



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 February 15, 2022

Commissioner Ward called the meeting to order at 3:01 pm on February 15, 2022 via Zoom.

Roll Call:

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

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

I. PUBLIC COMMENT

Gary Mello, Franklin Street commented that he is looking forward to the resumption of in person meetings as the Zoom format does not work for him. He also commented that the 3:00 meeting time should require some explanation as to why this time was selected. Mr. Mello then provided feedback on the process of Statements of Financial Interests and School Committee Campaign Finance reports as they related to the Election Commission and Commissioners.

Motion: To close Public Comment.

Moved: Commissioner Ward

Seconded: Commissioner King

Roll Call:

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

Passed: 4—0

II. MINUTES

Motion: To approve the minutes of February 2, 2022 with corrections.

Moved: Commissioner Ward

Seconded: Commissioner Harris

Roll Call:

Commissioner Larry Ward	Yes
Commissioner Victoria Harris	Yes
Commissioner Ethridge King	Yes
Commissioner Charles Marquardt	Yes
Passed:	4—0

III: REPORTS

1. Executive Director's Report

A. Purchase of Single Voting Booths

Ms. Ford-Crump informed the Commissioners that she has acquired 6 single voting booths for purposes of testing to see if they will work to replace the older metal voting booths which could be hazardous should a voter lean on them. She did note that the single voting booths do not have curtains which has been an issue with some residents in the past. However, there is privacy screening on three sides.

Commissioner Harris thanked Ms. Ford-Crump and commented that she looked forward to seeing the new booths.

Ms. Ford-Crump commented that she would have a booth set up in the office so the Commissioners could come and see it for themselves.

Commissioner Harris commented that an announcement of new voting booths should focus on the positive aspects of the booths.

B. Polling Place contracts for next year

Ms. Ford-Crump asked the Commissioners to solidify locations requiring contracts for the upcoming elections as obtaining contracts and invoices from some locations has proven difficult.

Commissioner Ward commented that resolving the use of the schools is critical as they are a substantial part of our polling locations.

Commissioner Marquardt asked Commissioner Ward if he had heard back from the Mayor regarding the working group that was mentioned at last December's roundtable. He commented that he had written the Mayor but had not heard back. Ms. Ford-Crump suggested that he copy the Vice-Mayor on his next email. Commissioner Marquardt suggested including the School Committee Vice Chair, Member Rachel. Commissioner Ward said he would write the Mayor again and include the suggested individuals on the email.

C. Candidate letter from Democratic Party to the City Manager regarding commissioner appointment. Commissioner Victoria A. Harris term expiration is March 31, 2022.

Commissioner Harris commented that there is a public meeting scheduled for February 23rd for all candidates to present their qualifications and respond to questions. The members of the City Committee will then vote on March 17th. She noted that she would expect the City Manager to have a letter with the results shortly thereafter.

- D. 2022 Annual City Census – Census form will be in black and white to expedite the printing process. Paper shortages delayed process. The 1st census mailing will go out in the next 1-2 weeks.

Commissioner Ward asked if there was some other means to contact residents rather than by paper. Ms. Ford-Crump responded that the first mailing and confirmations are required by current law. The second mailing is not required and could be skipped should the Commission so decide.

Commissioner Harris commented that additional outreach via the City's social media and email blasts could prove helpful in driving the response rate up.

- E. FY23 Budget meeting with the Manager 2/4/2022

A performance measure that the commission develop a system which will express the importance of submitting timely and accurate Campaign Finance and SFI reporting and the penalties for not doing so as per regulations. A tremendous amount of time is spent by Asst. Director Waxman tracking reports and mailing notices.

Ms. Ford-Crump also commented that she discussed the potential additional costs for mail in and early voting in person which have yet to be finalized by the legislature.

- F. Essential Workers Considerations

Ms. Ford-Crump commented that there was discussion at the Council meeting and on Beacon Hill regarding additional compensation for essential workers during the start of the COVID-19 pandemic. She wanted the Commissioners to be aware so that they could advocate for the office staff who are essential workers (were even identified as such by the Governor).

Commissioner Marquardt commented that consideration should also be made for poll workers who worked the 2020 elections under pandemic conditions.

2. Assistant Director's Report

A. School Committee Campaign Finance Report

- Due January 20, 2022.
- Formal notice of failure to file mailed on January 27, 2022 to 5 committees that failed to file on time.
- Three committees still have yet to file:
 - Manikka Bowman
 - Bernette Dawson
 - Elechi Kadete

Ms. Waxman to report the committees to OCPF.

- B. Statement of Financial Interests: on February 11, a Formal Notice of Hearing was mailed certified mail and sent via email to 4 officials providing notice of the March 2nd hearing date (via zoom). Anthony Wilson filed on February 14.

There are still 3 remaining:

- Manikka Bowman – out for delivery 2/15
- Bonita Cox – notice delivered 2/14
- Ann Coyne – notice delivered 2/14

Hearings scheduled for March 2nd at 5:30pm via Zoom.

- C. Polling Locations List – updated with comments from last meeting (R3)

Ms. Waxman commented that she had updated the list and would welcome any additional comments.

Commissioner Marquardt commented that he had reached out via email to the YMCA and St. Peters but had yet to hear back from either party. He also commented that the Salvation Army has been a good place to host a polling location and we should plan to continue there.

Additional discussion regarding the use of school buildings and the impact that not being able to do so ensued. Commissioner Ward reiterated that he would reach out to the Mayor and others as this needs to be resolved.

Ms. Ford-Crump commented that the installation of separated bike lanes could impact polling locations by removing general metered parking which can be used for handicapped parking on election day. Commissioners will continue to watch for this issue as it could impact potential polling locations.

- D. Proposed updated commissioner assignments (R4)

Ms. Waxman commented that she created this proposal based on the locations being used as polling locations. For example, 5-2 will be at the Kresge Center at MIT which also houses one of Commissioner Ward's precincts so it made sense to switch 5-2 from Commissioner Marquardt to Commissioner Ward.

Commissioner Marquardt commented that he appreciates the approach and the only concern he has which is more an issue of geography than anything else, is the amount of time it could take Commissioner Harris to reach her North and West Cambridge locations, especially during peak traffic. There is no easy solution, but something to consider during planning and discussions with Wardens and Clerks.

Ms. Waxman commented that the Commissioners should review the list and let her know of any concerns.

E. 2022 Election Calendar (R5)

The Secretary of the Commonwealth has put out the calendar for the 2022 election season. There is potential for changes based on what results from the conference committee working out the differences between the House and Senate bills.

F. Disability Commission

The Disability Commission will be at the March 30th meeting.

3 Commissioners' Reports

Commissioner Ward reported:

- He had emailed the Mayor regarding the working group discussed at the December round table regarding the use of school's as polling locations.

Commissioner Marquardt reported:

- 1513 Cambridge Street #810 is NOT a valid address. It appears to be 1573 Cambridge Street (Youville House), but the registration needs to be rejected so the resident can correct the address.

Commissioner King reported:

- He attended the City Manager search focus group with Boards and Commissions on February 8th. He commented that he brought up the needs for additional space for the Commission as well as the changing nature of elections and how that impacts resource requirements.

IV. ACTION AGENDA

Old Business

Commissioner Harris commented that she would be sending out action items from the Warden and Clerk debrief prior to the next meeting so that Commissioners can consider who is best positioned to lead which effort(s).

New Business

The Polling Locations had been previously discussed during the Assistant Director's report.

Upcoming meetings of the Election Commission:

March 2 – Hearing and Meeting

March 16 – Meeting

March 30 - Meeting

Motion: To adjourn the meeting at 4:06 pm.

Moved: Commissioner Ward

Seconded: Commissioner Harris

Roll Call:

Commissioner Larry Ward Yes

Commissioner Victoria Harris Yes

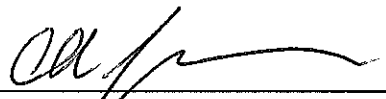
Commissioner Ethridge King Yes

Commissioner Charles Marquardt Yes

Passed: 4—0

A True Record

Attested by:



Charles Marquardt, Secretary