



**25-003 - Offered by Kit Collins, City Councilor**

Resolution to Adopt Standing Committee Rules from Prior Year

**25-004 - Offered by Kit Collins, City Councilor**

Resolution to Transfer All Papers in Committee from 2024 to 2025

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

**25-008 - Offered by George Scarpelli, City Councilor**

Resolution in Remembrance of John Granara

**25-009 - Offered by George Scarpelli, City Councilor**

Resolution in Remembrance of Ralph Evangelista

**Records**

The Records of the Meeting of December 17, 2024 were passed to Councilor Tseng.

**Reports of Committees**

**24-511 - Offered by Isaac Bears, City Councilor**

Committee of the Whole, December 17, 2024, Report to Follow

**24-006 - Offered by Isaac Bears, City Councilor**

Committee of the Whole, December 18, 2024, Report to Follow

**Refer to Committee for Further Discussion**

**25-005 - Offered by Justin Tseng, City Councilor, Matt Leming, City Councilor**

Resolution to Make the City of Medford More Transparent with an Open Data Policy

**HEARINGS**

**24-514**

Amendment to Special Permit for Signs - 3850 Mystic Valley Parkway (Meadow Glen)

**PETITIONS, PRESENTATIONS, AND SIMILAR PAPERS**

**25-010**

Petition for a Common Victualler License - The Establishment

## **MOTIONS, ORDERS, AND RESOLUTIONS**

### **24-351 - Offered by Matt Leming, City Councilor**

Resolution to Allow Director of Veterans' Services to Offer Housing Incentives to Veteran Renters

### **25-006 - Offered by Matt Leming, City Councilor, Anna Callahan, City Councilor**

Resolution to Support Families of Youth With Disabilities

### **25-011 - Offered by George Scarpelli, City Councilor**

Resolution to Discuss Property Tax Bills

### **25-012 - Offered by George Scarpelli, City Councilor**

Resolution to Request Update on Parking Department

### **25-013 - Offered by George Scarpelli, City Councilor**

Resolution to Discuss Policy Changes in Building Department

## **COMMUNICATIONS FROM THE MAYOR**

### **25-007**

**Submitted by Mayor Breanna Lungo-Koehn**

Community Preservation Committee Appropriation Request

## **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

**24-352**                      **Petition For a Class II Auto Body License - Finest Auto Body, Inc**

IN CITY COUNCIL              MAY 14, 2024

TABLED

**24-510**                      **Loan Order - School HVAC Infrastructure and Roof Bonds**

FIRST READING              DECEMBER 17, 2024

ADVERTISED                  DECEMBER 26, 2024 - MEDFORD TRANSCRIPT AND  
SOMERVILLE JOURNAL

ELIGIBLE FOR THIRD      JANUARY 14, 2025  
READING

**23-055**                      **Welcoming City Ordinance**

FIRST READING              DECEMBER 17, 2024

ADVERTISED                  DECEMBER 26, 2024 - MEDFORD TRANSCRIPT AND  
SOMERVILLE JOURNAL

ELIGIBLE FOR THIRD      JANUARY 14, 2025  
READING

**24-502**                      **Amendments to the Community Control Over Public Surveillance Ordinance**

FIRST READING              DECEMBER 17, 2024

ADVERTISED                  DECEMBER 26, 2024 - MEDFORD TRANSCRIPT AND  
SOMERVILLE JOURNAL

ELIGIBLE FOR THIRD      JANUARY 14, 2025  
READING

**Reports Due/Deadlines**

**16-574**                      University Accountability Report (Next Report Due in March 2025)

**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**

January 14, 2025

**SPONSORED BY**

Kit Collins, Council Vice President

**AGENDA ITEM**

**25-003** - Resolution to Adopt Standing Committee Rules from Prior Year

**FULL TEXT AND DESCRIPTION**

Be it Resolved that the Standing Committee Rules be adopted as the Standing Rules of the City Council insofar as they are applicable.

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

January 14, 2025

**SPONSORED BY**

Kit Collins, Council Vice President

**AGENDA ITEM**

**25-004** - Resolution to Transfer All Papers in Committee from 2024 to 2025

**FULL TEXT AND DESCRIPTION**

Be it Resolved that the City Council transfer all Papers in Committees or on the Table from the 2024 Council to the 2025 Council.

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

January 14, 2025

**SPONSORED BY**

George Scarpelli, City Councilor

**AGENDA ITEM**

**25-008** - Resolution in Remembrance of John Granara

**FULL TEXT AND DESCRIPTION**

Be it Resolved that the Medford City Council send our deepest condolences to the family of John Granara.

John was a lifelong resident of the City of Medford, where he raised his amazing family. Mr. Granara worked and retired from the Middlesex Sheriff's Department. Mr. Granara volunteered for so many projects for our great city that there are too many to list, but a few come to mind: his work with the Veterans and the American Legion program in honoring our Vets on Veterans Day with his program at the Oak Grove Cemetery. He and the Granara Family created and ran the nonprofit pancreatic cancer awareness program Granara Skerry Trust that raised over One Million Dollars over many years for cancer research.

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

January 14, 2025

**SPONSORED BY**

George Scarpelli, City Councilor

**AGENDA ITEM**

**25-009** - Resolution in Remembrance of Ralph Evangelista

**FULL TEXT AND DESCRIPTION**

Be it Resolved that the Medford City Council send our deepest condolences to the family of Ralph Evangelista.

Ralph leaves his wife Loretta, and two daughters, Julianne and former City and School Department employee Lisa Evangelista.

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None





Medford City Council  
Medford, Massachusetts

MEETING DATE	SPONSORED BY
January 14, 2025	Isaac Bears, Council President
AGENDA ITEM	
<u>24-511</u> - Committee of the Whole, December 17, 2024, Report to Follow	
FULL TEXT AND DESCRIPTION	
RECOMMENDATION	
FISCAL IMPACT	
ATTACHMENTS	
None	



Medford City Council  
Medford, Massachusetts

MEETING DATE	SPONSORED BY
January 14, 2025	Isaac Bears, Council President
AGENDA ITEM	
<u><b>24-006</b></u> - Committee of the Whole, December 18, 2024, Report to Follow	
FULL TEXT AND DESCRIPTION	
RECOMMENDATION	
FISCAL IMPACT	
ATTACHMENTS	
None	



66 Gold Ledge Avenue  
Auburn NH 03032  
P: 603.437.1200  
F: 603.437.1222  
NHSigns.com

Tuesday, December 3, 2024

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

Re: Special Permit, 3850 Mystic Valley Parkway

Dear Vice President Collins, President Bears and Members of the City Council

NH Signs, on behalf of Jones Lang LaSalle, are requesting a Special permit to add 48 sf of signage to the Main Ground sign for the Meadow Glen Mall, 3850 Mystic Valley Parkway, Medford, MA 02155 in terms of S 4-11.6.1 Special Permit Granting Authority.

**Background:**

A special permit was previously granted for this sign in 2017. The sign comprises 2 single faced signs in a plow shape; we wish to add 2 24 sq ft single faced signs to the existing structure, and to move the decorative accents to accommodate the new signage. The signage we wish to add promotes Bank of America, a new tenant in a newly built building on a pad site.

The sign promotes the anchor tenants of the property, Bank of America being one of them.

**Criteria:**

1. Social, economic, or community needs which are served by the proposal;

Use of this space for a Bank of America office with a drive through is an efficient use of scarce land. Clear signage ensures the success of the branch. Using the existing sign rather than adding a new sign reduces clutter and is an efficient use of existing resources.

2. Traffic flow and safety, including parking and loading;

The proposed new sign will have no effect on parking and loading but will improve traffic safety by providing motorists with clear notice of the services provided by the bank.

3. Adequacy of utilities and other public services

The addition to this sign has no appreciable effect on utilities or public services.

4. Compatibility with the size, scale, and design of other structures in the neighborhood;

The height and width of the sign do not change; we intend to use dead space under the sign for the Bank of America addition; there is no noticeable change to the scale of this sign and thus, it remains compatible with other local structures.

5. Impacts on the natural environment;

The sign will be lit with LED illumination, the benchmark for eco-friendly illumination.

6. The proposal's compatibility with the purposes of the city's Comprehensive Plan.

This request is sympathetic to the Comprehensive Plan in several respects;

- a. Centers and Squares The land use plan highlights existing medium and large commercial centers to reinforce, grow, or stabilize through greater density, mix of uses, and mobility connections. This center has used existing land to build a pad site for an existing use, a bank, within the confines of the footprint of the mall rather than using new land.
- b. Develop appropriate design guidelines for storefronts and signage that reinforce the unique identity of each commercial center. This sign builds on an existing sign rather than employing a new one; the sign is well known, familiar and well designed.
- c. Create commercial centers that meet residents' shopping needs. This sign represents a diversity of services needed by local residents.

The substance of this request is that we are asking to amend a Special permit issued by the City to account for new business conditions; these conditions arise out of favorable circumstances for the City, a new service offered to residents, and an addition to the tax base.

Thank you for your consideration,

Best Regards,

A handwritten signature in black ink that reads "Peter March". The signature is written in a cursive, slightly slanted style.

Peter March, President

[a](#)



## City of Medford

wegmans

## Application for Sign Design Review

For building department completion	
Property Address	3850 MYSTIC VALLEY PKWY
Zoning District	I Building Dept. Representative JB
Is Use In Compliance With Zoning:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Are Existing Signs To Remain Currently Permitted:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Business Certificate/License Issued:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> City Clerk
Health Dept. Inspection Required:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Health Dept.

## Applicant Information

Name Medford Associates LLC Phone# (617) 243-7070  
 Are You A Tenant At This Location Requesting A Sign? Yes ☐ No ☒  
 If Yes, Provide The Name And Address Of The Property Owner:  
 Name: Address:

## New Sign Information

Please Complete One Application Per Sign

Address Of Sign 3850 Mystic Valley Parkway, Medford, MA  
 Zoning District Industrial Number Of Signs 16/16 Sign "P" (Wegmans Secondary)  
 Type Of Sign: Primary ☐ Secondary ☒ Freestanding ☐ Other ☐  
 Illumination: None ☒ Internal ☐ External ☐  
 Projecting Yes ☒ No: If So, Length of Projection Over a public way?  
 Type of Materials? LED lights, Bronze Channel Sides, Plastic (See attached Plans and Detail Sheets)  
 Color Of Sign, Background and Lettering Brick and tan background, lettering will be white in daytime and red at night  
 Length of Sign 24' Height of Sign approx. 8' 4" Total Square Footage 200 sf  
 Primary Wall Signs: Building length at sign location  
 Secondary Wall Signs: Building length at sign location approx. 320 feet  
 Setback or Distance from property line: 117 feet

## For OCD Use

Date Application Accepted As Complete OCD Sign Review # 201710P  
 Approved ☐ Denied ☒  
 Written Reason For Denial excessive signage - number size  
 OCD Representative [Signature] Date 6/24/17

17-572

SIGN DENIAL REVERSAL  
BRIAN DUGDALE, GOULSTON & STORRS  
MEDFORD ASSOC. LLC  
MEADOW GLEN MALL  
3850 MYSTIC VALLEY PKY  
OCD 2017-10-A THRU 2017-10P

JULY 18, 2017

A - P PASSED EXCEPT K REFERRED TO

SUB COMMITTEE FOR SIGNS

*IN Comm. Hec - 8/15/17*

*IN Councillor  
Committee Report  
17-615*

*SIG K - Granted*

*Letter sent to  
Brian Dugdale  
for 2017-10K*

**24-500**  
NOTICE OF PUBLIC HEARING  
CITY OF MEDFORD  
MEDFORD CITY COUNCIL  
DECEMBER 17, 2024

The Medford City Council will conduct a public hearing on December 17, 2024, at 7:00 p.m. in the Howard F. Alden Memorial Auditorium, on the second floor of Medford City Hall, at 85 George P. Hassett Drive, Medford Massachusetts, relative to an Appeal filed by Peter March of NH SIGNS 66 Gold Ledge Ave, Auburn, NH 03032, on behalf of the property located at 3850 Mystic Valley Parkway. The petitioner's request was to add a single-sided 2' x 12' sign cabinet to two existing single sided street directory signs. The petitioner's original petition was denied because the existing freestanding sign received City Council approval and this additional request would then require City Council approval. A copy of the full text of the proposed appeal can be viewed in the Office of the City Clerk, Room 103, Medford City Hall, 85 George P. Hassett Drive, Medford, MA 02155

Please call the Medford City Clerk's Office at (781) 393-2425 for any accommodations/aids.

By order of the Medford City Council.

S/Adam L. Hurtubise  
City Clerk



**COMMON VICTUALLER 2024**

**PAPER NUMBER 24-\_\_\_\_\_**

<b>APPLICATION BY:</b> <u>The Establishment</u>	
<b>NAME OF BUSINESS:</b> <u>The Establishment</u>	
<b>ADDRESS:</b> <u>175 Rivers edge Drive, medford</u>	
<b>FEE:</b> <u>✓ Bus Cert - 201</u>	<b>\$75.00</b>
<b>PETITION</b>	<input checked="" type="checkbox"/>
<b>FIRE DEPARTMENT</b>	<input checked="" type="checkbox"/>
<b>BUILDING DEPARTMENT</b>	<input checked="" type="checkbox"/>
<b>HEALTH</b>	<input checked="" type="checkbox"/>
<b>TREASURER</b>	<input checked="" type="checkbox"/>
<b>STATE TAX NO.</b>	<input checked="" type="checkbox"/>
<b>WORKERS COMP FORM</b>	<input checked="" type="checkbox"/>
<b>LETTER OF COMPLIANCE</b>	<input checked="" type="checkbox"/>

Police Traffic ☒



# RECEIPT FOR FEE

Medford, Mass.,

10/28

A 31

OCT 28 2010 PAID

new

common use

## LICENSE

By

Issued to

The Establishment

Residence

175 Rivers edge Drive

Place of Business

175 Rivers edge Drive

Medford, MA 02155

Expires

12/31/

2025

Amount Received

\$ 75

Dollars

Risa Young

City Collector

G 105802306

# BEAGAN LAW OFFICE, LLC

ZERO GOVERNORS AVENUE, UNIT 33  
MEDFORD, MASSACHUSETTS 02155

---

SEAN M. BEAGAN, ESQ., OWNER

EMAIL: [SBEAGAN@BEAGANLAW.COM](mailto:SBEAGAN@BEAGANLAW.COM)

October 28, 2024

Via Hand Delivery

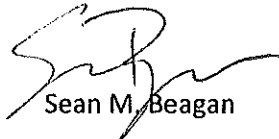
Medford City Hall  
Clerk's Office  
98 George P. Hassett Drive  
Medford, MA 02155

Re: The Est. 2024, LLC – Application for Common Victualler License

Dear Sir/Madam Clerk:

Enclosed please find an Application for Common Victualler License being filed on behalf of my client, The Est. 2024, LLC d/b/a The Establishment. Please contact my office with any questions.

Sincerely,



Sean M. Beagan

Enc.

## CITY OF MEDFORD

## PETITION

October 28 2024

To the Honorable, the City Council  
Councillors:

The undersigned respectfully pray that he be granted a  
Common Victualler License at 175 Rivers Edge Drive  
(address)  
Medford, MA 02155

REQUESTED HOURS 7AM - 11PMNAME: Matthew Greer, II

PRESENT BUSINESS AT THIS SITE

none. (Formerly The Porch)

RESIDENTIAL

ADDRESS [REDACTED]

WORK TELEPHONE

NUMBER [REDACTED]

HOME TELEPHONE

NUMBER [REDACTED]

SQUARE FOOTAGE OF RETAIL SALES

7575

SIGNATURE

Matthew Greer IINOTICE

THIS IS ONLY AN APPLICATION. WHEN THIS APPLICATION HAS BEEN REVIEWED BY VARIOUS MUNICIPAL DEPARTMENTS, YOU MUST APPEAR BEFORE THE CITY COUNCIL, WHO WILL MAKE THE FINAL DETERMINATION OF THIS APPLICATION. THERE IS A POSSIBILITY THAT THIS PETITION MAY NOT BE APPROVED AND YOU MAY NOT CONDUCT BUSINESS UNTIL THE MEDFORD CITY COUNCIL APPROVES THIS APPLICATION.

I have obtained and understand the requirements of the Medford Zoning Ordinance governing signs and will apply for a sign permit prior to altering any existing signs or erecting new signs.

Matthew Greer II

SIGNATURE OF PETITIONER

Applicant has a copy of Medford Zoning Ordinance governing signs.

CITY CLERK'S OFFICE



City of Medford  
Massachusetts

OFFICE OF THE CITY CLERK

DATE 11/7/24

TO: MEDFORD FIRE CHIEF

A PETITION for a COMMON VICTUALLER LICENSE Renewal  
has been received from:

The Establishment (formerly The Porch)  
APPLICANT NAME

175 Drivers edge Dr. Medford, MA 02155  
STREET ADDRESS

TELEPHONE NO. [REDACTED]

REPORT OF THE FIRE CHIEF

Does this property conform to FIRE DEPARTMENT REGULATIONS?

No obvious violations observed

Capt Spence  
12/17/24

Todd Gans  
MEDFORD FIRE CHIEF



City of Medford, Massachusetts

Office of the City Clerk

To: The Medford Building Commissioner

Date: 10/23/24

A PETITION for a NEW COMMON VICTUALLER LICENSE

has been received from:

Est. 2024 LLC dba The Establishment  
Applicant Name/DBA

175 Rivers Edge Drive, Medford, MA 02155  
Establishment Street Address

[REDACTED]  
Telephone No./Email Address

REPORT OF THE BUILDING COMMISSIONER

Does this Property conform to Zoning Regulations?

YES

Parcel #

7-03-20

Zoning District

—

Proposed Zoning Use

G1  
(see Table 94-A)

[Signature]  
Signature/Building Commissioner

11/5/24  
Date



City of Medford  
Massachusetts

OFFICE OF THE CITY CLERK

DATE 10/23/24

TO: THE BOARD OF HEALTH

A PETITION for a COMMON VICTUALLER LICENSE Renewal  
has been received from:

Est. 2024 LLC dba The Establishment  
APPLICANT NAME  
175 Rivers Edge Drive, Medford, MA  
STREET ADDRESS

TELEPHONE NO. [REDACTED]

REPORT BY THE BOARD OF HEALTH OF CONDITIONS

Do you approve of granting this LICENSE? pending Yes

What are the sanitary conditions? ✓

ENVIRONMENTAL REPORT

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

[Signature]  
BOARD OF HEALTH INSPECTOR



ADAM L. HURTUBISE  
City Clerk  
ahurtubise@medford-ma.gov

# City of Medford

OFFICE OF THE CITY CLERK

City Hall - Room 103  
85 George P. Hassett Drive  
Medford, Massachusetts 02155

Telephone  
(781) 393-2424  
FAX: (781) 391-1895  
TDD: (781) 393-2516

## CITY OF MEDFORD TRAFFIC IMPACT REPORT

To: The Honorable, the City Council      DATE 10-28-24

The following is a Traffic Impact Report on a Common Virtual  
LICENSE application of Est. 2024, LLC dba The Establishment  
located at 175 Rivers Edge Drive, Medford, MA 02155

No traffic impact anticipated

Signed:

Joe D. Buckley  
MEDFORD Chief of Police  
10-29-2024





City of Medford  
Massachusetts

OFFICE OF THE CITY CLERK

DATE 10/23/24

TO: TREASURER/COLLECTOR

A PETITION for a COMMON VICTUALLER LICENSE Renewal  
has been received from:

Est. 2024 LLC dba The Establishment  
APPLICANT NAME

175 Rivers Edge Dr. Medford, MA 02155  
STREET ADDRESS

TELEPHONE NO. [REDACTED]

Please indicate on this form, if there are any OUTSTANDING TAXES  
due on the property.

YES ☒

REAL ESTATE ☐

NO ☐

PERSONAL PROPERTY ☒

0/29/24:

PP from 2024 + 2025  
under this address  
name - Mola Bakery + Cafe  
The Porch.

TREASURER/COLLECTOR

Must be paid b/f can issue license.



Commonwealth of Massachusetts

Department of Revenue

Taxpayer Service Division  
Certificate Unit  
PO Box 7066  
Boston, MA 02204

## REQUEST FOR A LETTER OF COMPLIANCE

This is an application for a Letter of Compliance. There is no longer a fee for this service. If this matter is to be discussed with any third parties, a Power of Attorney (Form M-2848) should be attached. Please **MAIL** your request as soon as possible to the address above or **fax** your request to (617) 887-6262. For further information, please call (617) 887-6550.

Date of Request \_\_\_\_\_

Soc. Sec. # or other identification number(s) \_\_\_\_\_

Name of Taxpayer or Partnership Est. 2024 LLC

D/B/A—Trade Name The Establishment

Street 175 Rivers Edge Dr. City/Town Medford State MA Zip Code 02155

Daytime Telephone # \_\_\_\_\_

Please check all that apply:

Under the penalties of perjury, I declare that my company is not responsible for the following taxes.

☐ Withholding Tax

☐ Sales/Use Tax

☐ Meals Tax

☒ Room Occupancy

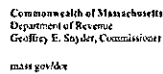
Signature of Taxpayer [Signature]

Name and Address of Person to contact regarding this Application:

Name Matthew Greer, II Daytime Telephone # \_\_\_\_\_

Street \_\_\_\_\_ City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Please attach Form 3F, if requester is a Trust. Attach Form 3 and Schedule 3K-1, if requester is a Partnership.



Letter ID: L1779582368  
Notice Date: November 25, 2024  
Case ID: 0-002-681-549



The Commissioner of Revenue certifies that, as of the date of this certificate, EST2024 LLC dba:THE ESTABLISHMENT is in compliance with its tax obligations under Chapter 62C of the Massachusetts General Laws.

This certificate doesn't certify that the taxpayer is compliant in taxes such as unemployment insurance administered by agencies other than the Department of Revenue, or taxes under any other provisions of law.

**This is not a waiver of lien issued under Chapter 62C, section 52 of the Massachusetts General Laws.**

If you have questions, call us at (617) 887-6400, Monday through Friday, 9:00 a.m. to 4:00 p.m.

Visit [mass.gov/dor](http://mass.gov/dor) to learn more about Massachusetts tax laws and DOR policies and procedures, including your Taxpayer Bill of Rights, and MassTaxConnect for easy access to your account:

- Review or update your account
- Contact us using e-message
- Sign up for e-billing to save paper
- Make payments or set up autopay

Edward W. Gifford

Edward W. Coyle, Jr., Chief  
Collections Bureau



The Commonwealth of Massachusetts  
Department of Industrial Accidents  
1 Congress Street, Suite 100  
Boston, MA 02114-2017

www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses.  
TO BE FILED WITH THE PERMITTING AUTHORITY.

**Applicant Information**

**Please Print Legibly**

Business/Organization Name: E8t. 2024, LLC

Address: 175 Rivers Edge Dr.

City/State/Zip: Medford, MA 02155 Phone #: 617-283-5254

Are you an employer? Check the appropriate box:

1. ☒ I am a employer with 50 employees (full and/ or part-time).\*
2. ☐ I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
3. ☐ We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]\*\*
4. ☐ We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

5. ☐ Retail
6. ☒ Restaurant/Bar/Eating Establishment
7. ☐ Office and/or Sales (incl. real estate, auto, etc.)
8. ☐ Non-profit
9. ☐ Entertainment
10. ☐ Manufacturing
11. ☐ Health Care
12. ☐ Other \_\_\_\_\_

\*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

\*\*If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

**I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.**

Insurance Company Name: \_\_\_\_\_

Insurer's Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Policy # or Self-ins. Lic. # \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

**I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.**

Signature: [Signature] Date: \_\_\_\_\_

Phone #: [Redacted]

**Official use only. Do not write in this area, to be completed by city or town official.**

City or Town: \_\_\_\_\_ Permit/License # \_\_\_\_\_

Issuing Authority (circle one):

1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office  
6. Other \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_

www.mass.gov/dia



ADAM L. HURTUBISE  
City Clerk  
ahurtubise@medford-ma.gov

# City of Medford

OFFICE OF THE CITY CLERK

City Hall - Room 103  
85 George P. Hassett Drive  
Medford, Massachusetts 02155

Telephone  
(781) 393-2424  
FAX: (781) 391-1895  
TDD: (781) 393-2516

Date 10/23/24

I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

X [Signature]

\*Signature of responsible Individual / Corporate Officer

Matthew Greer II, Manager Est. 2024 LLC  
Print Name

31 Highland Ave. Saugus, MA 01906  
Home Address

[Redacted]  
\*\* Social Security # or  
Federal Identification Number

\* This license will not be issued unless this certification clause is signed by the applicant.

\*\* Your Social Security Number and / or FID Number will be forwarded to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licensees who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Mass. G. L. c. 62C s. 49A.



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

January 14, 2025

**SPONSORED BY**

Matt Leming, City Councilor

**AGENDA ITEM**

**24-351** - Resolution to Allow Director of Veterans' Services to Offer Housing Incentives to Veteran Renters

**FULL TEXT AND DESCRIPTION**

WHEREAS Veterans in the City of Medford need a place to live and are often discriminated against when searching for housing

BE IT THEREFORE RESOLVED that the Veterans' Services Director shall have the authority to offer available funds to entities that choose to rent to qualified veterans

BE IT FURTHER RESOLVED that this be discussed with the Veterans' Services Director and the city's legal representation in committee

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

- I. KP-#954244-v1-MEDF-\_DIVISION\_7\_\_\_\_DIRECTOR\_OF\_VETERANS\_\_SERVICES

## *DIVISION 7. DIRECTOR OF VETERANS' SERVICES<sup>1</sup>*

### **Sec. 2-761. Director; appointment.**

There shall be a director of veterans' services who shall also be the graves officer. The director of veterans' services shall be appointed by the mayor. ~~His-His/Her~~ appointment shall not be subject to M.G.L.A. c. 31.

(Rev. Ords. 1974, ch. 22, § 1; Ord. No. 535, § 1, 11-22-1988)

### **Sec. 2-762. Successor to agent for state military aid and soldiers' relief.**

The director of veterans' services shall succeed to all the rights, powers and duties heretofore discharged by the veterans' agent in the city, and, for all purposes, he ~~or she~~ shall be deemed to be the successor of such agent. He ~~or she~~ shall disburse out of the amount appropriated by the city council such sums to the various applicants as he ~~or she~~ shall deem just, and shall perform the duties pertaining to such office in accordance with the provisions of general laws and subject to the supervision of the commissioner of veterans' services.

(Rev. Ords. 1974, ch. 22, § 2)

### **Sec. 2-763. Military historian.**

The director of veterans' services shall be the military historian for the city and shall establish and maintain an accurate military record and history of all persons who are residents of the city serving in the armed forces during such periods of time as would entitle them to be classified as a "veteran" as defined in the general laws. ~~She or He~~ is authorized to obtain for and in the name of the city from all federal and state departments such information as may be necessary to compile the military records of citizens of the city required in this section.

(Rev. Ords. 1974, ch. 22, § 3)

### **Sec. 2-764. Veterans' graves officer.**

The director of veterans' services shall also serve as the veterans' graves officer, and it shall be ~~his-her/his~~ duty to cause every veteran's grave within the city to be suitably kept and cared for and to otherwise perform the duties prescribed in M.G.L.A. c. 115, § 9.

(Rev. Ords. 1974, ch. 22, § 4)

### Sec. 2-765. Housing incentives.

~~The director of veterans' services shall, at their discretion and as funds are available, have the authority to offer cash incentives of up to \$750 annually to landlords who offer rental housing to qualified veterans.~~

~~The director of veterans' services shall may, in coordination with and in the sole discretion and authorization of the Mayor, and subject to available appropriation and compliance with applicable legal considerations, including but not limited to, G.L. c. 30B, at their discretion and as funds are available, have the authority to partner with a~~

---

<sup>1</sup>State law reference(s)—Appointment of veteran's benefits agent, M.G.L.A. c. 115, § 3.

---

[nonprofit organization, which may offer cash incentives of up to \\$750 annually to landlords who offer rental housing to qualified veterans.](#)

**Secs. 2-7665—2-790. Reserved.**





Medford City Council  
Medford, Massachusetts

**MEETING DATE**

January 14, 2025

**SPONSORED BY**

Matt Leming, City Councilor, Anna  
Callahan, City Councilor

**AGENDA ITEM**

**25-006** - Resolution to Support Families of Youth With Disabilities

**FULL TEXT AND DESCRIPTION**

WHEREAS youth with disabilities need support during their developmental years;

WHEREAS parents of youth with disabilities are under-supported and often have to go to outside municipalities to find programs for their kids; and

WHEREAS after-school programs are rare in Medford and those that support youth with disabilities are nonexistent;

BE IT RESOLVED that the Medford City Council strongly encourage the administration to prioritize these members of our community by finding a way to quickly set up programs that meet their specific needs;

BE IT FURTHER RESOLVED that the Medford City Council listen to the comments of parents of youth with disabilities on their own experiences in finding support

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

January 14, 2025

**SPONSORED BY**

George Scarpelli, City Councilor

**AGENDA ITEM**

**25-011** - Resolution to Discuss Property Tax Bills

**FULL TEXT AND DESCRIPTION**

Whereas we have received multiple phone calls and emails with the misunderstanding and confusion and fear of the Tax increases in their recent Tax Bill, and;

Whereas the City did not educate or prepare our residents in their overwhelming tax bill that the administration set up immediate listening and education sessions for our residents, and;

Whereas the need to support our most vulnerable members of our community, Senior, Veterans and, Disabled needed financial support, that the City Council request a more robust exemption option, and;

Whereas the increased Taxes have negatively affected our Homeowners, we as the City Council begin the process of homeowner exemption process, and;

Whereas the increasing in our home assessments has surprisingly added to our residents' tax bill we share the abatement process with all residents that need to be educated in this process, and;

Whereas our business community has been negatively affected by tax increase we ask the City Administration to find financial relief in creative options that might be possible through grants and fees to alleviate financial hardships.

Be it Resolved that the City Council discuss the the overwhelming concerns to our residents dealing with the recent Tax bills.

**RECOMMENDATION**

**FISCAL IMPACT**

## ATTACHMENTS

None



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

January 14, 2025

**SPONSORED BY**

George Scarpelli, City Councilor

**AGENDA ITEM**

**25-012** - Resolution to Request Update on Parking Department

**FULL TEXT AND DESCRIPTION**

Be it Resolved that the Medford City Council get an update on the status of the Parking Department.

Be it Further Resolved that the Council meet the new Parking Director at an upcoming meeting.

Be it Further Resolved that the Council receive an update on the South Medford G Parking program.

Be it Further Resolved that because multiple residents have expressed displeasure with the appeals process in the Parking Department, the Council request a meeting with the Administration to research a more equitable and fair process.

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

January 14, 2025

**SPONSORED BY**

George Scarpelli, City Councilor

**AGENDA ITEM**

**25-013** - Resolution to Discuss Policy Changes in Building Department

**FULL TEXT AND DESCRIPTION**

Be it Resolved that the City Council call for an emergency meeting with the Mayor and her administration dealing with the halt of overtime for the Building Department.

Whereas the Building Department and the Building Inspectors have legally and historically been called to any call with the Fire Department or to incidents dealing with building structures and that they were recently informed that they will no longer be involved in this process after business hours, Be it Further Resolved that we request that the Mayor reply with guidance with what department will be overseeing this task, and;

Whereas public safety is our first priority, Be it Further Resolved that we request that the Mayor reinstate past practice in dealing with these emergency response processes, and;

Whereas we have learned that the former Building Commissioner has moved on to another community, Be it Further Resolved that the Council receive a report on why he is still being paid by the City of Medford.

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None



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

January 8, 2025

**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**

Dear President Bears and Members of the City Council:

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 \$146,000.00 from the CPA General Reserve to the Office of Planning, Development, and Sustainability for Phase 2 of the Carr Park Renovation project.

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 City Planner Amanda Centrella will be in attendance.

Thank you for your consideration.

Respectfully submitted,

  
Breanna Lungo-Koehn  
Mayor

Enclosure



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



**Funding Recommendation Decision**

December 10, 2024

**Applicant Name:** City of Medford - Office of Planning, Development, and Sustainability

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

**Project:** Carr Park Phase 2

On December 10, 2024, the City of Medford Community Preservation Committee ("CPC") voted 7-0-0 to recommend to City Council that the City of Medford's Office of Planning, Development, and Sustainability be awarded \$146,000 of Community Preservation Act funds to complete the Carr Park Phase 2 project. In reaching their decision, the CPC found that the project meets the CPA objective of rehabilitation and improvements of open space/recreation projects.

**Conditions of Approval:**

- 1) None.

Signed by:

*Roberta Cameron*

F08445EDF6B4472...

Roberta Cameron, Chair  
Community Preservation Committee

**85 George P. Hassett Drive, Medford, MA 02155  
781-396-5500 \* [www.medfordma.org](http://www.medfordma.org)**

## **Chapter 50, Article IV - Welcoming City Ordinance**

### **Sec 50-100 - Purpose & Preamble**

The purpose of this ordinance is to establish Medford as a Welcoming City, to declare that all are welcome here, and to increase public confidence in Medford's government by providing guidelines associated with our city's voluntary involvement in federal immigration enforcement.

### **Sec 50-101 - Preamble**

It is not within the purview nor mandate of the City of Medford to enforce federal immigration law, nor should Medford resources be expended toward that end.

The City of Medford will equally enforce the law and serve the public without consideration of immigration status, citizenship, national origin, race, or ethnicity.

### **Sec 50-102 - Definitions**

"Federal immigration agency" means any agency, department, or part of the federal government that enforces immigration laws, including but not limited to the Department of Homeland Security (DHS), United States Immigration and Customs Enforcement (ICE), and Customs and Border Protection (CBP).

"Immigration detainers" and "ICE detainers" are requests made by federal immigration officials, including but not limited to those authorized under Section 287.7 of Title 8 of the Code of Federal Regulations, to state or local agencies to voluntarily maintain custody of an individual once that individual is released from local custody, and/or to notify a federal immigration agency before the pending release of an individual.

"Administrative warrant" means a warrant, notice to appear, warrant of deportation, or order of arrest or detention issued by a federal immigration agency, including but not limited to federal forms I-200, I-203, I-203a, I-205, I-247A, I-286, I-862, or G-391. Such administrative warrants are not issued by a judicial officer.

### **Sec 50-103 - Order**

- a. **Equal treatment.** The City of Medford will treat all persons equally, enforce laws, and serve the public without consideration of immigration status. Citizenship, immigration status, national origin, race, and ethnicity shall have no bearing on an individual's treatment by employees or officers of Medford agencies or departments.
- b. **Use of local resources.** No City funds, resources, facilities, property, equipment, or personnel may be used to assist or participate in the enforcement of federal immigration laws.
- c. **Inquiries about immigration status.** No officers or employees of the City of Medford may inquire about the immigration status of a victim, suspect, arrestee, 911 caller, or other member of the public with whom they have contact, except as required by state law or to provide a public benefit.
- d. **Role of police in immigration enforcement.** No officer or employee of the Medford Police Department may initiate an investigation or take law enforcement action on the basis of actual or perceived immigration status, including the initiation of a stop, an apprehension, or an arrest. No officer or employee of the Medford Police Department may participate in or assist with an operation led by a federal immigration agency to detain persons for immigration enforcement purposes.
- e. **ICE detainers and administrative warrants.** No officer or employee of the Medford Police Department may arrest or detain an individual on the basis of suspected or known immigration status, an ICE detainer, an ICE administrative warrant, or otherwise at the request of a federal immigration agency unless the request is accompanied by a judicial order, judicial warrant or showing of probable cause that the individual has committed a crime for which the Police Department is authorized to make an arrest. This includes extending the length of detention by any amount of time once an individual is released from local custody, or before being transferred to court or admitted to bail. If the Medford Police Department receives an immigration detainer or ICE administrative warrant for a person in its custody, the Department shall provide the person with a copy of such detainer request or administrative warrant and any other documents received from a federal immigration agency relating to the person.
- f. **Communications with a federal immigration agency.** No officer or employee of the Medford Police Department may initiate a communication with a federal immigration agency regarding a member of the



public, except in exigent circumstances relating to an imminent threat to public safety. No officer or employee of the Medford Police Department shall provide any officer or employee of a federal immigration agency with the following information relating to a person in the custody of the Department or who has come to the attention of the Department: information about an individual's incarceration status, length of detention, home address, work address, personal information other than citizenship or immigration status, court hearing information, or pending release, except information that is available through the Massachusetts Public Records Laws, G.L. c. 66, section 10 and G.L. c. 4, section 7 (twenty-sixth).

- g. **Access to facilities.** Except in response to a judicial warrant or other court order, no officer or employee of a federal immigration agency shall be allowed access to individuals in the custody of the City of Medford, either in person or via telephone or videoconference.
- h. **Deputizing of local officials.** No officer or employee of the Medford Police Department shall perform the functions of an immigration officer, whether pursuant to 8 U.S.C. section 1357(g) or any other law, regulation, or policy, whether formal or informal.
- i. **U Visa Certification.** In furtherance of the US Victims of Trafficking and Violence Prevention Act and as provided in M.G.L. c. 258F, the Medford Police Department shall consider and sign a U Visa certification request if an individual (i) is the victim of a qualifying crime, and (ii) has been, is being, or will likely be helpful in the investigation/prosecution of that crime.
- j. **School records and enrollment.** No employee of the Medford Public Schools shall require a student or parent to provide information regarding their immigration or citizenship status to establish the student's residency in the district for enrollment purposes. If such information becomes known to an employee of the Medford Public Schools, such information shall not be maintained or distributed and shall have no bearing on the student's ability to register for school or the school's treatment of that student. Information collected regarding place of birth for the purpose of providing English Language Learners with appropriate services shall be used only for that purpose and not distributed further.

#### **Sec 50-10483 - Complaints; Enforcement; Remedies; Penalties; Whistleblower Protections.**

- a. **Complaints.** Allegations of violations of the present policy may be filed with the Medford Police Department or an authorized oversight body and, in the case of a complaint against an officer or employee of the Medford Police Department, the Department's Internal Affairs office, which shall investigate the complaint and take appropriate disciplinary action.
- b. **Enforcement.** This ordinance shall be enforced by the Mayor's office or the Mayor's designee.
- c. **Cause of action.** Any violation of this Ordinance constitutes an injury and any person may institute proceedings for injunctive relief, declaratory relief, or writ of mandamus in any court of competent jurisdiction to enforce this Ordinance. An action instituted under this paragraph shall be brought against 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. The City will address alleged violations of this ordinance in accordance with its usual practices, applicable law, and contractual obligations.
- e. Municipal employees or agents, except in the event of exigent circumstances, or in response to a declared municipal, state, or federal state of emergency, shall not use any Surveillance Technology except in a manner consistent with policies approved pursuant to the terms of this Ordinance, and may in no circumstances utilize Surveillance Technology in a manner which is discriminatory, viewpoint-based, or violates the City Charter, the Massachusetts Constitution, or the United States Constitution.
- f. **Whistleblower protections.** Subject to the limitations and requirements set forth in G. L. C. 149, (the Whistleblower or as it may be amended from time to time, any City employee as defined in Section 185 who reports an alleged violation of this Ordinance, shall be afforded protections against retaliation if applicable pursuant to Section 185, as set forth in and subject to the limitations and requirements of Section 185.

#### **Sec 50-105 - Reporting**

Beginning on the date of passage of this ordinance and every six months thereafter, the Medford Police Chief shall submit a report with the information detailed below relating to the preceding six months to the Clerk of the Medford, forward to the Mayor, docket said report, and include the docket on the agenda of the next-occurring meeting of the Public Health and Community Safety Committee of the Medford City Council.

- a. The total number of ICE detainers, administrative warrants, notification requests, and other requests for information or assistance received from a federal immigration agency;
- b. A detailed account of each instance in which information was given to a federal immigration agency, with the names of individuals redacted; and
- c. Names and descriptions of all task forces in which the Medford Police Department participated in which a federal immigration agency also participated.

**Sec 50-106 - Compliance with Federal Law**

Nothing in this Welcoming City Ordinance shall be construed to violate any valid federal law, or to prohibit any Medford agency or department from providing another law enforcement agency citizenship or immigration status, consistent with 8 U.S.C. § 1373.

## **Chapter 50, Article IV - Welcoming City Ordinance**

### **Sec 50-100 - Purpose & Preamble**

The purpose of this ordinance is to establish Medford as a Welcoming City, to declare that all are welcome here, and to increase public confidence in Medford's government by providing guidelines associated with our city's voluntary involvement in federal immigration enforcement.

### **Sec 50-101 - Preamble**

It is not within the purview nor mandate of the City of Medford to enforce federal immigration law, nor should Medford resources be expended toward that end.

The City of Medford, and all employees of the City of Medford, welcome everyone regardless of their age, citizenship, disability, ethnicity, gender, gender identity, immigration status, race, religion, or sexual orientation. The City of Medford will equally enforce the law and serve the public without consideration of immigration status, citizenship, national origin, race, or ethnicity.

### **Sec 50-102 - Definitions**

"Federal immigration agency" means any agency, department, or part of the federal government that enforces immigration laws, including but not limited to the Department of Homeland Security (DHS), United States Immigration and Customs Enforcement (ICE), and Customs and Border Protection (CBP).

"Immigration detainers" and "ICE detainers" are requests made by federal immigration officials, including but not limited to those authorized under Section 287.7 of Title 8 of the Code of Federal Regulations, to state or local agencies to voluntarily maintain custody of an individual once that individual is released from local custody, and/or to notify a federal immigration agency before the pending release of an individual.

"Administrative warrant" means a warrant, notice to appear, reproval order, warrant of deportation, or other order of arrest or detention issued by a federal immigration agency, including but not limited to federal forms I-200, I-203, I-203a, I-205, I-247A, I-286, I-862, or G-391. Such administrative warrants are not issued by a judicial officer, issued by a federal immigration official, not a judicial officer, and not based on a finding of probable cause for an alleged criminal law violation or court order.

### **Sec 50-103 - Order**

- a. **Equal treatment.** The City of Medford will treat all persons equally, enforce laws, and serve the public without consideration of individuals' immigration status. The City of Medford shall protect the rights of all individuals and ensure their fair and just treatment. Citizenship, immigration status, national origin, race, and ethnicity shall have no bearing on an individual's treatment by employees or officers of Medford agencies or departments.
- b. **Use of local resources.** No City funds, resources, facilities, property, equipment, or personnel may be used to assist or participate in the enforcement of federal immigration laws except as required by law or a court of competent jurisdiction, as well as any incidental use, such as fingerprints, that may be acquired by ICE or other federal agencies in the ordinary course of the Police Department's operations. This Ordinance shall not prohibit the Medford Police Department from carrying out its duty to apprehend violators of criminal law, nor does it prohibit police contact with any state or federal agencies in connection with criminal or suspected criminal activity. This prohibition also does not preclude the Medford Police Department from cooperating and assisting with federal immigration officials from ICE when formally requested as part of an ongoing criminal investigation, or from notifying those federal officials in serious situations where a potential threat to public safety or national security is perceived.
- c. **Inquiries about immigration status.** No agent, officer, or employee of the City, in the performance of official duties, shall make any inquiry about the citizenship or residency status of any person seeking to enforce rights or obtain benefits or discriminate in the enforcement of rights or the granting of benefits on such bases, unless Federal or Massachusetts law so requires for the determination of eligibility of benefits or as may otherwise be required by law or a court of competent jurisdiction. No officers or employees of the City of Medford may inquire about the

immigration status of a victim, suspect, arrestee, 911 caller, or other member of the public with whom they have contact, except as required by state law or to provide a public benefit. No Police Officer, or any City employee, shall inquire about the citizenship or immigration status of any victim or witness of domestic violence or any other crime, except as required by law.

- d. **Role of police in immigration enforcement.** No officer or employee of the Medford Police Department may initiate an investigation or take law enforcement action on the basis of actual or perceived immigration status, including the initiation of a stop, an apprehension, or an arrest. No officer or employee of the Medford Police Department may participate in or assist with an operation led by a federal immigration agency to detain persons for immigration enforcement purposes unless it is in direct response to a request for immediate assistance on a temporary basis for "Officer Safety" purposes or for assistance in the apprehension of an individual for whom there is an active arrest warrant issued by the Commonwealth of Massachusetts at the time of the request, or as required by law or a court of competent jurisdiction.
- e. **ICE detainers and administrative warrants.** No officer or employee of the Medford Police Department may arrest or detain an individual on the basis of suspected or known immigration status, an ICE detainer, an ICE administrative warrant, or otherwise at the request of a federal immigration agency unless the request is accompanied by a judicial order, judicial warrant or showing of probable cause that the individual has committed a crime for which the Police Department has jurisdiction-is authorized to make an arrest. This includes extending the length of detention by any amount of time once an individual is released from local custody, or before being transferred to court or admitted to bail. If the Medford Police Department receives an immigration detainer or ICE administrative warrant for a person in its custody, the Department shall provide the person with a copy of such detainer request or administrative warrant and any other documents received from a federal immigration agency relating to the person.
- f. **Communications with a federal immigration agency.** No-To the extent permitted by state and federal law, officers or employees of the Medford Police Department may not initiate a communication with a federal immigration agency regarding a member of the public, except in exigent circumstances relating to an imminent threat to public safety. No officer or employee of the Medford Police Department shall provide any officer or employee of a federal immigration agency with the following information relating to a person in the custody of the Department or who has come to the attention of the Department: information about an individual's incarceration status, length of detention, home address, work address, personal information other than citizenship or immigration status, court hearing information, or pending release, except information that is available through the Massachusetts Public Records Laws, G.L. c. 66, section 10 and G.L. c. 4, section 7 (twenty-sixth). Nothing in this Ordinance shall prohibit or restrain any Medford law enforcement officer from sending to, or receiving from, any local, state, or federal agency, information regarding citizenship or immigration status, consistent with state or federal law, including, but not limited to, 8 U.S.C. § 1373, or an order from a court of competent jurisdiction.
- g. **Access to facilities.** Except in response to a judicial warrant or other court order, no officer or employee of a federal immigration agency shall be allowed access to individuals in the custody of the City of Medford, either in person or via telephone or videoconference.
- h. **Deputizing of local officials.** No officer or employee of the Medford Police Department shall perform the functions of an immigration officer, whether pursuant to 8 U.S.C. section 1357(g) or any other law, regulation, or policy, whether formal or informal.
- i. **U Visa Certification.** In furtherance of the US Victims of Trafficking and Violence Prevention Act and as provided in M.G.L. c. 258F, the Medford Police Department shall in the Chief's sole discretion consider and sign a U Visa certification request if an individual (i) is the victim of a qualifying crime, and (ii) has been, is being, or will likely be helpful in the investigation/prosecution of that crime.
- j. **School records and enrollment.** No employee of the Medford Public Schools shall require a student or parent to provide information regarding their immigration or citizenship status to establish the student's residency in the district for enrollment purposes. If such information becomes known to an employee of the Medford Public Schools, such information shall not be maintained or distributed and shall have no bearing on the student's ability to register for school or the school's treatment of that student. Information collected regarding place of birth for the purpose of providing English Language Learners with appropriate services shall be used only for that purpose and not distributed further, to the extent permitted by state and federal law, including but not limited to the Public Records Law.

#### **Sec 50-104 - Complaints; Enforcement; Remedies; Penalties; Whistleblower Protections.**

~~a. **Complaints.** Allegations of violations of the present policy may be filed with the Medford Police Department or an authorized oversight body and, in the case of a complaint against an officer or employee of the Medford Police Department, the Department's Internal Affairs office, which shall investigate the complaint and take appropriate disciplinary action.~~

~~b.a. **Enforcement.** This ordinance shall be enforced by the Mayor's office or the Mayor's designee.~~

~~c. **Cause of action.** Any violation of this Ordinance constitutes an injury and any person may institute proceedings for injunctive relief, declaratory relief, or writ of mandamus in any court of competent jurisdiction to enforce this Ordinance. An action instituted under this paragraph shall be brought against 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. ———The City will address alleged violations of this ordinance in accordance with its usual practices, applicable law, and contractual obligations.~~

~~e. Municipal employees or agents, except in the event of exigent circumstances, or in response to a declared municipal, state, or federal state of emergency, shall not use any Surveillance Technology except in a manner consistent with policies approved pursuant to the terms of this Ordinance, and may in no circumstances utilize Surveillance Technology in a manner which is discriminatory, viewpoint-based, or violates the City Charter, the Massachusetts Constitution, or the United States Constitution.~~

~~f.b. **Whistleblower protections.** Subject to the limitations and requirements set forth in G. L. c. 149, (the Whistleblower or as it may be amended from time to time, any City employee as defined in Section 185 who reports an alleged violation of this Ordinance, shall, to the extent permitted by law, be afforded protections against retaliation if applicable pursuant to Section 185, as set forth in and subject to the limitations and requirements of Section 185.~~

#### **Sec 50-105 - Reporting**

Beginning on the date of passage of this ordinance and every six months thereafter, the Medford Police Chief shall submit a report with the information detailed below- ~~in a de-identified manner~~ relating to the preceding six months to the ~~Clerk of the Medford, forward to the~~ Mayor, docket said report, and include the docket on the agenda of the next-occurring meeting of the Public Health and Community Safety Committee of the Medford City Council, in accordance with the provisions of the Open Meeting Law.

- ~~a. The total number of ICE detainers, administrative warrants, notification requests, and other requests for information or assistance received from a federal immigration agency;~~
- ~~b. An -detailed- account of each instance in which information was given to a federal immigration agency, with the names of individuals redacted; and~~
- ~~c. Names and descriptions of all task forces in which the Medford Police Department participated in which a federal immigration agency also participated, if known, so long as such information may be provided without violating any state or federal law or impacting any active law enforcement investigation and/or court order in the sole discretion of the Chief of Police.~~

#### **Sec 50-106 - Compliance with Federal Law**

Nothing in this Welcoming City Ordinance shall be construed to preempt or violate any valid federal law, or to prohibit any Medford agency or department from providing another law enforcement agency citizenship or immigration status, consistent with 8 U.S.C. § 1373. Nothing in this Ordinance shall prohibit or restrain any Medford law enforcement officer from sending to, or receiving from, any local, state, or federal agency, information regarding citizenship or immigration status, consistent with federal law, including, but not limited to, 8 U.S.C. § 1373 or in response to an order from a court of competent jurisdiction. Federal law prohibits city officials from imposing limits on maintaining, exchanging, sending, or receiving information regarding citizenship and immigration status, lawful or unlawful, with any federal, state, or local government entity. No City ordinance, policy, procedure, or regulation is intended to preempt or violate those federal laws or the laws of the Commonwealth of Massachusetts.

This ordinance shall go into effect immediately.

## **Section 50, Article III - An Ordinance to Promote Transparency and Protect Civil Rights and Civil Liberties with Respect to Surveillance Technology**

Amendments approved at 12.11.2024 Public Health & Community Safety Committee

### **Section 50–79. – Enforcement; Remedies; Penalties; Whistleblower Protections.**

(G) To the extent permitted by law, including, but not limited to, the requirements of the Massachusetts Public Records Law or the Municipal Records Retention Schedule, any video footage or other data recorded or obtained illegally or in violation of this ordinance shall be immediately destroyed, and not introduced as evidence in any criminal or civil proceeding, except in those proceedings related to violations of this ordinance.

### **Section 50–80. – Certain Public-Private Transactions ~~Contracts~~ Prohibited.**

It shall be unlawful for the City to enter into any contract for monetary value or engage in any financial transaction with a commercial entity that provides the City with the mass acquisition of privately generated and owned bulk Surveillance Data. Any contracts or agreements signed prior to the enactment of this Ordinance that violate this section shall not be renewed after the completion of the term of said contracts or agreements. ~~Section 50–80 shall not apply to any contract or agreement executed for law enforcement operations or purposes.~~ **Further, it shall be unlawful for the City to acquire, or enter into an agreement to acquire or exchange bulk surveillance data that the City is banned from generating on its own, with any other government, entity, or policing agency.**