



City of Chicopee, Massachusetts

Registrars of Voters

City Hall Annex - 274 Front Street - Chicopee, MA 01013
Tel: (413) 594-1550 Fax: (413) 594-1554 e-mail jsurdyka@chicopeema.gov

Janina Surdyka
Registrar

(copy of the minutes of the December 8, 2016 meeting)

Jacqueline DuBois, Chairperson of the Board of Registrars, called the meeting to order at 11:00 a.m.

Present: Jacqueline A. DuBois, Edward A. Rybak, Alfred W. Kendall, and Janina Surdyka

Minutes of the November 18 meeting were reviewed, approved as presented by the Clerk, and placed on file.

Correspondence:

- Election Division – Early Voting Data
- Election Division – Purging Voter List of Inactive Voters
- Boston Passport Agency – Annual Re-certification

Motion was made, seconded, and carried to place correspondence on file.

Clerk’s Report: Names of 611 Inactive Voters were deleted since they failed to answer the City Census, failed to vote, or have not signed nomination papers or petitions since January 1, 2013. Additionally, the names of 707 voters, inactive since January of 2014, will be deleted upon completion of 2017 City Census.

Registration statistics (including address and party affiliation changes) for the month of **November** are as follows:

Registered in the office	37
Received from the RMV	234
Registered by mail	30
Registered at public-assistance agencies	22
Registered online	41
Received from other City/Town Halls	4
Deleted from voter registration roll (moved, died or in response to confirmation notice)	719

During this fiscal year the Department collected \$7,849.60 from passport applications and spent \$12,047.14 for labels, camera paper and ribbons, priority stamps, paper clips and business paper. Additionally \$11,000.00 was transferred to our Special Services Account. The present balance of this account is \$133,835.08. Annual Passport Certification and eligibility report will be completed by the office staff in the month of December and forwarded to the Boston Passport Agency.

560 census forms will be submitted to Doverbrook Estate to be delivered to residents in the January newsletter. 19,222 households will be contacted by mail and 3,956 will be contacted through owners, property managers and our Census Taker.

Old Business: Clerk informed the members of the Board that:

- request for transfer of available funds from Passport Revolving Funds to Special Services was approved by our Mayor and City Council on November 1.

New Business: Summary of the Conflict of Interest Law was distributed to members of the Board

Motion was made by Mr. Rybak, seconded by Mr. Kendall and unanimously approved to appoint Mr. Robb Strycharz, long time Census Taker for the City and US Census Bureau, for canvassing parts of Willimansett and Downtown area.

Proposals for printing and mailing of 2017 Census Questionnaires were requested from LHS and Associates Inc., DLM and Associates, Inc., and JLS Mailing Services. Motion was made by Mr. Rybak, seconded by Ms. Surdyka and unanimously approved to accept the proposal from LHS and Associates Inc. at the cost of 22 cents for envelopes and printing and 38 cents for postage for each census questionnaire.

Motion was made by Ms. Surdyka, seconded by Mr. Rybak and carried without opposition to seek volunteers from the Senior Tax Work-Off Program for opening and sorting census replies.

Good of the Department: Members of the Board made a contribution to the Dupont Middle School Angel Tree Fund to purchase small gifts for homeless children in the City.

Meeting adjourned at 11:55 a.m.

Respectfully submitted,

Janina Surdyka, Clerk of the Board