



# 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

### ASSISTANT DIRECTOR

Lesley Waxman

## BOARD OF ELECTION COMMISSIONERS MEETING

### Minutes of March 15th, 2023

Commissioner Marquardt called the meeting to order at 5:32 pm on March 15<sup>th</sup>, 2023.

#### **Roll Call:**

Commissioner King	Absent (Arrived at 5:42)
Commissioner Marquardt	Present
Commissioner Harris	Present
Commissioner Ward	Present

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

#### **I. PUBLIC COMMENT**

There was no public comment.

**Motion:** To close public comment  
**Moved:** Commissioner Marquardt  
**Seconded:** Commissioner Harris

#### **Roll Call:**

Commissioner King	Absent
Commissioner Marquardt	Yes
Commissioner Harris	Yes
Commissioner Ward	Yes

**Passed:** 3-0-1

#### **II. MINUTES**

**Motion:** To accept the minutes of the February 15<sup>th</sup>, 2023 voter registration challenge hearing with corrections

**Moved:** Commissioner Marquardt  
**Seconded:** Commissioner King

#### **Roll Call:**

Commissioner King	Yes
Commissioner Marquardt	Yes
Commissioner Harris	Yes
Commissioner Ward	Yes

Passed: 4-0

**Motion: To accepted the minutes of the February 15, 2023 meeting with corrections**

**Moved: Commissioner Marquardt**

**Seconded: Commissioner Harris**

**Roll Call:**

Commissioner King Yes

Commissioner Marquardt Yes

Commissioner Harris Yes

Commissioner Ward Yes

**Passed: 4-0**

**Motion: To accept the minutes of the March 1, 2023 meeting with corrections**

**Moved: Commissioner Marquardt**

**Seconded: Commissioner King**

**Roll Call:**

Commissioner King Yes

Commissioner Marquardt Yes

Commissioner Harris Yes

Commissioner Ward Yes

**Passed: 4-0**

**III: REPORTS**

**1. Executive Director's Report**

None

**2. Assistant Director's Report**

Ms. Waxman verbally reported she received a response from Anna Corning clarifying that the Charter Review Committee is just requesting one sample of a map with three districts for illustration purposes only. Ms. Waxman, along with Ms. Ford, wanted to be clear that this an informal example of what the map could look like, and that the map wasn't voted on or proposed by the election commission office or board.

**3. Commissioners' Report**

None

**IV: Action Agenda**

**Old Business**

**2023 Annual City Census**

The election office has been getting a lot of tax payments from the post office and have been delivering them to the tax office.

The censuses are coming in and the office is aiming for mid-April for the second mailing.

**2023 Early Voting Planning**

Ms. Ford suggested the commissioners decide on early voting sooner rather than later. She also suggested we

keep the same number of days as last year.

Commissioner Harris suggested a quick survey to obtain immediate voter feedback related to voter experience. Commissioner Marquardt noted that we should make the City Council aware they have the option to opt out of early voting.

Ms. Ford stated she must do a bid for post cards, voter guides, and notification cards as early as possible since we will be using a new company.

Commissioner Marquardt asked whether notification cards that are sent to college students are held at their college post offices until students get back to campus.

Ms. Waxman stated she asked Harvard, and they stated cards go into their mailboxes and sits there until they return.

Commissioner Marquardt suggested sending out the cards in August.

Commissioner Harris suggested connecting with Harvard Votes to get information to students coming back.

Commissioner Marquardt asked if it is possible for Lee Gianetti to attend a future meeting to talk about ways to “dress up” our voter information documents.

### **New Business**

#### **Review of Poll Worker Employment Packet**

Commissioner King is waiting to hear back from other municipalities to return phone calls to ask questions regarding their procedures concerning poll worker policies. He asked if we could return to poll workers being contract workers.

Ms. Ford stated the IRS rules prohibit it, and Cambridge’s Auditing and Personnel departments state that people being hired must complete all paperwork.

Commissioner Harris supported Commissioner King’s research by noting that a worker told her that it took six hours of phone calls for her to get their Voya account straightened out.

Commissioner Marquardt applauds the office for their efforts towards election workers not having to reapply every year.

Commissioner King asked if poll workers can work as volunteers.

Ms. Ford mentioned they would still have to complete paperwork in addition to liability concerns.

Commissioner Marquardt noted that the City of Cambridge is self-insured, and all claims fall on the City not an insurance company.

Ms. Ford suggested putting concerns in writing for the Personnel, Law and Auditing departments before inviting them to a meeting because these issues require research.

Commissioner Marquardt asked is there a way people who are “terminated” be re-instated without completing new paperwork.

Ms. Ford stated no, because once you are terminated, you must complete new paperwork because some information may have changed.

**Next Meetings:**            Voter Registration Challenge Hearing            March 29<sup>th</sup>, 2023, 5:30 in-person  
                                         Election Commissioner’s meeting following the hearing.

                                         Election Commissioners meeting            April 12<sup>th</sup>, 2023, at 5:30 format TBD  
                                         Election Commissioners meeting            April 26<sup>th</sup>, 2023, at 5:30 format TBD

**Motion:**            **To adjourn the meeting at 6:40 pm**

**Moved:**            Commissioner Marquardt

**Seconded:**        Commissioner Harris

**Roll Call:**

Commissioner King	Yes
Commissioner Marquardt	Yes
Commissioner Harris	Yes
Commissioner Ward	Yes

**Passed: 4-0**

A True Record

Attested by: \_\_\_\_\_  
Larry Ward, Secretary