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Committee on Electronic Voting at Town Meeting

Minutes of public meeting January 15, 2013  
7 pm Conference Room 1, (Ground Floor) Town Hall  
455 Concord Avenue, Belmont

Called to order 7:03 pm

Attendees: Michael Widmer, Mark Paolillo, George Hall, Anne Marie Mahoney, Maryann Scali, David Petto, Ellen O'Brien Cushman

Agenda:

1. Introduction of Committee Members and Organization of Committee
  - o Chair – Michael Widmer, Town Moderator
  - o Clerk – Ellen O'Brien Cushman, Town Clerk
2. Committee charge was reviewed, emphasizing the following:
  - o Educate Town Meeting Members on the need and instruct on use
  - o Develop criteria for evaluating vendors
  - o Develop schedule of uses, when, how within the structure of Town Meeting
  - o Consider whether and when individual voting records would be captured, saved, if/how made available to the public
  - o Full cost accounting, including acquisition, maintenance, operating, imbedded costs as well as discrete
  - o Purchase or lease, advantages, disadvantages, costs
  - o Schedule for implementation, including training and introduction period
  - o Display – what will be displayed at Town Meeting, how displayed
  - o Information Technology – security, ease of use, procedures, backup support, updates
  - o Develop criteria for evaluation, review of vendors and recommendation/selection of vendor
  - o Review and recommend vendor
3. Mike – three main areas of focus for the work of the committee:
  - A. Technology and display (David Petto and Ellen Cushman)
  - B. Procedures for introduction and use by Town Meeting (Anne Marie Mahoney, Maryann Scali, Ellen Cushman)
  - C. Experience and expertise of other towns, from perspective of Moderator, Town Counsel, Town Meeting Member, Town Clerk, Information Technology . Of important note are Brookline, Chelmsford, Framingham and Wayland (Open Town Meeting)

Next Steps/Actions:

Mike Widmer will invite Sandy Gadsby, Moderator, Town of Brookline

- o Mike Widmer will invite Mr. Gadsby to attend the next meeting, to be scheduled in February, pending his availability

Each committee member will reach out to a counterpart in the target towns.

Adjourned 8:12 pm

Respectfully submitted,



Ellen O'Brien Cushman  
Town Clerk