



Medford City Council
Medford, Massachusetts

The First Regular Meeting, January 9, 2024

City Council

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

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

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

Zoom Link: <https://us06web.zoom.us/j/83266347209>

Call-in Number: +13052241968,,83266347209#

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

CALL TO ORDER & ROLL CALL

SALUTE TO THE FLAG

COUNCIL ORGANIZATION & ELECTION OF LEADERSHIP

24-001 - Election of a City Council President for 2024

Administration of Oath to Council President

24-002 - Election of a City Council Vice President for 2024

Administration of Oath to Council Vice President

24-003 - Appointment of a City Messenger for 2024 and 2025

Administration of Oath to City Messenger

24-004 - Offered by Kit Collins, City Councilor

Resolution to Adopt Standing Committee Rules from Prior Year

24-005 - Offered by Kit Collins, City Councilor

Resolution to Transfer All Papers in Committee from 2023 to 2024

ANNOUNCEMENTS, ACCOLADES, REMEMBRANCES, REPORTS, AND RECORDS

Records

The Records of the Meeting of December 19th, 2023 were passed to Councilor Scarpelli.

Reports of Committees

22-494 - Offered by Isaac Bears, City Councilor

Subcommittee on Ordinances and Rules Committee Report, December 20, 2023

HEARINGS

23-460

Special Permit For Hours - Mei Ling's, 434 A Salem Street, Medford, MA 02155

MOTIONS, ORDERS, AND RESOLUTIONS

24-006 - Offered by Isaac Bears, City Councilor

Resolution to Propose a 2024-2025 Council Governing Agenda Framework and Request that Councilors Submit Proposals by 1/18/24

24-007 - Offered by Isaac Bears, City Councilor

Resolution to Amend Rule 33 of the Rules of the Medford City Council to Establish Standing Committees

24-008 - Offered by Isaac Bears, City Councilor

Resolution to Review and Update City Fee Schedule

24-009 - Offered by Isaac Bears, City Councilor

Resolution to Request Board of Health Implement Winter Eviction Moratorium

24-010 - Offered by Kit Collins, City Councilor

Resolution to Discuss Adoption of Good Landlord Tax Credit

24-011 - Offered by Isaac Bears, City Councilor

Resolution to Request Update on Wellington Circle Study Next Steps

PUBLIC PARTICIPATION

To participate outside of Zoom, please e-mail AHurtubise@medford-ma.gov.

UNFINISHED BUSINESS

23-081 MBTA Plan for Accessible Transit Infrastructure (PATI)

IN CITY COUNCIL MARCH 28, 2023

TABLED

23-412 Petition to Amend Deed Restriction - 12 Dell Avenue

IN CITY COUNCIL SEPTEMBER 19, 2023

TABLED UNTIL JANUARY 9, 2024

23-463 City Water System Bond Order

IN CITY COUNCIL DECEMBER 12, 2023

FIRST READING APPROVED - DECEMBER 12, 2023

SECOND READING ADVERTISED - DECEMBER 21, 2023 IN MEDFORD TRANSCRIPT
AND SOMERVILLE JOURNAL

THIRD READING ELIGIBLE - JANUARY 9, 2024

22-605 Solid Waste Ordinance

IN CITY COUNCIL DECEMBER 12, 2023

FIRST READING APPROVED - DECEMBER 12, 2023

SECOND READING ADVERTISED - DECEMBER 28, 2023 IN MEDFORD TRANSCRIPT
AND SOMERVILLE JOURNAL

THIRD READING ELIGIBLE - JANUARY 9, 2024

Reports Due/Deadlines

<u>16-574</u>	University Accountability Spring 2017-Report (Next Report Due in March 2024)
<u>17-606</u>	Evangelical Haitian Church 400 High St. 90 Day Review on Illumination (Tabled - January 9, 2018)
<u>20-086</u>	90-Day Review Report on El Tacuba Cocina and Tequila Bar for a petition for a Special Permit – Hours (granted by the Council, as amended to require 90-day report period to begin on opening of restaurant)
<u>22-007</u>	90 Day Report from Administration to present 5-year plan to address gas leaks (Report due in April 2022)
<u>22-009</u>	90 Day Report from School Administration to identify opportunities to connect classroom learning to career applications (Report due in April 2022)
<u>22-026</u>	Quarterly Presentation on City's Financial Health by Chief Financial Officer/Auditor
<u>22-027</u>	Monthly Copy of Warrant Articles from Chief Financial Officer/Auditor
<u>22-039</u>	Report due in 30 days on draft ordinances requested by the Council during the 2020-2021 term
<u>23-474</u>	2023 Municipal Election Process Errors & Accountability Report (Due January 23, 2024)

Adjournment



Medford City Council
Medford, Massachusetts

MEETING DATE

January 9, 2024

SPONSORED BY

Kit Collins, City Councilor

AGENDA ITEM

24-004 - 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 9, 2024

SPONSORED BY

Kit Collins, City Councilor

AGENDA ITEM

24-005 - Resolution to Transfer All Papers in Committee from 2023 to 2024

FULL TEXT AND DESCRIPTION

Be it Resolved that the City Council transfer all Papers in Committees or on the Table from the 2023 Council to the 2024 Council.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

January 9, 2024

SPONSORED BY

AGENDA ITEM

23-460 - Special Permit For Hours - Mei Ling's, 434 A Salem Street, Medford, MA 02155

FULL TEXT AND DESCRIPTION

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

A public Hearing will be held by the Medford City Council in the Howard F. Alden Memorial Auditorium, City Hall, 85 George P. Hassett Drive, Medford, MA, on 9, 2023, at 7:00 p.m., a Zoom link to be posted no later than Friday, January 5, 2024, on a petition from Hua Li Enterprises dba Mei Ling's, 434 A Salem Street, Medford, MA 02155 for a special permit to amend its *Hours of Operation* in accordance with Medford Zoning Ordinance Chapter 94 – 7.2.1 to operate extended hours at its business at 434 A Salem Street, Medford, MA 02155, said site being located in a Commercial Zoning District (C-1) as follows:

Extended Hours of Operation Requested

Monday, Tuesday, Wednesday and Thursday 11:00 p.m. – 12:30 a.m. Sunday

Friday, Saturday 11:00 p.m. to 1:00 a.m.

Sunday 11:00 p.m. to 12:00 a.m.

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

By order of the City Council.
Adam L. Hurtubise
City Clerk

Advertised in the Medford Transcript and Somerville Journal December 21, 2023 and December 28, 2023.

-

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

January 9, 2024

SPONSORED BY

Isaac Bears, City Councilor

AGENDA ITEM

24-006 - Resolution to Propose a 2024-2025 Council Governing Agenda Framework and Request that Councilors Submit Proposals by 1/18/24

FULL TEXT AND DESCRIPTION

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

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

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 2024.01.09 - 2024-2025 Council Governing Agenda draft framework

Table of Contents

Table of Contents	0
Helpful Documents	2
Code of Ordinances (Municode)	2
Medford Comprehensive Plan	2
Medford Housing Production Plan	2
Medford Climate Action and Adaptation Plan	2
Medford Open Space and Recreation Plan	2
Committee of the Whole	3
Projects Currently in COW	3
19-070: Tree Preservation, Protection, and Replacement Ordinances	3
21-057: Leaf Blower Ordinance	3
20-020: Food Truck Ordinance	3
Draft Timeline	3
Administration and Finance Committee	4
Big Projects	4
Annual Budget Process	4
Revenue Generation/Prop. 2.5	4
Classification and Compensation Study Implementation	4
Ordinances	4
22-494: Budget Ordinance	4
Oversight and Engagement	5
Financial Review and Long-Term Budget Planning and Forecasting	5
Review Relevant City Ordinances and Regulations	5
Draft Timeline	5
Education and Culture Committee	6
Big Projects	6
None (as of this draft)	6
Ordinances	6
None (as of this draft)	6
Oversight and Engagement	6
Review Relevant City Ordinances and Regulations	6
Draft Timeline	6
Governance Committee	7
Big Projects	7
Updates to the City Charter	7

Ordinances	7
None (as of this draft)	7
Oversight and Engagement	7
Elections Department Oversight Report and Recommendations	7
Review Relevant City Ordinances and Regulations	8
Draft Timeline	8
Planning and Permitting Committee	9
Big Projects	9
Zoning Reform	9
Ordinances	9
23-077: Condo Conversion Ordinance	9
22-310: Real Estate Transfer Fee Home Rule Petition	9
22-310: Tenant First Right of Refusal Home Rule Petition	10
22-310: Rent Stabilization Home Rule Petition	10
Review Fee Schedule	10
Oversight and Engagement	10
Review Relevant City Ordinances and Regulations	10
Review License, Permit, and Sign Applications	11
Draft Timeline	11
Public Health and Community Safety Committee	12
Big Projects	12
None (as of this draft)	12
Ordinances	12
22-379 and 22-453: Gender-Affirming Care and Reproductive Healthcare Protection Ordinance	12
Oversight and Engagement	12
Surveillance Ordinance Reporting	12
Housing Stability Notification Ordinance Implementation and Enforcement	12
Emergency Response Equipment Replacement	13
Review Relevant City Ordinances and Regulations	13
Draft Timeline	13
Public Works and Facilities Committee	14
Big Projects	14
Street and Sidewalk Repair and Accessibility	14
City Facilities and Equipment	14
Ordinances	14
None (as of this draft)	14
Oversight and Engagement	14
Review Relevant City Ordinances and Regulations	14
Draft Timeline	15
Resident Services and Public Engagement Committee	16

Big Projects	16
None (as of this draft)	16
Ordinances	16
23-055: Welcoming City Ordinance (Sanctuary City)	16
22-501: Data Equity	16
23-398: Gender Equity Commission	16
23-398: Youth Commission	16
Oversight and Engagement	17
Review Relevant City Ordinances and Regulations	17
Draft Timeline	17

Helpful Documents

[Code of Ordinances \(Municode\)](#)

[Medford Comprehensive Plan](#)

[Medford Housing Production Plan](#)

[Medford Climate Action and Adaptation Plan](#)

[Medford Open Space and Recreation Plan](#)

Committee of the Whole

Projects Currently in COW

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

- Estimated length and timing of project until completion: 3-6 months
- Description and goals of project:
 - Protect tree inventory in Medford by creating regulations on cutting down trees
 - Create a Tree Committee to promote the planting and protection of trees
 - Create a Tree Fund to supplement the City budget for public tree maintenance, tree planting, stump removal, and tree-planting site-preparation as well as a fund for City residents to petition to fund private tree maintenance
- [Current Drafts](#)

21-057: Leaf Blower Ordinance

- Estimated length and timing of project until completion: 3-6 months
- Description and goals of project: Regulate the use of (mainly gas-powered) leaf-blowers and reduce noise and carbon emissions

20-020: Food Truck Ordinance

- Estimated length and timing of project until completion: 3 months
- Description and goals of project: Update regulations on special event food truck licensing and moving approvals from the City Council to the Board of Health

Draft Timeline

2024												2025											
2024Q1			2024Q2			2024Q3			2024Q4			2025Q1			2025Q2			2025Q3			2025Q4		
01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12
Tree Ordinances 1/24 to 6/24																							
Leafblower Ordinance 1/24 to 6/24																							
Food Truck 1/24 to 3/24																							

Administration and Finance Committee

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

Big Projects

Annual Budget Process

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

Revenue Generation/Prop. 2.5

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

Classification and Compensation Study Implementation

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

Ordinances

22-494: Budget Ordinance

- Estimated length and timing of project until completion: 3 months
- Description and goals of project:

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

Oversight and Engagement

Financial Review and Long-Term Budget Planning and Forecasting

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

Review Relevant City Ordinances and Regulations

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

Draft Timeline

2024												2025													
2024Q1			2024Q2			2024Q3			2024Q4			2025Q1			2025Q2			2025Q3			2025Q4				
01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12		
FY25 Annual Budget Process 01/24 to 06/24												FY26 Annual Budget Process 01/24 to 06/24													
Budget Ordinance																									
						Finance Review/Forecast 07/24 to 12/24												Finance Review/Forecast 07/24 to 12/24							
Classification and Compensation Study Implementation 01/24 to 12/24																									
Revenue Generation/Prop 2.5 Planning 01/24 to 06/25																									
Review Relevant Ordinances and Regulations 01/24 to 12/24												Review Relevant Ordinances and Regulations 01/25 to 12/25													

Education and Culture Committee

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

Big Projects

None (as of this draft)

Ordinances

None (as of this draft)

Oversight and Engagement

Review Relevant City Ordinances and Regulations

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

Draft Timeline

2024												2025											
2024Q1			2024Q2			2024Q3			2024Q4			2025Q1			2025Q2			2025Q3			2025Q4		
01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12
Review Relevant Ordinances and Regulations 01/24 to 12/24												Review Relevant Ordinances and Regulations 01/25 to 12/25											

Governance Committee

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

Big Projects

Updates to the City Charter

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

Ordinances

None (as of this draft)

Oversight and Engagement

Elections Department Oversight Report and Recommendations

- Estimated length and timing of project:
 - 1-3 months
- Description of project:
 - Review report requested by the Council regarding persistent issues with the timely counting and accurate release of results and systemic issues that led to breakdowns in the 2023 municipal election process
 - Council make recommendations directly to the Mayor regarding funding, resources, staffing levels, personnel, department, structure, etc...

Review Relevant City Ordinances and Regulations

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

Draft Timeline

2024												2025											
2024Q1			2024Q2			2024Q3			2024Q4			2025Q1			2025Q2			2025Q3			2025Q4		
01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12
						Draft New City Charter and Send to Mayor and Legislature 06/24 to 09/25																	
Election Dept. Reforms																							
Review Relevant Ordinances and Regulations 01/24 to 12/24												Review Relevant Ordinances and Regulations 01/25 to 12/25											

Planning and Permitting Committee

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

Big Projects

Zoning Reform

- Estimated length and timing of project until completion:
 - 12-18 months
- Description and goals of project:
 - Work with selected consultant (Innes Associates + Bobrowski, Blatman, Haverty, & Silverstein) and staff from the Office of Planning, Development, and Sustainability to overhaul the substance of the Medford Zoning Ordinance based on the structure outlined in the 2022 Zoning Recodification
 - Update zoning districts, allowed uses, dimensional requirements, etc...
 - Implement the Medford Comprehensive Plan, Housing Production Plan, Climate Action and Adaptation Plan, and other city plans
 - Pass a new official zoning map for the city in digital format

Ordinances

23-077: Condo Conversion Ordinance

- Estimated length and timing of project until completion:
 - 6 months starting in June 2024
- Description and goals of project:
 - Implement an ordinance restricting conversion of rental apartments into condominiums as allowed under state law

22-310: Real Estate Transfer Fee Home Rule Petition

- Estimated length and timing of project until completion: 2-4 months
- Description and goals of project:

- Draft a home rule petition to the State Legislature to enable Medford to enact local option real estate transfer fee to fund affordable housing projects
- Submit to Mayor for approval and to legislature for enactment

22-310: Tenant First Right of Refusal Home Rule Petition

- Estimated length and timing of project until completion: 2-4 months
- Description and goals of project:
 - Draft a home rule petition to the State Legislature to enable Medford to enact local option right of first refusal to purchase for tenants
 - Submit to Mayor for approval and to legislature for enactment

22-310: Rent Stabilization Home Rule Petition

- Estimated length and timing of project until completion: 2-4 months
- Description and goals of project:
 - Draft a home rule petition to the State Legislature to enable Medford to enact local option rent stabilization
 - Submit to Mayor for approval and to legislature for enactment

Review Fee Schedule

- Subject: Review city fee schedule and update as needed
- Estimated length and timing of project:
 - CY2024 - 3-6 months
 - Review annually
- Description of project:
 - Review all city fees set by the city council and suggest amendments based on inflation, increased cost for the city's work needed to verify accuracy and sufficiency of applications, comparisons to nearby, similar, or equivalently comparable communities

Oversight and Engagement

Review Relevant City Ordinances and Regulations

- Subject: Review Chapter 14 - Businesses, Chapter 38 - Environment, Chapter 48 - Historical Preservation, Chapter 78 - Traffic and Vehicles, Chapter 87 - Wetlands, Chapter 90 - Vehicles for Hire, Chapter 94 - Zoning; Traffic Commission Decisions and Regulations; Licensing Commission Decisions and Regulations
- Estimated length and timing of project:
 - Review annually
- Description of project:

- Review named ordinances and regulations for any out-of-date provisions, to improve readability, and to ensure compliance with state and federal law.

Review License, Permit, and Sign Applications

- Subject: Review any applications for licenses, permits, or signs and refer to subcommittee as needed
- Estimated length and timing of project:
 - Review following required legal process and deadlines
- Description of project:
 - Review any applications for licenses, permits, or sign appeals and render a recommendation to the council

Draft Timeline

2024												2025												
2024Q1			2024Q2			2024Q3			2024Q4			2025Q1			2025Q2			2025Q3			2025Q4			
01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	
Zoning Reform and Plan Implementation 01/24 to 09/25																								
						Condo Conversion 06/24 to 12/24																		
Housing Home Rule Petitions 01/24 to 06/24																								
Review Fee Schedule 01/24 to 12/24																						Review Fee Sched		
Review License, Permit, Sign Applications 01/24 to 12/24												Review License, Permit, Sign Applications 01/25 to 12/25												
Review Relevant Ordinances and Regulations 01/24 to 12/24												Review Relevant Ordinances and Regulations 01/25 to 12/25												

Public Health and Community Safety Committee

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

Big Projects

None (as of this draft)

Ordinances

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

- Estimated length and timing of project until completion:
 - 3-6 months
- Description and goals of project:
 - Protect patients and medical professionals seeking and providing gender-affirming and reproductive healthcare
 - Prohibit the opening of crisis pregnancy centers

Oversight and Engagement

Surveillance Ordinance Reporting

- Estimated length and timing of project until completion:
 - 2 month on annual basis beginning in April
- Description and goals of project:
 - Review reports from city administration required under the 2023 Community Control Over Public Surveillance Ordinance

Housing Stability Notification Ordinance Implementation and Enforcement

- Estimated length and timing of project until completion:
 - 3-6 months beginning in June

- Review annually
- Description and goals of project:
 - **22-377**: Passed spring of 2023; implementation/enforcement still WIP between Planning Department and Board of Health

Emergency Response Equipment Replacement

- Estimated length and timing of project until completion:
 - 3-6 months, beginning in January 2025
- Description and goals of project:
 - Review capital plan for funding replacement of equipment for emergency responders

Review Relevant City Ordinances and Regulations

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

Draft Timeline

2024												2025												
2024Q1			2024Q2			2024Q3			2024Q4			2025Q1			2025Q2			2025Q3			2025Q4			
01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	
			Reproductive Health Ordinance																					
			CCOPS Review												CCOPS Review									
												Emergency Response Equipment Capital Plan												
						Housing Stability Notification Ordinance Implementation																		
Review Relevant Ordinances and Regulations 01/24 to 12/24												Review Relevant Ordinances and Regulations 01/25 to 12/25												

Public Works and Facilities Committee

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

Big Projects

Street and Sidewalk Repair and Accessibility

- Estimated length and timing of project until completion:
 - Ongoing
- Description and goals of project:
 - Review city pavement management plans for streets and sidewalks
 - Review city plans to improve accessibility and walkability
 - Discuss funds appropriated relative to what's necessary to achieve goals contained in the pavement management plans

City Facilities and Equipment

- Estimated length and timing of project until completion:
 - Ongoing
- Description and goals of project:
 - Review facilities management plans or renovation plans
 - Discuss funds appropriated relative to what's necessary to ensure all facilities are in a state of good repair and provide effective services

Ordinances

None (as of this draft)

Oversight and Engagement

Review Relevant City Ordinances and Regulations

- Subject: Review DPW - Streets (Highway, Fleet, Electrical, Engineering), DPW - Facilities (Facilities, Forestry, Parks, Cemetery, Waste), DPW - Water/Sewer, IT Department

- Relevant City Ordinances: Chapter 18 - Cemeteries, Chapter 62 - Parks and Recreation, Chapter 70 - Solid Waste, Chapter 74 - Streets/Sidewalks, Chapter 82 - Utilities, Chapter 86 - Vegetation
- Estimated length and timing of project:
 - Review annually
- Description of project:
 - Review named ordinances and regulations for any out-of-date provisions, to improve readability, and to ensure compliance with state and federal law.

Draft Timeline

2024												2025											
2024Q1			2024Q2			2024Q3			2024Q4			2025Q1			2025Q2			2025Q3			2025Q4		
01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12
Street/Sidewalk Repair and Improvement Review												Street/Sidewalk Repair and Improvement Review											
Facilities Maintenance and Improvement Review												Facilities Maintenance and Improvement Review											
Review Relevant Ordinances and Regulations 01/24 to 12/24												Review Relevant Ordinances and Regulations 01/25 to 12/25											

Resident Services and Public Engagement Committee

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

Big Projects

None (as of this draft)

Ordinances

23-055: Welcoming City Ordinance (Sanctuary City)

- Estimated length and timing of project until completion:
 - 3-9 months
- Description and goals of project:
 - Codify Medford's existing non-cooperation policy with ICE
 - Expand to general city services and schools

22-501: Data Equity

- Estimated length and timing of project until completion:
 - 6-12 months
- Description and goals of project:
 - Ensure data published by the city is grounded in equity principles

23-398: Gender Equity Commission

- Estimated length and timing of project until completion:
 - 3-6 months
- Description and goals of project:
 - Create a commission to focus on gender equity issues in Medford

23-398: Youth Commission

- Estimated length and timing of project:

- 3-6 months
- Description of project:
 - Create a commission for youth participation in local government
 - Help identify youth needs in city services

Oversight and Engagement

Review Relevant City Ordinances and Regulations

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

Draft Timeline

2024												2025											
2024Q1			2024Q2			2024Q3			2024Q4			2025Q1			2025Q2			2025Q3			2025Q4		
01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12
Gender Equity Commission 01/24 to 06/24																							
Youth Commission 01/24 to 06/24																							
			Welcoming City Ordinance 04/24 to 09/24																				
						Data Equity 07/24 to 12/24																	
Review Relevant Ordinances and Regulations 01/24 to 12/24												Review Relevant Ordinances and Regulations 01/25 to 12/25											



Medford City Council
Medford, Massachusetts

MEETING DATE

January 9, 2024

SPONSORED BY

Isaac Bears, City Councilor

AGENDA ITEM

24-007 - Resolution to Amend Rule 33 of the Rules of the Medford City Council to Establish Standing Committees

FULL TEXT AND DESCRIPTION

Be it Resolved by the Medford City Council that “Rule 33 - Committees” of the Rules of the Medford City Council be amended to the following:

“After the organization of the Council, the President of the Council shall form and set standing meeting times for the Committee of the Whole and the following standing committees.

- Administration and Finance Committee
- Education and Culture Committee
- Governance Committee
- Planning and Permitting Committee
- Public Health and Community Safety Committee
- Public Works and Facilities Committee
- Resident Services and Public Engagement Committee

All councilors shall be considered as members of each standing committee. The president shall name those members of each committee, including its chair and vice-chair, who are authorized to vote on matters in the committee. All other members of each committee are not authorized to vote on such matters in the committee. A quorum of the committee shall be determined on the basis of voting members only.

Each committee chairperson shall form subcommittees and appoint members of subcommittees as needed. The president or committee chairperson will give weight to committee and subcommittee appointments via the longevity and interest of such appointees.

Resolutions, ordinances, and other papers are referred to committee by a majority vote of the members at a regular meeting of the City Council. If a councilor requests, the committee chair shall

place any paper referred to the committee on the next scheduled committee meeting agenda or the agenda for another scheduled committee meeting.”

Be it Further Resolved that Papers in Committee be referred from 2022-2023 subcommittees to 2024-2025 committees as described in the attached memorandum describing the proposed updated council committee structure.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 2024.01.09 - Medford City Council Draft Committee Structure and Meeting Times

2024-2025 Medford City Council Draft Standing Committees *Structure & Meeting Times*

Administration and Finance Committee

Meets: Fourth Tuesday of Month at 6:00 P.M.

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

Chair: TBD

Vice Chair: TBD

Members: TBD, TBD, TBD

Subcommittees determined by Chair (if needed)

Suggestions: Budget and Auditing; Administration & Confirmations

Formerly: Auditing, Budget, Finance, and Taxation

- Please refer all papers from former Auditing, Budget, Finance, and Taxation Subcommittee

Education and Culture Committee

Meets: Fourth Tuesday of Month at 7:00 P.M.

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

Chair: TBD
Vice Chair: TBD
Members: TBD, TBD, TBD

Subcommittees determined by Chair (if needed)

Formerly: **Education and Recreation and Youth Affairs and Business, Cultural Arts, and Economic Development**

- Please refer all papers from former Education and Recreation/Youth Subcommittees
- Please refer all arts, culture, and history-related papers from former Business, Cultural Arts, and Economic Development Subcommittee

Governance Committee

Meets: Second Wednesday of Month at 7:00 P.M.

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

Chair: TBD
Vice Chair: TBD
Members: TBD, TBD, TBD

Subcommittees determined by Chair (if needed)

Formerly: **Ordinances and Rules**

- Please refer all papers from former Ordinances and Rules Subcommittee

Planning and Permitting Committee

Meets: Second Wednesday of Month at 6:00 P.M.

Fourth Wednesday of Month at 6:00 P.M.

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

Chair: TBD

Vice Chair: TBD

Members: TBD, TBD, TBD

Subcommittees determined by Chair (if needed)

Suggestions: Zoning, Housing, and Economic Development; Climate and Transportation; Licensing, Permitting, and Signs

Formerly: Zoning, Planning, and Development and Housing and Licensing and Signs and Climate, Sustainability, and Transportation and Business, Cultural Arts, and Economic Development

- Please refer all papers from former Zoning, Planning, and Development and Licensing and Signs and Climate, Sustainability, and Transportation Subcommittees
- Please refer papers related to business and economic development from the former Business, Cultural Arts, and Economic Development Subcommittee

Public Health and Community Safety Committee

Meets: Second Tuesday of Month at 7:00 P.M.

- Areas: Emergency Response, Public Health, Inspectional Services, Animal Control
- Departments: Health, Police, Fire, Building, DPW, Civil Defense

- Relevant City Ordinances: Chapter 6 - Animals, Chapter 10 - Buildings and Building Regulations, Chapter 22 - Civil Emergencies, Chapter 34 - Emergency Services, Chapter 42 - Fire Prevention and Protection, Chapter 46 - Floods, Chapter 54 - Law Enforcement, Chapter 58 - Offenses
- Relevant City Regulations: Board of Health Rules and Regulations

Chair: TBD
 Vice Chair: TBD
 Members: TBD, TBD, TBD

Subcommittees determined by Chair (if needed)

Suggestions: Emergency Response, Public Health and Prevention, Inspectional Services

Formerly: Public Health and Community Safety

- Please refer all papers from former Public Health and Community Safety Subcommittee

Public Works and Facilities Committee

Meets: Fourth Wednesday of Month at 7:00 P.M.

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

Chair: TBD
 Vice Chair: TBD
 Members: TBD, TBD, TBD

Subcommittees determined by Chair (if needed)

Suggestions: Public Buildings and Technology; Streets, Parks, and Trees; Water/Sewer

Formerly: Public Works and Utilities and Climate, Sustainability, and Transportation

- Please refer all papers from former Public Works and Utilities Subcommittee
- Please refer all infrastructure-related papers from former Climate, Sustainability and Transportation Subcommittee

Resident Services and Public Engagement Committee

Meets: Second Tuesday of Month at 6:00 P.M.

- Areas: Racial Justice, Disability, Elder, Veterans, Communications, Public Engagement, Elections
- Departments: Diversity, Equity, and Inclusion (DEI), Council on Aging, Veterans Services, Clerk, Medford Community Media, Communications
- Relevant City Ordinances: Chapter 2, Article III - Boards/Commissions, Chapter 2, Article IV - Officers/Employees, Chapter 50 - Human Relations

Chair: TBD

Vice Chair: TBD

Members: TBD, TBD, TBD

Subcommittees determined by Chair (if needed)

Suggestions: Equity, Public Engagement, Military and Veterans Affairs

Formerly: Racial Justice, Disability, and Elder Affairs and Military and Veterans Affairs and Communications and Public Engagement

- Please refer all papers from former Military and Veterans Affairs; Racial Justice, Disability, and Elder Affairs; and Communications and Public Engagement



Medford City Council
Medford, Massachusetts

MEETING DATE

January 9, 2024

SPONSORED BY

Isaac Bears, City Councilor

AGENDA ITEM

24-008 - Resolution to Review and Update City Fee Schedule

FULL TEXT AND DESCRIPTION

Be it Resolved by the Medford City Council that the Fee Schedule of the City of Medford (Appendix A to the City Ordinances) be reviewed and updated.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

January 9, 2024

SPONSORED BY

Isaac Bears, City Councilor

AGENDA ITEM

24-009 - Resolution to Request Board of Health Implement Winter Eviction Moratorium

FULL TEXT AND DESCRIPTION

Whereas many cities and countries prohibit evictions between November 1 and March 31 due to the winter cold that puts lives in danger; and

Whereas Massachusetts has yet to implement a statewide policy to protect families from becoming unhoused and put out on the street in dangerously cold weather; and

Whereas over 1,200 households were evicted in Massachusetts in the winter of 2022-2023; now, therefore:

Be it Resolved by the Medford City Council that we request that the Board of Health declare an annual state of emergency and implement an eviction moratorium each winter to protect the health and safety of residents who face potentially fatal illness if evicted during the winter.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

January 9, 2024

SPONSORED BY

Kit Collins, City Councilor

AGENDA ITEM

24-010 - Resolution to Discuss Adoption of Good Landlord Tax Credit

FULL TEXT AND DESCRIPTION

Be it Resolved that the Medford City Council explore the enactment of a Good Landlord Tax Credit as outlined in M.G.L. Chapter 59, Section 5O.

Be it Further Resolved that this matter be referred to committee for further study and for discussion with the Chief Assessor and Finance Director.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

January 9, 2024

SPONSORED BY

Isaac Bears, City Councilor

AGENDA ITEM

24-011 - Resolution to Request Update on Wellington Circle Study Next Steps

FULL TEXT AND DESCRIPTION

Be It Resolved by the Medford City Council that the Traffic and Transportation Director provide an update on when the City of Medford in partnership with MassDOT District 4 plans to initiate a project through the MassDOT Project Development Process to implement the recommendations of the Wellington Circle Study.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None