



Board of Registrars of Voters

Regular Meeting

~ Minutes ~

Melrose City Hall
Melrose, MA 02176

<http://www.cityofmelrose.org>

Kristin Foote
781-979-4116

Wednesday, January 25, 2023

4:00 PM

City Council Chamber

I. Call to Order

Attendee Name	Title	Status	Arrived
Brigid Alverson		Present	
Francis X. Wright Jr.		Present	
Kristin Foote	City Clerk	Present	

II. Minutes Approval

Thursday, December 15, 2022

III. Public Comment

Motion To: Public Comment

COMMENTS - Current Meeting:

Motion: Open Public Comment

By: Registrar Alverson, Second: Registrar Wright - motion carried.

No one comes forward.

Motion: Close Public Comment

By: Registrar Alverson, Second: Registrar Wright - motion carried.

RESULT: PASSED [UNANIMOUS]
MOVER: Brigid Alverson
SECONDER: Francis X. Wright Jr.
AYES: Brigid Alverson, Francis X. Wright Jr., Kristin Foote

IV. Agenda

- Vote by mail application -

Discussion on the SOC supplied versions with multi-member registered voters per application. Board agreed the **single voter application** will be used for 2023 elections and will be available on the website - Elections division page. Confirmed that unlike state elections

postcards/applications will not be mailed to households. The application process will be self-managed by registered voters.

- Staff

City Clerk advised the deadline to apply for the Elections Administrator position is Friday, January 27, 2023. There will be a series of interviews with varied staff including the BOR.

- Board member | Chair

Brief discussion on need for BOR Chair vote. Tabled for vote once the third appointee is approved by the City Council. Discussion potential timing by end of February, 2023.

- Equipment

Lengthy discussion regarding purchase of state approved high-speed tabulator from sanctioned vendor LHS. The extension of vote-by-mail has produced some unanticipated challenges around tabulator processing. Since the November general the poll workers voiced their concerns about in-person balloting alongside vote-by-mail ballots processing. In 2020 approximately 2,000 voters did so in person versus almost 15,000 by mail. In 2022 approximately 6,000 voters did so in person versus almost 7,000 by mail. The significant uptick in process time required has led many to question their return moving forward and their request for better processing workflows. The approved tabulator is reported to process 100 ballots per minute. Discussion on service contract for equipment and general workflow as well as anticipated high volume Presidential vote in 2024. Board voted to proceed with a free cash request for equipment. Additionally asked City Clerk to confirm with the City Solicitor that a vote of council is NOT needed. City Clerk informed Registrars an LHS staff member will be booked for the local fall election (2023) as well as all 2024 elections.

- Pedestrian access

Registrars are concerned about path of travel from Melrose Street to the gym complex entrances and asked that Director Proakis Ellis be invited to the next BOR meeting to provide an update as well as address questions.

- Local Election

Discussed the November & mayoral preliminary dates (if needed).

- Census processing

Registrars advised census are flooding in and being processed. Asked

that the city's social media channels be used to shoot a brief blurb reminding residents to return the census: FB, Insta, Twitter. Clerk Foote notified communications staff in the Mayor's office of request.

- Nomination Papers | Election Calendar

Registrars voted to continue with historical practice of releasing nomination paperwork for elected office in May and determined the "first Monday" in May as a more practical timeframe rather than a specific date. The election calendar(s) will be posted on the Elections division website shortly.

Items not reasonably anticipated at the time of posting

REVISED 1/19/23 AT 2:36 pm

A. Motions

Motion To: to use the single person vote-by-mail application for the calendar year 2023

RESULT: PASSED [UNANIMOUS]
MOVER: Brigid Alverson
SECONDER: Francis X. Wright Jr.
AYES: Brigid Alverson, Francis X. Wright Jr., Kristin Foote

Motion To: request free cash for needed equipment purchase

COMMENTS - Current Meeting:

Motion: Request free cash

By: Registrar Alverson, Second: Registrar Wright - motion carried.

RESULT: PASSED [UNANIMOUS]
MOVER: Brigid Alverson
SECONDER: Francis X. Wright Jr.
AYES: Brigid Alverson, Francis X. Wright Jr., Kristin Foote

Motion To: to continue past practice and provide nomination paperwork for City elections on the first Monday of May.

RESULT: PASSED [UNANIMOUS]
MOVER: Brigid Alverson
SECONDER: Francis X. Wright Jr.
AYES: Brigid Alverson, Francis X. Wright Jr., Kristin Foote

V. Adjournment

Motion To: Adjourn

COMMENTS - Current Meeting:

Motion: Adjourn

By: Registrar Wright, Second: Registrar Alverson - motion carried.

Meeting adjourned at 4:40 p.m.

RESULT: PASSED [UNANIMOUS]
MOVER: Francis X. Wright Jr.
SECONDER: Brigid Alverson
AYES: Brigid Alverson, Francis X. Wright Jr., Kristin Foote