

**BOARD OF ELECTION COMMISSIONERS MEETING
MONDAY, OCTOBER 5TH, 2020
6:30 P.M.
(VIRTUAL MEETING)**

Call to Order by the Chairperson

Pledge of Allegiance

Roll Call

Approval of the Minutes of the September 16th meeting

PUBLIC HEARING

- 1. Relocation of Ward 9- Precincts 1,2,3 within the campus of Worcester State University from the May Street building to the Wellness Center, 486 Chandler St.**

NEW BUSINESS

- 2. Discussion concerning drop off boxes for mail in ballots.**

Adjournment:

Next Meeting Date:

TO PARTICIPATE DURING THE MEETING:

PHONE NUMBER: 415-655-0001

ACCESS CODE: 160-935-9156#

ATTENDEE ID: #

Election Commission Meeting- September 16, 2020

Chairperson Commissioner Kimberly Vanderspek
Vice Chairperson Commissioner Winifred Octave
Commissioner John Stewart
Commissioner Danaah McCallum
Commissioner Richard Duffy

City Clerk Nikolin Vangjeli

Pledge of Allegiance

Call to order by the Chairperson, Roll Call: 5 Yeas and 0 Nays.

Motion to Approve the Minutes of the August 19th meeting, Roll Call: 5 Yeas and 0 Nays.

New Business

1. Chairperson Vanderspek recognized the City Clerk who discussed the September 1st Primary Election. He stated that the city had a 29% voter turnout, which was a historic number.
2. Chairperson Vanderspek recognized the City Clerk who discussed the preparations for the November 3rd Election.
3. Chairperson Vanderspek recognized the City Clerk who provided a breakdown of the Early Voting schedule, and locations.

Order from Commissioner Stewart: Requests that the City Clerk provide language in Sectary of State regulations that allow him (i.e. the City Clerk) to choose and/or substitute locations in city other than the Town or City Hall itself, **Roll Call:** 3 Yeas and 2 Nays.

Chairperson Vanderspek recognized the City Clerk who discussed the change of location for voting at Worcester State University. Chairperson Vanderspek recognized Commissioner Duffy who spoke concerning the issues with the lack of 150 ft. rule for Early Voting with the candidates. Chairperson Vanderspek recognized Commissioner Stewart who asked if the City Solicitor has an opinion on this issue.

Motion from Commissioner Stewart: Request that the City Solicitor of the City of Worcester provide guidance to the board of Election Commissioners whether any local authority has the ability to establish 100 or 150 ft. perimeter from Early Voting places from campaigning of candidates, **Roll Call:** 5 Yeas and 0 Nays.

Chairperson Vanderspek recognized Commissioner Stewart who asked the City Clerk about outreach to hard to reach populations. The City Clerk spoke concerning this issue. The City Clerk discussed researching the cost to send out materials in multiple languages to households in the city.

4. Chairperson Vanderspek recognized the City Clerk who discussed the process of scheduling and communicating with the poll workers.

5. Chairperson Vanderspek recognized the City Clerk who discussed tabulation of vote by mail and in-person voting ballots in City Hall. He recommended scheduling two days to tabulate the ballots (October 31st and November 1st).

6. Chairperson Vanderspek recognized the City Clerk who discussed the relocation of Ward 9 Precincts 1, 2, and 3 to a different location on campus. The voters will be notified of the location move.

Chairperson Vanderspek recognized Commissioner Stewart who requested an update on the American Legion location by the next meeting.

Motion to Adjourn, Roll Call: 3 Yeas and 0 Nays.



M E M O R A N D U M

TO: Board of Election Commissioners

FROM: Niko Vangjeli, City Clerk

DATE: September 28, 2020

RE: Relocating Worcester State University Ward 9 – Precincts 1,2,3 to the Wellness Center

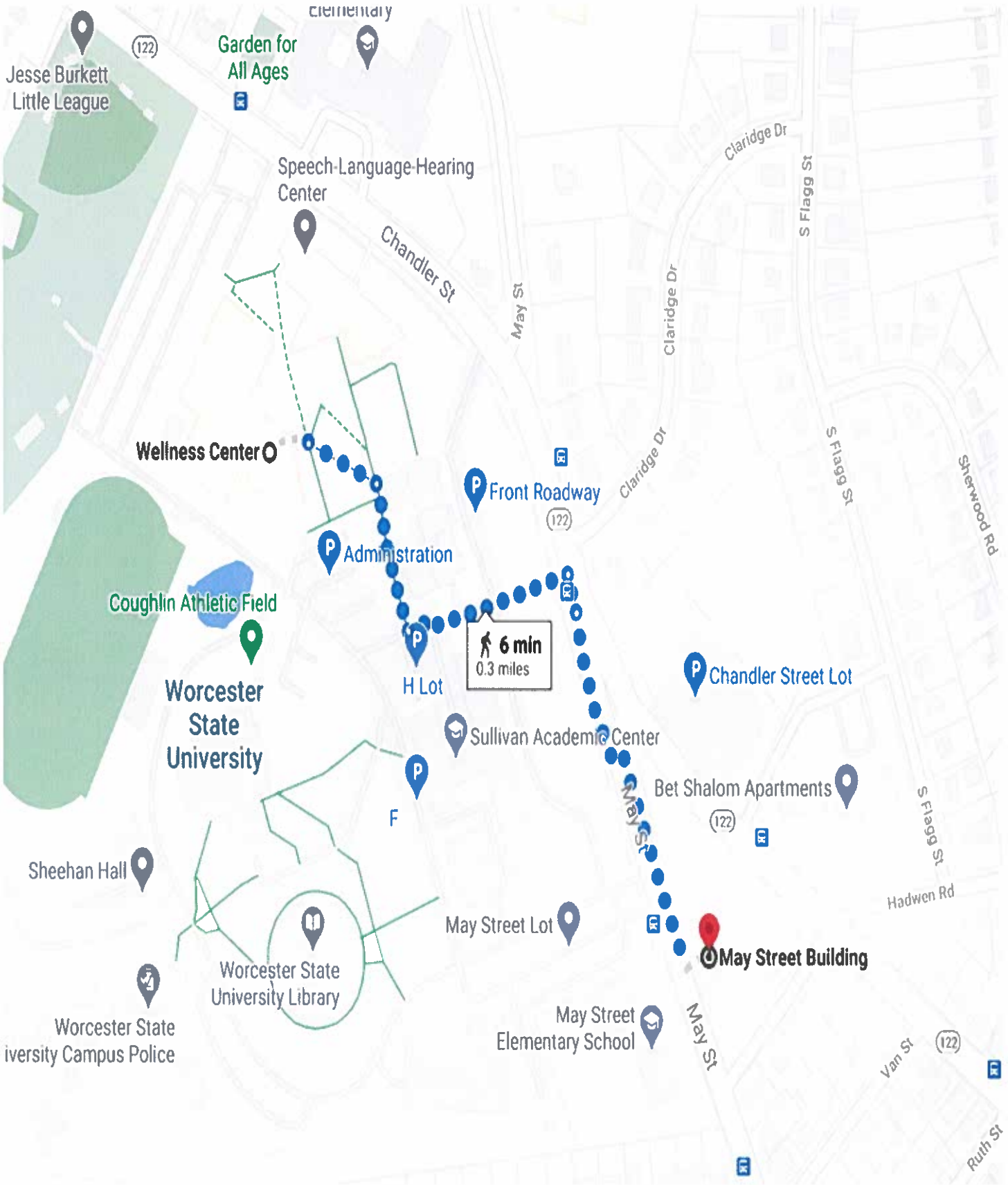
The purpose of this memo is to provide you a report on the relocation of the Worcester State University polling location from the May Street Building to the Wellness Center.

After the September 1, 2020 State Primary the university contacted the City Clerk's office notifying me that they were repurposing the May Street building for the upcoming semesters. The space will be converted to classrooms because of Covid-19 restrictions on campus. As an alternative to the May Street building they proposed the recently constructed the Wellness Center.

The Wellness Center is in close proximity to the existing polling location. It meets the requirement for ADA access, parking, and necessary space to set up the voting booths, and other election equipment while complying with the 6-foot social distancing regulations. This change will not have a disparate adverse impact on voters in Ward 9 – Precincts 1,2,3 access to the polls on the basis of race, national origin, disability, income or age.







Jesse Burkett Little League

Garden for All Ages

Speech-Language-Hearing Center

Wellness Center

Front Roadway

Administration

Coughlin Athletic Field

Worcester State University

H Lot

Sullivan Academic Center

Chandler Street Lot

Sheehan Hall

Bet Shalom Apartments

Worcester State University Library

May Street Lot

May Street Building

Worcester State University Campus Police

May Street Elementary School

Van St

122

Ruth St

POLLING PLACE AND REGISTRATION SITE ACCESS

LOCATION: Worcester State University DATE: 9/10/2020
WARD: 9 PRECINCT: 1-2-3
SURVEYOR: Niko Rangjeli SURVEYOR: _____
TITLE: City clerk TITLE: _____

This checklist is based on the Secretary of the Commonwealth's regulations for polling place accessibility 950 CMR 51:00. To complete this survey, you will need a level and a tape measure. Please specify in the "Comments" section, below, any issues that need further clarification.

1. Site access (Path of Travel):

(a) The paths of travel to the polling place from the parking lot and from the street are clear, reasonably lit, and unobstructed.

(b) The paths have continuous common surfaces, not interrupted by steps or abrupt changes in level greater than 1/2 inch.

(c) The path of travel is the same or a substantially similar distance for all persons entering the polling place.

Comments (City/Town Representative):	Comments (Monitor):

2. Parking:

(a) The required number of handicapped parking spaces is provided as follows:

<u>total no. of parking spaces</u>	<u>no. of handicapped spaces required</u>
1 - 25	1
26 - 50	2
51 - 75	3
76 - 100	4
101 - 150	5
151 - 200	6
201 - 300	7
301 - 400	8
401 - 500	9
501 -1,000	2% of total
1,001 and over	20 plus 1 for each 100 over 1,000

(b) for parking lots striped prior to 9/1/96:

____ (1) The handicapped parking spaces are 8 feet wide and have an adjacent 4 foot access aisle which is painted or striped yellow. The parking lot is reasonably lit.

____ (2) The handicapped parking spaces are identified by a sign at each space or pair of spaces containing the International Symbol of Accessibility, with the top of the sign between 5 and 8 feet high above the ground.

(c) for parking lots striped after 9/1/96:

____ (1) The handicapped parking spaces are 8 feet wide and have an adjacent 5 foot access aisle which is marked by high contrast painted lines or other high contrast delineation. The parking lot is reasonably lit.

____ (2) Is there at least one "van accessible" space. (one in every eight accessible spaces must be van accessible, but no less than one) This space is 8 feet wide and has an adjacent 8-foot wide access aisle which is marked by high contrast painted lines or other high contrast delineation. The parking lot is reasonable lit.

____ (3) Each handicapped parking space is identified by a sign containing the International Symbol of Accessibility, with the top of the sign between 5 and 8 feet high above the ground. Van accessible spaces shall include the words "Van Accessible."

____ (d) Any sidewalk provided at the handicapped parking spaces has a curb cut (sidewalk ramp), with a slope no greater than 1:12, at each space or pair of spaces.

____ (e) If no parking lot is available, there is at least one on-street parking space which is at least temporarily designated as a handicapped parking space during the election in front of the polling place.

Comments (City/Town Representative):	Comments (Monitor):
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3. Entrance

(a) At least one entrance to the building is accessible.

(b) The approach to the accessible entrance is a paved walk or ramp with a non-slip surface uninterrupted by steps or changes in level greater than 1/2 inch. There is a level space 60 inches from the door on both the exterior and interior sides.

(c) Lever handles or other accessible hardware are provided on doors, so that they may be operated with a closed fist.

(d) Doorways are at least 32 inches clear width. Door thresholds are no higher than 1/2 inch above the floor.

(e) If the main entrance is not accessible, signs direct people to the accessible entrance.

(f) If the accessible entrance is not the main entrance, it is unlocked and able to be used without assistance during the same hours as the main entrance.

Comments (City/Town Representative):	Comments (Monitor):
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4. Ramps

N/A (a) If the entrance has stairs, there is either a permanent or portable ramp. If permanent, the ramp has a slope no steeper than 1:12.

N/A (b) The ramp is at least 48 inches wide.

N/A (c) The ramp has two pairs of handrails along both sides that are round or oval in shape and are set in pairs, one at a height between 34 and 38 inches and a lower one at a height between 18 and 20 inches.

N/A (d) If the ramp is portable, it is as close to 1:12 as possible, and either handrails or wheel guards at least two inches high on both sides are provided.

(e) Please describe the portable ramp (if applicable):

This is ADA compliant facility.

Construction date 12/2016

Comments (City /Town Representative):	Comments (Monitor):

5. Building Interior

✓ (a) All interior doors, approaches, and ramps necessary to obtain access to the polling place comply with 3 and 4 above.

✓ (b) An accessible route which provides a continuous unobstructed path at least 36 inches wide is maintained inside the polling place and shall coincide with the route for the general public.

Comments (City/Town Representative):	Comments (Monitor):
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6. Voting Equipment

(a) All Polls - A sample ballot will be posted on the wall no higher than 48 inches above the floor.

(b) Paper or Datavote ballots - At least one marking shelf (one for each party in a primary for Datavote) provides a clear space under it at least 30 inches wide, at least 27 inches clear to the underside, and no more than 32 inches high to the top. Any Datavote stylus handle is at least 1 ¼ inches thick and at least 3 inches long.

(c) Voting machines - At least one machine has a sample ballot posted inside, not higher than 48 inches.

Voting levers are no higher than 48 inches above the floor, or a "reacher" is available for the upper levels.

Comments (City/Town Representative):	Comments (Monitor):
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PLEASE SEND THE COMPLETED SURVEY TO:

**OFFICE OF THE SECRETARY OF THE COMMONWEALTH
ATTN: Bridget Simmons Murphy
Office of the Secretary of the Commonwealth
Elections Division
1 Ashburton Place, 17th floor
Boston, MA 02108**