



## ELECTION DEPARTMENT MEETING MINUTES

Tuesday, April 18, 2023, 3:00 PM

City Hall, 15 Summer Street

2nd Floor Conference Room

### Attendees:

- Dan Barbour, Chairman
- Carol Welch, Secretary
- Jason Roomes
- Pamela Menconi, Director
- Rosalind Grassie, Assistant Director

Absent: Frank Biedak

Chairman Dan Barbour called the meeting to order by at 3:00 PM.

Roll Call: Carol Welch, Jason Roomes, and Dan Barbour.

A motion was made and seconded to approve the meeting minutes of March 21, 2023.

**So voted unanimously.**

### COMMUNITY INPUT:

None

### NEW BUSINESS - Election Update:

Mrs. Pamela Menconi Director of Elections stated that the Public Safety Building Election will be held Saturday, April 29, 2023 from 8:00 a.m. to 2:00 p.m. at regular polling locations.

In person early voting will be held in the Silver City Conference Room Monday, April 24, 2023 from 8:00 am to 2:00 pm, Tuesday, April 25, 2023 from 8:00 am to 7:00 pm, and Wednesday, April 26, 2023 from 8:00 am to 2:00 pm. There will be no early voting Thursday, April 27, 2023 or Friday, April 28, 2023.

The deadline for voter registration is Wednesday, April 19, 2023 at 5:00 pm. Vote by mail applications must to be submitted to the Board of Registrar's Office by 5:00 pm or post marked no later than Monday, April 24, 2023.

### OLD BUSINESS:

Chairman Barbour inquired about the status of both the letter from legal regarding the adaptation of acceptance of MGL 41 sec. 110 and the status of the installation of the permanent outside ballot box.

The Director stated that both were being worked-on. Attorney Winters will be supplying the office with language to use to request the ordinance be sent to the Council for consideration. The Director also stated that she had met with the building department about options for the installation of the vote by mail receptacle and had some options to sort through.

Next Meeting date: May 23, 2023

Meeting adjourned at 3:05 pm

Respectfully submitted,  
Carol Welch, Secretary