# Town of Groton, MA Electronic Voting (EV) Study Committee (EVSC)

# Minutes of the Meeting of August 25, 2022

## Opening

Location: via Zoom

The meeting was called to order at 6:30 pm by Mr. Petropoulos. Mr. Petropoulos informed all present that the meeting was being recorded. Mr. Petropoulos asked each member of the Committee to introduce themselves, which they did.

Present: Michael Bouchard, Michael Manugian Carolyn Perkins, Jack Petropoulos.

Guests: Judy Anderson, John Sopka

Absent: Robert Anctil

## Public Comment Period

No public comments were made during this period.

## Approval of Minutes

A motion was passed by unanimous role call vote to accept the Minutes of the EVSC meeting of August 18, 2022 as amended.

## Announcement

The new Town Clerk, Dawn Dunbar, agreed that Mr. Bouchard should continue to represent the Town Clerk position on this committee.

## Evaluate Vendor Hardware

Ms. Perkins was the only member to review the clickers received from the vendors. Mr. Petropoulos extended the deadline to provide this equipment to August 30th. ACTION: Mr. Bouchard: Schedule an in-person meeting location for next meeting where the committee will examine and review the clickers. Meridia sent a complete set of equipment and requested the opportunity to give a demo. The majority of the Committee felt that a demo wasn’t necessary. No demo will be scheduled.

Mr. Sopka felt that the presentation of voting procedures to be followed would be of more value to voters than a demo.

Mr. Manugian and Ms. Perkins felt that committee should present procedure recommendations for the benefit of town meeting voters. The goal is to give voters the information to determine for themselves whether the procedures are sufficient to ensure that Electronic Voting will meet the goals established by the Committee. The Committee noted that it could only recommend procedures; the actual procedures implemented would be determined by Town Hall.

## Review Option to Rent Equipment

Merida and Option Technologies have provided rental quotes. Turning Technologies will provide a rental quote by August 30th. The Committee will review all quotes at the next meeting.

Mr. Petropoulos added rental costs to the vendor comparison spreadsheet.

The Committee will discuss renting vs purchasing with the Town Manager and IT Director. They would have overall responsibility for implementation of Electronic Voting, and they are the best people to present the time vs. cost tradeoffs. Ms. Perkins and Mr. Manugian felt that that the Committee should propose a cost for the warrant article and the other Committee members agreed. All Committee members present agreed to hold the next meeting during regular working hours to accommodate the inclusion of the Town Manager and IT Director. ACTION: Mr. Petropoulos will provide the rent vs. buy info to them prior to the next meeting. ACTION: Mr. Petropoulos will invite them to the next Committee meeting, if possible, to discuss this issue.

Mr. Petropoulos felt that the Committee should include a recommendation to either rent or buy after the review with the Town Manager and IT Director. Once this decision is made, the Committee can then determine the appropriate dollar amount(s) for the warrant article.

## Consider Making a Vendor Recommendation

The Committee postponed making a vendor recommendation until the rental quote was received from the third vendor. Also, Mr. Petropoulos agreed to create a ten-year town meeting scenario and ask the vendors to quote a cost based on that scenario.

## Closing

The meeting was adjourned at 7:20 pm.

## **Probable Change in Next Meeting Time and Location**

The next meeting will be on Wednesday August 31, 2022 in person, to be posted by Mr. Bouchard on the Town of Groton website with the meeting agenda. The meeting time and location will be specified after the Committee is notified if there is a time that the Town Manager and IT Director are available.

Respectfully submitted,

Michael Manugian, Clerk