



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

April 23, 2025

**Via Electronic Delivery**

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

**Re: Free Cash Appropriation and Loan Order Recession on School HVAC Infrastructure and Roof Bonds**

Dear President Bears and Members of the City Council:

I respectfully request and recommend that your Honorable Body appropriate Five Million Dollars and Zero Cents (\$5,000,000.00) of Free Cash for the purpose of replacing boilers and cooling systems with new condensing boilers and heat pumps, including associated automated controls, structural and architectural work, electrical work, and weatherization, at the McGlynn School and Andrews School, and the acquisition and installation solar panels and a new roof or roof repairs at the McGlynn School, including the costs of planning, design, architectural and engineering services and all other costs incidental and related thereto and rescind the Five Million Dollar and Zero Cent (\$5,000,000.00) Loan Order under Resolution No. 24-510, which was approved in the third reading at the City Council's January 14, 2025 meeting. Enclosed is a copy of the original Loan Order.

This appropriation of Free Cash will allow the City to reduce the amount to be permanently borrowed in the future, to save an estimated \$300,000 per year in the FY27 budget and for the term of the loan. The total project cost of \$30,775,000 without a Free Cash appropriation would add to the City's budget an estimated \$1.834 million per year for 30 years.

Thank you for your kind attention to this matter.

Respectfully submitted,

Breanna Lungo-Koehn  
Mayor

Enclosure



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

December 12, 2024

**Via Electronic Delivery**

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

**Re:     Loan Order – School HVAC Infrastructure and Roof Bonds**

Dear President Bears and Members of the City Council:

I respectfully request and recommend that your Honorable Body approve the below Loan Order.

By way of some background, the Andrews and McGlynn Schools are in need of extensive HVAC work as well as at least repairs to the McGlynn School roof. The City has hired an Owner's Project Manager (OPM) and a designer. With a goal of conducting the majority of the construction work during the summer months, to further the project and keep the timetable for construction in January, the City needs to pre-order equipment, continue the design with the designer and OPM and the pre-construction services of the construction manager. To accomplish this, a funding authorization of about \$5 million is needed. In the future, after further design and cost estimates have been developed, we will likely return for the rest of the cost to complete the construction, which is expected to be about an additional \$20 million.

**CITY OF MEDFORD  
Loan Order – School HVAC Infrastructure and Roof Bonds**

**BE IT ORDERED:** That Five Million Dollars (\$5,000,000) is appropriated for the purpose of replacing boilers and cooling systems with new condensing boilers and heat pumps, including associated automated controls, structural and architectural work, electrical work, and weatherization, at the McGlynn School and Andrews School, and the acquisition and installation solar panels and a new roof or roof repairs at the McGlynn School, including the costs of planning, design, architectural and engineering services and all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

**AND FURTHER ORDERED:** That the Treasurer is authorized to file an application with the appropriate officials of the Commonwealth of Massachusetts (the "Commonwealth") to qualify under Chapter 44A of the General Laws any and all bonds of the City authorized to be borrowed



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pursuant to this loan order and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.

Respectfully submitted,

  
Breanna Lungo-KoeHN  
Mayor