



Medford City Council  
Medford, Massachusetts

## **The Ninth Regular Meeting, April 30, 2024**

### **City Council**

Isaac B. "Zac" Bears  
Anna Callahan  
Kit Collins  
Emily Lazzaro  
Matt Leming  
George A. Scarpelli  
Justin Tseng

This meeting will take place at 7:00 P.M. in the City Council Chamber, 2nd Floor, Medford City Hall, 85 George P. Hassett Drive, Medford, MA and via Zoom.

Zoom Link: <https://us06web.zoom.us/j/89637218850>

Call-in Number: +13017158592,,89637218850# US

Broadcast Live: Channel 22 (Comcast), Channel 43 (Verizon), and medfordtv.org.

To submit written comments, please email [AHurtubise@medford-ma.gov](mailto:AHurtubise@medford-ma.gov).

### **CALL TO ORDER & ROLL CALL**

### **SALUTE TO THE FLAG**

### **ANNOUNCEMENTS, ACCOLADES, REMEMBRANCES, REPORTS, AND RECORDS**

#### **24-085 - Offered by Isaac Bears, Council President**

Congratulate Center for Citizenship and Social Responsibility (CCSR) Students at the Brooks Elementary School

**24-086 - Offered by Isaac Bears, Council President, George Scarpelli, City Councilor**

Congratulate Former Councilor Rick Caraviello on the Honor of Being Named the 2024 Citizen of the Year by the Medford Chamber of Commerce

**24-095 - Offered by George Scarpelli, City Councilor**

Resolution to Recognize the Amazing Work of Brooks School 5th Grade Students, Savannah McLaughlin and Adam Costello members of The CCSR

**24-098 - Offered by Justin Tseng, City Councilor**

Congratulate Medford High School and Middle School Orchestras on Winning Medals at MICCA Concert Festival

**Records**

The Records of the Meeting of April 16, 2024 were passed to Councillor Callahan.

**Reports of Committees**

**24-045 - Offered by Isaac Bears, Council President**

Committee of the Whole (Budget), April 17, 2024, Report to Follow

**24-045 - Offered by Isaac Bears, Council President**

Committee of the Whole (Budget), April 23, 2024, Report to Follow

**24-015 and 24-073 - Offered by Matt Leming, City Councilor**

Resident Services and Public Engagement Committee, April 23, 2024, Report to Follow

**24-033 and 24-083 - Offered by Kit Collins, Council Vice President**

Planning and Permitting Committee, April 24, 2024, Report to Follow

**24-084 - Offered by Anna Callahan, City Councilor**

Public Works and Facilities Committee, April 24, 2024, Report to Follow

**HEARINGS**

**24-067**

Snappy Patty's, 454 High Street, Special Permit for Hours

**24-068**

Pinky's Pizza, 165 Main Street, Special Permit for Hours

**MOTIONS, ORDERS, AND RESOLUTIONS**

**24-074 - Offered by Kit Collins, Council Vice President**

Resolution to Review Annual Surveillance Report

**24-093 - Offered by Kit Collins, Council Vice President, Isaac Bears, Council President**

Resolution to Support State PILOT Legislation (S.1836/H.2963)

**24-094 - Offered by George Scarpelli, City Councilor**

Resolution to Discuss City Council Sub Committee Processes

**24-096 - Offered by George Scarpelli, City Councilor**

Resolution that City Council Finalize Dates for a Walking Tour of All the Fire Houses in the City

**24-097 - Offered by George Scarpelli, City Councilor**

Resolution to Discuss Processes Dealing With Possible Home Rule Petitions

**COMMUNICATIONS FROM THE MAYOR**

**24-086**

**Offered by Mayor Breanna Lungo-Koehn**

Request For a Food Truck Permit For "Pennypacker's" - May 4, 2024 at Hormel Stadium

**24-087**

**Offered by Mayor Breanna Lungo-Koehn**

Request for a Food Truck Permit for "Trolley Dogs" - May 17, 2024 at Hormel Stadium

**24-088**

**Offered by Mayor Breanna Lungo-Koehn**

Request for a Food Truck Permit for "Planning with a Scorpio" - May 26, 2024 at Hormel Stadium

**24-089**

**Offered by Mayor Breanna Lungo-Koehn**

Request For a Food Truck Permit for "Work Hard, Eat Good" - June 2, 2024 at Hormel Stadium

**24-090**

**Offered by Mayor Breanna Lungo-Koehn**

Request For a Food Truck Permit For "Bocadillo's" - June 8, 2024 at Hormel Stadium

**24-091**

**Offered by Mayor Breanna Lungo-Koehn**

Request For a Food Truck Permit for "Hungry Nomad's" - June 22, 2024 at Hormel Stadium

**24-092**

**Offered by Mayor Breanna Lungo-Koehn**

Request for Appropriation - Community Preservation Committee (CPC)

**PUBLIC PARTICIPATION**

To participate outside of Zoom, please e-mail [AHurtubise@medford-ma.gov](mailto:AHurtubise@medford-ma.gov).

**UNFINISHED BUSINESS**

**23-412**

**Petition to Amend Deed Restriction - 12 Dell Avenue**

IN CITY COUNCIL

SEPTEMBER 19, 2023

TABLED

**24-031**

**Request a Representative from BJ's Wholesale Club Meet to Discuss Construction and Neighborhood Concerns**

IN CITY COUNCIL

FEBRUARY 6, 2024

TABLED

**22-494**

**Budget Ordinance**

IN CITY COUNCIL

MARCH 12, 2024

FIRST READING

APPROVED - MARCH 19, 2024

SECOND READING

ADVERTISED - APRIL 11, 2024

THIRD READING

ELIGIBLE - APRIL 30, 2024

**24-080**                      **Amend Personnel Ordinance - Supervisor of Water & Sewer**

IN CITY COUNCIL              APRIL 16, 2024

TABLED

**Reports Due/Deadlines**

**16-574**                      University Accountability Spring 2017-Report (Next Report Due in November 2024)

**22-026**                      Quarterly Presentation on City's Financial Health by Chief Financial Officer/Auditor

**22-027**                      Monthly Copy of Warrant Articles from Chief Financial Officer/Auditor

**Adjournment**



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

April 30, 2024

**SPONSORED BY**

Isaac Bears, Council President

**AGENDA ITEM**

**24-085** - Congratulate Center for Citizenship and Social Responsibility (CCSR) Students at the Brooks Elementary School

**FULL TEXT AND DESCRIPTION**

Be it Resolved by the Medford City Council that we congratulate the Center for Citizenship and Social Responsibility (CCSR) students at the Brooks Elementary School for their fundraiser to purchase safety devices for our local United States Postal Service mail carriers.

Be it Further Resolved that we invite these students to the May 14<sup>th</sup> City Council Meeting to receive a citation for their fantastic work.

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

April 30, 2024

**SPONSORED BY**

Isaac Bears, Council President,  
George Scarpelli, City Councilor

**AGENDA ITEM**

**24-086** - Congratulate Former Councilor Rick Caraviello on the Honor of Being Named the 2024 Citizen of the Year by the Medford Chamber of Commerce

**FULL TEXT AND DESCRIPTION**

Be it Resolved by the Medford City Council that we congratulate Former Councilor Rick Caraviello on the honor of being named the 2024 Citizen of the Year by the Medford Chamber of Commerce and thank Rick for his decades of service to the City of Medford and its residents.

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

April 30, 2024

**SPONSORED BY**

George Scarpelli, City Councilor

**AGENDA ITEM**

**24-095** - Resolution to Recognize the Amazing Work of Brooks School 5th Grade Students, Savannah McLaughlin and Adam Costello members of The CCSR

**FULL TEXT AND DESCRIPTION**

Be it Resolved the City Council recognize the amazing work of Savannah McLaughlin and Adam Costello members of The CCSR and 5th Grade students from the Brooks Elementary School on providing safety whistles for postal workers.

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None





Medford City Council  
Medford, Massachusetts

**MEETING DATE**

April 30, 2024

**SPONSORED BY**

Justin Tseng, City Councilor

**AGENDA ITEM**

**24-098** - Congratulate Medford High School and Middle School Orchestras on Winning Medals at MICCA Concert Festival

**FULL TEXT AND DESCRIPTION**

Be it Resolved that the Medford City Council congratulate the Medford High School Orchestra on winning a Gold Medal and the Medford Middle School String Ensemble on winning a Silver Medal at the prestigious Massachusetts Instrumental and Chorus Conductor's Association (MICCA) Concert Festival.

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

April 30, 2024

**SPONSORED BY**

**AGENDA ITEM**

**24-067** - Snappy Patty's, 454 High Street, Special Permit for Hours

**FULL TEXT AND DESCRIPTION**

**LEGAL NOTICE  
MEDFORD CITY CLERK'S OFFICE  
NOTICE OF A PUBLIC HEARING  
MEDFORD CITY COUNCIL**

A public Hearing will be held by the Medford City Council in the Howard F. Alden Memorial Auditorium, City Hall, 85 George P. Hassett Drive, Medford, MA, on April 30, 2024 at 7:00 p.m., a Zoom link to be posted no later than Friday, April 26, 2024 on a petition from West Medford LLC dba Snappy Patty's 454 High Street, Medford, MA 02155 for a special permit to amend its *Hours of Operation* in accordance with Medford Zoning Ordinance Chapter 94 – 7.2.1 to operate extended hours at its business at 454 High Street, Medford, MA 02155, said site being located in a Commercial Zoning District (C-1) as follows:

**Extended Hours of Operation Requested**  
**Thursday, Friday and Saturday 11:00 p.m. – 1:00 a.m.**

Petition and plan may be seen in the Office of the City Clerk, Medford City Hall, Medford, MA.

Call 781-393-2425 for any accommodations/aids. The City of Medford is an EEO/AA/504 Employer.

By order of the City Council.

Adam L. Hurtubise  
City Clerk

**RECOMMENDATION**

## FISCAL IMPACT

## ATTACHMENTS

- I. 24-067 Snappy Patty's

24-067

LEGAL NOTICE  
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By order of the City Council.

Adam L. Hurtubise  
City Clerk



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

April 30, 2024

**SPONSORED BY**

**AGENDA ITEM**

**24-068** - Pinky's Pizza, 165 Main Street, Special Permit for Hours

**FULL TEXT AND DESCRIPTION**

LEGAL NOTICE  
MEDFORD CITY CLERK'S OFFICE  
NOTICE OF A PUBLIC HEARING  
MEDFORD CITY COUNCIL

A public Hearing will be held by the Medford City Council in the Howard F. Alden Memorial Auditorium, City Hall, 85 George P. Hassett Drive, Medford, MA, on April 30, 2024 at 7:00 p.m., a Zoom link to be posted no later than Friday, April 26, 2024 on a petition from Siyas Properties LLC dba Pinky's Famous Pizza, 165 Main Street, Medford, MA 02155 for a special permit to amend its *Hours of Operation* in accordance with Medford Zoning Ordinance Chapter 94 – 7.2.1 to operate extended hours at its business at 165 Main Street, Medford, MA 02155, said site being located in an Apartment I (APT-I) District as follows:

**Extended Hours of Operation Requested**  
**Monday to Thursday 11:00 p.m. to 1:00 a.m.**  
**Friday, Saturday and Sunday 11:00 p.m. – 2:00 a.m.**

Petition and plan may be seen in the Office of the City Clerk, Medford City Hall, Medford, MA.  
Call 781-393-2425 for any accommodations/aids. The City of Medford is an EEO/AA/504 Employer.

By order of the City Council.

Adam L. Hurtubise  
City Clerk

**RECOMMENDATION**

## **FISCAL IMPACT**

## **ATTACHMENTS**

- I. 24-068 - Pinky's Pizza Special Permit For Hours

24-068

LEGAL NOTICE  
MEDFORD CITY CLERK'S OFFICE  
NOTICE OF A PUBLIC HEARING  
MEDFORD CITY COUNCIL

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**Extended Hours of Operation Requested**  
**Monday to Thursday 11:00 p.m. to 1:00 a.m.**  
**Friday, Saturday and Sunday 11:00 p.m. – 2:00 a.m.**

Petition and plan may be seen in the Office of the City Clerk, Medford City Hall, Medford, MA.  
Call 781-393-2425 for any accommodations/aids. The City of Medford is an EEO/AA/504 Employer.

By order of the City Council.

Adam L. Hurtubise  
City Clerk



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

April 30, 2024

**SPONSORED BY**

Kit Collins, Council Vice President

**AGENDA ITEM**

**24-074** - Resolution to Review Annual Surveillance Report

**FULL TEXT AND DESCRIPTION**

Be it Resolved that the Medford City Council Review the Annual Surveillance Report

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

- I. 2023 Annual Surveillance Report





## 2023 Annual Surveillance Report

Surveillance Technology: Body-worn Cameras  
Date: April 1, 2024  
Submitted By: Chief Jack D. Buckley

In accordance with Section 50, Article III - An Ordinance To Promote Transparency and Protect Civil Rights and Civil Liberties With Respect to Surveillance Technology I am providing the Annual Surveillance Report for the previous 2023 calendar year.

The Medford Police Department did not implement its BWC program until December 4, 2023. As a result, this report covers a limited period of time.

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### **1. A description of how surveillance technology has been used, including whether it captured images, sound, or information regarding members of the public who are not suspected of engaging in unlawful conduct:**

Body-worn Camera (BWC) equipment captures audio and video footage of most civilian-officer relations. When performing any patrol function, as determined by the Chief of Police, officers must wear and activate BWCs according to Department policy. Medford Police Officers will activate the BWC only in conjunction with official law enforcement duties, where such BWC use is appropriate to the proper performance of duties, and where BWC recordings are consistent with policy and the law. Recordings shall be specific to an incident. Officers shall not indiscriminately record entire duties or patrols.

Officers may use their discretion when deciding to activate the BWC during incidental public contact during the ordinary course of the day. Officers are not required, or expected, to activate their BWC when conducting ordinary activities or other situations that do not involve the delivery of police services.

### **2. Whether the surveillance technology has been effective at achieving its identified purpose:**

There have been no issues or complaints related to the department's BWC program. I believe it has, thus far, been effective in achieving the purpose of documenting crime and accident scenes, or other events that include the confiscation and documentation of incidental evidence or contraband. BWC equipment enhances the Medford Police Department's ability to document and review statements and events during an incident, as well as preserve video footage, audio information and evidence for investigative and prosecutorial purposes. BWCs are effective law enforcement tools that reinforce the

public's perception of police professionalism and preserve factual representations of officer-civilian interactions.

**3. Whether and how often collected Surveillance Data was shared with any external persons or entities, the name(s) of any recipient person or entity, the type(s) of data disclosed, under what legal standard(s) the information was disclosed, and the justification for the disclosure(s);**

In 2023 the Medford Police Department has provided to the Middlesex District Attorney's Office two (2) BWC video cases in accordance with the mandatory pre-trial discovery rules of the Massachusetts Trial Court. All discovery requests are made through the police department's court prosecutor and the department's Supervisor of the BWC Unit.

**4. The number of public records requests received by the City seeking documents concerning Surveillance Technology approved during the previous year;**

During calendar year 2023 there was a total of one (1) public records request filed in accordance with the Massachusetts Public Records Law, M.G.L. Ch. 66, sec. 10. The Medford Police Department did not provide the requested BWC footage as it would violate the provisions of M.G.L Ch. 41, sec. 97D. *All reports, including communications between police officers and victims of domestic violence/ abuse perpetrated by family or household members, rape and sexual assault are confidential, and are not public records.*

**5. A summary of complaints or concerns that were received about the Surveillance Technology;**

No complaints have been filed.

**6. The results of any internal audits, any information about violations of the Surveillance Use Policy, and any actions taken in response other than to the extent that such inclusion would violate the privacy rights of an employee of the City;**

The Medford Police Department initiated the BWC trial program with a select group of approximately forty (40) officers beginning on December 4, 2023. This trial program extended through January 2, 2024. The intent of this trial period was for officers to use the BWC in actual, live incidents and for the Body Worn Camera Unit to monitor the implementation and to meet with the officers participating in the trial program to receive feedback and suggestions.

As of January 3, 2024, all officers are required to wear and use BWCs in accordance with policy. As this is new technology, the department has initiated a BWC Pilot Program where minor violations of the BWC policy and/or department rules and regulations related to the use of a BWC will be managed with additional training and counseling as opposed to formal discipline. The BWC Pilot Program will be supervised by the Body Worn Camera Unit Lieutenant. Minor violations, not criminal in nature, discovered during the compliance and review of recorded material will be viewed as training opportunities and not disciplinary actions. Said infractions may be reduced to writing in order to document corrective action.

During the BWC Pilot Program the Body Worn Camera Unit and their designees are responsible for reviewing BWC activity logs and reports to ensure officers remain in

compliance with the policy and procedural metrics established by the policy for the Medford Police Department. The Body Worn Camera Unit personnel are specifically charged with conducting periodic checks of recordings. The Body Worn Camera Unit shall provide feedback to officers on BWC use and performance and recommend training as needed to correct any deficiencies.

**7. Whether the civil rights and liberties of any communities or groups, including communities of color or other marginalized communities in the City are disproportionately impacted by the deployment of the Surveillance Technology;**

We do not believe the BWC program will disproportionately impact any community or group.

**8. An estimate of the total annual costs for the Surveillance Technology, including personnel and other ongoing costs, and what source(s) of funding will fund the technology in the coming year, if known; and**

The BWC Unit is staffed with one (1) full-time Lieutenant and one (1) full-time Patrol Officer. The base salary pay for the Lieutenant is \$107,701.77. The base salary for the Patrol Officer is \$76,721.94.

Prior to being issued a BWC, Medford Police Officers successfully completed department approved training related to the use of BWCs and the department's policy related to the activation, categorization, and uploading of data. All Medford Police Department personnel who may supervise officers wearing BWCs, or personnel requiring access to review videos were also required to attend department approved training. The department spent a total of \$28,246.01 to train all officers and supervisors in 2023.

**9. A disclosure of any new agreements made in the past 12 months with non-City entities that may include acquiring, sharing, or otherwise using Surveillance Technology or the Surveillance Data it provides.**

None to report.



Medford City Council  
Medford, Massachusetts

MEETING DATE	SPONSORED BY
April 30, 2024	Kit Collins, Council Vice President, Isaac Bears, Council President
AGENDA ITEM	
<b><u>24-093</u></b> - Resolution to Support State PILOT Legislation (S.1836/H.2963)	
FULL TEXT AND DESCRIPTION	
<p>Be it resolved that the Medford City Council express its support of S.1836 and H.2963, “An Act Relative to Payment in Lieu of Organizations Exempt from Property Tax.”</p> <p>Be it Further Resolved that the City Clerk forward a copy of this resolution to the Medford legislative delegation as well as to the Chairs of the Joint Revenue Committee.</p>	
RECOMMENDATION	
FISCAL IMPACT	
ATTACHMENTS	
None	



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

April 30, 2024

**SPONSORED BY**

George Scarpelli, City Councilor

**AGENDA ITEM**

**24-096** - Resolution that City Council Finalize Dates for a Walking Tour of All the Fire Houses in the City

**FULL TEXT AND DESCRIPTION**

Be it Resolved that the City Council finalize dates for a walking tour to all fire houses in our City.

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

April 30, 2024

**SPONSORED BY**

George Scarpelli, City Councilor

**AGENDA ITEM**

**24-097** - Resolution to Discuss Processes Dealing With Possible Home Rule Petitions

**FULL TEXT AND DESCRIPTION**

Be it Resolved the City Council discuss processes dealing with possible Home Rule Petitions.

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None



**MEDFORD, MASSACHUSETTS  
MAYOR BREANNA LUNGO-KOEHN**

April 18, 2024

**Via Electronic Delivery**

To the Honorable President and  
Members of the Medford City Council  
Medford City Hall  
Medford, MA 02155

Re: Food Truck Permit

Dear President Bears and Members of the City Council:

On behalf of the below entity, I respectfully submit to the Medford City Council the following request for a "food truck" permit in the City of Medford. In addition to City Council approval, vendors are required to adhere to Health Department food safety requirements.

**Business Name:** "Pennypacker's" food truck

**Date + Time:** 5/4/2024  
4:00 – 7:00PM

**Location:** Hormel Stadium  
90 Locust Street  
Medford, MA 02155

**Event:** Boston Glory game

**About the Event:**

Thank you for your kind attention to this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Breanna Lungo-Koehn".

Breanna Lungo-Koehn, Mayor



**MEDFORD, MASSACHUSETTS  
MAYOR BREANNA LUNGO-KOEHN**

April 18, 2024

**Via Electronic Delivery**

To the Honorable President and  
Members of the Medford City Council  
Medford City Hall  
Medford, MA 02155

Re: Food Truck Permit

Dear President Bears and Members of the City Council:

On behalf of the below entity, I respectfully submit to the Medford City Council the following request for a "food truck" permit in the City of Medford. In addition to City Council approval, vendors are required to adhere to Health Department food safety requirements.

**Business Name:** "Trolley Dogs" food truck

**Date + Time:** 5/17/2024  
6:00 – 9:00PM

**Location:** Hormel Stadium  
90 Locust Street  
Medford, MA 02155

**Event:** Boston Glory game

**About the Event:** Temporary food trucks during Boston Glory (ultimate frisbee) games at Hormel Stadium.

Thank you for your kind attention to this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Breanna Lungo-Koehn".

Breanna Lungo-Koehn, Mayor





**MEDFORD, MASSACHUSETTS  
MAYOR BREANNA LUNGO-KOEHN**

April 17, 2024

**Via Electronic Delivery**

To the Honorable President and  
Members of the Medford City Council  
Medford City Hall  
Medford, MA 02155

Re: Food Truck Permit

Dear President Bears and Members of the City Council:

On behalf of the below entity, I respectfully submit to the Medford City Council the following request for a "food truck" permit in the City of Medford. In addition to City Council approval, vendors are required to adhere to Health Department food safety requirements.

**Date + Time:** 5/26/2024  
12pm – 5pm

**Location:** Condon Shell  
2501 Mystic Valley Parkway  
Medford, MA 02155

**Event:** Local pop-up market  
By Planning with a Scorpio

**About the Event:**

*"This will be a spring event for the whole family! Featuring food, live music, activities for the kids, and a variety of local vendors to shop from. We will have vendors selling body care, art, woodwork, leatherwork, crochet, desserts, and more. We will also have a face paint artist, bubbles, hula hoops, and other small yard games for kids to enjoy. Live music will take place on the stage during the event with the space in front of the stage left open for folks to sit and listen/eat."*

Thank you for your kind attention to this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Breanna Lungo-Koehn".

Breanna Lungo-Koehn, Mayor



**MEDFORD, MASSACHUSETTS  
MAYOR BREANNA LUNGO-KOEHN**

April 18, 2024

**Via Electronic Delivery**

To the Honorable President and  
Members of the Medford City Council  
Medford City Hall  
Medford, MA 02155

Re: Food Truck Permit

Dear President Bears and Members of the City Council:

On behalf of the below entity, I respectfully submit to the Medford City Council the following request for a "food truck" permit in the City of Medford. In addition to City Council approval, vendors are required to adhere to Health Department food safety requirements.

**Business Name:** "Work Hard, Eat Good" food truck

**Date + Time:** 6/2/2024  
12:00 – 3:00PM

**Location:** Hormel Stadium  
90 Locust Street  
Medford, MA 02155

**Event:** Boston Glory game

**About the Event:** Temporary food trucks during Boston Glory (ultimate frisbee) games at Hormel Stadium.

Thank you for your kind attention to this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Breanna Lungo-Koehn".

Breanna Lungo-Koehn, Mayor



**MEDFORD, MASSACHUSETTS  
MAYOR BREANNA LUNGO-KOEHN**

April 18, 2024

**Via Electronic Delivery**

To the Honorable President and  
Members of the Medford City Council  
Medford City Hall  
Medford, MA 02155

Re: Food Truck Permit

Dear President Bears and Members of the City Council:

On behalf of the below entity, I respectfully submit to the Medford City Council the following request for a "food truck" permit in the City of Medford. In addition to City Council approval, vendors are required to adhere to Health Department food safety requirements.

**Business Name:** "Bocadillo's" food truck

**Date + Time:** 6/8/2024  
6:00 – 9:00PM

**Location:** Hormel Stadium  
90 Locust Street  
Medford, MA 02155

**Event:** Boston Glory game

**About the Event:** Temporary food trucks during Boston Glory (ultimate frisbee) games at Hormel Stadium.

Thank you for your kind attention to this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Breanna Lungo-Koehn".

Breanna Lungo-Koehn, Mayor



**MEDFORD, MASSACHUSETTS  
MAYOR BREANNA LUNGO-KOEHN**

April 18, 2024

**Via Electronic Delivery**

To the Honorable President and  
Members of the Medford City Council  
Medford City Hall  
Medford, MA 02155

Re: Food Truck Permit

Dear President Bears and Members of the City Council:

On behalf of the below entity, I respectfully submit to the Medford City Council the following request for a "food truck" permit in the City of Medford. In addition to City Council approval, vendors are required to adhere to Health Department food safety requirements.

**Business Name:** "Hungry Nomads" food truck

**Date + Time:** 6/22/2024  
6:00 – 9:00PM

**Location:** Hormel Stadium  
90 Locust Street  
Medford, MA 02155

**Event:** Boston Glory game

**About the Event:** Temporary food trucks during Boston Glory (ultimate frisbee) games at Hormel Stadium.

Thank you for your kind attention to this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Breanna Lungo-Koehn", is written over a light blue rectangular background.

Breanna Lungo-Koehn, Mayor



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

April 30, 2024

**SPONSORED BY**

**AGENDA ITEM**

**24-092** - Request for Appropriation - Community Preservation Committee (CPC)

**FULL TEXT AND DESCRIPTION**

On behalf of the Community Preservation Committee, I respectfully request and recommend that your Honorable Body approve the following recommendation of the Community Preservation Committee:

Requesting the appropriation of \$287,500.00 from the CPA General Reserve to the Medford Historical Commission for Thomas Brooks Park Phase II Restoration.

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

- I. CommunityPreservationCommittee\_AppropriationRequ-Recom\_4.30.24



**MEDFORD, MASSACHUSETTS  
MAYOR BREANNA LUNGO-KOEHN**

April 24, 2024

**Via Electronic Delivery**

To the Honorable President and  
Members of the Medford City Council  
Medford City Hall  
Medford, MA 02155

**Re: Community Preservation Committee Appropriation Request**

On behalf of the Community Preservation Committee, I respectfully request and recommend that your Honorable Body approve the following recommendation of the Community Preservation Committee:

Requesting the appropriation of \$287,500.00 from the CPA General Reserve to the Medford Historical Commission for Thomas Brooks Park Phase II Restoration.

The project will be tracked in the Community Preservation Fund.

The CPC recommendation letter is attached and incorporated. Community Preservation Act Manager Theresa Dupont and Medford Historical Commission Co-Chair Ryan Hayward will be in attendance to address any questions.

Thank you for your consideration.

Respectfully submitted,

Breanna Lungo-Koehn  
Mayor

Enclosure



## Funding Recommendation Decision

April 9, 2024

**Applicant Name:** Medford Historical Commission

**Applicant Address:** 85 George P. Hassett Drive, Medford MA 02155

**Project:** Thomas Brooks Park – Phase II Restoration

On April 9, 2024 the City of Medford Community Preservation Committee (“CPC”) voted 6-0-1 (Member Carr abstained) to recommend approval to City Council that Medford Historical Commission be awarded \$287,500.00 of Community Preservation Act funds for Phase II of the Thomas Brooks Park restoration project. In reaching their decision, the CPC found that the project meets the Community Preservation Plan’s objective of the preservation of historic resources.

### Conditions of Approval:

1. The design shall comply with the Standards for Rehabilitation stated in the United States Secretary of the Interior’s Standards for the Treatment of Historic Properties codified in 36 C.F.R. Part 68.
2. The Medford Historical Commission shall provide public project updates throughout the restoration efforts.

DocuSigned by:

*Roberta Cameron*

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Roberta Cameron, Chair  
Community Preservation Committee



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

April 30, 2024

**SPONSORED BY**

**AGENDA ITEM**

**24-080** - Amend Personnel Ordinance - Supervisor of Water & Sewer

**FULL TEXT AND DESCRIPTION**

I respectfully request and recommend that the City Council approve the following amendment to the Revised Ordinances Chapter 66 entitled "Personnel," Article II entitled "Reserved" (the city's "Classification and Compensation Plan)," formerly included as Art. II §§, 66-31—66-40, by adopting the following change:

The language of "PW-18" shall be amended to remove the following position and the language of "PW-19" be amended to include the following position:

**"Supervisor of Water & Sewer"**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

- I. Ordinance Change\_Water&SewerSupervisor\_2024.04.16





**MEDFORD, MASSACHUSETTS  
MAYOR BREANNA LUNGO-KOEHN**

April 10, 2024

**Via Electronic Delivery**

To the Honorable President and  
Members of the Medford City Council  
City Hall  
Medford, MA 02155

**Re: Personnel Ordinance**

Dear Mr. President and Councilors:

I respectfully request and recommend that the City Council approve the following amendment to the Revised Ordinances Chapter 66 entitled "Personnel," Article II entitled "Reserved" (the city's "Classification and Compensation Plan)," formerly included as Art. II §§, 66-31—66-40, by adopting the following change:

The language of "PW-18" shall be amended to remove the following position and the language of "PW-19" be amended to include the following position:

**"Supervisor of Water & Sewer"**

The City has had this position posted at PW-18 for months and has not received any qualified applications. This proposed classification change would not require a supplemental appropriation.

Respectfully submitted,

  
Breanna Lungo-Koehn  
Mayor