



# City of Methuen, Massachusetts

## Office of the City Clerk

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David D.J. Beauregard  
Mayor

Anne J. Drouin  
City Clerk

### MINUTES OF MEETING BOARD OF REGISTRARS OF VOTERS

Friday, January 22, 2025

9:00 am

**2<sup>ND</sup> FLOOR CONFERENCE ROOM, CITY HALL**

- 1) Meeting was called to order at 9:01 am with members Douglas Cairnie, Paul Downing and Assistant City Clerk Tammy L. DiGrazia present. Christine Sierra was absent.
- 2) City Clerk Anne Drouin called for a motion to approve 2025 Election Calendar: motion was seconded by Paul Downing and accepted vote was unanimous.
- 3) City Clerk Anne Drouin called for a motion to approve 2025 Election dates: motion was seconded by Paul Downing and accepted vote was unanimous.
- 4) City Clerk Anne Drouin called for a motion to approve the 2025 Election Early Vote Dates to be held in the City Clerk customer service area: motion was seconded by Douglas Cairnie and accepted vote was unanimously.
- 5) City Clerk Anne Drouin called for a motion to approve 2025 Polling Locations: motion was seconded by Paul Downing and accepted vote was unanimously.
- 6) City Clerk Anne Drouin called for a motion to approve Tammy DiGrazia, Marie Messina, Micheal Rubino, Beth Rizzo, and Jashley Valera as assistant registrars. The vote was accepted unanimously.
- 7) Paul Downing motioned to adjourn the meeting at 9:15 am, seconded by Douglas Cairnie, motion carried unanimously.

RECEIVED  
CITY CLERK'S OFFICE  
METHUEN, MASS.  
2025 FEB -4 PM 2:30

RESPECTFULLY SUBMITTED,  
*Tammy L DiGrazia, Assistant City Clerk*