



Medford City Council
Medford, Massachusetts

The Fourth Regular Meeting, February 20, 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.

Zoom Link: <https://us06web.zoom.us/j/89505293045>

Call-in Number: +13052241968,,89505293045#

Broadcast Live: Channel 22 (Comcast), Channel 43 (Verizon), and medfordtv.org.

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

CALL TO ORDER & ROLL CALL

SALUTE TO THE FLAG

ANNOUNCEMENTS, ACCOLADES, REMEMBRANCES, REPORTS, AND RECORDS

Records

The Records of the Meeting of February 6th, 2024 were passed to Vice President Collins.

Reports of Committees

Offered by George Scarpelli, City Councilor

Subcommittee on Licensing, Permitting, and Signs Report, February 6th, 2024 to Follow.

Offered by Matt Leming, City Councilor

Resident Services and Public Engagement Committee Report, February 13th, 2024 to Follow.

Offered by Emily Lazzaro, City Councilor

Public Health and Community Safety Committee Report, February 13th, 2024 to Follow.

Offered by Kit Collins, Council Vice President

Planning and Permitting Committee Report, February 14th, 2024 to Follow.

Offered by Justin Tseng, City Councilor

Governance Committee Report, February 14th, 2024 to Follow.

HEARINGS

23-411

Planned Development Special Permit - 1 and 3-20 Walkling Court

PETITIONS, PRESENTATIONS, AND SIMILAR PAPERS

24-044

Petition For Cleaning & Dyeing License by Antoine Vo

MOTIONS, ORDERS, AND RESOLUTIONS

24-036 - Offered by Kit Collins, Council Vice President

Resolution to Discuss an Overgrowth Ordinance

24-041 - Offered by Matt Leming, City Councilor, Kit Collins, Council Vice President

Resolution to Develop Real Estate Transfer Fee Home Rule Petition

24-042 - Offered by Kit Collins, Council Vice President

Resolution to Discuss Implementation of Housing Stability Notification Ordinance

24-045 - Offered by Isaac Bears, Council President

Resolution Regarding Schedule of Annual Budget Process for FY2025

COMMUNICATIONS FROM THE MAYOR

24-039

Submitted by Mayor Breanna Lungo-Koehn

Request to Accept the Provisions of MGL c.59, §5, Clause 22G Related to Real Estate
Tax Exemptions for Qualifying Veterans

24-043

Submitted by Mayor Breanna Lungo-Koehn

Request to Approve FY2024 Community Preservation Fund Annual Application
Appropriations

24-046

Submitted by Mayor Breanna Lungo-Koehn

Request to Exempt Fire Chief Position from Civil Service Law

COMMUNICATIONS FROM CITY OFFICERS AND EMPLOYEES

24-040

Submitted by Elections Commission

Election Warrant - March 5, 2024 Presidential Preferential Primary

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

24-031

Request A Representative from BJ's Wholesale Club Meet to Discuss Construction and Neighborhood Concerns

IN CITY COUNCIL

FEBRUARY 6, 2024

TABLED

Reports Due/Deadlines

16-574

University Accountability Spring 2017-Report (Next Report Due in March 2024)

17-606

Evangelical Haitian Church 400 High St. 90 Day Review on Illumination (Tabled - January 9, 2018)

20-086

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)

22-007

90 Day Report from Administration to present 5-year plan to address gas leaks (Report due in April 2022)

22-009

90 Day Report from School Administration to identify opportunities to connect classroom learning to career applications (Report due in April 2022)

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

22-039

Report due in 30 days on draft ordinances requested by the Council during the 2020-2021 term

Adjournment



Medford City Council
Medford, Massachusetts

MEETING DATE

February 20, 2024

SPONSORED BY

AGENDA ITEM

23-411 - Planned Development Special Permit - I and 3-20 Walkling Court

FULL TEXT AND DESCRIPTION

PUBLIC HEARINGS NOTICE

Medford City Council: February 20, 2024

I and 3-20 Walkling Court

The Medford City Council will hold a public hearing on February 20, 2024, at 7pm in the Medford City Council Chamber, on the second floor of Medford City Hall, 85 George P. Hassett Drive, Medford, MA, and via Zoom relative to an application for a Planned Development Special Permit and Site Plan Review submitted by the Medford Housing Authority for the demolition of all existing buildings on the site to be replaced by a mid-rise building with 198 apartments for elders and seniors and four buildings with 40 family units (24 units in a low-rise building and 16 townhomes in 3 buildings). The Zoom link to the public hearing will be posted no later than February 16, 2024.

The full application materials can be viewed in the Office of Planning, Development, and Sustainability (City Hall, Room 308) or on the City's website at <https://www.medfordma.org/departments/planning-development-sustainability/> by clicking on '**Current CD Board Filings.**'

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

February 20, 2024

SPONSORED BY

AGENDA ITEM

24-044 - Petition For Cleaning & Dyeing License by Antoine Vo

FULL TEXT AND DESCRIPTION

Petition for Cleaning & Dyeing License by Antoine Vo, DUK Laundromat LLC, DBA Le's Laundry, 281 Boston Avenue, Medford, MA 02155.

ON FILE

Business Certificate #12
Letter of Compliance
State Tax ID
Worker's Compensation
Petition
Treasurer
Building Department
Fire Department
Police-Traffic Impact Report
Health Department

Addressing the Council: Antoine Vo, 281 Boston Avenue, Medford, MA 02155

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

February 20, 2024

SPONSORED BY

Kit Collins, Council Vice President

AGENDA ITEM

24-036 - Resolution to Discuss an Overgrowth Ordinance

FULL TEXT AND DESCRIPTION

Be it resolved that the Public Health and Community Safety Committee discuss an Overgrowth Ordinance.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

February 20, 2024

SPONSORED BY

Matt Leming, City Councilor, Kit
Collins, Council Vice President

AGENDA ITEM

24-041 - Resolution to Develop Real Estate Transfer Fee Home Rule Petition

FULL TEXT AND DESCRIPTION

Whereas, the City of Medford requires approval from the Commonwealth of Massachusetts to impose a real estate transfer fee; and

Whereas, 18 other communities in Massachusetts have submitted Home Rule Petitions to impose local real estate transfer fees; and

Whereas, real estate transfer fees create a sustainable funding stream for needed housing production and affordable housing product in Medford by levying a small fee on certain real estate transactions; now, therefore:

Be it Resolved that the Committee on Planning and Permitting meet to develop a home rule petition, "An Act Authorizing the City of Medford to Impose a Real Estate Transfer Fee."

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

February 20, 2024

SPONSORED BY

Kit Collins, Council Vice President

AGENDA ITEM

24-042 - Resolution to Discuss Implementation of Housing Stability Notification Ordinance

FULL TEXT AND DESCRIPTION

Be it resolved that the Planning and Permitting Committee meet with relevant City staff to discuss and evaluate the implementation and enforcement of the Housing Stability Notification Ordinance (22-377).

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

February 20, 2024

SPONSORED BY

Isaac Bears, Council President

AGENDA ITEM

24-045 - Resolution Regarding Schedule of Annual Budget Process for FY2025

FULL TEXT AND DESCRIPTION

Be it Resolved by the Medford City Council that the Council President requests City Councilors submit individual budget recommendations to the City Clerk by Friday, March 1, 2024 for consideration in a Committee of the Whole meeting on Wednesday, March 6, 2024.

Be it Further Resolved that, based on schedule included in the soon-to-be-finalized Budget Ordinance, the City Council and City Administration will follow the following budget schedule for the FY2025 City Budget:

- **By March 1st, 2024** - City Councilors Submit Individual Budget Recommendations for Consideration by Administration and Finance Committee
- **By Friday, March 22nd, 2024** - City Council Submits Collective Budget Recommendation to the Mayor
- **From April 15th, 2024 to May 15th, 2024** - City Council Holds Preliminary Budget Meetings with Department Heads
- **By Friday, May 31st, 2024** - Mayor Submits Comprehensive Budget Proposal to the City Council

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

February 20, 2024

SPONSORED BY

AGENDA ITEM

24-039 - Request to Accept the Provisions of MGL c.59, §5, Clause 22G Related to Real Estate Tax Exemptions for Qualifying Veterans

FULL TEXT AND DESCRIPTION

February 13, 2024

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

Re: Local Option - Veteran's Exemption

Dear President Bears and Members of the City Council:

I respectfully request and recommend that your Honorable Body accept the provisions of Massachusetts General Law (MGL) c.59, §5, Clause 22G related to real estate tax exemptions for qualifying veterans, their spouses, surviving spouses, and surviving parents and spouses of active duty military personnel killed in the line of duty, which provides that real estate that is the domicile of a person but is owned by a trustee, conservator or other fiduciary for the person's benefit if the real estate would be eligible for exemption under clause Twenty-second, Twenty-second A, Twenty-second B, Twenty-second C, Twenty-second D, Twenty-second E or Twenty-second F if the person were the owner of the real estate. In order to expedite the acceptance of this statute so it is effective in the current fiscal year, I further request and recommend that the Council waive any reading or publication requirements as may be required under the Council rules.

Clause 22G provides: “In any city or town that accepts this clause, real estate that is the domicile of a person but is owned by a trustee, conservator or other fiduciary for the person's benefit if the real estate would be eligible for exemption under clause Twenty-second, Twenty-second A, Twenty-second B, Twenty-second C, Twenty-second D, Twenty-second E or Twenty-second F if the person were the owner of the real estate.” Clauses 22-22F provide local property tax exemptions to certain qualifying veterans, their spouses, surviving spouses and some surviving spouses and parents of active duty military personnel killed in the line of duty. Generally, in order to meet the “ownership” requirement for eligibility, the person must own the property, hold a life estate, or if the domicile is held in a trust, be a trustee or co-trustee and have a sufficient beneficial interest in the domicile. By accepting Clause 22G, the City will essentially expand the definition of “ownership” for eligibility purposes to include domiciles that are owned by a trustee, conservator or other fiduciary for the person’s benefit. Therefore, as long as the person otherwise meets the requirements for eligibility under Clauses 22-22F, they will be eligible for the exemption even if the property is owned by a trustee, conservator or other fiduciary for the person's benefit.

Chief Assessor Ted Costigan will be present to provide the Council with an overview and answer questions.

Thank you for your kind attention to this matter.

Respectfully submitted,

Breanna Lungo-Koehn
Mayor

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Local Option Veteran's Exemption



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

February 13, 2024

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Members of the Medford City Council
Medford City Hall
Medford, MA 02155

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



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

Chief Assessor Ted Costigan will be present to provide the Council with an overview and answer questions.

Thank you for your kind attention to this matter.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Breanna Lungo-Koehn", is written over the printed name.

Breanna Lungo-Koehn
Mayor



Medford City Council
Medford, Massachusetts

MEETING DATE

February 20, 2024

SPONSORED BY

AGENDA ITEM

24-043 - Request to Approve FY2024 Community Preservation Fund Annual Application Appropriations

FULL TEXT AND DESCRIPTION

February 14, 2024

Via Electronic Delivery

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

Re: Community Preservation Fund Annual Application Appropriations

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:

1. Requesting the appropriation of \$69,000.00 from the CPA General Reserve to Housing Families for the Homelessness Prevention Pro Bono Legal Services Program
2. Requesting the appropriation of \$50,000.00 from the CPA Historic Preservation Reserve to City of Medford – Cemetery Division for the Oak Grove Cemetery Access Road Study
3. Requesting the appropriation of \$200,000.00 from the CPA General Reserve to City of Medford – Cemetery Division for the Oak Grove Cemetery Access Buildings Restoration project.
4. Requesting the appropriation of \$229,000.00 from the CPA General Reserve to City of Medford – Office of Planning, Development, and Sustainability for the Logan Park Natural Play Area project
5. Request the appropriation of \$10,000.00 from the CPA General Reserve to City of Medford – Cemetery Division for the Salem Street Burying Ground Conditions Assessment
6. Requesting the appropriation of \$205,525.00 from the CPA General Reserve to City of Medford – Parks Division for the Tufts Park Basketball Court Resurfacing project.

7. Requesting the appropriation of \$106,625.00 from the CPA General Reserve to City of Medford – Parks Division for the Capen Park Basketball Court Resurfacing project.
8. Requesting the appropriation of \$99,965.00 from the CPA Historic Preservation Reserve to the Medford Brooks Estate Land Trust (MBELT) for the ADA Pathways and Parking Improvements project
9. Requesting the appropriation of \$98,275.00 from the CPA Historic Preservation Reserve to the Medford Brooks Estate Land Trust (MBELT) for the East Elevation ADA Improvements project.
10. Requesting the appropriation of \$4,800.00 from the CPA Historic Preservation Reserve to City of Medford – Cemetery Trustees for the Cross Street Cemetery Conditions Assessment.

The CPC's recommendation letters are attached and incorporated.

Thank you for your consideration.

Respectfully submitted,
Breanna Lungo-Koehn
Mayor

RECOMMENDATION

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.

Respectfully submitted,
Breanna Lungo-Koehn
Mayor

FISCAL IMPACT

ATTACHMENTS

- I. CPC - FY24 Recommendation for CC - 2.20.24_wEnclosures



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

February 14, 2024

Via Electronic Delivery

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

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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:

1. Requesting the appropriation of \$69,000.00 from the CPA General Reserve to Housing Families for the Homelessness Prevention Pro Bono Legal Services Program
2. Requesting the appropriation of \$50,000.00 from the CPA Historic Preservation Reserve to City of Medford – Cemetery Division for the Oak Grove Cemetery Access Road Study
3. Requesting the appropriation of \$200,000.00 from the CPA General Reserve to City of Medford – Cemetery Division for the Oak Grove Cemetery Access Buildings Restoration project.
4. Requesting the appropriation of \$229,000.00 from the CPA General Reserve to City of Medford – Office of Planning, Development, and Sustainability for the Logan Park Natural Play Area project
5. Request the appropriation of \$10,000.00 from the CPA General Reserve to City of Medford – Cemetery Division for the Salem Street Burying Ground Conditions Assessment
6. Requesting the appropriation of \$205,525.00 from the CPA General Reserve to City of Medford – Parks Division for the Tufts Park Basketball Court Resurfacing project.
7. Requesting the appropriation of \$106,625.00 from the CPA General Reserve to City of Medford – Parks Division for the Capen Park Basketball Court Resurfacing project.

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



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

8. Requesting the appropriation of \$99,965.00 from the CPA Historic Preservation Reserve to the Medford Brooks Estate Land Trust (MBELT) for the ADA Pathways and Parking Improvements project
9. Requesting the appropriation of \$98,275.00 from the CPA Historic Preservation Reserve to the Medford Brooks Estate Land Trust (MBELT) for the East Elevation ADA Improvements project.
10. Requesting the appropriation of \$4,800.00 from the CPA Historic Preservation Reserve to City of Medford – Cemetery Trustees for the Cross Street Cemetery Conditions Assessment.

The CPC's recommendation letters are attached and incorporated.

Thank you for your consideration.

Respectfully submitted,


Breanna Lungo-KoeHN
Mayor

Enclosures



Funding Recommendation Decision

January 9, 2024

Applicant Name: Housing Families

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

Project: Homelessness Prevention Program

On January 9, 2024, the City of Medford Community Preservation Committee ("CPC") voted 8-0-0 to recommend to City Council that Housing Families be awarded \$69,000.00 of Community Preservation Act funds for Medford's Homelessness Prevention Program. In reaching their decision, the CPC found that the project meets the Community Preservation Plan's priority of supporting affordable housing.

DocuSigned by:

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Roberta Cameron, Chair
Community Preservation Committee



Funding Recommendation Decision

January 9, 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 Access Road Study

On January 9, 2024, the City of Medford Community Preservation Committee (“CPC”) voted 8-0-0 to recommend to City Council that the City of Medford/Department of Public Works be awarded \$50,000.00 of Community Preservation Act funds for the Oak Grove Cemetery Access Road Study. In reaching their decision, the CPC found that the project meets the Community Preservation Plan’s priority of restoration of City-owned historic resources.

Conditions of Approval:

- 1) The consultants shall obtain input from the Historical Commission, the Cemetery Board of Trustees, and the Commission for Persons with Disabilities.
- 2) The restoration work shall be conducted concurrently as part of a historic preservation master plan for the Oak Grove Cemetery.
- 3) City shall seek designation as a Local Historic District.

DocuSigned by:

Roberta Cameron

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Roberta Cameron, Chair
Community Preservation Committee



Funding Recommendation Decision

January 9, 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

On January 9, 2024, the City of Medford Community Preservation Committee (“CPC”) voted 8-0-0 to recommend to City Council that the City of Medford/Department of Public Works be awarded \$200,000 of Community Preservation Act funds for the Oak Grove Cemetery Buildings Restoration. In reaching their decision, the CPC found that the project meets the CPA’s objective of rehabilitation and restoration of historical resources.

Conditions of Approval:

- 1) City shall seek designation as a Local Historic District.
- 2) CPA funds shall not be utilized on the residential portion of the building.

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Roberta Cameron, Chair
Community Preservation Committee



Funding Recommendation Decision

January 9, 2024

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

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

Project: Logan Park Natural Play Area

On January 9, 2024, the City of Medford Community Preservation Committee ("CPC") voted 8-0-0 to recommend to City Council that the City of Medford/Office of Planning, Development, and Sustainability be awarded \$229,000 of Community Preservation Act funds for the Logan Park Natural Play Area project. In reaching their decision, the CPC found that the project meets the Community Preservation Plan's priority of rehabilitating City-owned recreational land.

Conditions of Approval:

1. Community input shall be sought for play area features.

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Roberta Cameron, Chair
Community Preservation Committee



Funding Recommendation Decision

January 9, 2024

Applicant Name: City of Medford/Department of Public Works

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

Project: Salem Street Burying Ground

On January 9, 2024, the City of Medford Community Preservation Committee ("CPC") voted 8-0-0 to recommend to City Council that the City of Medford/Department of Public Works be awarded \$10,000.00 of Community Preservation Act funds for the Salem Street Burying Ground restoration project study. In reaching their decision, the CPC found that the project meets the Community Preservation Plan's priority of restoration of City-owned historic resources.

Conditions of Approval:

- 1) The consultants shall obtain input from the Historical Commission and the Cemetery Board of Trustees.
- 2) City shall seek designation for the site as a Local Historic District.

DocuSigned by:

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Roberta Cameron, Chair
Community Preservation Committee



Funding Recommendation Decision

January 9, 2024

Applicant Name: City of Medford/Department of Public Works

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

Project: Tufts Park Basketball Court Resurfacing

On January 9, 2024, the City of Medford Community Preservation Committee ("CPC") voted 8-0-0 to recommend to City Council that Department of Public Works be awarded \$205,525.00 of Community Preservation Act funds for Tufts Park Basketball Court Resurfacing. In reaching their decision, the CPC found that the project meets the Community Preservation Plan's priority of rehabilitation of City-owned recreational land.

DocuSigned by:

Roberta Cameron

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Roberta Cameron, Chair
Community Preservation Committee



Funding Recommendation Decision

January 9, 2024

Applicant Name: City of Medford/Department of Public Works

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

Project: Capen Park Basketball Court Resurfacing

On January 9, 2024, the City of Medford Community Preservation Committee ("CPC") voted 8-0-0 to recommend to City Council that Department of Public Works be awarded \$106,625.00 of Community Preservation Act funds for Capen Park Basketball Court Resurfacing. In reaching their decision, the CPC found that the project meets the Community Preservation Plan's priority of rehabilitation of City-owned recreational land.

DocuSigned by:

Roberta Cameron

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Roberta Cameron, Chair
Community Preservation Committee



Funding Recommendation Decision

January 9, 2024

Applicant Name: Medford-Brooks Estate Land Trust/City of Medford

Applicant Address: P.O. Box 328, Medford, MA 02155

Project: ADA Pathways and Parking Lot Improvements

On January 9, 2024 the City of Medford Community Preservation Committee ("CPC") voted 7-0-1 (with Member Doug Carr recused) to recommend to City Council that the Medford-Brooks Estate Land Trust, Inc ("M-BELT") be awarded \$99,965 of Community Preservation Act ("CPA") funds for the Brooks Estate ADA Pathways and Parking Lot Improvements project. In reaching their decision, the CPC found that the project meets the CPA objective of preserving and restoring city-owned 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.

DocuSigned by:

Roberta Cameron

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Roberta Cameron, Chair
Community Preservation Committee



Funding Recommendation Decision

January 9, 2024

Applicant Name: Medford-Brooks Estate Land Trust/City of Medford

Applicant Address: P.O. Box 328, Medford, MA 02155

Project: Shepherd Brooks Manor – East Elevation

On January 9, 2024 the City of Medford Community Preservation Committee ("CPC") voted 7-0-1 (with Member Doug Carr recused) to recommend to City Council that the Medford-Brooks Estate Land Trust, Inc ("M-BELT") be awarded \$98,275 of Community Preservation Act ("CPA") funds for the Brooks Estate Shepherd Brooks Manor East Elevation restoration project. In reaching their decision, the CPC found that the project meets the CPA objective of preserving and restoring city-owned 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.

DocuSigned by:

Roberta Cameron

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Roberta Cameron, Chair
Community Preservation Committee



Funding Recommendation Decision

February 14, 2024

Applicant Name: City of Medford – Cemetery

Co-Applicant Name: City of Medford – Historical Commission

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

Project: Cross Street Cemetery Conditions Assessment

On February 13, 2024 the City of Medford Community Preservation Committee (“CPC”) voted 5-0-1 (with Member Doug Carr recused) to recommend to City Council that the City of Medford – Cemetery Trustees be awarded \$4,800 of Community Preservation Act (“CPA”) funds for the Cross Street Cemetery Conditions Assessment project. In reaching their decision, the CPC found that the project meets the CPA objective of preserving and restoring city-owned historical resources.

Conditions of Approval: None

DocuSigned by:

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Roberta Cameron, Chair
Community Preservation Committee



Medford City Council
Medford, Massachusetts

MEETING DATE

February 20, 2024

SPONSORED BY

AGENDA ITEM

24-046 - Request to Exempt Fire Chief Position from Civil Service Law

FULL TEXT AND DESCRIPTION

February 15, 2024

Via Electronic Delivery

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

Re: Removal of Fire Chief Position from Civil Service

Dear President Bears and Members of the City Council:

I respectfully request and recommend that your Honorable Body vote to submit a request, pursuant to Article II, Section 8, Paragraph I, Clause (I) of the Amendments of the Constitution, as amended by Article LXXXIX (89), that State Senator (Name) and State Representative (Name) submit Special Legislation to the General Court seeking to remove the position of Fire Chief in the Medford Fire Department from the Civil Service Law, G.L. c. 31, which would divest the position from all of the rights and obligations set forth in G.L. c. 31. Your vote and the legislation would have no effect on the Civil Service status of any other member the Medford Fire Department or any other employee of the City of Medford.

The Special Act would provide as follows:

**AN ACT EXEMPTING THE POSITION OF FIRE CHIEF IN THE CITY OF MEDFORD
FROM THE CIVIL SERVICE LAW**

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

Section 1. The position of Fire Chief in the City of Medford shall be exempt from Chapter 31 of the General Laws.

Section 2. Section 1 shall not impair the civil service status of any person holding the position of Fire Chief in the City on the effective date of this act.

Section 3. This act shall take effect upon its passage.

By way of background, of the approximately one hundred and two (102) municipal fire departments that are subject to the Civil Service Law, approximately fifty-one (51) departments, or fifty percent (50%), have a Civil Service Chief.

In recent years municipalities have sought to exempt the position of Fire Chief from Chapter 31, for various reasons. Among one of the main reasons that municipalities have sought to exempt the position from Chapter 31 is because, once a Fire Chief is appointed under the current Civil Service System, they are essentially lifetime appointments, and the procedures which the municipality would have to follow to make a change in the position, and the standard the municipality would have to satisfy in order to do so, are both incredibly burdensome.

With the ever-changing nature and fluidity of the fire profession currently, the needs of the City may change with little notice. The Chief needs to be able to quickly change, adapt, and work with the changing needs of the City to ensure proper supervision of the Department and compliance with applicable laws and regulations. By removing the position from Civil Service, the City would be able to annually evaluate the Chief's performance on a predetermined contractual basis. The City would have the ability to negotiate removal and non-reappointment clauses with the individual in the position, rather than being bound to the de facto lifetime appointment that comes with the Civil Service Law.

The City, additionally, would not be bound to the constrictive measures that exist in Civil Service relative to appointments to the position of Fire Chief. Under Civil Service, an applicant pool is generally limited and certain "scenarios" are utilized when either a test or assessment center is administered for the position. In order to post a test, the City must work with the understaffed Civil Service HRD unit. This requires the back and forth of multiple forms and processes that are generally unnecessary or redundant. Subjects must create online profiles, submit more required forms and documents electronically, and pay fees to the Commonwealth. The City must then wait for Civil Service to process all forms and payments, which can take months. They must then conduct a bid for a vendor to deliver the exam and arrange a date that works for the City, the Vendor, and for a Civil Service Representative to be present. This again pushes out the timeline.

Outside of the constraints of Civil Service, and through its own procurement process, the City would solicit bids from vendors who have experience in conducting fire service assessment centers for Fire Chief. The request for proposals would seek a qualified consultant to design, validate, administer, and score an assessment center in order to create a promotional eligible list from which to promote a candidate to the position. The City would be able to offer a better test, to a larger and more diverse pool of applicants, that could draw interest from applicants throughout the Commonwealth, as well as nationally. This process would better allow the City and the Fire Department to evolve, maximize its budget, manage the Department, and fill a vital position in a more expedited manner. Through its own appointment process, the City would be in a better position to diversify the Department without jumping through the hoops that Civil Service requires when asking for a specialized certification. It would also allow the City more flexibility on the "scenarios" presented during the test.

By removing the Fire Chief from Civil Service, the City would be replacing an outdated and cumbersome procedure with an updated and efficient one. Given the Fire Chief's pending retirement and the resulting vacancy in the position, now is the opportune time for the Council to act.

The removal of the Fire Chief from Civil Service will serve to propel the Department in the right direction going forward and it would be in the best interests of the residents of this City.

Thank you for your attention to this matter.

Respectfully submitted,



Breanna Lungo-Koehn
Mayor

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 2024.02.15_Council_Paper_Fire_Chief_Position



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

February 15, 2024

Via Electronic Delivery

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

Re: Removal of Fire Chief Position from Civil Service

Dear President Bears and Members of the City Council:

I respectfully request and recommend that your Honorable Body vote to submit a request, pursuant to Article II, Section 8, Paragraph 1, Clause (1) of the Amendments of the Constitution, as amended by Article LXXXIX (89), that State Senator (Name) and State Representative (Name) submit Special Legislation to the General Court seeking to remove the position of Fire Chief in the Medford Fire Department from the Civil Service Law, G.L. c. 31, which would divest the position from all of the rights and obligations set forth in G.L. c. 31. Your vote and the legislation would have no effect on the Civil Service status of any other member the Medford Fire Department or any other employee of the City of Medford.

The Special Act would provide as follows:

**AN ACT EXEMPTING THE POSITION OF FIRE CHIEF IN THE CITY OF
MEDFORD FROM THE CIVIL SERVICE LAW**

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

Section 1. The position of Fire Chief in the City of Medford shall be exempt from Chapter 31 of the General Laws.

Section 2. Section 1 shall not impair the civil service status of any person holding the position of Fire Chief in the City on the effective date of this act.

Section 3. This act shall take effect upon its passage.



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

By way of background, of the approximately one hundred and two (102) municipal fire departments that are subject to the Civil Service Law, approximately fifty-one (51) departments, or fifty percent (50%), have a Civil Service Chief.

In recent years municipalities have sought to exempt the position of Fire Chief from Chapter 31, for various reasons. Among one of the main reasons that municipalities have sought to exempt the position from Chapter 31 is because, once a Fire Chief is appointed under the current Civil Service System, they are essentially lifetime appointments, and the procedures which the municipality would have to follow to make a change in the position, and the standard the municipality would have to satisfy in order to do so, are both incredibly burdensome.

With the ever-changing nature and fluidity of the fire profession currently, the needs of the City may change with little notice. The Chief needs to be able to quickly change, adapt, and work with the changing needs of the City to ensure proper supervision of the Department and compliance with applicable laws and regulations. By removing the position from Civil Service, the City would be able to annually evaluate the Chief's performance on a predetermined contractual basis. The City would have the ability to negotiate removal and non-reappointment clauses with the individual in the position, rather than being bound to the de facto lifetime appointment that comes with the Civil Service Law.

The City, additionally, would not be bound to the constrictive measures that exist in Civil Service relative to appointments to the position of Fire Chief. Under Civil Service, an applicant pool is generally limited and certain "scenarios" are utilized when either a test or assessment center is administered for the position. In order to post a test, the City must work with the understaffed Civil Service HRD unit. This requires the back and forth of multiple forms and processes that are generally unnecessary or redundant. Subjects must create online profiles, submit more required forms and documents electronically, and pay fees to the Commonwealth. The City must then wait for Civil Service to process all forms and payments, which can take months. They must then conduct a bid for a vendor to deliver the exam and arrange a date that works for the City, the Vendor, and for a Civil Service Representative to be present. This again pushes out the timeline.

Outside of the constraints of Civil Service, and through its own procurement process, the City would solicit bids from vendors who have experience in conducting fire service assessment centers for Fire Chief. The request for proposals would seek a qualified consultant to design, validate, administer, and score an assessment center in order to create a promotional eligible list from which to promote a candidate to the position. The City would be able to offer a better test, to a larger and more diverse pool of applicants, that could draw interest from applicants throughout the Commonwealth, as well as nationally. This process would better allow the City and the Fire Department to evolve, maximize its budget, manage the Department, and fill a vital position in a more expedited manner. Through its own appointment process, the City would be

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



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

in a better position to diversify the Department without jumping through the hoops that Civil Service requires when asking for a specialized certification. It would also allow the City more flexibility on the “scenarios” presented during the test.

By removing the Fire Chief from Civil Service, the City would be replacing an outdated and cumbersome procedure with an updated and efficient one. Given the Fire Chief’s pending retirement and the resulting vacancy in the position, now is the opportune time for the Council to act.

The removal of the Fire Chief from Civil Service will serve to propel the Department in the right direction going forward and it would be in the best interests of the residents of this City.

Thank you for your attention to this matter.

Respectfully submitted,


Breanna Lungo-Koehn
Mayor



Medford City Council
Medford, Massachusetts

MEETING DATE

February 20, 2024

SPONSORED BY

AGENDA ITEM

24-040 - Election Warrant - March 5, 2024 Presidential Preferential Primary

FULL TEXT AND DESCRIPTION

Dear Mr. City Clerk, Adam Hurtubise,

I am writing on behalf of the Election Commission to request the attached City Election Warrant be included in the council's package for the upcoming council meeting. To this end, we require to seek the council's signature on the Election Warrant to proceed with the necessary preparations for the upcoming election on March 5, 2024, for which a call to election has been already presented to the council body.

We kindly request your assistance in expediting the inclusion of this document in the council's package for the next council meeting, scheduled for February 20, 2024. We, election commissioners, will be in the Council Chamber on the night of the meeting should there is any need. Signing the warrant by the council will enable us to adhere to the required timelines and ensure a smooth election process.

If there are any additional steps or forms that need to be completed, please let us know, and we will promptly provide the necessary information or documentation. We understand the council's busy schedule and greatly appreciate your support in this matter.

Thank you for your attention to this request. We look forward to receiving confirmation of the inclusion of the Election Warrant in the council's package for the next council meeting.

Should you have any questions or require further information, please do not hesitate to contact me.

Yours sincerely,
Henry Milorin
Chair, Medford Election Commission

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Medford Election Warrant March 2024

COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

WARRANT FOR MEDFORD MARCH 2024 PRESIDENTIAL PREFERENCE PRIMARY ELECTION

SS.
To the Residents of the City of Medford, MA

GREETINGS:
In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Elections to vote at:

Ward 1 (P1)	Andrews Middle School	3000 Mystic Valley Parkway
Ward 1 (P2)	Firefighter's Club	340 Salem Street
Ward 2 (P1)	Roberts Elementary School	Park St & Court St
Ward 2 (P2)	Roberts Elementary School	35 Court St
Ward 3 (P1)	American Legion	321 Winthrop St
Ward 3 (P2)	Temple Shalom	475 Winthrop St
Ward 4 (P1)	Tufts University, Gantcher Center	161 College Ave
Ward 4 (P2)	WalkLing Court (Fondacaro)	Auburn St & North St
Ward 5 (P1)	Missituk Elementary School	37 Hicks Ave
Ward 5 (P2)	Missituk Elementary School	37 Hicks Ave
Ward 6 (P1)	West Medford Fire Station	26 Harvard Ave
Ward 6 (P2 & P2A)	Brooks Elementary School	388 High St
Ward 7 (P1)	Mystic Valley Towers	North Building Entrance
Ward 7 (P2 & P2A)	McGlynn K-8 Public School	3004 Mystic Valley Pkwy
Ward 8 (P1)	Senior Center	101 Riverside Ave
Ward 8 (P2)	South Medford Fire Station	Zero Medford St

On **TUESDAY, THE FIFTH DAY OF MARCH 2024**, from 7:00 A.M. to 8:00 P.M. for the following purpose: To cast their votes in the Presidential Preferential Primary Election for the candidates of the political parties for the following offices:

PRESIDENTIAL PREFERENCE FOR THIS COMMONWEALTH
STATE COMMITTEE MAN SENATORIAL DISTRICT
STATE COMMITTEE WOMAN SENATORIAL DISTRICT
WARD OR TOWN COMMITTEECITY OR TOWN

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 20th day of February, 2024.

The Medford City Council: _____

Memo

Date: Wednesday, January 31, 2024
Revised: Tuesday, February 6th, 2024

Project: MBTA Bus Stop Accessibility and Safety Improvements

To: Bin Zou, MBTA Project Manager, Capital Delivery

From: Deborah A. Finnigan, PE
Carly Nadler, EIT, RSP1

Subject: Medford City Council Rectangular Rapid-Flashing Beacon Requests:
Review and Recommendations

Introduction

The MBTA has requested HDR to review five intersections and six sets of Rectangular Rapid-Flashing Beacons (RRFB) that the Medford City Council (See attached City Council meeting minutes (March 23, 2023) in Appendix A) requested be installed by the MBTA as part of their bus stop improvements plan. This memorandum will review the requested RRFBs, which are pedestrian-actuated visual enhancements combined with pedestrian warning signs to improve safety at *uncontrolled*, marked crosswalks.

The use of the RRFBs is not currently included in the Manual of Uniform Traffic Control Devices (MUTCD); however, the Federal Highway Administration (FHWA) Interim Approval 21 (IA-21) approves the optional use of RRFBs. One of the requirements in the IA-21 is that State and local agencies must request and receive permission to install an RRFB. The interim approval states that RRFB shall not be used for crosswalks across approaches controlled by yield or stop signs, traffic control signals, or pedestrian hybrid beacons. Another guide used to evaluate the installation of RRFB is the PEDSAFE – Pedestrian Safety Guide and Countermeasure Selection System. It recommends reserving the RRFB for locations with significant pedestrian safety issues, as overusing RRFB treatments may diminish their effectiveness.

The FHWA's Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations provides an application matrix for various countermeasures related to pedestrian safety (See Appendix B for the matrix used). The matrix considers the posted speed limit, roadway AADT, lane configuration, and median presence when determining an effective countermeasure. The factors above were collected for each proposed RRFB location (See Appendix C).

Data Collection

The 2022 AADT was collected using the MassDOT Transportation Data Management System and grown to 2023 using the count station's recorded growth rate for 2022. AADT was unavailable in the Transportation Data Management System and was received from the City of Medford. The other data required for the analysis was collected using aerial and street-view imagery from Google Maps.

Analysis

The FHWA provides guidance for crash countermeasures (see Appendix B for the countermeasure matrix). The countermeasures descriptions are as follows and are used in Table 1 below:

1. High-visibility crosswalk markings, parking restrictions on crosswalk approach, adequate nighttime lighting levels, and crossing warning signs
2. Raised crosswalk
3. Advance “Yield Here To (Stop Here for)” pedestrian sign and yield (stop) line
4. In-street pedestrian crossing sign
5. Curb extension
6. Pedestrian refuge island
7. Rectangular Rapid-Flashing Beacon (RRFB)
8. Road Diet
9. Pedestrian Hybrid Beacon (PHB)

Based on the FHWA countermeasures matrix analysis, the five locations not currently under stop control were evaluated, and the potential candidate treatments can be found in Table 1. Countermeasures 1, 4, 5, and/or 6 could be used to improve safety at each of the five locations. Countermeasure 1 is a simple and cost-effective safety measure that can be implemented at all locations. Improvements to the existing roadway and/or curbs are required for Countermeasures 4, 5, and 6. Countermeasures 7 and 9 are potential recommendations for three locations that meet AADT thresholds.

Table 1: Potential Safety Countermeasures

Plan	Bus Stop ID/ Community	Intersection		FHWA Recommendation
		Street for Safety Improvement	Int. Street	
MED-G-1	6960/9102 Medford	Winthrop Street	Robinson Road	1* 4 5 6
MED-G-3	2418/3513 Medford	High Street	Boston Avenue	1* 4 5 6 7 9
MED-G-3	2418/3513 Medford	Boston Avenue	High Street	Under Stop Control
MED-G-7	5321/5287 Medford	Salem Street	Hadley Place	1* 4 5 6
MED-G-8	9050/9037 Medford	Highland Avenue	Middlesex Avenue	1* 4 5 6 7 9
MED-G-9	15061/5088 Medford	Highland Avenue	Tucker Street	1* 4 5 6 7 9

(i.e., 1, 4, 5, etc.) This signifies that the countermeasure is a candidate for treatment at a marked, uncontrolled crossing location.

* Signifies that the countermeasure should always be considered, but not mandated or required, based upon engineering judgment at a marked, uncontrolled crossing location

Location Evaluation

RRFB Analysis was performed based on the FHWA guidelines in Table 1 and Appendix B. The AADTs for the locations evaluated below can be found in Appendix C.

1. Bus Stop # 6960/9102 (MED-G-1): Winthrop Street (Local) at Robinson Road (Local)

This intersection is along a residential street, with midblock crossings 500 feet to the south and 900 feet to the north. At this location, Winthrop Street is a 2-lane road (1 lane in each direction) with a posted speed limit of 30 mph. *The FHWA criteria does not show this as an appropriate treatment based on the data.*

2. Bus Stop # 2418/3513 (MED-G-3): High Street (Local) at Boston Avenue (Local)

This four-leg, offset intersection is located within a primarily residential area. At this location, High Street is a 2-lane road with a posted speed limit of 25 mph. *An RRFB at this location is a considered treatment under FHWA guidelines.* The existing intersection geometry/wide travel lanes, large curb radii, and the locations of the utility poles, manholes and curb ramps make it challenging to place the RRFBs in an area that would meet ADA criteria and be seen by vehicles.

3. Bus Stop # 2418/3513 (MED-G-3): Boston Avenue (Local) at High Street (Local)

This four-leg, offset intersection is located within a primarily residential area. At this location, Boston Avenue is under stop condition with a small median, and it is a 2-lane roadway. The FHWA guidelines state that RRFB shall not be used for crosswalks across approaches controlled by stop signs and, *therefore, is not recommended at this location.*

4. Bus Stop # 5321/5287 (MED-G-7): Salem Street (Local) at Hadley Place (Local)

This intersection is adjacent to the elevated roundabout interchange (Exit 23) at I-93 and Salem Street. At this location, Salem Street is a 2-lane road with a posted speed limit of 25 mph, an existing in-street pedestrian crossing sign, and existing post-mounted pedestrian crossing signs. *The FHWA criteria does not show this as an appropriate treatment based on the data.*

5. Bus Stop # 9050/9037 (MED-G-8): Middlesex Avenue (MassDOT) at Dunkin' Donuts

This crossing is in front of a large commercial lot, which includes restaurants, businesses, and a gym. The Highland Avenue/Middlesex Avenue roadway is 2-lanes with a posted speed limit of 25 mph. *An RRFB at this location is a considered treatment under FHWA guidelines.*

6. Bus Stop # 15061/5088 (MED-G-9): Highland Avenue (DCR) at Waddel Street/Tucker Street (Local)

This intersection is on a residential road with multiple existing marked crosswalks and RRFBs along the corridor. The nearest existing RRFB to the requested one is 800 feet to the north. At this location, Highland Avenue is a 2-lane road with marked bicycle lanes, a posted speed

limit of 25 mph, and several existing RRFBs along this corridor. *An RRFB at this location is a considered treatment under FHWA guidelines.*

Recommendations

The FHWA table in Appendix B, engineering judgment, and current constructability were used to develop the following recommendations, as shown below in Table 2.

HDR's current project scope doesn't include the following bus stops: 6960/9102 (MED-G-1), 2418/3513 (MED-G-3 on High Street), and 9050/9037 (MED-G-8). Bus stop 2418/3513 (MED-G-3 on Boston Avenue) does not meet the criteria as it is under stop control, and RRFBs shall not be used for crosswalks controlled by stop signs. The project will not be recommending RRFBs at the locations above.

The bus stop 15061/5088 (MED-G-9) is on a DCR-owned roadway and can be considered at this location. Several existing RRFBs are on the road. However, overuse of the RRFB treatment may diminish its effectiveness. The project will not be recommending RRFBs at this location.

Bus stops 5321/5287 (MED-G-7) are located on Salem Street at Hadley Place/Allen Court, which is under local jurisdiction. The analysis showed that this location did not meet the criteria for an RRFB, as the minimum AADT volume and posted speed for an RRFB were not met. However, after analyzing the additional countermeasures in Table 2, HDR recommends implementing Countermeasure 1 (high-visibility crosswalk markings, parking restrictions on crosswalk approach, adequate nighttime lighting levels, and crossing warning signs) at this location.

Table 2: RRFB Recommendations

Plan	Bus Stop ID/ Community	Intersection		FHWA Recommendation	HDR Recommendation
		RRFB Street	Intersecting Street		
MED-G-1	6960/9102 Medford	Winthrop Street	Robinson Road	Not Appropriate	(a)
MED-G-3	2418/3513 Medford	High Street	Boston Avenue	Consider	(a)
MED-G-3	2418/3513 Medford	Boston Avenue	High Street	Under Stop Control	Not Recommended
MED-G-7	5321/5287 Medford	Salem Street	Hadley Place	Not Appropriate	Not Recommended
MED-G-8	9050/9037 Medford	Middlesex Avenue	Dunkin Donuts	Consider	(a)
MED-G-9	15061/5088 Medford	Highland Avenue	Tucker Street	Consider	Not Recommended

- a. This location is not in HDR's current scope of services for the MBTA.



Appendix A

Meeting Minutes

Medford City Council Meeting Minutes - March 23, 2023

(Only Pages Related to the MBTA PATI Project are Attached: Pages 128 - 131)

The minutes from the Thursday, November 2nd, 2023, meeting:

1. Bus Stop # 6960/9102 (MED-G-1): Winthrop Street (MassDOT) at Robinson Road (Local)
 - a. Service planning removed northern Winthrop at Robinson (HDR designed)
 - b. Winford Way was kept (there is not a design plan)
 - i. It needs a survey to design to ADA standards
 - ii. It is the stop closest to the crest curve
 - c. MassDOT roadways are not advancing in the current project.
 - d. MBTA cannot buy or negotiate on behalf of MassDOT.
2. Bus Stop # 5321/5287 (MED-G-3): On High Street (MassDOT) at Boston Avenue (Local)
 - a. Residents are bringing up safety at this location/Sagamore Avenue
 - b. This is in close proximity to two roundabouts and the Mystic Valley Parkway
 - c. Review this location for a RRFB
 - d. MassDOT roadways are not advancing in the current project.
 - e. MBTA cannot buy or negotiate on behalf of MassDOT.
3. Bus Stop # 5321/5287 (MED-G-3): On Boston Avenue (Local) at High Street (MassDOT)
 - a. This is a signalized intersection, and RRFB can't be placed here
 - b. MassDOT roadways are not advancing in the current project.
 - c. MBTA cannot buy or negotiate on behalf of MassDOT.

The minutes from the December 6th meeting:

4. Bus Stop # 5321/5287 (MED-G-7): Salem Street (Local) at Hadley Place/Allen Court (Local)
 - a. Filbert Yee: MassDOT PM for SRTS project already awarded and in design, but this intersection was removed in subsequent scoping for funding and design
 - i. Maybe have a conversation with him; Could he contribute funding for the buying of the RRFB equipment
 1. If MassDOT buys the equipment and then it will be installed by the MBTA project
 - ii. DOT questioned whether they or the City could build; they may buy it and give it to the community; maybe DOT could buy it, give it to Medford, and then MBTA to install it
 - b. This intersection is in very close proximity to the east of I-93 and a large rotary
 - c. There is a speed issue
 - d. There is a sight distance issue coming from the rotary
 - e. Review this location for a RRFB
5. Bus Stop # 9050/9037 (MED-G-8): Middlesex Avenue (MassDOT) at Dunkin Donuts
 - a. Medford met with MassDOT concerning the signalization of this midblock to improve safety
 - b. This is a state-owned roadway
 - c. The City can't share costs with the MassDOT for improvements
 - d. Hmark has been reviewed and approved already; the City can't ask them for anything additional at this location due to this
 - e. The City would like to see a RRFB at this location
6. Bus Stop # 15061/5088 (MED-G-9): Highland Avenue (DCR) at Benmor St/Tucker St/Waddel Street (Local)
 - a. There are stops 850' and 1500' on the other side of the crest curve near East Boarder Rd; these stops are to the north of this location
 - b. Review this location as there are several others along this corridor
 - c. Traffic Volume is near 20,000 vehicles per day
 - d. DCR roadways are not advancing in the current project.
 - e. MBTA cannot buy or negotiate on behalf of the DCR.

Appendix B

FHWA Application of Pedestrian Crash Countermeasures by Roadway Feature

Table 1. Application of pedestrian crash countermeasures by roadway feature.

Roadway Configuration	Posted Speed Limit and AADT								
	Vehicle AADT <9,000			Vehicle AADT 9,000–15,000			Vehicle AADT >15,000		
	≤30 mph	35 mph	≥40 mph	≤30 mph	35 mph	≥40 mph	≤30 mph	35 mph	≥40 mph
2 lanes (1 lane in each direction)	① 2 4 5 6	① 5 6 7 9	① 5 6 ⑦ ⑨	① 4 5 6	① 5 6 7 9	① 5 6 ⑦ ⑨	① 4 5 6 7 9	① 5 6 7 9	① 5 6 ⑨
3 lanes with raised median (1 lane in each direction)	① 2 3 4 5	① ③ 5 7 9	① ③ 5 ⑦ ⑨	① 3 4 5	① ③ 5 ⑦ ⑨	① ③ 5 ⑦ ⑨	① ③ 4 5 7 9	① ③ 5 ⑦ ⑨	① ③ 5 ⑨
3 lanes w/o raised median (1 lane in each direction with a two-way left-turn lane)	① 2 3 4 5 6 7 9	① ③ 5 6 7 9	① ③ 5 6 ⑨	① 3 4 5 6 7 9	① ③ 5 6 ⑦ ⑨	① ③ 5 6 ⑨	① ③ 4 5 6 7 9	① ③ 5 6 ⑨	① ③ 5 6 ⑨
4+ lanes with raised median (2 or more lanes in each direction)	① ③ 5 7 8 9	① ③ 5 7 8 9	① ③ 5 8 ⑨	① ③ 5 7 8 9	① ③ 5 ⑦ 8 ⑨	① ③ 5 8 ⑨	① ③ 5 ⑦ 8 ⑨	① ③ 5 8 ⑨	① ③ 5 8 ⑨
4+ lanes w/o raised median (2 or more lanes in each direction)	① ③ 5 6 7 8 9	① ③ 5 ⑥ 7 8 9	① ③ 5 ⑥ 8 ⑨	① ③ 5 ⑥ 7 8 9	① ③ 5 ⑥ ⑦ 8 ⑨	① ③ 5 ⑥ 8 ⑨	① ③ 5 ⑥ ⑦ 8 ⑨	① ③ 5 ⑥ 8 ⑨	① ③ 5 ⑥ 8 ⑨
Given the set of conditions in a cell, # Signifies that the countermeasure is a candidate treatment at a marked uncontrolled crossing location. ● Signifies that the countermeasure should always be considered, but not mandated or required, based upon engineering judgment at a marked uncontrolled crossing location. ○ Signifies that crosswalk visibility enhancements should always occur in conjunction with other identified countermeasures.* The absence of a number signifies that the countermeasure is generally not an appropriate treatment, but exceptions may be considered following engineering judgment. 1 High-visibility crosswalk markings, parking restrictions on crosswalk approach, adequate nighttime lighting levels, and crossing warning signs 2 Raised crosswalk 3 Advance Yield Here To (Stop Here For) Pedestrians sign and yield (stop) line 4 In-Street Pedestrian Crossing sign 5 Curb extension 6 Pedestrian refuge island 7 Rectangular Rapid-Flashing Beacon (RRFB)** 8 Road Diet 9 Pedestrian Hybrid Beacon (PHB)**									

*Refer to Chapter 4, Tables 1 and 2, for additional information about when to use these countermeasures.

APPENDIX C

STREET DATA

MBTA Bus Stop Accessibility and Safety Improvement Project

Plan for Accessible Transit Infrastructure (PATI) - Phase 2

City of Medford
City Council Meeting

February 20, 2024



Agenda Items

- PATI Project Overview
- City Council Meeting (March 23, 2023)
 - Rapid Rectangular Flashing Beacons (RRFBs)
Location Requests
 - Six requested Locations
 - Eliminated Stops



Better Bus Project Overview



MBTA Bus Transformation

Network
Redesign

Battery-
Electric Fleet

Accessible Bus
Stops and
Amenities

Transit Priority

BNRD is one
piece of Bus
Transformation

All-Door
Boarding

Modern
Workplace and
Environment

Internal
Processes and
People



Project Scope Overview

- Improve:
 - Safety
 - Accessibility and ADA compliance
 - Rider Experience
- High-priority bus stops with major access barriers
- Enhance bus operations:
 - Speed and reliability through stop optimization
- Design and construction



City Council Meeting (March 2023)

Locations Presented for Improvements

- Medford G-1: Winthrop Street at Robinson Road
- Medford G-3: Boston Avenue at High Street
- Medford G-4: Boston Avenue at Arlington Street
- Medford G-5: High Street at Canal Street
- Medford G-6: High Street at Woburn Street
- Medford G-7: Salem Street at Hadley Place
- Medford G-8: Highland Avenue at Middlesex Avenue
- Medford G-9: Highland Avenue at Tucker Street
- Medford G-10: Fellsway W at Foss



City Council Meeting (March 2023)

Bus Stops Presented for Elimination

- Main Street at South Gateway
- Main Street at Town Way
- Main Street at Windsor Rd
- Boston Avenue at Holton Street
- Playstead Rd opposite Chardon Rd
- Playstead Rd at Chardon Rd
- Fellsway W at Cherry Street
- 205 Fellsway W
- Fellsway W at Fulton Springs Rd
- High Street at Monument Street
- High Street at Pitcher Avenue
- High Street at Hillside Avenue
- 163 Riverside Avenue
- Riverside Avenue at Pleasant Street
- Fellsway at Central Avenue
- Fellsway at Medford Street



RRFB Location Requests



RRFB Location Requests

Guide for Selecting Countermeasures at Uncontrolled Pedestrian Crossing Locations

Table 1. Application of pedestrian crash countermeasures by roadway feature.

Roadway Configuration	Posted Speed Limit and AADT								
	Vehicle AADT <9,000			Vehicle AADT 9,000–15,000			Vehicle AADT >15,000		
	≤30 mph	35 mph	≥40 mph	≤30 mph	35 mph	≥40 mph	≤30 mph	35 mph	≥40 mph
2 lanes (1 lane in each direction)	① 2 4 5 6 7 9	① 5 6 7 9	① 5 6 7 9	① 4 5 6 7 9	① 5 6 7 9	① 5 6 7 9	① 4 5 6 7 9	① 5 6 7 9	① 5 6 7 9
3 lanes with raised median (1 lane in each direction)	① 2 3 4 5 7 9	① ③ 5 7 9	① ③ 5 7 9	① ③ 4 5 7 9	① ③ 5 7 9	① ③ 5 7 9	① ③ 4 5 7 9	① ③ 5 7 9	① ③ 5 7 9
3 lanes w/o raised median (1 lane in each direction with a two-way left-turn lane)	① 2 3 4 5 6 7 9	① ③ 5 6 7 9	① ③ 5 6 7 9	① ③ 4 5 6 7 9	① ③ 5 6 7 9	① ③ 5 6 7 9	① ③ 4 5 6 7 9	① ③ 5 6 7 9	① ③ 5 6 7 9
4+ lanes with raised median (2 or more lanes in each direction)	① ③ 5 7 8 9	① ③ 5 7 8 9	① ③ 5 7 8 9	① ③ 5 7 8 9	① ③ 5 7 8 9	① ③ 5 7 8 9	① ③ 5 7 8 9	① ③ 5 7 8 9	① ③ 5 7 8 9
4+ lanes w/o raised median (2 or more lanes in each direction)	① ③ 5 6 7 8 9	① ③ 5 6 7 8 9	① ③ 5 6 7 8 9	① ③ 5 6 7 8 9	① ③ 5 6 7 8 9	① ③ 5 6 7 8 9	① ③ 5 6 7 8 9	① ③ 5 6 7 8 9	① ③ 5 6 7 8 9

Given the set of conditions in a cell,

- # Signifies that the countermeasure is a candidate treatment at a marked uncontrolled crossing location.
- Signifies that the countermeasure should always be considered, but not mandated or required, based upon engineering judgment at a marked uncontrolled crossing location.
- Signifies that crosswalk visibility enhancements should always occur in conjunction with other identified countermeasures.*

The absence of a number signifies that the countermeasure is generally not an appropriate treatment, but exceptions may be considered following engineering judgment.

- 1 High-visibility crosswalk markings, parking restrictions on crosswalk approach, adequate nighttime lighting levels, and crossing warning signs
- 2 Raised crosswalk
- 3 Advance Yield Here To (Stop Here For) Pedestrians sign and yield (stop) line
- 4 In-Street Pedestrian Crossing sign
- 5 Curb extension
- 6 Pedestrian refuge island
- 7 Rectangular Rapid-Flashing Beacon (RRFB)**
- 8 Road Diet
- 9 Pedestrian Hybrid Beacon (PHB)**



RRFB Location Requests

Intersection Data Used for Analysis

SHEET NUMBER	INTERSECTION		REQUESTED RRFB STREET DATA			
	RRFB STREET LOCATION	INTERSECTION STREET	2023 RRFB STREET AADT	SPEED LIMIT	NUMBER OF LANES	MEDIAN
MED-G-1	WINTHROP ST	ROBINSON RD	12341	25	2	NO
MED-G-3	ON HIGH ST	BOSTON AVE	19579	25	2	NO
MED-G-3	ON BOSTON AVE	HIGH ST	N/A	25	2	YES (1)
MED-G-7	SALEM ST	HADLEY PL	14187	25	2	NO
MED-G-8	MIDDLESEX AVE NEAR DUNKIN DONUTS		21380	25	2	NO
MED-G-9	HIGHLAND AVE	TUCKER ST	15954	30	2	NO

(1) Under stop control



RRFB Location Requests

1. Winthrop St at Robinson Rd

(Bus Stop 6960/9102; MED-G-1)

- ***Location has been eliminated***
- Roadway is under local jurisdiction
- The nearest stop is Winthrop Street at Robinson Road/Winford Way (Bus Stop 6961/9101)
 - ***This stop is not currently in the project design scope***

2a. Boston Avenue at High Street

2b. High Street at Boston Avenue

(Bus stops 3513/2418; MED-G-3)

- ***Location is not part of the current scope***
- New curb ramps, crosswalks, and pedestrian refuge island



RRFB Location Requests cont.

3. Middlesex Ave (MassDOT) at Dunkin Donuts

(Bus Stop # 9050/9037; MED-G-8)

- ***Location is not part of the current scope***
- Stop relocation to the far side
- New curb ramps and crosswalks

4. Salem Street at Hadley Place/Allen Court

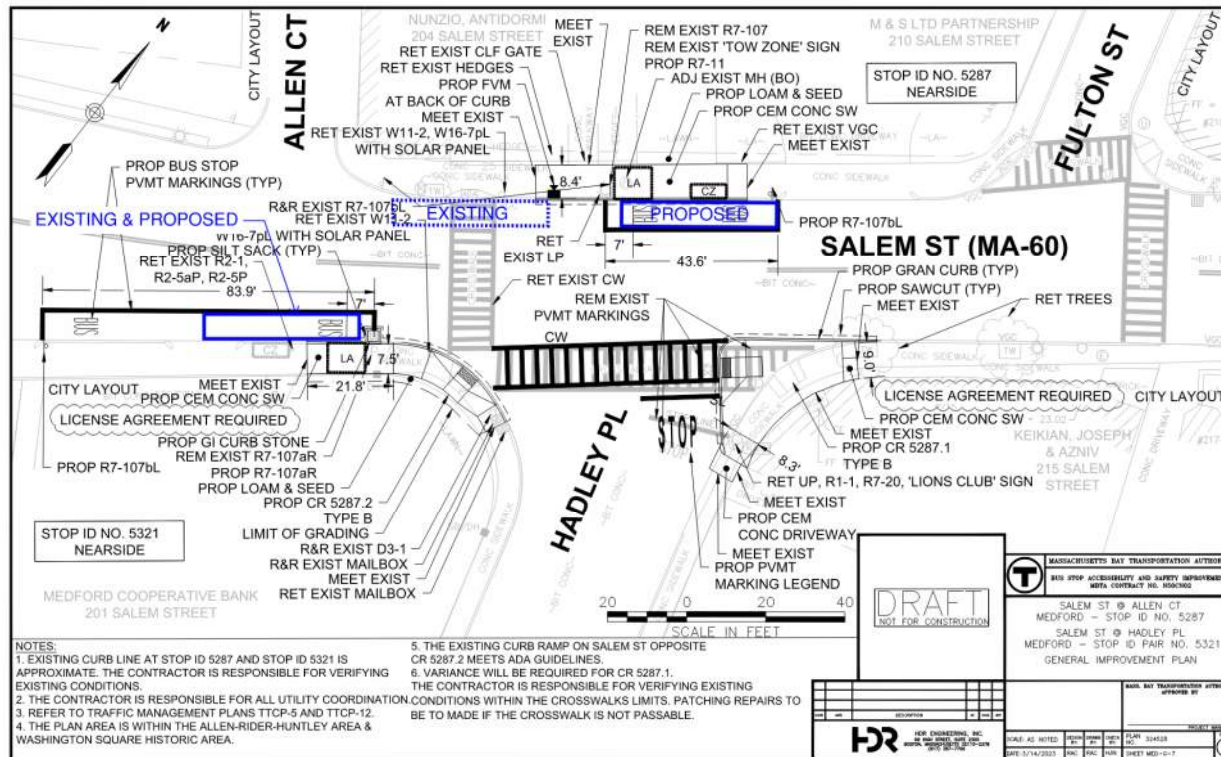
(Bus stop 5287/5321; MED-G-7)

- Location is part of the current scope
- Roadway is under local jurisdiction
- New curb ramps, crosswalks, and pedestrian refuge island



4. Salem Street at Allen Court

Stop ID No. 5287 & 5321



G-7: Salem St @ Allen Ct, Stop ID 5287

Existing Stop



Proposed Stop

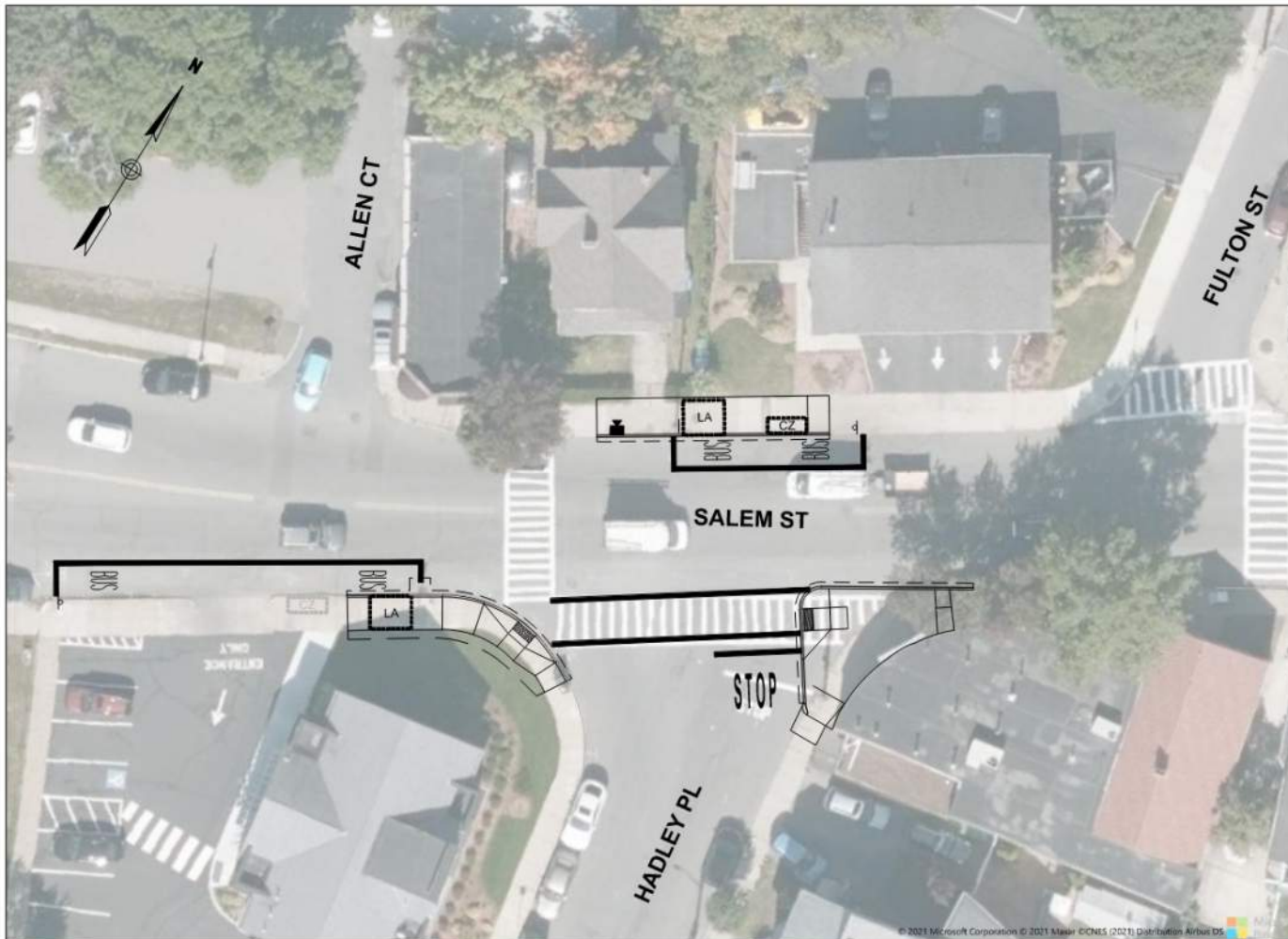


G-7: Salem St @ Hadley Pl, Stop ID 5321

Existing & Proposed Stop



4. Salem Street at Allen Court Stop ID No. 5287 & 5321



RRFB Location Requests cont.

5. Highland Avenue at Waddel Street/Tucker Street

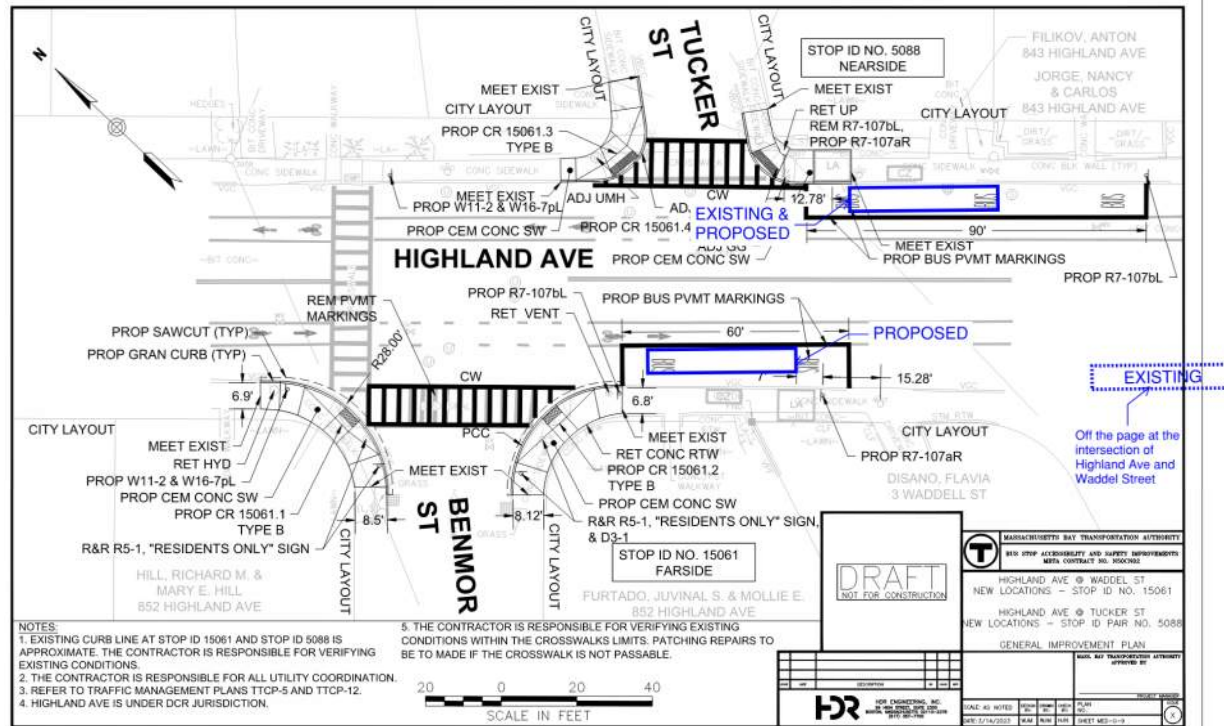
(Bus Stop # 15061/5088; MED-G-9)

- ***Location is part of the current scope***
- Roadway is under DCR jurisdiction
- New curb ramps, crosswalks, and bus stop pavement markings



5. Highland Avenue at Waddel Street/Tucker Street

Stop No. 15061 & 5088
DCR Jurisdiction



G-9: Highland Ave @ Waddel St, Stop ID 15061

Existing Stop



Proposed Stop



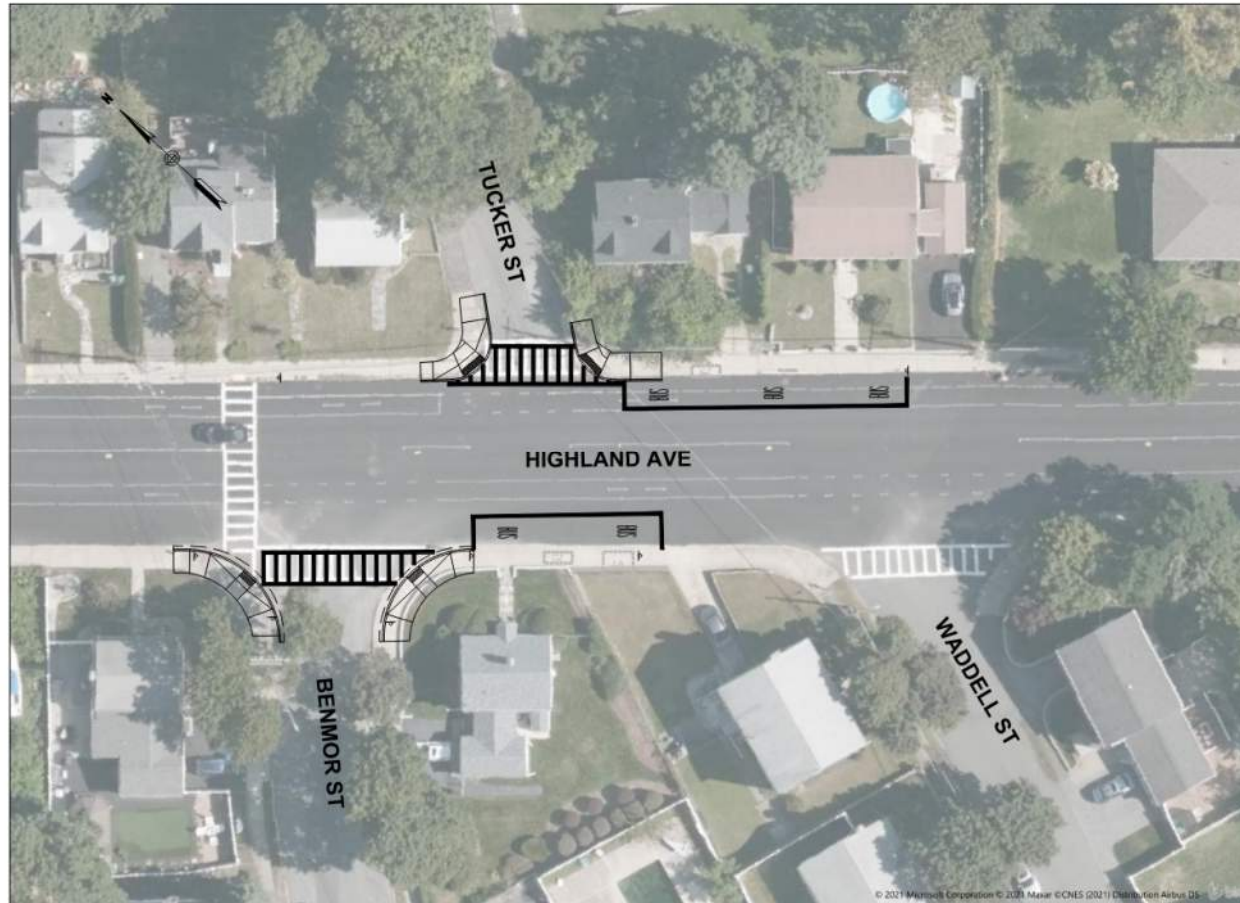
G-9: Highland Ave @ Tucker St, Stop ID 5088

Existing & Proposed Stop



5. Highland Avenue at Waddel Street/Tucker Street

Stop No. 15061 & 5088
DCR Jurisdiction



Stop Eliminations



Stop Eliminations

High Street at Hillside Avenue (Bus Stop 5003)

Elimination of Stop 5003

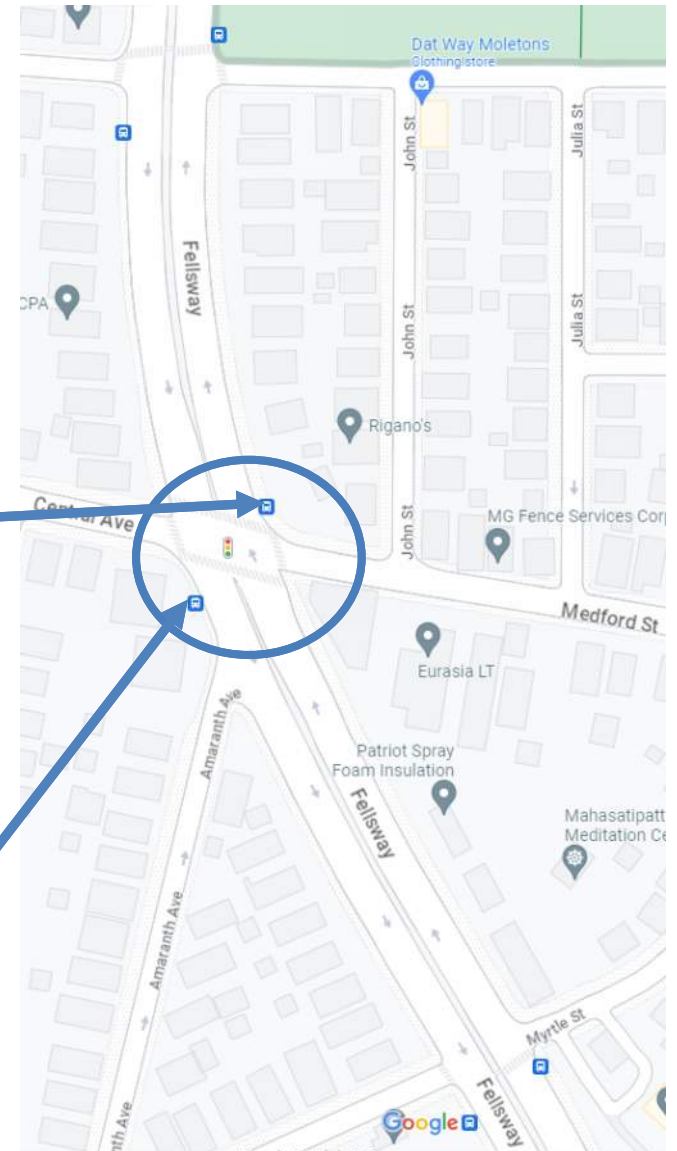
- Discussed with the Traffic Director
- ***MBTA will not eliminate stop***
- Stop 15002 will remain at the existing location and will not be moved to CVS/Governors Avenue
- ADA standards:
 - Others have upgraded curb ramps
 - Landing Pad ADA requirement – 8' wide
 - The existing is 7' wide



Stop Eliminations

Fellsway at Central Avenue/Medford Street

- Bus Stop Location has been eliminated



Schedule

■ Schedule

- 100% Design Completed
- Construction Fall 2024
 - No Bid; On-Call Contractor
 - 1-2 weeks per location



Thank you





Medford City Council
Medford, Massachusetts

MEETING DATE

February 20, 2024

SPONSORED BY

George Scarpelli, City Councilor

AGENDA ITEM

24-031 - Request A Representative from BJ's Wholesale Club Meet to Discuss Construction and Neighborhood Concerns

FULL TEXT AND DESCRIPTION

Be it Resolved that the Medford City Council ask for a representative from BJ's Wholesale Club to meet with the Council on construction updates and review neighborhood concerns.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None