

TOWN OF NORTHBRIDGE

BOARD OF REGISTRARS

Minutes

Tuesday, September 22, 2020 Meeting

Meeting held via Zoom due to COVID-19 restrictions

Present: Chair Mary Contino (Democrat), Ann Riley (Republican), Janet Burke (Democrat) and Town Clerk Linda Zywiec (Republican).

Ms. Contino called the meeting to order at 2:36pm.

Board Reorganization: Motion was made by Ms. Riley and seconded by Ms. Zywiec that Mary Contino continue serving as Chair. The vote was all in favor. Motion was made by Ms. Zywiec and seconded by Ms. Burke that Ann Riley continue to serve as Vice Chair. The vote was all in favor. Motion was made by Ms. Riley and seconded by Ms. Burke that Linda Zywiec will serve as Clerk. The vote was all in favor.

Approval of Minutes: Ms. Riley moved that the Board of Registrars vote to approve and accept as submitted the minutes of the August 27, 2019 meeting. The vote was two in favor, and two abstentions. Motion passed.

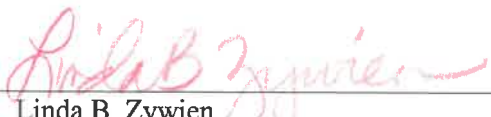
Work Schedule for the remainder of 2020:

- a. Mail-in Voting labelling and stuffing
 - Tuesday, October 6: Mary, Ann and Janet at 1pm
 - Wednesday, October 7: Mary & Ann at Noon, Janet approximately 2:30
 - Thursday, October 8: Mary, Ann and Janet at 10am
 - With the understanding the ballots may come in sooner, or more time may be needed
- b. Voter Registration Deadline
 - Saturday, October 24, 2-4PM, Janet
 - Saturday, October 24, 7-8PM, Mary or Ann TBD
- c. Fall Annual Town Meeting, Tuesday, October 27, 5:30~7:30PM at the Northbridge Middle School
- d. No conferences for the foreseeable future, so no office coverage is needed at this time. Chair Contino stated they would be able to cover should the need arise.

Town Clerk's report on training that was provided by the Elections Division, Office of the Secretary of the Commonwealth: Ms. Zywiec explained that she was not Clerk at the time of the annual training, so did not participate. However, she did find the presentation and shared that it was related to cybersecurity. She offered to make the presentation available to the Registrars.

There being no further business to discuss, Ms. Riley moved to adjourn the meeting at 3:00 p.m. Ms. Zywiec seconded. The vote was all in favor and the meeting was adjourned.

Prepared by:


Linda B. Zywiec

Approved and accepted:

