



Northampton Board of Registrars
Meeting Minutes
May 14, 2019
6:00 pm
210 Main Street, Room 4
Northampton, MA 01060

1. Meeting called to order: At 6:04 pm the meeting was called to order. Present were: Registrars Polachek, Kay and Clerk Powers. Registrar Klepacki was not present.
2. Review/approve meeting minutes from previous meeting: The meeting minutes for April 16, 2019 were reviewed. Registrar Kay moved to approve the minutes; Registrar Polachek seconded the motion. The motion was approved on a voice vote of 3 Yes, 0 No, 1 Absent (Registrar Klepacki).
3. Annual Street List update- where are we in the census cycle?
 - a. Scanning “no change” households into VRIS is complete. The clerks are checking phone numbers to determine if any numbers need to be updated.
 - b. Updating households with changes is complete; Clerk Powers reports that a staff member, Gayle Kolodziej, has transferred to another department. Before she left, Ms. Kolodziej made sure all of the changes identified on street lists forms was transferred to VRIS. The only thing remaining on those forms is the phone number updates.
 - c. Next Steps: Confirmation cards will be sent to about 5,600 people who did not respond to the annual street list.
4. Review where we are in the mail-ballot & no-excuse voting initiative: The committee discussed whether to present the Board’s position on these initiatives at the next Charter Review Committee meeting or to prepare position papers and discuss at the next BOR meeting prior to presenting. Registrar Kay noted that she did not want to lose the opportunity to present to the Charter Review committee. Clerk Powers noted that the Charter Review Committee has not published the next meeting agenda yet so it might be best to wait until that is available to decide. In the meantime, she will begin working on the presentation based on the feedback the BOR has generated thus far.

5. Review ROV statistics: the committee did not review the statistics at this meeting.
6. The committee discussed the impact that Registrar Klepacki's resignation will have on the upcoming election. Registrar Klepacki has agreed to formalize his resignation after nomination papers have been certified for the upcoming municipal election as his signature will be necessary to fulfill certification requirements for City Clerk nomination papers. Clerk Powers will be unable to certify City Clerk papers due to a conflict of interest.
7. New Business: The committee discussed the June meeting; due to scheduling conflicts, the June meeting will need to be re-scheduled. The committee felt it should meet earlier, rather than later, and agreed to have its next meeting on Tuesday, May 28, 2019 at 5:30 pm. The meeting will be held in the City Clerk office.
8. Adjourn: At 6:40 pm Registrar Polachek moved to adjourn the meeting; Registrar Kay seconded the motion. The motion was approved on a voice vote of 3 Yes, 0 No, 1 Absent (Registrar Klepacki).

Meeting Minutes prepared by City Clerk Pamela L. Powers

Board of Registrars Members:

....Catherine Kay....Charles Klepacki....Daniel Polachek....Pamela Powers....