



TOWN OF WILMINGTON

121 GLEN ROAD
WILMINGTON, MA 01887

THE OFFICE
OF TOWN CLERK

VOICE (978) 658-2030
FAX (978) 658-3334

BOARD OF REGISTRARS MEETING

Monday, April 12, 2021
Town Hall – Auditorium
10:00 a.m.

Agenda

1. Call to Order
2. Introduce new member, Roberta Lasky
3. Review and approve minutes of June 4, 2020, September 10, 2020 and November 16, 2020 meetings
4. Appoint Board Officers and Assistant Registrars
5. Town Meeting Warrant Article for the purchase of new voting tabulators to be used starting in 2022
6. Other business at the pleasure of the Board
7. Adjourn

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TOWN OF WILMINGTON, MA

Christine R. Touma-Conway
Town Clerk

NOTE: Town Offices remain closed to the public. Observers who wish to attend this meeting are asked to register by emailing townclerk@wilmingtonma.gov or call 978-658-2030 no later than 4:00 p.m. on Friday, April 9, 2021.



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BOARD OF REGISTRARS OF VOTERS MEETING MINUTES

Thursday, June 4, 2020 at 10:30 a.m. VIA ZOOM

Present: Priscilla Ward, Edward Sousa, Mary Osgood, Christine Touma-Conway

Meeting was called to order at 10:33 a.m.

Christine Touma-Conway read the preamble into the record:

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, members of the public who wish to listen to the meeting may do so in the following manner: via Zoom audio. This meeting of the Wilmington Board of Registrars of Voters is being conducted via remote participation. **No in-person attendance of members of the public will be permitted**, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. Members of the public who would like to listen to this meeting while in progress may also do so via may do so in the following manner: by telephone by dialing 1-646-558-8656 and enter meeting ID 830 3057 2241 then press # and press # again at the next voice prompt. There will be no public participation allowed.

1. Elect Board Officers, Appoint Assistant Registrars
Upon motion of Patty Ward, seconded by Ed Sousa, Mary Osgood was unanimously voted by roll call vote as the Chair. Upon motion Patty Ward, seconded by Ed Sousa, Linda Golden, Beth Lawrenson and Mike Maloney (Wilmington High School) were unanimously appointed as Assistant Registrars by roll call vote.
2. Upon motion of Patty Ward, seconded by Mary Osgood, the minutes from the Board's April 11, 2019 meeting were unanimously accepted by roll call vote.
3. Town Clerk Tina Conway described the COVID-19 safety procedures to be instituted during the June 20, 2020 Annual Town Election. These procedures are recommendations of the Health Director of the Town of Wilmington and the Elections Division of the Secretary of the Commonwealth's office in consultation with health professionals:

- a. Assigning a Clerk for every Precinct but only warden per polling location, due to 5 of 6 wardens informing us that they do not wish to work during the pandemic.
- b. Due to a high number of regular election staff opting out of working at this time, seeking election workforce members not in high risk categories
- c. Establishing safety protocols for worker to include masks, plexi-glass shields between workers and voters, marking six-foot intervals for voters in line to observe social distancing requirements
- d. Shortening shifts for workers; no meals served
- e. Training will be via video emailed out to members or Zoom call. Ms. Osgood asked that the Board members be invited if the training is to be done live by Zoom or provided with a link to the video if that is the way the training will occur.
- f. Limiting the number of voters allowed in polling locations based upon the square footage of each location
- g. Encouraging voting by mail for all voters, including election workers. Emergency election law passed by the state legislature expands allowable reasons for absentee voting and provides for Early Voting by mail
- h. The Town Clerk explained that if it turns out that there are too few workers available to staff the precincts, a waiver of the minimum number of workers can be sought from the Elections Division of the Secretary of the Commonwealth.

Additionally, there was discussion about whether, as per custom, the members of the Board would staff each of the polling locations to assist voters in knowing which precinct they vote in, it was determined that this decision would be put off until the election date drew closer, and if it was determined that they would not provide this service, Patty Ward suggested we put up precinct maps.

4. Town Clerk Tina Conway outlined the potential changes that were pending at the time for the state legislature to pass regarding Fall Elections due to the COVID-19 Emergency, among them, continued expansion of Early Voting by Mail, expanded in-person Early Voting, and allowing communities to opt out of using check out voter lists.
5. Upon motion of Patty Ward, seconded by Mary Osgood, the meeting was adjourned at 11:09 am.

Christine R. Touma-Conway
Town Clerk



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BOARD OF REGISTRARS OF VOTERS MEETING MINUTES

Thursday, September 10, 2020 at 10:30 a.m. VIA ZOOM

Present: Priscilla Ward, Edward Sousa, Mary Osgood, Christine Touma-Conway

Meeting was called to order at 10:36 a.m.

Christine Touma-Conway read the preamble into the records:

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, members of the public who wish to listen to the meeting may do so in the following manner: via Zoom audio. This meeting of the Wilmington Board of Registrars of Voters is being conducted via remote participation. **No in-person attendance of members of the public will be permitted**, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. Members of the public who would like to listen to this meeting while in progress may also do so via may do so in the following manner: by telephone by dialing 1-646-558-8656 and enter meeting ID 890 7498 5048 then press # and press # again at the next voice prompt. There will be no public participation allowed.

Town Clerk Tina Conway explained that the reason for the meeting was to provide the Board with the reasons for her recommendation to the Board of Selectmen that the location of all precincts be moved to the Shriners' Auditorium, 99 Fordham Road, Wilmington, for the November 3, 2020 State Election due to social distancing guidelines in place as a result of the COVID-19 pandemic.

Turnout for the election is expected to be high, although it cannot be predicted whether this high turnout will be in person on Election Day or if people will opt to vote early in person or by mail. Given this uncertainty, and the small size of Wilmington's voting locations, large crowds on election day having to remain 6 feet apart, with limited space for only half the voting booths usually used and limited voters allowed inside the voting areas at once would potentially mean long lines stretching outside in unpredictable weather.

Thus, the decision must be made by balancing the pros of all precincts voting in a location that boasts 37,000 square feet, versus approximately 7,500 square feet combined of the usual three

locations and voters having plenty of room to line up inside, have more voting booths available per precinct, and spacing voters and workers appropriately, against the cons of inconvenience and potential confusion of voters not knowing of the change in voting location. Additionally, for voters who want to vote in person on Election Day but have mobility issues, that the larger venue might impose a burden.

She explained that the negative aspects of changing the location could be countered by an aggressive information campaign to include sending postcards to all town voters, using reverse 9-1-1 calls, posting the change on electronic signboards and fixed sign locations such as Rotary Park and the Roman House sign, having banners made for posting at the traditional locations informing voters of the change, using social media platforms and taping informational programming at WCTV for air in the weeks leading up to the election.

Mary Osgood stated that she had reviewed the recommendations and believes the change in location to be a “no-brainer,” with double the polling booths available, and due to uncertainty about the weather on Election Day, not wanting to have voters standing in lines outside.

Ed Sousa also expressed support, and suggested using the Senior Center van to help get voters to the site if necessary, and stated that he believed the use of reverse 9-1-1 calls multiple times would be helpful.

Patty Ward agreed, and suggested that golf carts could be used to help transport people from their cars to inside the auditorium and also perhaps carts like those found in grocery stores could be rented to help people get around inside the location. She also reminded that it would be important to ensure there wouldn't be any union issues with the town custodians working at the Shriners, and that there wouldn't be any insurance issues with holding the election off of Town property.

Upon motion by Mary Osgood, seconded by Ed Sousa, the Board voted unanimously by roll call vote to direct the Town Clerk to prepare a memo to the Board of Selectmen from the Board of Registrars of Voters echoing support for the recommendation to move all voting to the Shriners Auditorium on November 3, 2020.

Upon motion of Patty Ward, seconded by Mary Osgood, the meeting was adjourned at 10:54 a.m.

Christine R. Touma-Conway
Town Clerk



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BOARD OF REGISTRARS OF VOTERS MEETING MINUTES

Monday, November 16, 2020 at 9:30 a.m. VIA ZOOM

Present: Priscilla Ward, Edward Sousa, Mary Osgood, Christine Touma-Conway

Meeting was called to order at 9:30 a.m.

Christine Touma-Conway read the preamble into the record:

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, members of the public who wish to listen to the meeting may do so in the following manner: via Zoom audio. This meeting of the Wilmington Board of Registrars of Voters is being conducted via remote participation. **No in-person attendance of members of the public will be permitted**, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. Members of the public who would like to listen to this meeting while in progress may also do so via may do so in the following manner: by telephone by dialing 1-646-558-8656 and enter meeting ID 829 1597 9522 then press # and press # again at the next voice prompt. There will be no public participation allowed.

Town Clerk Christine Touma-Conway explained that the reason for the meeting was for the Board to review and count ballots received by so-called UOCAVA voters, that is voters who were either on active duty with the armed services or reside overseas and cast their ballots from outside the United States. These ballots were all from UOCAVA voters, some of whom were duly registered in the Town of Wilmington, some of whom are considered statutorily specially qualified voters who last resided in Wilmington prior to going on active military duty or leaving the country. Also considered were some Federal Write-In Absentee Ballots, also statutorily allowed to be cast under certain circumstances. She explained that the ballots were all timely received before 5:00 p.m. on November 13, 2020, in accordance with statutory requirements, meaning that ballots received electronically were received by 8:00 p.m. on November 3, 2020, and ballots received via the mail within the allowable window were postmarked by November 3, 2020.

The following numbers of ballots were presented for the Board's consideration, by precinct:

Precinct 1	2 ballots
Precinct 2	6 ballots
Precinct 3	11 ballots
Precinct 4	5 ballots
Precinct 5	6 ballots
Precinct 6	8 ballots

The vote to approve each ballot was made by roll call vote unanimously.

After the business was concluded, Ed Sousa wished everyone a Happy Thanksgiving and holiday season.

Upon motion of Patty Ward, seconded by Ed Sousa, the meeting was adjourned at 11:09 a.m.

Christine R. Touma-Conway
Town Clerk

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