



## Northampton Board of Registrars

### *Registrars:*

- Catherine Kay
- Charles Klepacki
- Daniel Polachek
- Pamela Powers

### Meeting Minutes June 12, 2018 5:30 pm 210 Main Street, Room 4

1. Meeting Called To Order: At 5:30 pm the meeting was called to order by City Clerk Pamela Powers. Present were: Registrars Kay, Klepacki, and City Clerk Powers. Registrar Polachek was absent.
2. Review meeting minutes from the previous meeting: Board reviewed the meeting minutes of May 15, 2015. Registrar Kay moved to approve the minutes; Registrar Klepacki seconded the motion. The motion was approved on a voice vote of 3 Yes, 0 No, 1 Absent (Registrar Polachek).
3. Statistics (from May 14 – June 12, 2018)
  - a. The ROV has received 57 absentee voter applications that will be processed for upcoming elections.
  - b. One-hundred and two voters have been added to the state's database; 69 voters have been deleted; and 178 voter records have been updated at the voter's request.
4. The ROV are working on rechecking all census forms to be sure that the proper updates have been added to the system. This activity should be done by the end of the week. After this is completed, confirmation cards will be sent to 3,800 voters with "inactive" status.
5. The ROV is continuing to certify signatures:
  - a. Eight pages of signatures were turned in for certification for the Citizens Commission Constitutional Amendment petition (Petition "DD"). The last day to submit petitions for this initiative is June 19, 2018 at 5pm. The office will be open late that night to accommodate this.
  - b. Seven pages of signatures were turned in for certification for Green Rainbow Candidates. The last day to submit petitions is July 31, 2018 at 5pm. Again, the office will remain open late to accommodate walk-ins up until the deadline.
6. Delivery status of Election Equipment and next Steps
  - a. The contract is back from LHS and is circulating internally. The equipment has been delivered and has been tested by an LHS technician. There were two units that needed

to be returned to LHS—one unit was not accepting test ballots (the unit jammed when fed into the slot) and the second unit had a loose display screen. The technician will replace the units in the near future.

- b. The Board discussed the use of stickers for the upcoming election given that there are going to be five write-in candidates for State Senator in the Hampshire Franklin Worcester District.
  - c. Several questions were raised by the Board and we will work go get answers for the following:
    - What does voter intent mean?
    - How will we declare a winner in our community?
    - What are some of the best practices for multiple write-in candidates?
7. Training of Staff, election workers, public
- a. The City has four hours of training available from LHS. The current plan is to do on-site training for the in-house staff (1 hour) and then to hold two separate training sessions for the poll workers (1.5 hours each). A training video has been made available that shows how the new equipment works. This will be uploaded to the city's website and other outlets will be used to get information out to the public about how the machines work.
8. The State Primary Election is on September 4, 2018. Polls will open at 7 am and remain open until 8pm. The Board suggested that the ballot box be “manned” by someone who will help the voter properly cast their ballot into the new ballot machine. Care must be taken to ensure voter privacy. Registrars Kay and Klepacki suggested having an information station set up where people could watch the video about how the machines work.
9. New Business: Rates of pay for election workers. Registrar Kay reminded the Board that we still need to finalize pay rates for workers and get this approved by the City Council. This will be discussed at our July meeting.
10. Next Meeting: The next meeting is scheduled for July 10, 2018 at 5:30 in the City Clerk's Office, 210 Main Street, Room 4.
11. Adjourn: At 6:25 Registrar Kay motioned to adjourn the meeting; Registrar Klepacki seconded the motion. The motion was approved on a voice vote of 3 Yes, 0 No, 1 Absent (Registrar Polachek).