



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

August 12, 2024

Via Electronic Delivery

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

Re: Board of Election Commission Appointment

Dear President Bears and Members of the City Council:

I respectfully request and recommend that your Honorable Body confirm the appointment of William O'Keefe (R) of 18 Kilgore Avenue to the Election Commission, for the unexpired term of the existing vacancy, to expire March 30, 2026, in accordance with M.G.L. Chapter 51, Section 16A. William will be present in person or via Zoom for the meeting and a copy of the appointment letter is enclosed.

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 the printed name.

Breanna Lungo-Koehn
Mayor

Enclosure