



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 October 20, 2021

The Chair called the meeting to order at 5:30 pm on October 20, 2021 via Zoom.

Roll Call:

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

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

Motion: To suspend the rules to bring forward Public Comment.

Moved: Commissioner Ward

Seconded: Commissioner King

Roll Call

Commissioner Ward	Yea
Commissioner Harris	Yea
Commissioner King	Yea
Commissioner Marquardt	Yea

Passed: 4—0

I. PUBLIC COMMENT

The Chair opened the meeting for public comment.

There was no public comment.

There being no more public comment.

Motion: To close Public Comment.

Moved: Commissioner Ward

Seconded: Commissioner King

Roll Call

Commissioner Ward	Yea
Commissioner Harris	Yea
Commissioner King	Yea
Commissioner Marquardt	Yea

Passed: 4—0

II: MINUTES

Motion: To approve the minutes of October 13, 2021 with corrections.

Moved: Commissioner Ward

Seconded: Commissioner King

Roll Call

Commissioner Ward Yea

Commissioner Harris Yea

Commissioner King Yea

Commissioner Marquardt Yea

Passed: 4—0

III: REPORTS

1. Executive Director's Report

a. Municipal Election, November 2, 2021

- Ballot packing- Friday, October 29th at 9:30a.m.
Commissioner Harris and either Commissioner King or Commissioner Marquardt would perform ballot packing.

- The request for supplemental funds was approved by the City Council, Monday, October 18, 2021

- Accessible Voting Democracy Live Voter Information Technologies- Working on possibly having the OmniBallot Balloting Portal which provides fully accessible ballots. The license fee would be \$3 ,950 which will include an accessible system, electronic return portal, election 24/7 support/maintenance and online training.
(R2)

Ms. Ford-Crump noted that Cambridge had received at least one request for this service. She also informed the Commissioners that Boston has implemented this system in response to potential legal action regarding accessibility. This does not replace the Automark, rather it is a system whereby people can use this system to vote by mail from home. The end result is a ballot that is printed and fed through the scanner on election day.

The Commissioners agreed that this was a good and useful service to have.

Motion: To support the Executive Director's efforts to implement accessible vote by mail.
Moved: Commissioner Ward
Seconded: Commissioner King

Roll Call

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

- Met with the Cambridge Police Department today to discuss procedures for the early voting period and Election Day. Sgt. John Lopes has retired.

b. Retirement of Sgt Lopes

Congratulations on your retirement Sgt. John Lopes, Cambridge Police Department. Sgt. John Lopes has been a tremendous asset to the Election Commission. We are truly grateful for his dedication, patience, and hard work. We wish him all the best as he moves to a more relaxed and hopefully enjoyable phase of your life and he will be missed.

The Commissioners all expressed their thanks for Sgt. Lopes' service and wished him well with his retirement.

c. 2021 Re-precincting Plan Update - Proposed Suggestions State Districts - City of Cambridge (R3)

Ms. Ford-Crump provided copies of the letters sent to Senator Brownsberger and Representative Moran.

d. Office Space

Met with City staff to discuss the need for larger office space for the Election Commission office.

Commissioner Harris thanked Ms. Ford-Crump for continuing to pursue space for the Commission and hopes something good comes of this.

Commissioner King strongly supports this effort as adequate space is necessary.

Commissioner Ward was very supportive of the effort and encouraged Ms. Ford-Crump to follow up with those who visited the office.

Commissioner Marquardt commented that it is important to consider the space needs of the office in light of the changing nature of elections and the space and other requirements that accompany those changes. He commented that it might be helpful to explain to City staff how needs are changing.

2. **Assistant Director's Report**

The Assistant Director reported:

a. Early Voting Manuals

- Voters who spoil their mail-in ballot should have the option of going to one of the early voting sites and casting their ballot.
- There is nothing currently in the training about handling when mail-in voters come in with one ballot out of three to spoil.

Commissioners agreed that having a procedure whereby the voter could bring all their ballots to the Early Voting site, spoil the ballot(s) with issues and fill out the ballots and drop them in the drop box at the Early Voting site. Ms. Waxman will include a procedure on Saturday and Commissioners to review it with staff that morning.

b. Election Worker Training Reminders

- Please contact any early voting workers who have not done the early voting training online yet-they need to do it tomorrow or Friday since early voting starts on Saturday!
- Please review the reports in SCYTL to make sure that all of your poll workers are there and assigned to the correct trainings - let me know any changes asap.

c. Wording from temporary election law regarding Election Workers

Ms. Waxman provided the wording from the temporary law allowing for the hiring of Election Workers.

With the election being 2 weeks away and some positions remaining open, or becoming open, having added flexibility in hiring Election Workers was discussed and consider a good option.

Motion: Having vacancies in the positions of the warden, clerk or inspector or the deputy of any such officer, if any, within the 2 weeks preceding the election, the Election Commission may fill the vacancy by appointing a competent person willing to serve, without regard to political party membership, voter status, residence in the city or town or inclusion on a list filed by a political party committee pursuant to said sections 11B and 12 of said chapter 54.

Moved: Commissioner Ward

Seconded: Commissioner King

Roll Call

Commissioner Ward Yea

Commissioner Harris Yea

Commissioner King Yea

Commissioner Marquardt Yea

Passed: 4—0

3. Commissioners' Reports

Commissioner Marquardt reported:

- He would hold in-person training on Monday October 25th with Inspectors at 2 pm and Wardens and Clerks at 3 pm.
- He testified at a hearing of the Special Joint Committee on Redistricting on Friday, October 15th
- He and Commissioner Harris completed Automark testing this morning.

Commissioner Harris reported:

- Two PSA's were filmed today and they were being edited and would be sent to the Commissioners and the Public Information Office when available. She thanked Commissioner Ward and the staff for their participation in the videos.
- She thanked Commissioner Marquardt for representing the Commission and testifying on the 15th.
- She and Commissioner Marquardt completed Automark testing this morning.

Commissioner King reported:

He thanked Commissioner Marquardt for testifying on the 15th.

He thanked Commissioner Harris for all the hard work she put into getting the PSAs filmed.

IV. ACTION AGENDA

Old Business

The next Commission meeting will be held on Wednesday, October 27th at 4:00 pm via Zoom.

Motion: To adjourn the meeting at 7:22 pm

Moved: Commissioner Ward

Seconded: Commissioner King

Roll Call

Commissioner Ward Yea

Commissioner Harris Yea

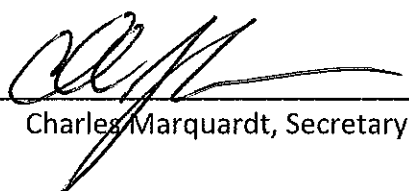
Commissioner King Yea

Commissioner Marquardt Yea

Passed: 4—0

A True Record

Attested by: _____


Charles Marquardt, Secretary