to Professor Cobb to obtain poll worker proposal
Next meeting August 3, 5:30 p.m.

Motion: To adjourn the meeting at 7:38 pm.

Moved: Commissioner Marquardt

Seconded: Commissioner Harris


Roll Call:

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

Passed: 4-0

A True Record

Attested by:


Larry Ward, Secretary