

*City of Salem, Massachusetts  
Office of the City Clerk*

*Ilene Simons  
City Clerk*



*Room 1  
City Hall*

February 25, 2021

**CITY OF SALEM  
BOARD OF REGISTRAR OF VOTERS**

**MEETING NOTICE & AGENDA**

The Board of Registrar of Voters will hold a remote meeting on Tuesday, March 2, 2021 at 6:00 PM for the purpose of purchasing new voting equipment for the City of Salem and to watch a demonstration of new voting equipment to be given by a representative of Election Systems & Software on their Model DS200 and to hold a question and answer period after the demonstration. (No action to be taken at this meeting).

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this board meeting will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the city's website, at [www.salem.com](http://www.salem.com). 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. In the event that we are unable to do so, despite best efforts, we will post on the city's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

For this meeting, members of the public who wish to watch, listen or provide comment during the meeting may do so in the following manner:

- Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84968156822?pwd=RWwhSNFpOVFNCdDNxL2NSSnl0azU1Zz09>  
**Password: 956076**

- Go to the website link <https://zoom.us/join>. Enter Webinar ID: **849 6815 6822** followed by the meeting password above if directed to do so on screen.

- By Telephone: Participants can dial a toll free number at 877-853-5257 or 888-475-4499. When prompted, enter meeting/webinar ID: **849 6815 6822** and follow the instructions to join the meeting.

"Persons requiring auxiliary aids and services for effective communication such as sign language interpreter, an assistive listening device, or print material in digital format or a reasonable modification in programs, services, policies, or activities, may contact the City of Salem ADA Coordinator at (978-619-5630) as soon as possible and no less than 2 business days before the meeting, program, or event." Assistive Listening System is available for Meetings held in the Council Chambers. Those interested in utilizing these devices for meetings at 93 Washington Street may contact the City Clerk Ilene Simons at 978-745-9595 ext. 41201 or [isimons@salem.com](mailto:isimons@salem.com).

**"Know Your Rights Under the Open Meeting Law, M.G.L. c. 30A ss. 18-25, and  
City Ordinance Sections 2-2028 through 2-2033."**

Very truly yours,

ATTEST:

ILENE SIMONS  
CITY CLERK  
BOARD OF REGISTRAR

**AGENDA**

To discuss purchasing new voting equipment for the City of Salem and to watch a demonstration of new voting equipment to be given by a representative of Election Systems & Software on their Model DS200 and to hold a question and answer period after the demonstration. (No action to be taken at this meeting).

## **MEETING MINUTES**

### **Voting Equipment Demonstration to the Board of Registrars by Election Systems & Software Tuesday, March 2, 2021**

A meeting was held by the Board of Registrars in the City Council Chambers for the purpose of viewing a demonstration of voting equipment. Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20; and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, the meeting was conducted via remote participation, with no public being permitted in the Council Chambers. In attendance were City Clerk Ilene Simons; Assistant City Clerk of Elections, Rochelle Sport; Chairman of the Board of Registrars, Charles Barton; and Board members Donald Bates and Sandra Pineros-Shields. Chairman Barton called the meeting to order at 6:11PM. No action was taken at this meeting.

The presentation was made by Joe Passarella and Roberto Reyes of Election Systems & Software, which is an election equipment and services company based in Nebraska. Joe and Roberto demonstrated the use of the DS 200 Voting Machine. Joe explained that ES&S is a "security-conscious company with purpose-built equipment." Many communities in Massachusetts use ES&S voting equipment; Joe invited City Clerk Simons to reach out to some of those communities for feedback on the equipment. Joe explained that ES&S is not in the business of discontinuing equipment; rather, they constantly upgrade programs with allowances from each State. Joe demonstrates how to power on the machine and explains that it takes 4 minutes to boot up; simply close the lid to turn off.

Chairman Barton asked what kind of paper the printer uses; Joe said the printer uses thermal paper and that it is very easy to change the rolls.

Joe demonstrates how ballots are scanned, which was a very quick process. He explained that Massachusetts allows optical scanning of ballots, not digital as of right now. He showed what would appear on the screen if a voter were to cast an "Overvoted" ballot.

City Clerk Simons asked if the font on the screen could be made smaller to give more privacy to voters. Joe said that it could.

Chairman Barton voiced concern that any warning message may cause a voter to walk away, or the voter may leave before any issue could be addressed. City Clerk Simons assured him that the Poll Worker stationed at the Ballot Box on Election Day will assist the voters. She also pointed out that voters typically wait to see what number their ballot is when they deposit it into the ballot box. She reassured Chairman Barton that voters will be notified of any changes regarding voting equipment if necessary.

Board member Pineros-Shields asked if it is possible to have multiple languages on the screen.

City Clerk Simons said that having multiple languages is determined by Census respondents. City Clerk Simons explained that since we cannot provide ballots in Spanish, there are always Translators at each polling location. She could not answer whether or not there could be wording on the tabulator screens in multiple language. The coding is determined by the Secretary of the Commonwealth of Massachusetts. Joe said ES&S can do this if Secretary of the Commonwealth would permit it.

City Clerk Simons said there is multi-language signage posted at each polling location.

Per Chairman Barton's request, Roberto folded a specimen ballot to process as though it were an Absentee Ballot received from a voter. The voting machine accepted the ballot without any problem. City Clerk Simons asked if the length of ballots would be an issue; Joe said it would not.

Assistant City Clerk Sport said she liked that the voters would be able to interact with the machine, giving the voters a bit more control over the process. Very user-friendly.

City Clerk Simons and Chairman Barton both stated that rain and ballots do not mix. The paper used by ES&S to print ballots is thinner yet would not pose problems with ballots being read by machine.

Joe said any pen would be fine to mark the ballots, though they recommend Bic pens. Chairman Barton asked if pencils would work; Joe said yes, they would. Even red ink can be read by the machine.

City Clerk Simons asked about secrecy sleeves and if there is a particular type they recommend because oftentimes voters try to put the secrecy sleeves into the tabulators along with ballots.

Assistant City Clerk Sport brought a secrecy sleeve to demonstrate what happens if the sleeve got too close to the opening where ballots would be deposited. A message on the screen appeared to say "jam" or "too many ballots". City Clerk Simons reassured all that poll worker on duty at the ballot box on Election Day is there to assist every voter.

City Clerk Simons asked about performing pre-Election tests with a Test Deck of ballots. Joe stated that it is very simple to run the test, then set machines to Election Mode for Election Day. Memory cards will be pre-programmed with all ballot information. Machines were created 8 years ago, and software is constantly being updated.

Chairman Barton asked how long print will last on thermal printer paper. Joe answered printing will start to fade after 8-10 years.

City Clerk Simons asked if a technician would be available to be in Salem on Election Day. Joe said yes; just need to request coverage. First time coverage is included in contract.

City Clerk Simons, Assistant City Clerk Sport, and members of the Board of Registrars thanked Joe and Roberto very much for their presentation.

Chairman Barton made a motion to adjourn the meeting; Board Member Donald Bates seconded; motion was unanimous, and the meeting was adjourned at 8:07PM.

City of Salem, Massachusetts



**"Know Your Rights Under the Open Meeting Law, M.G.L. c. 30A ss. 18-25 and  
City Ordinance Sections 2-2028 through 2-2033."**

The City of Salem Board of Registrar of Voters met remotely on Tuesday, March 2, 2021 at 6:00 P.M. for the purpose of discussing the matter listed below. Notice of this meeting was posted on February 25, 2021 at 6:26 P.M.

**ATTENDANCE**

**ABSENT WERE:** \_\_\_\_\_

**SUBJECT**

Demonstration of voting equipment from ES&S

~~Q & A for public~~

all Q & A or comments from the public will be  
addressed at the end of the demonstration.