



# CITY OF CAMBRIDGE

## BOARD OF ELECTION COMMISSIONERS

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### COMMISSIONERS

Artis B. Spears  
Darleen G. Bonislawski  
Ethridge A. King, Jr.  
Polyxane S. Cobb

### EXECUTIVE DIRECTOR

Marsha Weinerman

## Minutes of the Board of Election Commissioners Meeting Thursday, March 12, 2009

A regular meeting of the Cambridge Election Commission was held at the Election Commission Office on Thursday, March 12, 2009. The meeting was called to order at 3:30 p.m. Commissioners King; Spears; Bonislawski; and Cobb; the Executive Director; Karen Francis, Commission staff; Nancy Schlacter of the City Manager's staff; George Goverman, Auditor; Robert Coe, IT Project Manager; Lee Valentine, Computer Consultant; Caleb Kleppner, Election Solutions; Robert Winters and Ethan Philip Cobb, citizens were present.

The Action Agenda was taken out of order for the presentation by Caleb Kleppner who discussed his experience with ChoicePlus Pro and in conducting elections in other locales using this software.

### I: Minutes

Commissioner King moved and Commissioner Bonislawski seconded a motion that the Minutes of the meeting Board of Election Commissioners on February 24, 2009, and the minutes of the Vacancy Recount of February 24, 2009 be accepted as written. Both were accepted by a 4-0 vote.

### II: Reports

#### 1: Executive Director's Report [see attached]

Commissioner Bonislawski requested that the following reports be pulled: R-2; R-3; R-4; R-5; R-6; & R-7.

#### A: The Annual City Census

a: Approximately 45,000 census forms were sent out and, so far, 24,000 have been returned.

b: The Executive Director reported that last year there were many printed copies of the Street List that were not purchased. More and more people, especially campaigns, are purchasing CDs instead. She suggested that the Commission print fewer hard copies as a cost savings. She also reported that Copley Printing, which handles some printing for other cities of their street lists, has solicited her. She will investigate their services and report back to the Board.

#### B: Campaign Finance Reports outstanding

- a: Several that have been received have had to be sent back to the campaigns for the correction of minor technical errors.
  - b: One report was submitted incomplete with the simple notation of "no new activity." The sender has been informed that, whether or not there has been new activity, the report has to be completed in full.
- C: The Executive Director met with personnel from the Cambridge Office of Human services and Norman Eng, the Federal official managing the Federal Census in Massachusetts. He is working with both the Human Services Department and the Election Commission to hold a Census "Kick-off" event.
- The City Manager has provided training space for up to 20 Cambridge residents who will be hired as canvassers during the Federal Census.

The Action Agenda was taken out of order for the presentation by Lee Valentine who discussed his experience with ChoicePlus Pro and how he would approach the upcoming municipal election.

- D: The executive Director reported that she met with Bill Campbell and three other members of the Massachusetts City Clerks Association reviewing the election procedures. The panel will study the materials and will meet with the Board of Election Commissioners in April.

## 2: Commissioners' Reports

- A: Commissioner Cobb reported that, although there is no sign at the location of 16 Chester Street indicating where Cambridge ends and Somerville begins, the lot plan of the Board of Assessors correctly indicates a driveway on the right facing the building, a garage at the end of the driveway, and a house to the left of the driveway. It appears that the Assessors lot plan indicates that the driveway and part of the garage are the only parts in Cambridge and the remaining section of the garage and the house are in Somerville.
- B: Commissioner Bonislowski reported she spoke today to Mary McKusker of the Secretary of State's office who is the state liason for the Federal Census and also the contact person for the Massachusetts Census kickoff event. Ms. McKusker provided information as follows: The event will be held on March 30, 2009 at Mechanic's Hall, 321 Main Street, Worcester, MA. The program portion is 10:00 a.m. to noon. Free box lunch will be served after the program. They have reserved the room until 2:00 p.m. so people will have an opportunity to speak and network. The agenda of the program is focused on 1) the Complete Count Committee, and 2) reprecincting. The Complete Count Committee works in the community to identify key groups that may be or have been underrepresented in the

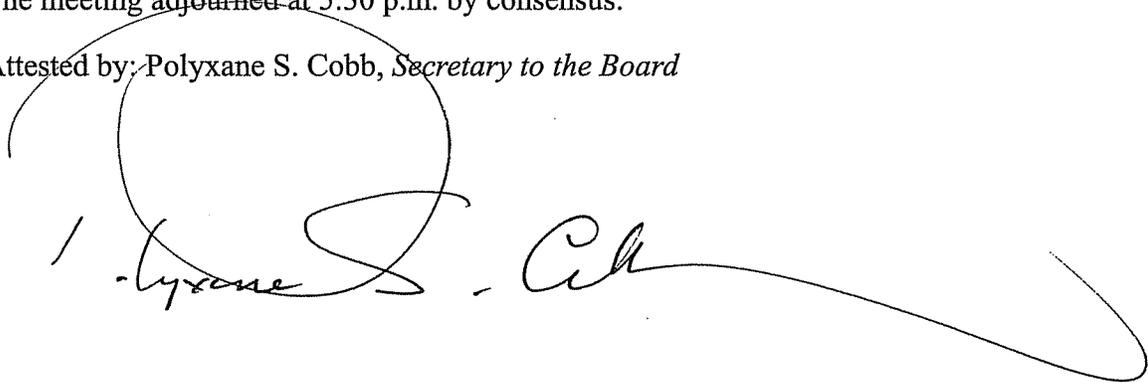
census, and to encourage them to respond to the census. The reprecincting portion will address the reprecincting process. Commissioner Bonislowski believes the reprecincting materials will be similar to the 2000 reprecincting materials she provided for information purposes several weeks ago. She also said that during the last reprecincting the Election Commission was actively involved in the community outreach this process requires. In order to have a successful census it is not too soon to start planning for this major event.

She also checked 108 Windsor Street. There is no such address. It may be an MIT building.

C: Commissioner Spears reported that 25 Bay Street is a valid address.

The meeting adjourned at 5:30 p.m. by consensus.

Attested by: Polyxane S. Cobb, *Secretary to the Board*

A large, handwritten signature in black ink, appearing to read "Polyxane S. Cobb", is written over the printed name. The signature is highly stylized and cursive, with a long horizontal flourish extending to the right.