

# TOWN OF NORTHBRIDGE

## BOARD OF REGISTRARS

---

### Minutes

Monday, July 17, 2023 Meeting  
Northbridge Town Hall

**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 3:00 pm

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

**Approval of Minutes:** Ms. Burke moved that the Board of Registrars vote to approve and accept as submitted the minutes of the July 11, 2022 meeting. The vote was all in favor.

**Discuss VOTES Act and upcoming election schedule:** Ms. Zywiec explained that many of the temporary measures put in place during the 2022 election year were made permanent. Of particular interest to the board, vote by mail is now a permanent option. Post cards will be mailed to all voters in the state allow them to apply for mailed ballots. The board's assistance will be needed to organize outgoing and incoming ballots. Ms. Zywiec informed the board that the voting machines used by the Town of Northbridge are manufactured by Dominion. She also explained the procedure for testing the voting equipment before each election.

**Discuss work schedule:** The board agreed that they would cover the office for the upcoming September 20-22 clerk's conference and the January 31-February 2 conference.

There being no further business to discuss, Ms. Zywiec moved to adjourn the meeting at 3:18pm. Ms. Riley seconded. The vote was all in favor and the meeting was adjourned.

Prepared by:

  
Linda B. Zywiec

Approved and accepted:

