

Medford City Council Medford, Massachusetts

#### Public Health and Community Safety Committee, February 13, 2024

#### **City Council**

Emily Lazzaro, Chair Justin Tseng, Vice Chair Anna Callahan Kit Collins Matt Leming

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

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

PDS Director Hunt, Health Director O'Connor, Prevention & Outreach Manager Funaiole, and Community Social Worker LaGambina are invited to attend this meeting.

Zoom Link: <a href="https://us06web.zoom.us/j/84176991765">https://us06web.zoom.us/j/84176991765</a>
Call-in Number: +13126266799,,84176991765# US

To submit written comments, please email AHurtubise@medford-ma.gov.

# ACTION AND DISCUSSION ITEMS

#### 24-006 - Offered by Isaac Bears, Council President

Resolution that each Council Committee review the 2024-2025 Council Governing Agenda as amended at the January 24, 2024 Committee of the Whole Meeting

#### 24-023 - Offered by Emily Lazzaro, City Councilor

Warming/Cooling Center for Adults Experiencing Homelessness

#### PAPERS IN COMMITTEE

**15-749** Replica Handgun Ban Ordinance

IN CITY COUNCIL 11/17/2015

IN COMMITTEE 2/6/2017

**20-289** Face Surveillance Ban Ordinance

IN CITY COUNCIL 3/31/2020

**20-400** Resolution to Request an Update on Medford Police

Department Use of Force and Deescalation Policies

IN CITY COUNCIL 06/09/2020

23-015 Resolution to Renew Efforts to Reduce Nip Litter Around City

IN CITY COUNCIL 01/17/2023

23-449 Resolution to Draft Wildlife Feeding Ordinance

IN CITY COUNCIL 11/14/2023

23-453 Resolution to Draft Ordinance Regulating Sales of Animals

Raised in Commercial Breeding Facilities

IN CITY COUNCIL 11/14/2023

#### **Adjournment**



## Medford City Council Medford, Massachusetts

**MEETING DATE** 

**SPONSORED BY** 

February 13, 2024

Isaac Bears, Council President

#### **AGENDA ITEM**

**24-006** - Resolution that each Council Committee review the 2024-2025 Council Governing Agenda as amended at the January 24, 2024 Committee of the Whole Meeting

#### **FULL TEXT AND DESCRIPTION**

Be it Resolved by the Medford City Council that councilors submit items to be included in a 2024-2025 Medford City Council Governing Agenda document (draft template attached in packet) that will guide the work of this Council and its committees during this term.

Be it Further Resolved that councilors submit items to the City Clerk by Thursday, January 18th, 2024 for further discussion in committee of the whole.

#### **RECOMMENDATION**

#### **FISCAL IMPACT**

#### **ATTACHMENTS**

2024-2025 Medford City Council Governing Agenda 2.8.24

## CITY OF MEDFORD

## OFFICE OF THE CITY COUNCIL



## **GOVERNING AGENDA** 2024 TO 2025

ISAAC B. "ZAC" BEARS KIT COLLINS

PRESIDENT VICE PRESIDENT

ANNA CALLAHAN | EMILY LAZZARO | MATT LEMING GEORGE SCARPELLI | JUSTIN TSENG COUNCILORS

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## **Helpful Documents**

2024 City Council Committees

Code of Ordinances (Municode)

Medford Comprehensive Plan

Medford Housing Production Plan

Medford Climate Action and Adaptation Plan

Medford Open Space and Recreation Plan

#### Committee of the Whole

#### Projects Currently in COW

19-070: Tree Preservation, Protection, and Replacement Ordinances

- Lead Councilors: President Bears, Vice President Collins
- Timeline
  - Start Date: January 2024End Date Goal: June 2024
- Description and goals:
  - Protect tree inventory in Medford by creating regulations on cutting down trees
  - Create a Tree Committee to promote the planting and protection of trees
  - Create a Tree Fund to supplement the City budget for public tree maintenance, tree planting, stump removal, and tree-planting site-preparation as well as a fund for City residents to petition to fund private tree maintenance
- Current Status:
  - Awaiting replies from city staff
  - Current Drafts

#### 21-057: Leaf Blower Ordinance

- Lead Councilors: President Bears, Vice President Collins
- Timeline
  - Start Date: January 2024End Date Goal: June 2024
- Description and goals:
  - Regulate the use of (mainly gas-powered) leaf-blowers and reduce noise and carbon emissions
- Current Status:
  - Awaiting incorporation of several motions made during committee meeting
  - Most recent version: 2024.01.31 Draft

#### 20-020: Food Truck Ordinance

- Lead Councilors: President Bears, Vice President Collins
- Timeline
  - Start Date: January 2024End Date Goal: March 2024
- Description and goals:
  - Update regulations on one-time and special event food truck licensing and moving approvals from the City Council to the Board of Health
- Current Status:

 Awaiting response from legal counsel, Health Director, Economic Development Director regarding amendments to reflect intent of Council; creating concurrent BOH regulations for permitting; language amendments to allow Council to issue special permits for one-day events

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#### **Administration and Finance Committee**

- Areas: Budget, Finance, Auditing, Taxation, Assessing, Procurement, Grant Administration, Retirement/Pensions, Personnel
- Departments: Finance, Treasurer/Collector, Assessor, Community Preservation, Law, Human Resources, Credit Union, Mayor's Office
- Relevant City Ordinances/City Regulations: Chapter 2 Administration, Chapter 50 -Human Relations, Chapter 66 - Personnel

### **Major Projects**

#### Annual Budget Process

- Estimated length and timing of project:
  - o Recurring annually, January to June
- Description and goals of project:
  - Review, recommend, and approve/cut Mayor's proposed annual budget for General Fund and Enterprise Fund

#### Revenue Generation/Prop. 2.5

- Estimated length and timing of project: 6-18 months
- Description and goals of project:
  - Work with the Mayor, Finance Department, Medford Public Schools, and other stakeholders to develop a plan to generate additional revenue via the override and/or debt exclusion mechanisms allowed by Proposition 2.5 state law to fund essential city and school services and capital projects

#### Classification and Compensation Study Implementation

- Estimated length and timing of project: 6-12 months
- Description and goals of project:
  - Review Collins Center's Classification and Compensation Study
  - Discuss potential changes to classification and compensation ordinance
  - Determine fiscal impact of accepting all recommendations and discuss prioritization of changes based on available revenue

#### **Ordinances**

#### 22-494: Budget Ordinance

- Lead Councilor: Bears
- Timeline

Start Date: January 2024End Date Goal: March 2024

- Description and goals:
  - Complete Budget Ordinance drafting with administration as discussed at several meetings in 2023
  - Pass final draft in 2024 and begin using framework for FY25 budget

#### Commercial Vacancy Tax

Lead Councilor: Leming

Timeline

Start Date: May 2024

o End Date Goal: December 2024

- Description and goals: Unspecified
  - Possible to work on in the Planning and Permitting Committee as well

#### 24-010: Good Landlord Tax Credit Local Option

Lead Councilor: Collins

Timeline

Start Date: May 2024

End Date Goal: December 2024

- Description and goals:
  - Work with Committee, Finance Director and Chief Assessor to develop a tax exemption for Medford landlords whose properties' rental rates and tenants' incomes meet eligibility requirements; and to develop those eligibility requirements within the parameters put forth by MGL.

#### Community Benefits Agreement Ordinance

Lead Councilors: Collins, Tseng

• Timeline:

Start Date: November 2024End Date Goal: May 2024

- Description and goals:
  - An ordinance to create a requirement that developers of eligible projects (meeting certain size/footprint, etc. thresholds) convene and work with a community advisory group (i.e. a neighborhood group, perhaps with municipal representatives) to identify and establish community benefits that will be created/conferred as a condition of the development.
  - Create a Community Benefits Committee to help negotiate community benefits with large real-estate projects and non-profits, manage the needs assessment process, and develop an approach for distributing funds to worthy projects and initiatives that address pressing needs

#### 20-515: Percent for Art Ordinance

- Lead Councilor: Collins & Callahan
- Timeline
  - o Start Date: January 2025
  - o End Date Goal: December 2025
- Description and goals:
  - In line with Percent for Art Ordinances modeled by other municipalities, create a requirement that 1% of private development costs/development project budgets be earmarked for public art projects in Medford, and to set up the necessary financial and administration infrastructure for such a fund.
  - Potential to refer to Education and Culture Committee

#### 22-014: Paid Family and Medical Leave

- Lead Councilor: Bears
- Timeline
  - Start Date: January 2025End Date Goal: June 2025
- Description and goals:
  - Work with Administration to institute PFML Program for all City employees and become first municipality in the Commonwealth to join the state's PFML system

#### 20-090: Extended Illness Leave Bank

- Lead Councilor: Bears
- Timeline
  - Start Date: January 2025
  - o End Date Goal: December 2025
- Description and goals:
  - Work with Administration to institute an extended illness leave bank for City employees

#### Oversight and Engagement

#### Financial Review and Long-Term Budget Planning and Forecasting

- Estimated length and timing of project: Recurring annually, July to December
- Description and goals of project:
  - Review city's financial status with Finance Department
  - Develop frameworks to allow for discussion of long-term financial planning and revenue forecasting (5 to 10 year projections)

#### Review Relevant City Ordinances and Regulations

- Subject: Chapter 2 Admin, Chapter 50 Human Relations, Chapter 66 Personnel
- Estimated length and timing of project: Recurring annually
- Description of project:
  - Review named ordinances and regulations for any out-of-date provisions, to improve readability, and to ensure compliance with state and federal law.

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#### **Education and Culture Committee**

- Areas: Arts, City Events, Education, History, Recreation, and Youth Affairs
- Departments: Medford Public Schools, Medford Public Library, Recreation, Parks Commission, Medford Arts Council
- Relevant City Ordinances/City Regulations: Chapter 2, Article III Boards/Commissions, Chapter 2, Article IV - Officers/Employees, Chapter 26 - Education, Chapter 62 - Parks and Recreation

#### **Major Projects**

None (as of this draft)

Work with Administration to Identify Public Internships for MHS Students

- Lead Councilor: Tseng
- Timeline
- Description and Goals:
  - Work with Administration to identify opportunities and connect them with MHS students

#### **Ordinances**

None (as of this draft)

### Oversight and Engagement

Review Relevant City Ordinances and Regulations

- Subject: Chapter 2, Article III Boards/Commissions, Chapter 2, Article IV -Officers/Employees, Chapter 26 - Education, Chapter 62 - Parks and Recreation
- Estimated length and timing of project: Recurring annually
- Description of project:
  - Review named ordinances and regulations for any out-of-date provisions, to improve readability, and to ensure compliance with state and federal law.

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#### **Governance Committee**

- Areas: Ordinances, Rules, Charter, Elections
- Departments: Clerk, Law, Election Commission, Boards/Commissions
- Relevant City Ordinances/City Regulations: Review Part I Charter; Chapter 2, Article III Boards/Commissions; Chapter 2, Article IV Officers/Employees; Chapter 30 Elections; Appendix B Rules of the Medford City Council; Appendix C Special Acts; Appendix D Acts Accepted

#### **Major Projects**

Updates to the City Charter

- Estimated length and timing of project:
  - o 12-18 months
- Description of project:
  - Create a proposal for an updated city charter to, with the approval of the Mayor, submit to the State House and State Senate for approval
  - Review charter study committee research and draft language as well as any proposals from previous councils, city staff, boards, or commissions for inclusion in the new city charter
  - Begin preliminary meetings prior to September 2024 and invite charter study committee and Collins Center to submit any recommendations prior to the final report of the study committee to help the council start its process

#### **Ordinances**

None (as of this draft)

#### Oversight and Engagement

Elections Department Oversight Report and Recommendations

- Lead Councilor: Bears
- Estimated length and timing of project:
  - o 1-4 months
- Description of project:
  - Review report requested by the Council regarding persistent issues with the timely counting and accurate release of results and systemic issues that led to breakdowns in the 2023 municipal election process

 Council make recommendations directly to the Mayor regarding funding, resources, staffing levels, personnel, department, structure, etc...

#### Review Relevant City Ordinances and Regulations

- Subject: Review Part I Charter; Chapter 2, Article III Boards/Commissions; Chapter 2, Article IV - Officers/Employees; Chapter 30 - Elections; Appendix B - Rules of the Medford City Council; Appendix C - Special Acts; Appendix D - Acts Accepted
- Estimated length and timing of project:
  - Review annually
- Description of project:
  - Review named ordinances and regulations for any out-of-date provisions, to improve readability, and to ensure compliance with state and federal law.

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## **Planning and Permitting Committee**

- Areas: Climate, Code Enforcement, Economic Development, Housing, Licensing, Parking, Planning, Permitting, Signs, Sustainability, Transportation, Zoning
- Departments: PDS, Building, Parking, DPW Engineering
- Relevant City Ordinances: Chapter 14 Businesses, Chapter 38 Environment, Chapter 48 - Historical Preservation, Chapter 78 - Traffic and Vehicles, Chapter 87 - Wetlands, Chapter 90 - Vehicles for Hire, Chapter 94 - Zoning
- Relevant City Regulations: Traffic Commission Decisions and Regulations, Licensing Commission Decisions and Regulations

#### **Major Projects**

#### Zoning Reform

- Estimated length and timing of project until completion:
  - Start Date: January 2024
  - o End Date Goal: September 2025
- Description and goals of project:
  - Work with selected consultant (Innes Associates + Bobrowski, Blatman, Haverty, & Silverstein) and staff from the Office of Planning, Development, and Sustainability to overhaul the substance of the Medford Zoning Ordinance based on the structure outlined in the 2022 Zoning Recodification
  - Update zoning districts, allowed uses, dimensional requirements, etc...
  - Implement the Medford Comprehensive Plan, Housing Production Plan, Climate Action and Adaptation Plan, and other city plans
  - Pass a new official zoning map for the city in digital format

#### **Ordinances**

#### 23-077: Condo Conversion Ordinance

- Lead Councilor: Collins
- Timeline:

Start Date: January 2024End Date Goal: May 2024

- Description and goals:
  - Implement an ordinance restricting conversion of rental apartments into condominiums as allowed under state law

#### **22-310**: Housing Home Rule Petitions

- Lead Councilors: Bears, Collins, Leming
- Timeline
  - Start Date: January 2024End Date Goal: June 2024
- Description and goals:
  - Real Estate Transfer Fee Draft a home rule petition to the State Legislature to enable Medford to enact local option real estate transfer fee to fund affordable housing projects
  - Tenant First Right of Refusal Draft a home rule petition to the State Legislature to enable Medford to enact local option right of first refusal to purchase for tenants
  - Rent Stabilization Draft a home rule petition to the State Legislature to enable Medford to enact local option rent stabilization
  - Submit to Mayor for approval and to legislature for enactment

#### 24-008: Review Fee Schedule

- Lead Councilors: Bears
- Timeline
  - Start Date: January 2024
  - o End Date Goal: December 2024
  - Review annually
- Description and goals:
  - Review city fee schedule and update as needed
  - Review all city fees set by the city council and suggest amendments based on inflation, increased cost for the city's work needed to verify accuracy and sufficiency of applications, comparisons to nearby, similar, or equivalently comparable communities

#### Cycling Safety Ordinance

- Lead: Collins
- Timeline
  - Start Date: July 2024
  - End Date Goal: December 2024
- Description and goals: An ordinance to create a structure/mandate that whenever road renovation, repaving, or road redesign is done on City-owned roads, bike lane infrastructure must be concurrently considered and implemented to the maximum extent feasible.

#### 24-026: Transportation Demand Management

Lead Councilors: Leming, Tseng

- Timeline
  - Include as part of zoning reform discussions
- Description and goals:
  - Adopt a transportation demand management ordinance whereby large commercial and institutional developments and/or large employers must develop a transportation demand management plan, designed to reduce private vehicle trips to the site
  - o T 1.4.G. in the Climate Action and Adaptation Plan

#### Energy Disclosure

- Lead Councilor: Callahan
- Timeline:

Start Date: TBDEnd Date Goal: TBD

- Description and goals:
  - Cambridge and Boston recently passed these, it asks large buildings to begin reporting their emissions, then later meeting certain goals.
  - o BE 2.2.D in Climate Action and Adaptation Plan

#### Benchmarking Ordinance

- Lead Councilor: Tseng, Callahan
- Timeline

Start Date: TBDEnd Date Goal: TBD

- Description and goals:
  - o Carbon emission reduction
  - Implement a reporting/disclosure ordinance for commercial and multifamily residential buildings over a particular size threshold that will require eligible buildings to track and disclose energy use and greenhouse gas emissions. Consider requiring benchmarking for water usage as well. Lead focus groups to gather input from property-owners, managers, renters, real estate brokers, and other relevant sectors in the design and implementation of the programs; include outreach, education, and training initiatives as part of program implementation.
  - o BE 2.2.A in Climate Action and Adaptation Plan
  - o CR 2.1.2. in Comprehensive Plan
  - "Research a benchmarking ordinance for smaller buildings if it turns out that a large building ordinance (as potentially passed by the state) will have little effect because most of our emissions are from smaller buildings. Work with experts to write such an ordinance if it seems necessary from our research."

#### Rental Licensing Ordinance

Lead: Callahan

Timeline:

Start Date: TBDEnd Date Goal: TBD

- Description and goals:
  - Advance affordable housing and climate goals
  - "CAAP BE 2.2.D, 'Develop a rental licensing ordinance with energy efficiency standards.'

#### Pesticide Regulations

Lead Councilor: Tseng

Timeline:

Start Date: TBDEnd Date Goal: TBD

- Description and goals:
  - Consider adopting pesticide and fertilizer use ordinances to restrict the use/timing
    of applying synthetic products in order to protect the health of residents, pets,
    waterways, soils, and ecosystems
  - o EN 1.3.F in Climate Action and Adaptation Report

#### 23-475: Blasting and Earth Removal Regulations

- Lead Councilor: Tseng
- Timeline:
  - Include as part of zoning reform discussions
- Description and goals:
  - Develop a basic system of permitting, regulation, and notification for blasting and earth removal projects

#### Green Score

- Lead Councilor: Tseng
- Timeline:
  - Include as part of zoning reform discussions
- Description and goals:
  - Points-based system whereby developers must meet a specific set of points, awarded based on the integration of natural systems (e.g., plantings, trees, green roofs, green walls, etc.)
  - Encourage new development and redevelopment to mitigate the urban heat island effect through the incorporation of green space and natural systems
  - Encourage new development and redevelopment to capture, infiltrate, and evapotranspirate more stormwater on site to reduce stormwater volume, flood risk, and stress on the stormwater system

- Encourage new development and redevelopment to meet healthy soil standards, which ensure soil in the city can better infiltrate stormwater, sequester carbon, reduce erosion, and support ecological health
- Consider standards that would require developments to meet one of four options: 1) Leaving native soil and vegetation undisturbed and protecting it from compaction during construction; 2) Amending existing site topsoil or subsoil on site to meet specifications; 3) Removing and stockpiling existing topsoil during grading, reapplying, and amending the soil in place to meet specifications; or 4) Importing a topsoil mix, including compost, to achieve an appropriate pH and sufficient soil organic matter and depth

#### Oversight and Engagement

#### Review Relevant City Ordinances and Regulations

- Subject: Review Chapter 14 Businesses, Chapter 38 Environment, Chapter 48 -Historical Preservation, Chapter 78 - Traffic and Vehicles, Chapter 87 - Wetlands, Chapter 90 - Vehicles for Hire, Chapter 94 - Zoning; Traffic Commission Decisions and Regulations; Licensing Commission Decisions and Regulations
- Estimated length and timing of project:
  - Review annually
- Description of project:
  - Review named ordinances and regulations for any out-of-date provisions, to improve readability, and to ensure compliance with state and federal law.

#### Review License, Permit, and Sign Applications

- Lead: Subcommittee on Licensing, Permitting, and Signs
- Timeline
  - Review following required legal process and deadlines
- Description of project:
  - Review any applications for licenses, permits, or sign appeals and render a recommendation to the council

#### Efficiency retrofits for existing buildings

- Lead Councilor: Callahan
- Timeline:
  - o TBD
- Description and goals:
  - Diminish building carbon footprint
  - Work with Administration to implement CAAP BE 2.1 and BE 2.2 and subsections

### Transit Signal Priority

- Lead Councilor: Tseng
- Timeline:
  - o TBD
- Description and goals:
  - Implement a strategy to reduce delays to transit vehicles at traffic signals to reduce transit travel times and improve transit reliability

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## **Public Health and Community Safety Committee**

- Areas: Emergency Response, Public Health, Inspectional Services, Animal Control
- Departments: Health, Police, Fire, Building, DPW, Civil Defense
- Relevant City Ordinances: Chapter 6 Animals, Chapter 10 Buildings and Building Regulations, Chapter 22 - Civil Emergencies, Chapter 34 - Emergency Services, Chapter 42 - Fire Prevention and Protection, Chapter 46 - Floods, Chapter 54 - Law Enforcement, Chapter 58 - Offenses
- Relevant City Regulations: Board of Health Rules and Regulations

#### **Major Projects**

#### 24-023: Warming and Cooling Center

Lead Councilor: Lazzaro

Timeline

Start Date: Goal to pilot during Winter 2024-2025

o End Date Goal: TBD

- Description and Goals:
  - Be it Resolved by the Medford City Council that the City of Medford explore the options, cost, and requirements to open a warming and cooling center for adults experiencing homelessness in December, 2024.
  - Be it Further Resolved that the Medford City Council invite representatives from the Administration, including the Board of Health, along with stakeholders in our community and in neighboring communities, to attend meetings on this topic.

#### Alternative Emergency Response/Civilian Oversight

Lead Councilor: Collins

Timeline

Start Date: July 2024

o End Date Goal: September 2025

- Description and goals:
  - Work with Committee, community members and Administration to create a policy and timeline for instituting alternative emergency response systems in Medford and establishing a civilian oversight board over MPD.

#### One-Stop Center for Public Services

Lead Councilor: Tseng

Timeline

Start Date: TBDEnd Date Goal: TBD

- Description and goals:
  - Integrate existing public/social services into a one-stop shop where residents can easily find and access them

#### **Ordinances**

#### 24-021: Plant Medicine Decriminalization Ordinance

- Lead Councilor: Leming
- Timeline
  - Approved at February 6, 2024 Regular Meeting
- Description and goals of project:
  - Advocate for state law changes
  - Receive reportback from Chief of Police as requested at 2/6/24 meeting

#### 24-036: Overgrowth Ordinance

- Lead Councilor: Collins
- Timeline
  - Start Date: February 2024End Date Goal: June 2024
- Description and goals:
  - Create an ordinance that gives Board of Health/Code Enforcement the authority to do enforcement/issue warnings and tickets when vegetative overgrowth from private properties interferes with the public way (i.e. untrimmed plants blocking sidewalks).

#### 23-449: Wildlife Feeding Ordinance

- Lead Councilor: Collins
- Timeline
  - o Start Date: July 2024
  - End Date Goal: December 2024
- Description and goals:
  - Create an ordinance that gives Board of Health/Code Enforcement the authority to do enforcement/issue warnings and tickets when overfeeding/inappropriate feeding of wildlife is creating nuisances or health hazards

## **23-453**: Regulating retail sales of animals raised in commercial breeding facilities

- Leader Councilors: Collins
- Timeline
  - Start Date: July 2024

- o End Date Goal: December 2024
- Description and goals:
  - To create a regulation against the retail sale of pets and other animals raised in inhumane conditions (i.e. puppy mills)

## **22-379 and 22-453:** Gender-Affirming Care and Reproductive Healthcare Protection Ordinance

- Lead Councilor: Tseng
- Timeline
  - o Start Date: April 2024
  - End Date Goal: September 2024
- Description and goals:
  - Protect patients and medical professionals seeking and providing gender-affirming and reproductive healthcare
  - Prohibit the opening of crisis pregnancy centers

#### Oversight and Engagement

#### Surveillance Ordinance Reporting

- Lead Councilor: Collins
- Timeline
  - Start Date: April 2024
  - o End Date Goal: June 2024
  - Review annually
- Description and goals:
  - Review reports from city administration required under the 2023 Community Control Over Public Surveillance Ordinance
  - Follow up with Administration and Departments on reports due under new CCOPS ordinance, discuss implementation and compliance, discuss implementation and gather feedback from community advocates

#### Housing Stability Notification Ordinance Implementation and Enforcement

- Lead Councilor: Collins
- Timeline
  - Start Date: April 2024
  - o End Date Goal: June 2024
  - Review annually
- Description and goals of project:
  - Work with Board of Health and PDS department to review preliminary implementation of Housing Stability Notification Ordinance - review and evaluate

methods of informing/alerting landlords to the new law, track progress on alerting residents to existence of law, develop mechanisms for checking compliance

#### Emergency Response Equipment Replacement

• Lead Councilor: TBD

Timeline

Start Date: January 2025End Date Goal: June 2025

Description and goals:

 Review capital plan for funding replacement of equipment for emergency responders

#### Review Relevant City Ordinances and Regulations

- Subject: Review Chapter 14 Businesses, Chapter 38 Environment, Chapter 48 -Historical Preservation, Chapter 78 - Traffic and Vehicles, Chapter 87 - Wetlands, Chapter 90 - Vehicles for Hire, Chapter 94 - Zoning; Traffic Commission Decisions and Regulations; Licensing Commission Decisions and Regulations
- Estimated length and timing of project:
  - Review annually
- Description of project:
  - Review named ordinances and regulations for any out-of-date provisions, to improve readability, and to ensure compliance with state and federal law.

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	Wildlife Feeding Ordinance		
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#### **Public Works and Facilities Committee**

- Areas: Streets, Facilities, Infrastructure, Utilities
- Departments: DPW Streets (Highway, Fleet, Electrical, Engineering), DPW Facilities (Facilities, Forestry, Parks, Cemetery, Waste), DPW - Water/Sewer, IT Department
- Relevant City Ordinances: Chapter 18 Cemeteries, Chapter 62 Parks and Recreation, Chapter 70 - Solid Waste, Chapter 74 - Streets/Sidewalks, Chapter 82 - Utilities, Chapter 86 - Vegetation

#### **Major Projects**

Street and Sidewalk Repair and Accessibility

- Lead Councilor: Callahan
- Timeline
  - Ongoing
- Description and goals of project:
  - Review city pavement management plans for streets and sidewalks
  - Review city plans to improve accessibility and walkability
  - Discuss funds appropriated relative to what's necessary to achieve goals contained in the pavement management plans
  - "...understand which of the proposed plans in the 2021 Pavement Management Study we have chosen, or if none what the plans are for the next 5 years. Ideally we can be transparent with the public about both the funding and which specific streets will be paved in what calendar year."

#### City Facilities and Equipment

- Lead Councilor: Bears
- Timeline
  - Ongoing
- Description and goals of project:
  - Review facilities management plans or renovation plans
  - Discuss funds appropriated relative to what's necessary to ensure all facilities are in a state of good repair and provide effective services
  - o Resolution 24-034 on February 6, 2024 to request update

#### Public Restrooms in Parks/Squares

- Lead Councilor: Tseng
- Timeline
  - Start Date: TBD

- o End Date Goal: TBD
- Description and goals:
  - Work with partners to develop plans to set up more public restrooms in public spaces

#### **Ordinances**

#### Lead Ordinance

- Lead Councilors: Bears, Callahan
- Timeline
  - Start Date: July 2024
  - o End Date Goals: December 2024
- Description and goals of project:
  - Pass an ordinance regarding lead water lines pursuant to pending federal regulations and similar ordinances in other communities with water systems in poor condition like Medford

#### Home rule petition to increase excise taxes for large trucks

- Lead Councilor: Collins
- Timeline
  - Start Date: January 2025End Date Goal: May 2025
- Description and goals:
  - In collaboration with constituent and nonprofit advocates, develop a home rule petition for the right to increase the amount of excise tax levied upon trucks over a certain size/weight, to make that tax commensurate with the greater amount of damage incurred to municipal roads by very large vehicles.

#### Oversight and Engagement

#### Public Utility Accountability

- Lead Councilor: Lazzaro and Scarpelli
- Timeline:
  - Start Date: TBD
  - o End Date Goals: TBD
- Description and goals of project:
  - Hold utility companies accountable to provide services and benefits to the community and mitigate impact of their assets and poor asset condition on the city and residents

#### Tree Planting Volunteer Network

Lead Councilor: Callahan

Timeline

Start Date: TBDEnd Date Goals: TBD

- Description and goals:
  - Work with the mayor and staff to allow residents to become trained volunteer tree planters
  - Look to other cities that have modeled similar programs as examples

#### Review Relevant City Ordinances and Regulations

- Subject: Review DPW Streets (Highway, Fleet, Electrical, Engineering), DPW -Facilities (Facilities, Forestry, Parks, Cemetery, Waste), DPW - Water/Sewer, IT Department
- Relevant City Ordinances: Chapter 18 Cemeteries, Chapter 62 Parks and Recreation, Chapter 70 - Solid Waste, Chapter 74 - Streets/Sidewalks, Chapter 82 - Utilities, Chapter 86 - Vegetation
- Estimated length and timing of project:
  - Review annually
- Description of project:
  - Review named ordinances and regulations for any out-of-date provisions, to improve readability, and to ensure compliance with state and federal law.

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# Resident Services and Public Engagement Committee

- Areas: Racial Justice, Disability, Elder, Veterans, Communications, Public Engagement, Elections
- Departments: Diversity, Equity, and Inclusion (DEI), Council on Aging, Veterans Services, Clerk, Medford Community Media, Communications
- Relevant City Ordinances: Chapter 2, Article III Boards/Commissions, Chapter 2, Article IV - Officers/Employees

#### **Major Projects**

20-456: Multilingual Public Participation Resident Guide

Lead Councilor: TBD

Timeline

Start Date: TBDEnd Date Goal: TBD

Description and goals:

 Committee on Resident Services and Public Engagement work with DEI Office, MVP Community Liaisons, Human Resources, Medford Community Media, Communications Office, etc. to create a multilingual user guide for participation in City public meetings and for general navigation around City Hall programming, offices and services

#### **Ordinances**

23-398: Gender Equity Commission

• Lead Councilor: Tseng

Timeline

Start Date: January 2024End Date Goal: June 2024

Description and goals:

Create a commission to focus on gender equity issues in Medford

23-398: Youth Commission

Lead Councilor: Tseng

Timeline

Start Date: January 2024

- o End Date Goal: June 2024
- Description and goals:
  - Create a commission for youth participation in local government
  - Help identify youth needs in city services

#### 23-055: Welcoming City Ordinance

- Lead Councilor: Tseng
- Timeline
  - Start Date: April 2024
  - End Date Goal: September 2024
- Description and goals:
  - Codify Medford's existing non-cooperation policy with ICE
  - Expand to general city services and schools

#### **22-501**: Data Equity

- Lead Councilor: Tseng
- Timeline
  - Start Date: November 2024End Date Goal: May 2025
- Description and goals:
  - o Ensure data published by the city is grounded in equity principles
  - Disaggregate data currently collected under larger race/ethnicity categories
  - Help target city services to different communities more efficiently

#### Open Data

- Lead Councilor: Tseng
- Timeline
  - Start Date: TBDEnd Date Goal: TBD
- Description and goals:
  - Create a system for residents to engage with data collected by the City of Medford and collaborate with city partners on policy development

#### Immigrants' Commission

- Lead Councilor: Tseng
- Timeline
  - Start Date: TBDEnd Date Goal: TBD
- Description and goals:
  - Institutionalize outreach to non-citizen residents and participation in local governance/policy making (advisory role)

- Work to address the needs of Medford's immigrant communities and strengthen the ability of immigrants to fully and equitably participate in Medford's economic, civic, social, and cultural life
- o Integrate this work under the umbrella of a reformed Human Rights Commission

#### Language Access Policy or Ordinance

- Lead Councilor: Tseng
- Timeline

Start Date: TBDEnd Date Goal: TBD

- Description and goals:
  - Increase/cement existing access to city services for residents who speak languages other than English or who have at least one disability
  - Focus on availability of interpretation, translation, and assistive technologies
  - Review quality of existing services

#### Human Rights Commission Reform

- Lead Councilor: Tseng
- Timeline

Start Date: TBDEnd Date Goal: TBD

- Description and goals:
  - Involve former and current members of the HRC, as well as HRC target communities, in modernizing the HRC's enabling ordinance
  - Remove langutiveage/powers from the enabling ordinance that is outdated/restrictive

#### Oversight and Engagement

#### Review Relevant City Ordinances and Regulations

- Subject: Review DPW Streets (Highway, Fleet, Electrical, Engineering), DPW -Facilities (Facilities, Forestry, Parks, Cemetery, Waste), DPW - Water/Sewer, IT Department
- Relevant City Ordinances: Chapter 2, Article III Boards/Commissions, Chapter 2, Article IV - Officers/Employees
- Estimated length and timing of project:
  - Review annually
- Description of project:
  - Review named ordinances and regulations for any out-of-date provisions, to improve readability, and to ensure compliance with state and federal law.

# Modernizing the City Council Communications Strategy

- Lead Councilor: Tseng
- Timeline
  - Start Date: By June 2024
  - Ongoing
- Description and goals:
  - o Press Releases:
    - Create a subcommittee to work on monthly press release updates to send out to social media accounts and city email list
    - Rotating responsibilities (?)
  - Senior Center Newsletter
    - Bullet point summaries from press releases
  - Social Media:
    - Create social media accounts
    - Determine social media use rules
  - Short-form Videos:
    - Create update videos on meetings and important issues and post onto either social media/Medford Community Media
  - Website:
    - Hold a Standing Committee meeting (and invite the city's Communications Director to attend) to solicit feedback from the public, propose changes, and updates to the City Website
    - Create a list of what we want to see on the City Council website

# Meetings with Underrepresented Groups

- Lead Councilor: Tseng, Callahan
- Timeline
  - Ongoing
- Description and goals:
  - Listening sessions with under-represented and under-served populations (city councilors listen)
  - Work with community partners to hold meetings outside of City Hall if possible
  - Celebrations for underrepresented faith groups

# Increase Public Input via Open Surveys and Forms

- Lead Councilor: Tseng
- Timeline
  - Ongoing
- Description and goals:
  - Increase accessibility of providing input to the City Council by developing surveys and input forms

# 24-022: Twice-Annual Training with Diversity, Equity and Inclusion Office

- Lead Councilor: Lazzaro
- Timeline
  - o Twice annually
- Description and goals of project:
  - Implement a framework of diversity, equity, and inclusion in City Council business, starting with a standard bi-yearly training/refresher with Frances Nwajei or her designee - keep this standard going in perpetuity to ensure DEI is woven into all conversations and calculations of the City Council

# **Draft Timeline**

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Review Relevant Ordinances and Regulations 01/24 to 12/24										Review Relevant Ordinances and Regulations 01/25 to 12/25															



**MEETING DATE** 

**SPONSORED BY** 

February 13, 2024

Emily Lazzaro, City Councilor

#### **AGENDA ITEM**

24-023 - Warming/Cooling Center for Adults Experiencing Homelessness

#### **FULL TEXT AND DESCRIPTION**

Be it Resolved by the Medford City Council that the City of Medford explore the options, cost, and requirements to open a warming and cooling center for adults experiencing homelessness in December, 2024.

Be it Further Resolved that the Medford City Council invite representatives from the Administration, including the Board of Health, along with stakeholders in our community and in neighboring communities, to attend meetings on this topic.

## **RECOMMENDATION**

#### **FISCAL IMPACT**

#### **ATTACHMENTS**



**MEETING DATE** 

**SPONSORED BY** 

February 13, 2024

#### **AGENDA ITEM**

15-749 - Replica Handgun Ban Ordinance

#### **FULL TEXT AND DESCRIPTION**

#### 15-749 - Offered by Councillor Knight

Be It Resolved the Medford City Council meet with the Chief of Police and City Solicitor to craft an ordinance banning replica handguns in public places.

Addressing the Council: Jeanne Martin, 10 Cummings Ave Robert Cappucci Jr., 71 Evans St Joe Viglione, 59 Garfield Ave

a) Amended by Vice President Lungo-Koehn the Council, Chief of Police and Solicitor meet to discuss initiating the ordinance

Upon motion by Councillor Knight as amended on a roll call vote of 6 in the affirmative and I absent-passed

#### **An Ordinance Regulating Replica Firearms Definitions**

Definitions - As used herein, the following word shall have the following meanings:

Replica firearm shall mean any toy, imitation, facsimile or replica pistol, revolver, shotgun, rifle, air rifle, B-B gun, pellet gun, machine gun, or other similar simulated weapon which, because of its color, size, shape, or other characteristics, can reasonably be perceived to be a real firearm capable of firing a bullet or other projectile.

Regulation - No person shall sell, offer to sell, possess, use, display or give away, any replica firearm on a public property unless:

a. The entire exterior surface of the imitation firearm is colored white, bright red, bright orange,

bright yellow, bright blue, bright pink, or bright purple, either singly or as the predominant color in combination with other colors in any pattern; or

- b. The imitation firearm is constructed entirely of transparent or translucent materials which permits unmistakable observation of the imitation firearm's complete contents; and
- c. The barrel of the imitation firearm, other than the barrel of a water gun, is closed with a blaze orange plug, permanently affixed, of the same material of which the imitation firearm is made, for a distance of not less than one-half inch from the front end of said barrel; and
- d. The imitation firearm had legibly stamped thereon, the name of the manufacturer or some trade name, mark or brand by which the manufacturer can be readily identified; and
- e. The imitation firearm does not have a laser pointer attached

Enforcement - If any individual under eighteen (18) years of age is found with a replica firearm by a member of the Medford Police Department, the officer shall contact his or her parent or guardian to inform them that the individual has been found with a replica firearm on public property. Parents or guardians shall be informed that they will be able to pick up the replica firearms at the district station after twenty-four (24) hours. The officer shall confiscate the replica firearm and bring it to the district station for holding. If the individual is over eighteen (18) years of age, the officer shall confiscate the replica firearm(s) and inform the individual that they can pick the item(s) up at the district station after twenty-four (24) hours.

Penalties - Any individual found in violation of any provision of this section in a second or subsequent instance shall forfeit the weapon, contraband, or dangerous device giving rise to the violation of such section and be subject to a fine of fifty (\$50.00) dollars.

#### **RECOMMENDATION**

#### **FISCAL IMPACT**

#### **ATTACHMENTS**



**MEETING DATE** 

**SPONSORED BY** 

February 13, 2024

#### **AGENDA ITEM**

**20-289** - Face Surveillance Ban Ordinance

#### **FULL TEXT AND DESCRIPTION**

#### 20-289 - Offered by Councilor Bears and Councilor Morell

Be it Ordained that the Medford City Council prohibit the use of face surveillance systems by the City of Medford or individuals in the employ of the School District and City of Medford.

By adopting the following ordinance:

Article III - Ban on City Use of Face Surveillance

Sec. 54-50. - Short title.

This article may be cited as the "Face Surveillance Ban."

Sec. 54-51. - Purposes and intent.

The potential use of face surveillance systems by law enforcement and government entities in Medford would endanger the privacy rights and protections of Medford residents.

The purposes of this article are to regulate the use of face surveillance systems by the City.

Sec. 54-52. - Definitions

Face surveillance shall mean an automated or semi-automated process that assists in identifying an individual, or in capturing information about an individual, based on the physical characteristics of an individual's face.

Face surveillance system shall mean any computer software or application that performs face surveillance.

Medford official shall mean any person or entity acting on behalf of Medford, including any officer, employee, agent, contractor, subcontractor, or vendor.

Sec. 54-53. - Ban on City Use of Face Surveillance a. It shall be unlawful for the City or any Medford official to:

- 1. obtain, possess, access, or use any face surveillance system;
- 2. enter into a contract or other agreement with any third party for the purpose of obtaining, possessing, accessing, or using, by or on behalf of Medford or any Medford official any face surveillance system; or
- 3. issue any permit or enter into a contract or other agreement that authorizes any third party to obtain, possess, access, or use (i) any face surveillance system, or (ii) information derived from a face surveillance system based on photographic, video or other images originally captured within the City.
- b. Nothing in Section 54-53 shall prohibit the City or any Medford official from:
  - I. using evidence relating to the investigation of a specific crime that may have been generated from a face surveillance system; or
  - 2. obtaining or possessing (i) an electronic device, such as a cell phone or computer, for evidentiary purposes, or (ii) an electronic device, such as a cell phone or tablet, that performs face surveillance for the sole purpose of user authentication;
  - 3. using face recognition on an electronic device, such as a cell phone or tablet, owned by Medford or by such official, for the sole purpose of user authentication;
- 4. using social media or communications software or application for communicating with the public, provided such use does not include the affirmative use of any face surveillance;
- 5. using automated redaction software, provided such software does not have the capability of performing face surveillance; or
- 6. complying with the National Child Search Assistance Act.

#### Sec. 54-54. - Enforcement

- a. Face surveillance data collected or derived in violation of this ordinance shall be considered unlawfully obtained and shall be deleted upon discovery, subject to applicable law.
- b. No data collected or derived from any use of face surveillance in violation of this ordinance and no evidence derived therefrom may be received in evidence in any City proceeding.
- c. Any violation of this ordinance constitutes an injury and any person may institute proceedings for injunctive relief, declaratory relief, or writ of mandate in any court of competent jurisdiction to enforce this ordinance. An action instituted under this paragraph shall be brought against the respective City department, and the City and, if necessary to effectuate compliance with this ordinance, any other governmental agency with possession, custody, or control of data subject to this ordinance.
- d. Violations of this ordinance by a City employee shall result in consequences that may include retraining, suspension, or termination, subject to due process requirements and provisions of collective bargaining agreements.
- e. Nothing in this Article shall be construed to limit any individual's rights under state orfederal law.

Sec. 54-55. - Severability

Each separate provision of this article shall be deemed independent of all other provisions herein. If a court of competent jurisdiction declares that any provision of this article is invalid, then the remaining provisions of this article shall remain valid and enforceable.

Councillor Bears moved to waive reading of the ordinance in lieu of a synopsis from one of the sponsors (Councillor Morell second)—passed on a roll call vote of seven in favor and zero opposed.

a) Councillor Knight offered an amendment requesting that a representative of the Middlesex District Attorney's Office be invited to any future meeting held on this topic.

Councillor Bears moved to refer the paper to the Subcommittee on Public Safety, for a meeting with the Police Chief or an appropriate representative from the Police Department, after the COVID-19 Emergency Declaration has been lifted (Councillor Morell second)—passed on a roll call vote of seven in favor and zero opposed.

#### **RECOMMENDATION**

#### **FISCAL IMPACT**

#### **ATTACHMENTS**



#### **MEETING DATE**

**SPONSORED BY** 

February 13, 2024

#### **AGENDA ITEM**

**20-400** - Resolution to Request an Update on Medford Police Department Use of Force and Deescalation Policies

#### **FULL TEXT AND DESCRIPTION**

#### 20-400-Offered by Councillor Morell

Be it so Resolved that the City Council receive an update on the Medford Police Department's use of force standards and other policies relevant to de-escalation.

Councillor Morell moved to refer the paper to the Subcommittee on Public Safety for further action in a meeting with the Chief of Police attending (Councillor Knight second)—passed on a roll call vote of seven in favor and zero opposed.

#### **RECOMMENDATION**

#### **FISCAL IMPACT**

#### **ATTACHMENTS**



#### **MEETING DATE**

**SPONSORED BY** 

February 13, 2024

#### **AGENDA ITEM**

23-015 - Resolution to Renew Efforts to Reduce Nip Litter Around City

#### **FULL TEXT AND DESCRIPTION**

#### 23-015-Offered by Councillor Tseng

Be it so Resolved that the City Council renew its efforts on reducing nip litter around the city, including but not limited to the following actions;

- A) Following up on Resolution 19-516, which "request[ed] the Licensing Commission examine the feasibility of the following:
- I. Implementation of a 'No Nip' condition on the transfer of Licenses for the Sale of Alcoholic Beverages Not To Be Drunk On Premises;
- 2. Implementation of a 'No Nip' condition on the issuance of new Licenses for the Sale of Alcoholic Beverages Not To Be Drunk On Premises;
- 3. Increasing the renewal fees of Licenses for the Sale of Alcoholic Beverages Not To Be Drunk On Premises, for establishments engaged in the sale of 'Nips';"
- B) Exploring an ordinance regulating nip sales along the lines of the Thin-film Plastic Bags Ordinance or a mandatory levy;
- C) Reaching out to our state delegation to ask them to support and continue their advocacy for bills in the state legislature which would promote the proper disposal of nips and include nips in bottle deposit programs.

Councillor Caraviello moved to refer the paper to the Subcommittee on Business, Cultural Arts, and Economic Development for further discussion with legal counsel, package store owners, the Liquor Commission, and the Chamber of Commerce (Councillor Tseng second)—referred to the Subcommittee on Business, Cultural Arts, and Economic Development.

#### **RECOMMENDATION**

# **FISCAL IMPACT**

# **ATTACHMENTS**



**MEETING DATE** 

**SPONSORED BY** 

February 13, 2024

## **AGENDA ITEM**

23-449 - Resolution to Draft Wildlife Feeding Ordinance

#### **FULL TEXT AND DESCRIPTION**

## 23-449- Offered by Councillor Collins

Be it Resolved that the Subcommittee on Ordinances and Rules meet to consider a Wildlife Feeding Ordinance.

Councillor Collins moved to refer the paper to the Subcommittee on Ordinances and Rules (Councillor Caraviello second)—referred to the Subcommittee on Ordinances and Rules.

## **RECOMMENDATION**

## **FISCAL IMPACT**

## **ATTACHMENTS**



#### **MEETING DATE**

**SPONSORED BY** 

February 13, 2024

#### **AGENDA ITEM**

<u>23-453</u> - Resolution to Draft Ordinance Regulating Sales of Animals Raised in Commercial Breeding Facilities

#### **FULL TEXT AND DESCRIPTION**

## 23-453- Offered by Councillor Collins and Vice President Bears

Be it Resolved that the Subcommittee on Ordinances and Rules meet to consider an ordinance to regulate the retail sales of animals raised in commercial breeding facilities.

Councillor Collins moved to refer the paper to the Subcommittee on Ordinances and Rules (Vice President Bears second)—referred to the Subcommittee on Ordinances and Rules.

## **RECOMMENDATION**

#### **FISCAL IMPACT**

#### **ATTACHMENTS**