

24-510 - Offered by Isaac Bears, Council President

Committee of the Whole, January 14, 2025, Report to Follow

24-033 - Offered by Kit Collins, Council Vice President

Planning and Permitting Committee, January 15, 2025, Report to Follow

25-014 - Offered by Isaac Bears, Council President

Committee of the Whole, January 21, 2025, Report to Follow

24-492 and 24-493 - Offered by Anna Callahan, City Councilor

Public Works and Facilities Committee, January 21, 2025, Report to Follow

24-468 - Offered by Justin Tseng, City Councilor

Governance Committee, January 22, 2025, Report to Follow

MOTIONS, ORDERS, AND RESOLUTIONS

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

25-015 - Offered by Emily Lazzaro, City Councilor, Matt Leming, City Councilor

Resolution to Make Medford City Council Meetings More Business Friendly

25-016 - Offered by Isaac Bears, Council President

Resolution for Council Leadership to Recommend Candidate for City Messenger

25-017 - Offered by Isaac Bears, Council President

Review Open Meeting Law Complaint

COMMUNICATIONS FROM THE MAYOR

25-014

Offered by Mayor Breanna Lungo-Koehn

Community Preservation Committee Appropriation Request

25-018

Offered by Mayor Breanna Lungo-Koehn

Capital Stabilization Fund Rescission and Appropriation Request

25-019

Offered by Mayor Breanna Lungo-Koehn

Approval of Funding for Legal Settlement - \$7,500

25-020

Offered by Mayor Breanna Lungo-Koehn

Transfer and Conveyance of McCormack Avenue Parcels

PUBLIC PARTICIPATION

To participate outside of Zoom, please e-mail 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

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 28, 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 28, 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 28, 2025

SPONSORED BY

Emily Lazzaro, City Councilor, Matt
Leming, City Councilor

AGENDA ITEM

25-015 - Resolution to Make Medford City Council Meetings More Business Friendly

FULL TEXT AND DESCRIPTION

WHEREAS businesses must come before the City Council to request approval to open new storefronts from time to time, and;

WHEREAS small business storefronts in our corridors, squares, and business districts foster a sense of community that our residents desire, allow our residents to shop small and local, and bring needed revenue to the City, and;

WHEREAS we want business owners to understand and believe that Medford as a City is friendly to small businesses

BE IT THEREFORE RESOLVED that the Medford City Council's regular meeting agendas will hear petitions from businesses prior to resolutions made by members of the City Council

BE IT FURTHER RESOLVED that Rule 19 of the Medford City Council be amended as follows:

"The filing of petitions shall be reserved only for matters requiring Council action per law, including but not limited to special permits, grants of location, sign variances, and common victualler licenses. Only petitions filed meeting this criteria shall be assigned a Council Paper Number. Such hearings and petitions shall be heard immediately after the reading of Council reports and before motions, orders, and resolutions sponsored by Council members."

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

January 28, 2025

SPONSORED BY

Isaac Bears, Council President

AGENDA ITEM

25-016 - Resolution for Council Leadership to Recommend Candidate for City Messenger

FULL TEXT AND DESCRIPTION

Be it Resolved by the Medford City Council that the City Council President, City Council Vice President, and City Clerk conduct a process to recruit a new City Messenger and make a recommendation of a candidate for City Messenger for a final vote by the City Council.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

January 28, 2025

SPONSORED BY

Isaac Bears, Council President

AGENDA ITEM

25-017 - Review Open Meeting Law Complaint

FULL TEXT AND DESCRIPTION

Open Meeting Law Complaint - Acknowledge receipt of Open Meeting Law complaint from Laura Ortiz against the City Council, dated January 11, 2025; acknowledge and review complaint and discuss response; votes may be taken.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. OML Complaint 1.11.25 Laura Ortiz



The Commonwealth of Massachusetts
Office of the Attorney General
One Ashburton Place
Boston, Massachusetts 02108

OPEN MEETING LAW COMPLAINT FORM

Instructions for completing the Open Meeting Law Complaint Form

The Attorney General's Division of Open Government interprets and enforces the Open Meeting Law, Chapter 30A of the Massachusetts General Laws, Sections 18-25. Below is the procedure for filing and responding to an Open Meeting Law complaint.

Instructions for filing a complaint:

- o Fill out the attached two-page form completely. Sign and date the second page. File the complaint with the public body within 30 days of the alleged violation. If the violation was not reasonably discoverable at the time it occurred, you must file the complaint within 30 days of the date the violation was reasonably discoverable. A violation that occurs during an open session of a meeting is reasonably discoverable on the date of the meeting.
- o To file the complaint:
 - o For a local or municipal public body, you must submit a copy of the complaint to the chair of the public body AND to the municipal clerk.
 - o For all other public bodies, you must submit a copy of the complaint to the chair of the public body.
 - o Complaints may be filed by mail, by email, or by hand. Please retain a copy for your records.
- o If the public body does not respond within 14 business days and does not request an extension to respond, contact the Division for further assistance.

Instructions for a public body that receives a complaint:

- o The chair must disseminate the complaint to the members of the public body.
- o The public body must meet to review the complaint within 14 business days (usually 20-22 calendar days).
- o After review, but within 14 business days, the public body must respond to the complaint in writing and must send the complainant a response and a description of any action the public body has taken to address the allegations in the complaint. At the same time, the body must send the Attorney General a copy of the complaint and a copy of the response. The public body may delegate this responsibility to an individual member of the public body, its counsel, or a staff member, but only after the public body has met to review the complaint.
- o If a public body requires more time to review the complaint and respond, it may request an extension of time for good cause by contacting the Division of Open Government.

Once the public body has responded to the complaint:

- o If you are not satisfied with the public body's response to your complaint, you may file a copy of the complaint with the Division by mail, by email, or by hand, but only once you have waited for 30 days after filing the complaint with the public body. Mail may be sent to: The Division of Open Government, Office of the Attorney General, One Ashburton Place - 20th Floor, Boston, MA 02108. Emails may be sent to: openmeeting@state.ma.us.
- o When you file your complaint with the Division, please include the complaint form and all documentation relevant to the alleged violation. You may wish to attach a cover letter explaining why the public body's response does not adequately address your complaint.
- o The Division will not review complaints filed with us more than 90 days after the violation, unless we granted an extension to the public body or you can demonstrate good cause for the delay.

If you have questions concerning the Open Meeting Law complaint process, we encourage you to contact the Division of Open Government by phone at (617) 963-2540 or by email at openmeeting@state.ma.us.



OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General
One Ashburton Place
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: Laura Last Name: Ortiz

Address: PO Box 103

City: Lowell State: MA Zip Code: 01853

Phone Number: 978-204-4123 Ext. _____

Email: ladeslortz@yahoo.com

Organization or Media Affiliation (if any): _____

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

☒ Individual ☐ Organization ☐ Media

Public Body that is the subject of this complaint:

☒ City/Town ☐ County ☐ Regional/District ☐ State

Name of Public Body (including city/town, county or region, if applicable): Medford City Council

Specific person(s), if any, you allege committed the violation: Medford City Council

Date of alleged violation: _____

12/12/24-12/13/24, btw/after

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

Open Meeting Law Complaint #1.

¶1) On or before 12/12/24-12/13/24 the Medford City Council deliberated outside of the Open Meeting Law Process and in a public body quorum it deliberated, signed and sent a " Shelter Advocacy Letter " with 39 other municipalities from across the state and more than 100 local public body member officials to Governor Healey asking for a change in Emergency Assistance (EA) shelter policies they all condemned including as a quorum of the Medford City Council. Outside of the Open Meeting Law Processes whom deliberated, verified to be the following (5) public body members: Council President Isaac B. "Zac" Bears, Council Vice President Kit Collins, City Councilor Emily Lazzaro, City Councilor Anna Callahan and City Councilor Matt Leming as the Medford City Council and acting as a quorum participated in a majority public body joint action and all signed this " Shelter Advocacy Letter " together outside of any Open Meeting as well as discussed it and sent it without noticing the general public and without giving any constituents of the city a chance to be weigh into this public body action in favor and/or dissent. In addition, the following (2) Medford City Council members: City Councilor Justin Tseng and City Councilor George Scarpelli also participated by deliberating outside of the Open Meeting Law processes but declined to sign the " Shelter Advocacy Letter. City of Medford councilors did not post any meeting notice or call an Executive Session at all to participate in this " Shelter Advocacy Letter " task (regardless if they declined to sign the letter), they failed to notice to the general public they intended on December 12th-December 13th to meet and discuss and participate (or decline) in signing it and sending it on December 13th as a quorum of the Medford City Council alongside other quorums of municipality public bodies of city councils and/or school committees. These public body members signed the letter as a quorum (5 of the Medford City Councilors) and in their own words were " writing as elected officials representing 39 cities and towns " and not as any independent from government individuals (signing on in any personal capacity manner) they clearly signed as a government public body (regardless that 2 of the Medford City Councilors declined to sign). The public body members, especially by signing it as the City Councilor themselves, were clearly representing the municipality on official business as the Medford City Council and representing the City of Medford and as a ward representative of completely unaware constituents. Notice only came to the general public and constituents, after the Medford City Council had already met entirely outside of the Open Meeting Law process and it had already deliberated and signed December12- December 13th the " Shelter Advocacy Letter " and had already sent it to Governor Healy on December 13th, as reported in the Boston.com news article 12/16/24 here and Patch.com news article 12/18/24 here and Greenfield Recorder news article 12/31/24 here. The Medford City Council meeting outside of the Open Meeting Law processes and deliberating and signing and sending (or declining) this " Shelter Advocacy Letter " as a quorum of Medford City Council members violated the Open Meeting Laws as well as additional statutes.

¶Deliberations occurred outside of the Open Meeting and without adequate public notice despite the duty and responsibilities of the Medford City Council to align itself with the Open Meeting Law which was enacted " to eliminate much of the secrecy surrounding the deliberations and decisions on which public policy is based. " see Ghiglione v. School Authority of Southbridge, 376 Mass. 70, 72 (1978) and the City Council failed to ensure that " meetings of a public body be properly noticed and open to members of the public, unless an executive session is convened. " See G.L. c. 30A, §§ 20 (a)-(b), 21.

¶2) On or before 12/12/24-12/13/24, the Medford City Council failed to post any Agenda Meeting Notice for their Medford City Council Meeting, informing the general public and constituents that it intended to deliberate and meet outside of the Open Meeting Law Process and in a public body quorum of Medford City Councilors December 12th-December 13th for the purpose to deliberate, sign and send on December 13th a " Shelter Advocacy Letter " with 39 other municipalities from across the state and more than 100 local public body member officials to Governor Healey for the purpose of asking for a change in Emergency Assistance (EA) shelter policies they all condemned including as a quorum of the Medford City Council. Given that (5) public body members, being: Council President Isaac B. "Zac" Bears, Council Vice President Kit Collins, City Councilor Emily Lazzaro, City Councilor Anna Callahan and City Councilor Matt Leming as the Medford City Council and all anticipated intending to meet and act as a quorum in a majority public body joint action and all intended to sign this " Shelter Advocacy Letter " together outside of any Open Meeting as well as intended to discuss it and send it, he had a duty and responsibility to notice the general public and give all constituents of the city a chance to weigh into this public body action in favor and/or dissent of sending the " Shelter Advocacy Letter " with 39 other municipalities from across the state and more than 100 local public body member officials to Governor Healey. Even though (2) Medford City Council members: City Councilor Justin Tseng and City Councilor George Scarpelli intended to meet and participate and deliberate outside of the Open Meeting Law processes and anticipated declining to sign the " Shelter Advocacy Letter ", they still had a duty and responsibility to notice the general public and all constituents same. Notice only came to the general public and constituents, after the Medford City Council had already met entirely outside of the Open Meeting Law process and it had already deliberated and signed December12- December 13th the " Shelter Advocacy Letter " and had already sent it to Governor Healy on December 13th, as reported in the Boston.com news article 12/16/24 here and Patch.com news article 12/18/24 here and Greenfield Recorder news article 12/31/24 here. The Medford City Council had anticipated meeting outside of the Open Meeting Law processes and for purpose of deliberating and signing and sending (or declining) this " Shelter Advocacy Letter " as a quorum of Medford City Council members violated the Open Meeting Laws as well as additional statutes, therefore it was capable of posting the notice within 48 hours prior to this " meeting " see G.L. c. 30A, § 20(b); OML 2022-206; OML 2020-152, failing to post any agenda or this meeting topic in advance, denied the general public and constituents the ability to read about it this topic and understand the anticipated nature of the Medford City Council " s public body " s discussion I instead held secretly and in violation of Open Meeting Laws. See OML 2015-35.

¶The Medford City Council failed to post any Agenda Meeting Notice at all that contained enough detail and accuracy so that a member of the public would know to attend or who did not attend the meeting could read the minutes and have a clear understanding of what would or did occur, and failed to detail at all its intentions to meet and deliberate outside of the Open Meeting Law Process. Medford City Council instead, held Secret Deliberations outside of an Open Meeting and without adequate public notice despite the duty and responsibilities of the Medford City Council in that the Open Meeting Law was enacted " to eliminate much of the secrecy surrounding the deliberations and decisions on which public policy is based. " see Ghiglione v. School Authority of Southbridge, 376 Mass. 70, 72 (1978) and the City Council failed to ensure that " meetings of a public body be properly noticed and open to members of the public, unless an executive session is convened. " See G.L. c. 30A, §§ 20(a)-(b), 21.

¶For Open Meeting Law Complaint #1.

It is the sole duty and responsibilities of all public body members of the Medford City Council to comply with Open Meeting Laws and it failed to do so here on or before 12/12/24-12/13/24 and dates in between and after. It is the duty of the public body to ensure that the Medford City Council Meeting Agenda Notices are in compliance prior to posting them as well as to deliberate only where allowed under the Open Meeting Laws and not do so in secret and caused instead a closed not open government body and action. This led to confusion, a failure to allow the general public access to open government or transparency during the actual meeting or meetings to come, as well as no one reading the Medford City Council Meeting Agenda(s) would have known to attend, nor would they know by reading any Meeting Minutes after what occurred. Lynn City Council should comply with G.L. c. 30A, § 22(a), G.L. c. 30A, §§ 18, G.L. c. 30A, § 20(a)-(b), G.L. c. 30A, §§ 21, G.L. c. 30A, § 20(b) and 940 CMR 29.03(1)(b), as well as G.L. c. 30A, § 21(a)(3) and other Open Meeting Laws.

¶The Medford City Council actions, should be determined by the Attorney General as deliberate and willful violations, the City Council should be FINED, as well as any votes or actions made null and void, given that the Medford City Council failed to follow the letter of the law, or be transparent when it deliberated outside of the Open Meeting Law processes or posted any of the Agenda Notices, prior to discussions and action decisions surrounding its agenda items and actions, which negatively impacted the general public.

¶Links for Shelter Advocacy Letter and News Articles referenced:
https://docs.google.com/document/d/11v79Na_SWxcWMKjOUFMLTqMQFcoLdx2yXoLP3atRVM/edit?tab=t.0
<https://www.boston.com/news/local-news/2024/12/16/elected-officials-call-on-healey-to-rescind-recent-shelter-stay-policies/>
<https://patch.com/massachusetts/salem/120-local-leaders-sign-letter-condemning-state-shelter-policies>
<https://www.recorder.com/Greenfield-city-councilors-sign-letter-opposing-shelter-policy-changes-58640402>

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

What we feel would resolute our Open Meeting Law Complaints:

1) Medford City Council agrees to correct immediately all OML Violations regarding G.L. c. 30A, § 22(a), G.L. c. 30A, §§ 18, G.L. c. 30A, § 20(a)-(b), G.L. c. 30A, §§ 21, G.L. c. 30A, § 20(f) and 940 CMR 29.03(1)(b) and also G.L. c. 30A, § 21(a)(3) and other Open Meeting Laws and any other violations and comply with their duties, responsibilities and the actual laws as written and agrees to not violate them again. It also agrees to undergo immediate training by the Attorney Generals Office necessary to understand its duties and responsibilities under the Open Meeting Laws and provide proof of attendance and participation by all City Council members

2) Medford City Council agrees to ensure at the highest levels comply with all Open Meeting Laws, to place ALL INTENDED Topics of discussion on meeting agendas including Executive Sessions and discuss Open Meeting Topics in the appropriate sessions and not outside the Open Meeting Law Processes

3) Medford City Council agrees to rescind all votes related in any way to these Open Meeting Law Complaints #1 Part1-Part2 above

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

Publication to Website. As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: Laura Ortiz

Date: 1/11/25



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

January 22, 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 Requests

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 recommendations of the Community Preservation Committee:

Requesting the appropriation of \$526,000.00 from the CPA General Reserve to the Department of Public Works – Parks Division for the Playstead Tennis Court resurfacing project;

Requesting the appropriation of \$322,500.00 from the CPA General Reserve to the Facilities Department for the City Council Chamber Windows Restoration project;

Requesting the appropriation of \$100,000.00 from the CPA Housing Reserve to Action for Boston Community Development (ABCD) to continue administering the Medford Move-In Rental Assistance program;

Requesting the appropriation of \$99,000.00 from the CPA Historic Preservation Reserve to the Unitarian Universalist Church for the Unitarian Universalist Church Exterior Restoration project;

Requesting the appropriation of \$400,000.00 from the CPA General Reserve to Shiloh Baptist Church, to complete the Shiloh Baptist Church ADA Improvement project;

Requesting the appropriation of \$85,000.00 from the CPA Historic Preservation Reserve to the Department of Public Works – Cemetery Division to complete Design Phase 2 of the Oak Grove Historic Buildings Restoration project;

**85 George P. Hassett Drive, Medford, MA 02155
781-396-5500 * www.medfordma.org**



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

Requesting the appropriation of \$250,000.00 from the CPA General Reserve to the Medford Affordable Housing Trust as initial funding to conduct Affordable Housing tasks; and

Requesting the appropriation of \$98,285.00 from the CPA Open Space and Recreation Reserve to the Medford Recreation Department to complete the Condon Shell Field Lighting project.

As you know, public presentations of the above projects were held on Tuesday, January 21, 2025, at a Committee of the Whole meeting, before this Honorable Body.

The project will be tracked in the Community Preservation Fund.

The CPC recommendation letters are attached and incorporated. Community Preservation Act Manager Theresa Dupont and Chairperson Roberta Cameron will be in attendance.

Thank you for your consideration.

Respectfully submitted,


Breanna Lungo-Koehn
Mayor

Enclosures



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



Funding Recommendation Decision

December 10, 2024

Applicant Name: City of Medford – Department of Public Works, Parks Division

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

Project: Playstead Park Tennis Courts Resurfacing

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 Department of Public Works (“DPW”) be awarded \$526,000 of Community Preservation Act funds to complete a resurfacing project for Playstead Park Tennis Courts. In reaching their decision, the CPC found that the project meets the CPA objective of supporting open space and recreation projects.

Conditions of Approval:

- 1) DPW to provide an annual maintenance plan to the CPC.

Signed by:

Roberta Cameron

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Roberta Cameron, Chair
Community Preservation Committee

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



Funding Recommendation Decision

December 10, 2024

Applicant Name: City of Medford – Facilities Department

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

Project: City Hall Council Chambers Window Restoration

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 Facilities Department be awarded \$322,500 of Community Preservation Act funds for City Hall Council Chambers Window Restoration project. In reaching their decision, the CPC found that the project meets the CPA objective of historic preservation of significant public buildings.

Conditions of Approval:

- 1) The City of Medford must make substantial efforts to designate City Hall in a Local Historic District.
- 2) Should this project extend beyond January 1, 2026, the Facilities Department shall present at the February 2026 CPC meeting to give an update on timeline completion.
- 3) The Facilities Department shall provide before and after photographs of the window restoration work for each window, demonstrating overall and detailed restoration.

Signed by:

Roberta Cameron

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Roberta Cameron, Chair
Community Preservation Committee

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781-396-5500 * www.medfordma.org**



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



Funding Recommendation Decision

December 10, 2024

Applicant Name: Action for Boston Community Development (ABCD)

Applicant Address: 178 Tremont Street, Boston MA 02111

Project: Medford Move-In Assistance

On December 10, 2024, the City of Medford Community Preservation Committee ("CPC") voted 7-0-0 to recommend to City Council that Action for Boston Community Development ("ABCD") be awarded \$100,000 of Community Preservation Act funds for the ongoing Medford Move-In Assistance program. In reaching their decision, the CPC found that the project meets the CPA objective of supporting affordable housing resources for Medford residents.

Conditions of Approval:

- 1) ABCD to partner with Medford Housing Authority ("MHA") to establish a regular cadence of promoting the program; the CPC recommends quarterly email communications with MHA's tenant services team.

Signed by:

Roberta Cameron

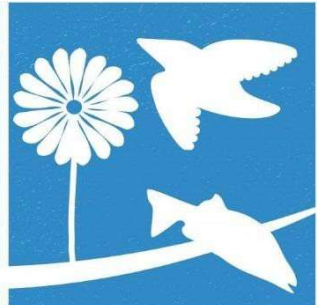
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Roberta Cameron, Chair
Community Preservation Committee

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



Funding Recommendation Decision

December 10, 2024

Applicant Name: Unitarian Universalist Church

Applicant Address: 147 High Street, Medford, MA

Project: Unitarian Universalist Exterior Siding Project

On December 10, 2024, the City of Medford Community Preservation Committee ("CPC") voted 7-0-0 to recommend to City Council that the Unitarian Universalist Church be awarded \$99,000 of Community Preservation Act funds for the Unitarian Universalist Exterior Siding Project. In reaching their decision, the CPC found that the project meets the CPA objective of rehabilitation and restoration of historical resources.

Conditions of Approval:

1. The rehabilitation shall comply with the Standards for Rehabilitation stated in the United States Secretary of the Interior's Standards for the Treatment of Historic Properties codified in 36 C.F.R. Part 68.
2. Per Caplan vs Town of Acton, no CPA funds shall be used to restore any building features with religious imagery.
3. A Preservation Restriction shall be placed on the property.

Signed by:

Roberta Cameron

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Roberta Cameron, Chair
Community Preservation Committee

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781-396-5500 * www.medfordma.org**



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



Funding Recommendation Decision

December 10, 2024

Applicant Name: Shiloh Baptist Church

Applicant Address: 1 Holton Street, Medford, MA 02155

Project: Shiloh Baptist Church Preservation

On December 10, 2024, the City of Medford Community Preservation Committee ("CPC") voted 7-0-0 to recommend to City Council that the Shiloh Baptist Church be awarded \$400,000 of Community Preservation Act funds for the Shiloh Baptist Church Preservation Project. In reaching their decision, the CPC found that the project meets the CPA objective of rehabilitation and restoration of historical resources.

Conditions of Approval:

1. The rehabilitation shall comply with the Standards for Rehabilitation stated in the United States Secretary of the Interior's Standards for the Treatment of Historic Properties codified in 36 C.F.R. Part 68.
2. Per Caplan vs Town of Acton, no CPA funds shall be used to restore any building features with religious imagery.
3. A Preservation Restriction shall be placed on the property.

Signed by:

Roberta Cameron

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Roberta Cameron, Chair
Community Preservation Committee

**85 George P. Hassett Drive, Medford, MA 02155
781-396-5500 * www.medfordma.org**



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



Funding Recommendation Decision

December 10, 2024

Applicant Name: City of Medford – Department of Public Works, Cemetery Division

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

Project: Oak Grove Cemetery Buildings Restoration 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 Department of Public Works (“DPW”) be awarded \$85,000 of Community Preservation Act funds to complete Phase 2 of the Oak Grove Cemetery Historic Buildings Restoration. In reaching their decision, the CPC found that the project meets the CPA objective of supporting significant historic preservation projects.

Conditions of Approval:

- 1) All restoration work must comply with The Secretary of Interior’s Standards for the Treatment of Historic Properties.
- 2) The City of Medford is to make substantial efforts to place Oak Grove Cemetery into a Local Historic District.

Signed by:

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Roberta Cameron, Chair

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

Community Preservation Committee



Funding Recommendation Decision

December 10, 2024

Applicant Name: Medford Affordable Housing Trust

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

Project: AHT Initial Tranche

On December 10, 2024, the City of Medford Community Preservation Committee ("CPC") voted 6-0-1 (Chairperson Cameron abstained) to recommend to City Council that the Medford Affordable Housing Trust ("AHT") be awarded \$250,000 of Community Preservation Act funds as initial startup funding. In reaching their decision, the CPC found that the project meets the CPA objective of supporting affordable housing resources for Medford residents.

Conditions of Approval:

- 1) The AHT will submit annual reporting to the CPC that outlines how CPA funding will be allocated.
- 2) Expenditures must be reviewed for compliance by the Community Preservation Act Manager prior to commitment.

Signed by:

Roberta Cameron

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Roberta Cameron, Chair
Community Preservation Committee

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**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: Condon Shell Field Lighting

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 Recreation Department (“Recreation”) be awarded \$98,285 of Community Preservation Act funds for the Condon Shell Field Lighting Project. In reaching their decision, the CPC found that the project meets the CPA objective of supporting open space and recreation projects.

Conditions of Approval:

- 1) None.

Signed by:

Roberta Cameron

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Roberta Cameron, Chair
Community Preservation Committee

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

January 22, 2025

Via Electronic Delivery

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

Re: Capital Stabilization Fund Rescission and Appropriation Request

Dear President Bears and Members of the City Council:

I respectfully request and recommend that your Honorable Body:

1. Rescind the Capital Stabilization Fund appropriation in the amount of \$322,500.00 for the City Hall Howard Alden Memorial Chambers Window Restoration project that was approved by City Council on November 12, 2024 (Resolution No. 24-487). None of the appropriated funds have been spent to date and a request to appropriate Community Preservation Act funds has been submitted to the City Council for the same purpose; and
2. Appropriate \$197,012.95 from the Capital Stabilization Fund, for capital needs to City facilities, which include, but are not limited to, the following projects:

<u>Project</u>	<u>Amount</u>
Window dressings in City Hall Chambers	\$ 42,962.75
Emergency Boiler Repairs in City Hall	\$ 20,172.00
Flooring Replacement in the Veteran and Election Offices	\$ 11,094.20
City Hall Lock Changes	\$ 9,500.00
Replacement of Backflow Preventers at Engine 3	\$ 23,879.00
New Shades and Blinds Engine 3	\$ 17,650.00
Bathroom Renovations and Adjacent Repairs Engine 4	\$ 52,165.00
Window Trims for Engine 4	\$ 9,840.00
Window Trims for Engine 6	\$ 9,750.00
	\$ 197,012.95

As your Honorable Body knows, any appropriation from a stabilization account requires a 2/3rds majority vote of the City Council. The Capital Stabilization Fund currently has a balance of \$3,404,993.76, given the appropriations made by this Council to date. If the above is approved, the capital stabilization fund balance would increase to \$3,530,480.81.

Facilities Director Paul Righi will be available to answer questions.

Thank you for your kind attention to this matter.

**85 George P. Hassett Drive, Medford, MA 02155
781-396-5500 * www.medfordma.org**



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

Respectfully submitted,


Breanna Lungo-Koehn
Mayor



City of Medford

LAW DEPARTMENT

City Hall - Room 206
85 George P. Hassett Drive
Medford, Massachusetts 02155

Telephone (781) 393-2470
FAX: (781) 393-2410 • TDD: (781) 393-2516

Date: January 22, 2025

To: President Isaac B. Bears and Honorable Members of the
Medford City Council

Fr: Breanna Lungo-Koehn, Mayor *BK*

Claimant Name: Cara and Giuseppe Forcellati
Date of Accident: August 2, 2021
Date of Settlement: December 2, 2024
Date of Trial Result: N/A
Amount of Request: \$7,500.00
Claimant's Attorney: **Christopher Strang**, Strang, Scott & Giroux, LLP

The claimants, Cara and Giuseppe Forcellati, seek compensation for property damage suffered allegedly as a result of a blocked sewer line on High Street, resulting in sewage backflow entering the basement of a home located at 206 High Street. A global settlement has been reached, pursuant to which the City will pay \$7,500 and the owner/operator of the nearby Medford Rehabilitation & Nursing Center will pay \$7,500. A form Settlement Agreement and Release has been agreed upon and will be executed upon City Council approval of the funding of the settlement.

Attorney Roger Smerage will be in attendance via Zoom to provide the Council with guidance on this matter.

Breakdown to Amount Requested:

Medical Cost:	\$ -0-
Lost Wages:	\$ -0-
Property Damage:	\$ 7,500
Other:	\$ -0-
Total Settlement:	\$ 7,500



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

January 22, 2025

Via Electronic Delivery

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

Re: Transfer and Conveyance of McCormack Avenue Parcels

Dear President Bears and Members of the City Council:

I respectfully request and recommend that your Honorable Body approve the following Transfer and Conveyance of City Property, which will transfer to the Mayor the care, custody and control of two parcels of vacant land on McCormack Avenue that have remained unused since the City acquired said parcels in 1950 pursuant to a tax title taking, and authorize the Mayor to convey said parcels in compliance with General Laws Chapter 30B, the Uniform Procurement Act. The City will benefit by putting the unused parcels to productive and tax-producing uses, and, further, the City may, subject to appropriation by the City Council, use the proceeds from said sale for the purpose of promoting affordable housing or for such other purposes as the City Council determines is in the best interests of the City.

**A RESOLUTION TO TRANSFER AND AUTHORIZE THE SALE OF
MCCORMACK AVENUE PARCELS**

Whereas, the City is the owner of two parcels of land located on McCormack Avenue, each containing 3,600 square feet, more or less, identified as the Assessors' as Parcels F-13/37 and F-13/38, and described in Certificate of Title No. 166463 filed with the Middlesex South Registry District of the Land Court (together, the "City Property");

Whereas, the City Property has been vacant and unused since the City acquired the City Property in 1950 pursuant a tax taking, and is surplus to the needs of the City;

Whereas, there is an urgent need to promote and develop affordable housing in the City of Medford and the region;

Whereas, the sale of the City Property will benefit the City by putting the City Property to productive and tax-generating uses; and

Whereas, the proceeds of said sale may be used by the City for the purpose of promoting affordable housing.

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

NOW, THEREFORE, BE IT

1. That the City Council hereby declares that the City Property is surplus to the needs of the City and available for disposition; and
2. That the City Council hereby transfers the care, custody and control of the City Property from the tax custodian for tax title purposes to the Mayor for general municipal purposes and/or for the purpose of disposition on such terms and conditions as is in the best interests of the City; and
3. That the Mayor be authorized to convey the City's right, title and interest in said City Property, provided that said sale is in compliance with the provisions of General Laws Chapter 30B, the Uniform Procurement Act, and to take any and all other action as may be necessary or appropriate to accomplish said disposition; and
4. That this resolution shall take effect upon passage.

Attorney Shirin Everett will be in attendance via Zoom to provide the Council with guidance on this matter.

Thank you for your kind attention to this matter.

Sincerely,


Breanna Lungo-Koehn
Mayor