



Board of Registrars of Voters

Regular Meeting

~ Minutes ~

Melrose City Hall
Melrose, MA 02176

<http://www.cityofmelrose.org>

Kristin Foote
781-979-4116

Wednesday, May 17, 2023

4:00 PM

City Council Chamber

I. Call to Order

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

II. Public Comment

Motion To: Public Comment

COMMENTS - Current Meeting:

Motion: Open Public Comment

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

No one comes forward.

Motion: Close Public Comment

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

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

III. Minutes Approval

Wednesday, April 19, 2023

IV. Agenda

NEW BUSINESS

- **Voter Registration Drive - new residents/Victorian Fair and students at Melrose High School**

Registrars discussed a presence at the Fair for increased engagement and voter registration information/registration forms as well as signage/banner "what does inactive mean" education efforts.

- **Election Prep**

Annual maintenance on election equipment has been completed. The technician advised the batteries on each of the 16 tabulators has reached the 6 year end of warranty and will need to be replaced as they are no longer under warranty. Clerk Foote will discuss funding the unanticipated cost with the Audit department and has added a reminder to the 2029 calendar for budgeting purposes. The Automark machines are 16 years old, outdated and need replacing once a product is state certified. These are state supplied machines originally purchased with HAVA funds. Discussion regarding whose attention this needs to be brought to; Registrar Alverson proposed speaking with Kate Lipper-Garabedian and Jason Lewis as a first step and to find out who funds this. The newest assistive technology (Democracy Live) was discussed. Used for voters to who cannot leave their home to vote. Registrar Alverson asks how many use the Automark machines. At least one individual in recent elections.

- **Candidate update**

Election Administrator Rossi updated the BRV on how many local candidates are certified and proposed community engagement supplies for the 2023/2024 election cycle including vests identifying election staff so voters can visual identify who is manning the polls. Discussed creating a flier informing MHS juniors/seniors of a work opportunity, under this warden's supervision, when polls close assisting with lifting/sorting. Clerk Foote and EA Rossi will work with the Superintendent and Principal Merrill regarding recruitment. Registrar Wright wants to ensure the oversight for the students is clear to all. Registrar Alverson asked about the practices of other communities and their experience with the students' work and reliability. Prior to working students will undergo training and will be sworn in as an official poll worker. BRV does not wish to receive updates on new/certified local candidates.

- **Middlesex County Clerk roundtable**

Clerk Foote advised the BRV of her recent Middlesex County Clerk roundtable with state senator and reps. Discussions involved unfunded mandates because of the increased voting accessibility as well as revision of early voting in person. Discussed the public

records law and was informed about the practical impact on municipalities. Informed electeds the PRR law is being used for purposes not originally intended - marketing - and of the extreme time consumption responding to these requests.

- **Budget Hearing (elections)**

Clerk Foote provided an update on the upcoming budget hearing, including requested S&W increases to handle the expected heavy turnout in the 2023-2024 election cycle. She will go before the board on 5/18/23

Tabled Items

Early Voting - Result of previous discussion on whether or not to recommend early in-person - not required for local elections. Registrars unanimously recommended an early in-person schedule as follows for the fall elections:

September 19th

- Wednesday September 6 from 9am - 1pm
- Friday September 8 from 1pm - 5pm
- Tuesday September 12 from 1pm - 5pm

November 7th

- Wednesday October 25 from 9am - 1pm
- Friday October 27 from 1pm - 5pm
- Tuesday October 31 from 1pm - 5pm

District Policy - Gymnasium

Clerk Foote advised School Committee will be voting on district policy prior to their summer recess. Planning for election day traffic pattern is underway. Melrose Street will be one way on election day- impacted addresses/streets will receive notice door-to-door. Highway signage will reflect the traffic flow. Anticipating 3 additional police details to direct flow at intersections Tremont St and Lynn Fells and in and out of the parking lot. Registrar Wright concerned about the direction of the portable stationary spot light in the parking lot - needs to face school instead of parking lot.

Emergency Preparedness - retable

Update

BRV stamp -stamp received from printer.

Items not reasonably anticipated at the time of posting

1. **Motion To:** Have a Board of Registrars of Voters presence at the Victorian Fair for resident engagement and voter registration drive

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

2. **Motion To:** Hold emergency preparedness plan in committee

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

3. **Motion To:** To recommend early in-person voting for the fall elections as outlined

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

V. Adjournment

Motion To: Adjourn

COMMENTS - Current Meeting:

Motion: Adjourn

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

Meeting adjourned at __ p.m.

RESULT: **PASSED [UNANIMOUS]**

MOVER: Francis X. Wright Jr.

SECONDER: Bill Thompson

AYES: Bill Thompson, Brigid Alverson, Francis X. Wright Jr., Kristin
Foote