

BOARD OF REGISTRARS
MUNICIPAL BUILDING, ROOM 315
WESTFIELD, MASSACHUSETTS
JUNE 8, 2017
5:00 PM



The meeting was called to order by Board of Registrars member Daniel Smith at 5:05 PM in Room 315, Municipal Building, Westfield, MA.

The following Registrars were present: Karen Fanion, Daniel Smith, Rene Laviolette, and Linda Saltus.

City Clerk/Registrar Karen Fanion began by handing out an official copy of the February 8, 2017 Board of Registrars minutes

Upon motion of Registrar Daniel Smith, seconded by Registrar Rene Laviolette it was
VOTED : That the February 8, 2017 Board of Registrars minutes be ACCEPTED.

City Clerk/Registrar Karen Fanion presented to the Board of Registrars a copy of a form entitled, "Authorized signature form" to be signed for FY 2018. Per Municipal Modernization Act of November 2016, MGL c.41 sec. 56, all boards and/or commissions now may designate any one of its members to approve bills and payrolls instead of take action on them at open meetings.

Upon motion of Registrar Daniel Smith, it was unanimously
VOTED : That City Clerk/Registrar Karen Fanion be the designated signatory for the Board of Registrars be ACCEPTED.

City Clerk/Registrar Karen Fanion presented to the Board of Registrars a copy of the agenda with the 2017 Municipal Election dates. The City Preliminary will be held on September 26, 2017 and the City General Election will be held November 7, 2017.

Upon motion of Registrar Daniel Smith, it was unanimously
VOTED : That the 2017 Municipal Election dates be ACCEPTED.

There was discussion amongst the registrars in regards to timeline of candidates which City Clerk Karen Fanion clarified by presenting the Board of Registrars with the 2017 Municipal Election Calendar.

City Clerk Karen Fanion presented the board with a time frame in regards to the purchase of the new election machines. The Mayor and the City Clerk thought it would be best to purchase two out of the 13 machines during the 2018 Fiscal Year.

Unfortunately, the 2018 fiscal budget does not allow for such a large purchase at this time. The time frame to purchase, decommission and recertify all the machine did not allow enough time for them to be used for the 2017 Municipal Election. State Law requires a vote of the City Council for a machine to be decommissioned and must be done 120 days prior to any election. After an affirmative vote, there would be an approximate 2 to 3 week turn around for purchase of the new machines from start to finish. The Registrars expressed their concerns in regards to not purchasing all of the machines now versus later. The City Clerk Karen Fanion stated that we are taking a leap of faith that the money will be there for the Fiscal year 2019 to purchase the rest of the machines. Registrar Linda Saltus asked Karen if there is a guarantee that there will be enough money to fund the 2 machines for FY18. City Clerk Karen Fanion stated the machines cost less than previously estimated. The approximate total cost is \$70,000 for 13 machines which is approximately \$6,000 per machine. This includes warranty, maintenance, upgrades and services. Registrar Rene Laviolette asked City Clerk Karen Fanion if she will need support during the upcoming FY18 Budget Hearing which will be held June 12, 2017. She stated that it could be helpful. Discussion was had between all Board of Registrars members in regards to their concerns of not having enough monies for future purposes. City Clerk Karen Fanion presented the timeline for after purchase of machines which is in accordance of Massachusetts General Law Chapter 54, Section 34.

The Second Congregational Church located at 487 Western Avenue will be the permanent location for the Ward 4 Precinct A Polling Place. The lease between the City and the Church was signed. Discussion was had between the Registrars in regards to all of the positive aspects of moving the 4A to the church.


There is conversation about merging 3A and 3B polling places to the Westfield Technical Academy located at 33 Smith Avenue. City Clerk Karen Fanion stated that there are several requirements that must be met prior to the merge. The school's administrator must guarantee the gym for every election and it must be handicap certified. Councilor Ralph Figy and City Clerk Karen Fanion will meet next month to discuss the potential use of the gymnasium at Westfield Technical Academy then tour the school.

Under New Business, Principal Clerk Marisa Colon presented the registrars with a list of potential duplicates of registered voters across 25 participating states. She explained that every year for the past few years, the Election Division of the Secretary of State sends every town and city of Massachusetts a list of voters who are potential duplicates. The instructions are specific and lengthy and with approximately 420 potentials, it's a daunting task. A lot of communication and sharing of information with others election offices from other states are required to determine whether these individuals are in fact duplicates. Discussion was had between the registrars in regards

to the importance of this task and they appreciate the hard work it takes to eliminate any and all duplicate registered voters.

At 5:43 PM and upon motion of Registrar Rene Laviolette, it was unanimously VOTED: To ADJOURN.

Respectfully submitted,

A handwritten signature in cursive script that reads "Marisa Colon". The signature is written in black ink and is positioned above the printed name.

Marisa Colon, Principal Clerk