



CITY OF CAMBRIDGE

362 GREEN STREET, CAMBRIDGE, MASSACHUSETTS 02139-3395 • TEL (617) 349-4361

FAX (617) 349-4366

TTY (617) 349-4242

BOARD OF ELECTION COMMISSIONERS

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Commissioners

TERESA S. NEIGHBOR
Executive Director

To: Robert W. Healy, City Manager
From: Board of Election Commissioners
Date: February 5, 2001
Subject: Council Order #2, dated 1/22/01 RE: report on clarifying certain rules and operating procedures

Part 1 – Inactive Voters

When removing Cambridge residents from the active voter list and placing them on the inactive list through the city census, the Election Commission follows statutory requirements of the Commonwealth of Massachusetts.

M.G.L. Chapter 51, s. 10A mandates the method of collecting information from multi-unit dwellings. Although the Commission may send individual household forms to residents in multi-units, the landlord is still required to submit the required information to the Commission. When the landlord of a multi-unit dwelling does not cooperate in census distribution to tenants, a complaint is filed in Cambridge District Court pursuant to M.G.L. Chapter 56, s. 4.

Voters whose current residence is not confirmed through the census and whose names, therefore, are not included in the annual Street List, are put on the Inactive Voting List. They are mailed a "confirmation notice" pursuant to M.G.L. Chapter 51, s. 37. Making them inactive is required by law, but the voter's status is protected by sending this notice. Notice is always given through an individual mailing to voters of record in multi-units when census information has not been provided by management of the multi-units.

Part 2 – Absentee Voting

Anyone can request an absentee ballot application form. The form can be mailed, faxed, or picked up in person. It is available at numerous City distribution sites for voter registration forms, including all branches of the Post Office. Forms are also available at sidewalk voter registration sessions prior to November Elections. The absentee ballot application form will be available on the City's web site for the 2001 Municipal Election.

When an application has been received and a ballot mailed out, the dates of receipt of the application and mailing are recorded on the application form or letter. The voter can contact the Election Office at any time to ascertain the status of the ballot.



CITY OF CAMBRIDGE • EXECUTIVE DEPARTMENT

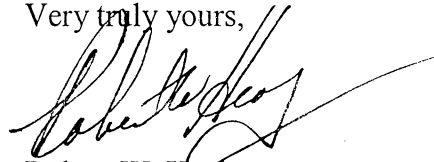
Robert W. Healy, City Manager Richard C. Rossi, Deputy City Manager

February 12, 2001

To The Honorable, The City Council:

Please find attached a response to Awaiting Report Item No. 01-147, regarding a report on clarifying certain rules and operating procedures of the Election Commission, received from the Board of Election Commissioners.

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert W. Healy", written over a horizontal line.

Robert W. Healy
City Manager

RWH/mec



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Consent Agenda #6

Awaiting Report Item Number
01-147, regarding a report on
clarifying certain rules and
operating procedures of the
Election Commission.

In City Council February 12, 2001

CHARTER RIGHT

BY

Mayer Galluccio

In City Council
February 12, 2001

Tabled on the motion
of Councillor Brandt
In City Council
March 19, 2001

Referred to Roundtable
on June 11, 2001 with
Election Commission