Medford City Council
Medford, Massachusetts

The Eighteenth Regular Meeting, October 27, 2026

City Council

Isaac B. “Zac” Bears
Anna Callahan
Emily Lazzaro
Matt Leming
Liz Mullane
George A. Scarpelli
Justin Tseng

This meeting will take place at 7:00 P.M. in the City Council Chamber, 2nd Floor, Medford City Hall, 85 George P. Hassett Drive, Medford, MA and via Zoom.

Zoom
Link: https://us06web.zoom.us/j/89448594899?pwd=pf0lQdwBBj2MIRGRahyww3GwmPow7m.1
Call-in Number: +13052241968,,89448594899#,,,,*931090# US
Live: Channel 22 (Comcast), Channel 43 (Verizon), YouTube, and medfordtv.org.

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

CALL TO ORDER & ROLL CALL

SALUTE TO THE FLAG

ANNOUNCEMENTS, ACCOLADES, REMEMBRANCES, REPORTS, AND RECORDS

26-189 - Offered by Isaac Bears, Council President, Matt Leming, City Councilor, Liz Mullane, City Councilor

Resolution to Celebrate and Honor the Transition and Closure of the Congregational Church of West Medford, Sanctuary United Church of Christ

Records

The Records of the Meeting of October 13, 2026 were passed to Councilor Callahan.

Reports of Committees

24-354, 26-024, 26-138, 26-169 - Offered by Liz Mullane, City Councilor

Resident Services and Public Engagement Committee Report, October 7, 2026

26-174 - Offered by Isaac Bears, Council President

Committee of the Whole, October 13, 2026 Report

Refer to Committee for Further Discussion

26-186 - Offered by Matt Leming, City Councilor

Resolution to Request a Cost Analysis from the City for Increased Vacation Time for City Employees

HEARINGS

26-185

Petition for Grant of Location - Comcast - 65/75 Riverside Ave

PETITIONS, PRESENTATIONS, AND SIMILAR PAPERS

26-188
Submitted by City Clerk

Petition for Common Victualler's License - LSM Limited dba Pavement Coffeehouse

MOTIONS, ORDERS, AND RESOLUTIONS

24-047 - Offered by Matt Leming, City Councilor

Resolution to Request Linkage Fee Updates in Medford

26-142B - Offered by City Council

City Council Response to Paper 26-142 (Law Department Appropriations)

26-179 - Offered by Isaac Bears, Council President

Resolution to Request an Update from the Mayor Regarding the City Charter

26-181 - Offered by Isaac Bears, Council President, George Scarpelli, City Councilor

Order to Transfer and Authorize the Sale of McCormick Avenue Parcels

26-183 - Offered by Isaac Bears, Council President

Resolution to Send Comment Letter to MWRA, Cambridge, and Somerville Combined Sewer Overflow Project Team

26-187 - Offered by Matt Leming, City Councilor, Anna Callahan, City Councilor

Resolution to Develop an Ordinance for the Banning of Black Plastic Takeout Containers from Medford Restaurants

26-190 - Offered by Matt Leming, City Councilor, Isaac Bears, Council President

Resolution to Support the United Labor of Tufts Resident Assistants in Their Negotiations for a Fair Contract

COMMUNICATIONS FROM THE MAYOR

26-133
Submitted by Mayor Breanna Lungo-Koehn

Capital and General Stabilization Fund Appropriation Requests (Request 2 - Police Chief Search)

26-142
Submitted by Mayor Breanna Lungo-Koehn

Supplemental Appropriation for the Fiscal Year 2027 - Law Department

26-184
Submitted by Mayor Breanna Lungo-Koehn

Board and Commission Appointments - September 15, 2026

26-191
Submitted by Mayor Breanna Lungo-Koehn

Legal Settlements

26-192
Submitted by Mayor Breanna Lungo-Koehn

Capital Stabilization Fund Appropriation Request - Fire Turnout Gear and Soil Remediation Project

26-193
Submitted by Mayor Breanna Lungo-Koehn

Reappropriation of Capital Stabilization Funds

PUBLIC PARTICIPATION

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

UNFINISHED BUSINESS

26-003	**Appointment of a City Messenger for 2026 and 2027**	
IN CITY COUNCIL	JANUARY 6, 2026	
TABLED		

26-063	**Resolution to Update the Ordinance Establishing the Medford Commission for Persons with Disabilities**	
IN CITY COUNCIL	JULY 14, 2026	APPROVED FOR FIRST READING
ADVERTISED	JULY 30, 2026	MEDFORD TRANSCRIPT & SOMERVILLE JOURNAL
IN CITY COUNCIL	AUGUST 4, 2026	ELIGIBLE FOR THIRD READING

Reports Due/Deadlines

16-574	University Accountability Report (Next Report Due in May 2027)

22-026 Quarterly Presentation on City's Financial Health by Chief Financial Officer/Auditor

22-027 Monthly Copy of Warrant Articles from Chief Financial Officer/Auditor

Adjournment

Medford City Council
Medford, Massachusetts

MEETING DATE	SPONSORED BY
October 27, 2026	Isaac Bears, Council President, Matt Leming, City Councilor, Liz Mullane, City Councilor

AGENDA ITEM

26-189 - Resolution to Celebrate and Honor the Transition and Closure of the Congregational Church of West Medford, Sanctuary United Church of Christ

FULL TEXT AND DESCRIPTION

Whereas, the Congregational Church of West Medford, Sanctuary United Church of Christ has served as a heart of the Medford faith community for 154 years; and

Whereas, a final act of public ministry and closing worship and celebration was held on October 17th; and

Whereas, we honor, grieve, celebrate, and reflect on the deeply meaningful role of this faith community in our city's history; now, therefore:

Be it Resolved by the Medford City Council that we celebrate and thank all of the residents who have been part of the Congregational Church of West Medford, Sanctuary United Church of Christ community.

Be it Further Resolved that we honor the continued leadership of Reverend Wendy Miller Olapade as a faith leader in our community and thank her and the members of the Sanctuary UCC Legacy Team for their work to celebrate their community during this transition and closure.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None

Medford City Council
Medford, Massachusetts

MEETING DATE	SPONSORED BY
October 27, 2026	Matt Leming, City Councilor

AGENDA ITEM

26-186 - Resolution to Request a Cost Analysis from the City for Increased Vacation Time for City Employees

FULL TEXT AND DESCRIPTION

WHEREAS Medford City Council previously referred 26-018, "Resolution to Increase Vacation Time for Employees of the City of Medford," to the Admin & Finance Committee;

WHEREAS with the increased overtime for other employees would incur a cost to the city, so the implementation of increased vacation times for City Employees would need to be accompanied by a cost analysis to be integrated during budget season;

BE IT RESOLVED that the Medford City Council requests a report from Human Resources and the Finance Department with a specific cost for increasing vacation time by both one and two weeks;

BE IT FURTHER RESOLVED that we receive this report before the end of the calendar year.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None

RECEIVED
CITY CLERK
MEDFORD, MASS.
2026 OCT 21 PM 4:28

PETITION FOR GRANT OF LOCATION
COMCAST CABLE COMMUNICATION MANAGEMENT LLC, WOBURN, MASSACHUSETTS
PETITION TO INSTALL UNDERGROUND CONDUIT AND MANHOLE - 75 RIVERSIDE AVE
MEDFORD, MASSACHUSETTS
CITY CLERK'S OFFICE

You are hereby notified that by order of the Medford City Council, the Medford City Council will hold a Public Hearing in the Howard F. Alden Chambers at Medford City Hall, 85 George P. Hassett Drive, Medford and via Zoom on Tuesday, October 27, 2026 at 7:00 p.m., a link to be posted no later than Friday, October 23, 2026, on a petition by Comcast Cable Communication Management LLC for permission to install a new underground conduit system to service 75 Riverside Avenue.

Wherefore it requests that after due notice and hearing as provided by law, it be granted a location for and permission to excavate from the existing Verizon Manhole to place (1) 4" PVC Conduit 5'+/- to a proposed 3'x3' manhole on Riverside Ave and from the newly placed manhole excavating to Place (1) 4" PVC Conduit 54'+/- to a proposed 2'x3' vault located in the sidewalk, to provide Comcast Services at number 75 Riverside Avenue. Petition dated October 16, 2026, as revised October 21, 2026 and received and filed in the Office of the City Clerk on October 21, 2026 and available for inspection in the Office of the City Clerk, Medford City Hall, Room 103, 85 George P. Hassett Drive, Medford, Massachusetts 02155.

The Engineering Division recommends that this grant of location be approved with the following conditions:

1. The Grant of Location (GOL) is limited to approximately 273 feet of 4-inch plastic underground conduit, two 3-foot by 3-foot manhole structures, and one 2-foot by 3-foot vault in the existing Riverside Avenue and East Transit Way right of ways as depicted on the Plan.

2. Before starting work, the contractor shall notify Digsafe and shall obtain all applicable permits from the Engineering Division. The project must obtain a Trench Permit pursuant to Section 74-141 of the City Ordinances prior to commencing work.

3. No other utility structures, conduits, duct banks, pipes, or any other appurtenances are adversely impacted. Comcast shall ensure that all sewer, water, and drain lines are marked prior to any excavation.
4. At least 72-hours prior to the start of the project, Comcast must coordinate abutter communications with the Director of Communications and submit any required information that may be requested to effectively inform the public.

5. Any proposed electrical conduit location must maintain 3-feet away from public utilities.

6. An approved as-built plan (and CAD files in the state plane) must be on file at the engineering division at the completion of the project.

Call 781-393-2425 for any accommodations/aids.

Laurel Siegel
City Clerk

Plans can be viewed in the City Clerk's Office, 781-393-2425.

N/F
CITY OF MEDFORD
(MAP M-09, LOT 10)
56 RIVERSIDE AVENUE

N/F
ATRIUS MSO LLC
(MAP M-09, LOT 9)
26 CITY HALL MALL

RIVERSIDE AVENUE
(PUBLIC - VARIABLE WIDTH)

N/F
RIVERSIDE ASSOCIATES LLC
(MAP M-09, LOT 6)
25 - 65 RIVERSIDE AVENUE

PROPOSED COMCAST UNDERGROUND CONDUIT, 1-4" PVC, SCH. 40, L=5'± EXISTING TEL. MH TO PROPOSED MH "A"

PROPOSED COMCAST MANHOLE "A" (3'X3')

EXISTING BUILDING (UNDER DEMOLITION)

PROPOSED COMCAST UNDERGROUND CONDUIT 1-4" PVC, SCH. 40, L=214'± PROPOSED MH "A" TO PROPOSED MH "B"

PROPOSED COMCAST MANHOLE "B" (3'X3')

PROPOSED COMCAST UNDERGROUND CONDUIT 1-4" PVC, SCH. 40, L=54'± PROPOSED MH "B" TO PROPOSED VAULT "C")

PROPOSED COMCAST VAULT "C" (2'X3') PLACED OVER EXISTING COMCAST CONDUIT

PLACE NEW COMCAST CONDUIT ADJACENT TO EXISTING COMCAST CONDUIT

EXISTING COMCAST UNDERGROUND SERVICE CONDUIT INTO BUILDING TO REMAIN

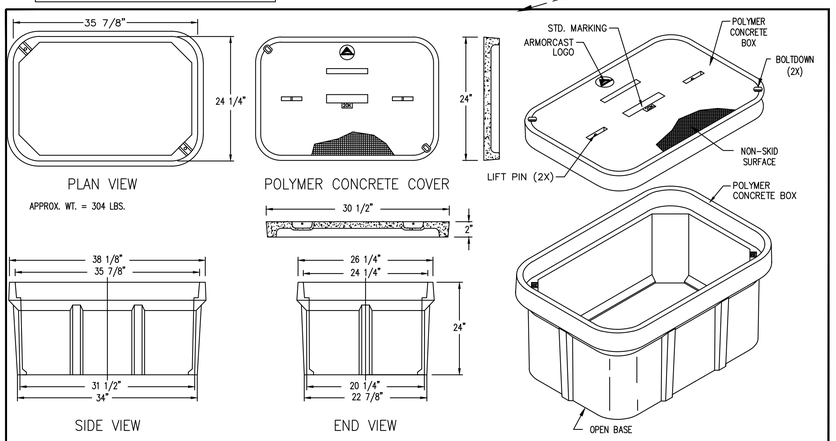
E TRANSIT WAY
(CITY OF MEDFORD)

EXISTING BUILDING 75 RIVERSIDE AVENUE

F.DEPT. CONN

N/F
RIVERSIDE ASSOCIATES LLC
(MAP M-09, LOT 8)
75 RIVERSIDE AVENUE

PLAN SCALE - 1 INCH = 10 FEET



ARMORCAST 24" X 36" VAULT DETAIL
NOT TO SCALE

VAULT NOTES:
VAULTS SHALL BE AS MANUFACTURED BY ARMORCAST PRODUCTS COMPANY, CHASTWORTH, CA, 24" X 36" X 24" DEEP, TIER 22, 20K LOAD RATED, MODEL #A6001974HDAPCX24.

NOTES:

1. THIS PLAN WAS PREPARED FROM PLANS AND RECORD DATA ON FILE AT THE CITY OF MEDFORD ENGINEERING DEPARTMENT AND VARIOUS UTILITY COMPANIES AND A FIELD LOCATION OF VISIBLE UTILITY STRUCTURES.
2. THE LOCATIONS OF UNDERGROUND UTILITIES SHOWN ARE BASED ON THE ABOVE REFERENCED DATA. THE LOCATIONS OF UNDERGROUND UTILITIES/STRUCTURES MAY VARY FROM THE LOCATIONS SHOWN HEREON AND ARE NOT WARRANTED TO BE ACCURATE AND/OR CORRECT. ADDITIONAL BURIED UTILITIES/ STRUCTURES MAY BE ENCOUNTERED. NO EXCAVATIONS WERE PERFORMED DURING THE PROGRESS OF THIS SURVEY TO LOCATE BURIED UTILITIES/STRUCTURES.
3. PRIOR TO ANY CONSTRUCTION THE CONTRACTOR SHALL NOTIFY DIG-SAFE AT LEAST 72 HOURS IN ADVANCE AT 811 (NATIONAL CALL NUMBER) FOR VERIFICATION OF UTILITIES AND FOR FIELD LOCATIONS.
4. IT IS THE RESPONSIBILITY OF THE UTILITY CONTRACTOR INSTALLING THE COMCAST UNDERGROUND CONDUIT TO NOTIFY THOSE UTILITY COMPANIES NOT ASSOCIATED WITH THE DIG-SAFE SYSTEM TO VERIFY THE LOCATIONS OF THEIR RESPECTIVE UTILITIES. ALSO, THE INSTALLING CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIRING OR REPLACING ANY TRAFFIC SIGNAL LOOPS DAMAGED DURING THE INSTALLATION OF THE NEW COMCAST UNDERGROUND CONDUITS AND STRUCTURES.
5. PRIOR TO THE START OF CONSTRUCTION, THE UTILITY CONTRACTOR SHALL CONFIRM THE NUMBER OF CONDUITS AND SIZE OF THE CONDUITS AND VAULTS FOR THIS PROJECT WITH THE COMCAST PROJECT COORDINATOR.
6. THESE PLANS WERE PREPARED FOR PERMITTING PURPOSES WITH THE CITY OF MEDFORD, MA. AFTER ALL UTILITY LINES HAVE BEEN MARKED OUT IN THE FIELD THE LOCATIONS OF THE PROPOSED COMCAST UNDERGROUND CONDUIT AND VAULTS MAY BE ADJUSTED TO FIT WITH THE EXISTING UTILITIES IN THE FIELD. ANY CHANGES TO THE PROPOSED CONDUIT LOCATION SHALL BE APPROVED BY THE CITY OF MEDFORD ENGINEERING DIVISION.
7. ALL WORK TO BE PERFORMED IS FOR THE INSTALLATION OF THE NEW COMCAST UNDERGROUND CONDUIT AND VAULTS.
8. ALL WORK SHALL CONFORM TO THE APPROVING AUTHORITIES ENGINEERING AND DPW STANDARDS.
9. UPON COMPLETION OF THE TRENCH WORK FOR THE DAY, THE CONTRACTOR SHALL BACKFILL, COMPACT AND PAVE THE TRENCH IN ALL ROADWAY AND SIDEWALK AREAS AND THE WORK AREA SHALL BE BROOM SWEPT CLEAN. IN GRASSED AREAS THE TRENCH SHALL BE LOAMED, SEEDED AND HAY MULCH SPREAD TO KEEP THE AREA STABILIZED UNTIL THE GRASS HAS TAKEN HOLD.
10. ALL CONCRETE/HOT MIX ASPHALT SIDEWALKS DISTURBED OR DAMAGED BY THE PLACEMENT OF THE COMCAST UNDERGROUND CONDUIT AND VAULTS SHALL BE REPAIRED/REPLACED IN KIND IN ACCORDANCE WITH THE CITY OF MEDFORD STANDARDS AND REQUIREMENTS. ALL CURBING, SIGNAGE, ROAD AND PARKING STRIPPING AND TRAFFIC SIGNAL CONDUITS, WIRING OR DETECTION LOOPS DISTURBED DURING THE PLACEMENT OF THE COMCAST UNDERGROUND CONDUIT AND VAULTS SHALL BE RESTORED/REPLACED TO THEIR ORIGINAL CONDITION BY THE UTILITY CONTRACTOR. ALL PROPERTY AND STREET LINE BOUNDS AND MARKERS EXPECTED TO BE DAMAGED OR DISTURBED BY THE PLACEMENT OF THE COMCAST UNDERGROUND CONDUIT SHALL BE LOCATED AND TIED IN BY A MASSACHUSETTS REGISTERED PROFESSIONAL LAND SURVEYOR PRIOR TO THE WORK AND SHALL BE REPLACED BY THE LAND SURVEYOR AS PART OF THE PROJECT.
11. STREET/PROPERTY LINES ARE NOT THE RESULT OF A BOUNDARY SURVEY AND ARE CONSIDERED TO BE APPROXIMATE. ALL EASEMENTS SHOWN HEREON WERE TAKEN FROM VARIOUS PLANS BY OTHERS AND ARE NOT THE RESULT OF A TITLE SEARCH.
12. THE CONTRACTOR SHALL OBTAIN A STREET OPENING PERMIT PRIOR TO ANY CONSTRUCTION WITH THE CITY OF MEDFORD RIGHT-OF-WAY.

CONSTRUCTION NOTES:

1. FOLLOWING THE DIG-SAFE 'MARK-OUT' AND FIELD VERIFICATION OF THE EXISTING UNDERGROUND UTILITIES, THE PROPOSED COMCAST CONDUIT SHALL BE ADJUSTED IN THE FIELD BY THE UTILITY CONTRACTOR TO AVOID BEING LOCATED OVER ANY EXISTING UTILITIES AND APPROVED BY THE CITY OF MEDFORD ENGINEERING DIVISION
2. THE CONTRACTOR SHALL PERFORM FIELD TEST PITS AT ALL CRITICAL LOCATIONS, POTENTIAL CONFLICT POINTS, AND AT ALL PROPOSED VAULT LOCATIONS PRIOR TO ORDERING ANY MATERIALS OR COMMENCING WITH CONDUIT INSTALLATION. THE PRIMARY PURPOSE OF THESE TEST PITS IS TO VERIFY EXCAVATION DEPTHS, CONFIRM THE PRECISE LOCATION OF EXISTING UTILITIES, AND TO ENSURE THAT ALL PROPOSED CONDUITS AND VAULTS WILL FIT ENTIRELY WITHIN THE PUBLIC RIGHT OF WAY (ROW) WITHOUT ENCROACHING ON PRIVATE PROPERTY.

LEGEND

CB	CATCH BASIN	G	GAS LINE
LP	LIGHT POLE	W	WATER LINE
WG	WATER GATE	T	TELEPHONE LINE
	FIRE HYDRANT	E	ELECTRIC CONDUIT
MH	MANHOLE	S	SEWER LINE
TMH	TELEPHONE MANHOLE	D	DRAIN LINE
EMH	ELECTRIC MANHOLE	C	CATV LINE
EHH	ELECTRIC HAND HOLE		APPROX. P.L.
S	SEWER MANHOLE		PROPOSED COMCAST UNDERGROUND CONDUIT
D	DRAIN MANHOLE	DYL	DBL YELLOW LINE
VGC	VERTICAL GRANITE CURB	SYL	SINGLE YELLOW LINE
PCC	PRECAST CONCRETE CURB	SWL	SINGLE WHITE LINE
	UTILITY POLE	DWL	DASHED WHITE LINE
	SIGN	B	STEEL BOLLARD
15"DT	DECIDUOUS TREE		PARKING METER POST (NO METER)
		PM	PARKING METER
		TB	TRASH BARREL

NOTES:
1. CONCRETE: 5,000 PSI MINIMUM AFTER 28 DAYS.
2. DESIGN LOADING: AASHTO HS20-44, 0 TO 5 FEET COVER.
3. STEEL REINFORCEMENT CONFORMS TO ASTM A615, GRADE 60.
4. MINIMUM STEEL COVER 1".
5. OPTIONAL OPENINGS AVAILABLE BY SPECIAL ORDER.

SHEA CONCRETE 3 FOOT X 3 FOOT MANHOLE
NOT TO SCALE

EAST JORDAN IRON WORKS - MANHOLE FRAME & COVER DETAIL
NOT TO SCALE

GENERAL CATV TRENCH DETAIL - 4" PVC CONDUIT
NOT TO SCALE

NOTE: EROSION CONTROL TO BE USED AT ALL EXISTING CATCH BASINS PRIOR TO FINAL TRENCH PAVING AND THE ESTABLISHMENT OF PERMANENT VEGETATION ON ALL UNPAVED DISTURBED AREAS.

CATCH BASIN INLET CONTROL DETAIL
NOT TO SCALE

DETAIL NOTES:

1. THE DETAILS DEPICTED ARE FOR GENERAL REFERENCE ONLY. THE FINAL PRODUCT USED SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR AND SHALL BE OF EQUAL OR GREATER MATERIAL THAN THAT DEPICTED AND SHALL CONFORM TO THE ENGINEERING/DPW STANDARDS FOR THE CITY/TOWN AND/OR STATE WHERE THE PROJECT IS LOCATED.

10/20/2026	PAD	REVISED PER CITY OF CITY ENGINEER'S COMMENTS
DATE	BY	REVISIONS

811 DigSafe.com MA-ME-NH-RI-VT

RICHARD GEORGE CUTTS CIVIL No. 29034 COMMONWEALTH OF MASSACHUSETTS REGISTERED PROFESSIONAL ENGINEER

THIS PLAN IS DRAWN ON 24" X 36" PAPER.

WARD 8, PRECINCT 1

PROPOSED COMCAST UNDERGROUND

MIDDLESEX COUNTY

PLAN OF LAND IN MEDFORD, MA

Prepared for: COMCAST, 9 FORBES ROAD, SUITE 9B, WOBURN, MA 01801	Prepared BY: DEWSNAP ENGINEERING ASSOC. LLP, 178 Lincoln Avenue - Saugus, MA 01906, Tel.#:(781) 233-0595
Date: October 8, 2026	Scale: As Shown
Checked By: P.A.D./R.G.C.	PROJECT LOCATION: RIVERSIDE AVENUE & E. TRANSIT WAY
Drawn By: W.A.J.	
Field By: P.A.D. & R.H.	
Sheet No. 1 of 1	

CITY OF MEDFORD

City Clerk's Office
85 George P. Hassett Dr.; Rm 103
Medford, MA 02155
(781) 393-2425

Permit No: VIC26-000038
Issue Date : 10/22/2026
Fee : 75.00

The Commonwealth of Massachusetts

This is to Certify that a Common Victualler License is hereby granted to:

LSM Limited dba Pavement Coffeehouse

Location: 177 College AVE Medford, MA

In said **City of Medford**, and at place only and expires **12/31/2026** unless sooner suspended or revoke for the violations of the law of the Commonwealth respecting the licensing of the common victuallers. This license is issued in conformity with the authority granted to the licensing authorities by M.G.L. Ch. 140 and amendments thereto.

Hours of Operation : Mon: 07:00 AM-06:00 PM; Tues: 07:00 AM-06:00 PM; Weds: 07:00 AM-06:00 PM; Thurs: 07:00 AM-06:00 PM; Friday: 07:00 AM-06:00 PM; Sat: 07:00 AM-06:00 PM; Sun: 07:00 AM-06:00 PM

By Order of the Medford City Council

LICENSING AUTHORITIES

Laurel Siegel
City Clerk

Provisions set forth by the City of Medford:
1. Notify Medford City Clerk on location, ownership and /or name change.
2. Adhere to Medford sign ordinance S.94-6.2
3. Adhere to Medford Health Dept. Public Sanitation Ordinance.
4. Adhere to Zoning Laws pertaining to Keno.

EXTRACTS FROM GENERAL LAWS, (TER. ED) CHAPTER 140

Section 7. An innholder who, upon request, refuses to receive and make suitable provision for a stranger or traveler shall be punished by a fine of nor more than fifty dollars.

Section 9. If, in the opinion of the licensing authorities, a licensee as an innholder or a common victualler ceases to be engaged in the business he is licensed to pursue, or fails to maintain upon his premises the implements and facilities required by this chapter, they shall immediately revoke his license. If a licensee at any time conducts his licensed business in an improper manner, the licensing authorities, after notice to the licensee and reasonable opportunity for a hearing, may upon satisfactory proof thereof suspend or revoke his license or impose a fine; provided that, the fine for the first offense within a 6 month period shall be not less than $500 and not more than $1,000; for the second offense within a 6 month period the fine shall be not less than $1,000 and not more than $2,000; for the third offense within a 6 month period the fine shall be not less than $2,000 and not more than $5,000; for the fourth offense within a 6 month period the fine shall be not less than $5,000 and not more than $10,000; and for the fifth offense within a 6 month period the fine shall be not less than $10,000. An innholder who violates section seven shall forfeit his license. A licensee who is convicted a second time of the violation of any of the provisions of sections six to eighteen, inclusive, shall forfeit his license.

Section 18. Every innholder and common victualler shall at all times have a board or sign affixed to his house, shop, cellar or store, or in a conspicuous place near the same, with his name legibly inscribed thereon in large letters and the business for which he is licensed inscribed thereon, and upon neglect thereof shall forfeit twenty dollars.

Section 20. Whoever assumes to be an innholder or common victualler without being licensed as such under this chapter shall forfeit one hundred dollars.

Section 21. Whoever is convicted a third time of a violation of any provision of the preceding sections, except those contained in sections seven and eight, shall, in addition to the penalties before provided, be punished by imprisonment for not more than three months

License Is non-Transferable

SECTION 94-10.0. DEVELOPMENT LINKAGE FEES

Sec. 94-10.1. Parks and recreational facilities.

94-10.1.1 Purpose. The purpose of this section is to promote the public health, safety, convenience and welfare; to prevent the deterioration of existing parks and public recreational facilities; to establish a balance between real estate development and the open space and recreational needs of city residents; and to mitigate the impacts of future development on the deterioration of parks and public recreational facilities, by provisions designed to:

1. Afford review and regulation of real estate development projects which directly or indirectly lead to conditions of the use of parks and public recreational facilities that contribute to an increase in the costs for the upgrade, repair and maintenance of parks and public recreational facilities, and the need for new capital improvements.
2. Provide a fund for parks and public recreational facility capital improvements through a linkage grant to the park and recreational facilities trust, as a condition of the approval of any nonresidential development of 10,000 square feet of gross floor area or more; any residential development of six units or more; any subdivision of property which creates six or more units or buildable lots; or any residential or nonresidential project requiring a density bonus, variance, special permit, or zoning map amendment that is requested for a project of 5,000 square feet or more except those that are exempt pursuant to section 94-10.1.4. Requests for such zoning relief may include bonuses in density of use such as increases in gross floor area, height or other changes in dimensional requirements.
3. The imposition of linkage fees is one of the preferred methods of ensuring that development bears a proportionate share of the cost of capital facilities necessary to accommodate such development. This must be done in order to promote and protect the public health, safety and welfare.
4. The methodology and analysis for the determination of the impact of new development, the need for new facilities and their costs, and the establishment and calculation of the linkage fees shall be established as a result of an investigation and report with supporting documentation, which shall be available for inspection by any feepayer or the public. Calculations of linkage fees may be based on the methodology established by previous studies that outline methods for an escalating linkage fee formula.
5. The provisions of this section shall be construed so as to effectively carry out its purpose in the interest of the public health, safety and welfare.

94-10.1.2 Definitions. See section 94-12.0, "Development linkage fees".

94-10.1.3 Procedures. The mayor or the office of community development~~community development board~~ shall be empowered to promulgate regulations and establish fees it deems necessary to implement this section. For a development impact project, no building permit or density bonus, variance, special permit or zoning amendment shall be granted or adopted unless the following requirements are met:

1. The office of community development shall review and calculate the fees for all development impact projects. Applicants may request a schedule for the payment of linkage fees in accordance with regulations established by the community development board.
2. If an applicant elects not to pay the linkage fee as determined by the office of community development, then the applicant shall prepare and submit to the office of community development an

independent fee calculation study for the land development activity for which a building or use permit is sought. The independent fee calculation study shall show the basis upon which the independent fee calculation was made, and shall follow the prescribed methodologies and formats based on regulations promulgated by the community development board.

3. The person or persons making application for a building permit or a density bonus, variance, special permit or zoning map amendment to construct, substantially rehabilitate, enlarge or extend a structure pursuant to a development impact project plan shall also enter into an agreement with the city to pay a park and recreational facilities linkage fee. For each development impact project, except for those exemptions found in section 94-10.1.4, a park and recreational facilities linkage fee will be paid as reviewed and approved by the office of community development.

4. The building commissioner shall not issue any building or use permit with respect to any building, structure, or land within an area covered by a development impact project plan until the office of community development provides certification to the building commissioner that the applicant has entered into a fee payment agreement as provided for herein .

5. The park and recreational facilities linkage fee shall be paid to, and eventually withdrawn from, the park and recreational facilities trust based upon a schedule of fees and rules and regulations established by the community development board.

6. The formula (amount and rate of payment) for the park and recreational facilities linkage fee shall be subject to recalculation at least~~no more than~~ three years after the effective date of this provision, and at least~~no more than~~ every three years thereafter. The mayor or the office of community development~~community development board~~, after public notice and a public hearing of the Community Development Board, may recalculate and amend the formula for the park and recreational facilities linkage fee, based on a methodology and analysis established as a result of report(s), documentation and information ~~they prepared by a study~~the office of community development~~.~~

94-10.1.4 Exemptions. The following are not development impact projects and will not be subject to development impact project requirements:

1. Any structure for which a building or use permit has been lawfully issued prior to the city council adopting this division, provided that construction work under such a permit is commenced within six months after its issuance, and the work proceeds in good faith continuously to completion so far as is reasonably practicable under the circumstances.

2. Any building, structure, addition or substantial rehabilitation below the thresholds described in section 94-10.1.4.

3. Any building, structure, substantial rehabilitation, or addition that is proposed for subsidized, or affordable homeowner or rental housing, which falls within criteria established by the Commonwealth of Massachusetts or the department of housing and urban development, and confirmed by vote of the community development board.

4. Any building, structure, substantial rehabilitation, or addition that is proposed for: a religious or nonprofit educational purpose; a preschool or child care center; a hospital, nursing home, associated outpatient clinic or other health care facility licensed by the Massachusetts Department of Public Health; a social service center, nonprofit community or recreation center, museum, library, art gallery or other public service use.

5. Any structure, conforming or otherwise, damaged or destroyed by fire or other catastrophe where the structure will not be rebuilt beyond its former dimensions.

6. Any claim of exemption shall be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

94-10.1.5 Refund of Linkage Fee Paid. The applicant shall be entitled to a refund of linkage fees for a development impact project provided that a written request is submitted to the office of community development within six months of the issuance of a building permit, and provided that no work has commenced on the project. The request shall be reviewed by the office of community development and the linkage fee, minus ten percent to offset the costs of collection and refund, may be returned to the applicant. Any funds not expended or encumbered by the end of the calendar quarter immediately following six years from the date the linkage fee was paid shall, upon application of the applicant or his assign(s), be returned to such landowner provided that the applicant or his assign(s) submits an application for a refund to the office of community development within 180 days of the expiration of the six-year period.

94-10.1.6 Credits. A credit may be given for voluntary site-related improvements or dedications as approved by the community development board or work performed as required by section 94-6.4.

1. Credit against a linkage fee otherwise due will not be provided until:

a. The construction is completed and accepted by the city, or the state, whichever is applicable.

b. Security in the form of a performance bond, irrevocable letter of credit, or escrow agreement shall be posted with and approved by the office of community development.

c. All design, construction, inspection, testing, bonding and acceptance procedures are in strict compliance with the current state and city requirements.

2. Credit may be provided before completion of specified improvements if adequate assurances are given by the applicant that the standards set out in section 94-10.1.6 will be met, and if the applicant posts security as provided herein for the costs of such construction.

3. Any claim for credit must be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

4. Credits shall not be transferable from one project or development to another without the approval of the community development board, and may only be transferred to another development upon a finding by the community development board that the voluntary dedication for which the credit was given equally benefits the city.

5. Determinations made by the community development board or the office of community development pursuant to the linkage fees or credit provision of this section may be appealed to the city council by filing a written request with the city council within 30 days of the community development board or the office of community development's determination. The appeal procedure shall be as provided for in M.G.L.A. c. 40A, § 15.

94-10.1.7 Penalty. A violation of this section shall be prosecuted in the same manner as misdemeanors are prosecuted and upon conviction the violator shall be punishable according to section 94-11.3.2. However, in addition to or in lieu of any criminal prosecution, the city shall have the power to sue in civil court to enforce the provisions of this section.

Sec. 94-10.2. Police and fire facilities.

94-10.2.1 Purpose. The purpose of this section is to promote the public health, safety, convenience and welfare; to prevent overuse and deterioration of existing police and fire facilities; to establish a balance between real estate development and the police and fire needs of city residents; and to mitigate the impacts of future development on the overuse and deterioration of police and fire facilities, and the need for new capital improvements, by provisions designed to:

1. Afford review and regulation of real estate development projects which directly or indirectly lead to conditions of the use of police and fire facilities that contribute to an increase in the costs for the

upgrade, repair and maintenance of police and fire facilities, and the need for new capital improvements.

2. Provide a fund for police and fire facility capital improvements through a linkage grant to the police and fire linkage~~park and recreational facilities~~ trust, as a condition of the approval of: any nonresidential development of 10,000 square feet of gross floor area or more; any residential development of six units or more; any subdivision of property which creates six or more units or buildable lots; or any residential or nonresidential project requiring a density bonus, variance, special permit, or zoning map amendment that is requested for a project of 5,000 square feet or more, except those that are exempt pursuant to section 94-10.2.4. Requests for such zoning relief may include bonuses in density of use such as increases in gross floor area, height or other changes in dimensional requirements.

3. The imposition of linkage fees is one of the preferred methods of ensuring that development bears a proportionate share of the cost of capital facilities necessary to accommodate such development. This must be done in order to promote and protect the public health, safety and welfare.

4. The methodology and analysis for the determination of the impact of new development, the need for new facilities and their costs, and the establishment and calculation of the linkage fees shall be established as a result of an investigation and report with supporting documentation, which shall be available for inspection by any feepayer or the public. Calculations of linkage fees may be based on the methodology established by previous studies that outline methods for an escalating linkage fee formula.

94-10.2.2 Definitions. See section 94-12.0, "Development linkage fees".

94-10.2.3 Procedures. The mayor or the office of community development~~community development board~~ shall be empowered to promulgate regulations and establish fees it deems necessary to implement this section. For a development impact project, no building permit or density bonus, variance, special permit or zoning amendment shall be granted or adopted unless the following are met:

1. The office of community development shall review and calculate the fees for all development impact projects. Applicants may request a schedule for the payment of linkage fees in accordance with regulations established by the community development board.

2. If an applicant elects not to pay the linkage fee as determined by office of community development, then the applicant shall prepare and submit to the office of community development an independent fee calculation study for the land development activity for which a building or use permit is sought. The independent fee calculation study shall show the basis upon which the independent fee calculation was made, and shall follow the prescribed methodologies and formats based on regulations promulgated by the community development board.

3. The person or persons making application for a building permit or a density bonus, variance, special permit, or zoning map amendment to construct, substantially rehabilitate, enlarge or extend a structure pursuant to a development impact project plan shall also enter into an agreement with the city to pay a police and fire facilities linkage fee. For each development impact project, except for those exemptions found in section 94-10.2.4, a police and fire facilities linkage fee will be paid as reviewed and approved by the office of community development.

4. The building commissioner shall not issue any building or use permit with respect to any building, structure, or land within an area covered by a development impact project plan until the office of community development provides certification to the building commissioner that the applicant has entered into a fee payment agreement.

5. The police and fire facilities linkage fee shall be paid to, and eventually withdrawn from, the police and fire facilities trust based upon a schedule of fees and rules and regulations established by the community development board.

6. The formula (amount and rate of payment) for the police and fire facilities linkage fee shall be subject to recalculation at least~~no more than~~ three years after the effective date of this provision, and at least~~no more than~~ every three years thereafter. The mayor or the office of community development~~community development board~~, after public notice and a public hearing of the Community Development Board, may recalculate and amend the formula for the police and fire facilities linkage fee, based on a methodology and analysis established as a result of report(s), documentation and information ~~prepared by the office of community development~~.

94-10.2.4 Exemptions. The following are not development impact projects and will not be subject to development impact project requirements:

1. Any structure for which a building or use permit has been lawfully issued prior to the city council adopting this section, provided that construction work under such a permit is commenced within six months after its issuance, and the work proceeds in good faith continuously to completion so far as is reasonably practicable under the circumstances.

2. Any building, structure, addition or substantial rehabilitation below the thresholds described herein.

3. Any building, structure, substantial rehabilitation, or addition that is proposed for subsidized, or affordable homeowner or rental housing, which falls within criteria established by the Commonwealth of Massachusetts or the department of housing and urban development, and confirmed by vote of the city community development board.

4. Any building, structure, substantial rehabilitation or addition that is proposed for: a religious or nonprofit educational purpose; a preschool or child care center; a hospital, nursing home, associated outpatient clinic or other health care facility licensed by the Massachusetts Department of Public Health; a social service center, nonprofit community or recreation center, museum, library, art gallery or other public service use.

5. Any structure, conforming or otherwise, damaged or destroyed by fire or other catastrophe where the structure will not be rebuilt beyond its former dimensions.

6. Any claim of exemption shall be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

94-10.2.5 Refund of Linkage Fee Paid. The applicant shall be entitled a refund of linkage fees for a development impact project provided that a written request is submitted to the office of community development within six months of the issuance of a building permit, and provided that no work has commenced on the project. The request shall be reviewed by the office of community development and the linkage fee, minus ten percent to offset the costs of collection and refund, may be returned to the applicant. Any funds not expended or encumbered by the end of the calendar quarter immediately following six years from the date the linkage fee was paid shall, upon application of the applicant or his assign(s), be returned to such landowner provided that the applicant or his assign(s) submits an application for a refund to the office of community development within 180 days of the expiration of the six-year period.

94-10.2.6 Credits. A credit may be given for voluntary site-related improvements or dedications as approved by the community development board or work performed as required by section 94-6.4.

1. Credit against a linkage fee otherwise due will not be provided until:

a. The construction is completed and accepted by the city, or the state, whichever is applicable.

b. Security in the form of a performance bond, irrevocable letter of credit, or escrow agreement shall be posted with and approved by the office of community development.

c. All design, construction, inspection, testing, bonding and acceptance procedures are in strict compliance with the current state and city requirements.

2. Credit may be provided before completion of specified improvements if adequate assurances are given by the applicant as to the standards set out herein, and if the applicant posts security as provided herein for the costs of such construction.

3. Any claim for credit must be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

4. Credits shall not be transferable from one project or development to another without the approval of the community development board, and may only be transferred to another development upon a finding by the community development board that the voluntary dedication for which the credit was given equally benefits the city.

5. Determinations made by the community development board or the office of community development pursuant to the linkage fees or credit provision of this section may be appealed to the city council by filing a written request with the city council within 30 days of the community development board or the office of community development's determination. The appeal procedure shall be as provided for in M.G.L.A. c. 40A, § 15.

94-10.2.7 Penalty. A violation of this section shall be prosecuted in the same manner as misdemeanors are prosecuted and upon conviction the violator shall be punishable according to section 94-11.3.2. However, in addition to or in lieu of any criminal prosecution, the city shall have the power to sue in civil court to enforce the provisions of this section.

Sec. 94-10.3. Roads and traffic facilities.

94-10.3.1 Purpose. The purpose of this division is to promote public health, safety, convenience and welfare; to prevent overuse and deterioration of existing roads and traffic facilities; to establish a balance between real estate development and the road and traffic needs of city residents; and to mitigate the impacts of future development on the overuse and deterioration of road and traffic facilities, by provisions designed to:

1. Afford review and regulation of real estate development projects which directly or indirectly lead to conditions of the use of road and traffic facilities that contribute to an increase in the costs for the upgrade, repair and maintenance of road and traffic facilities, and the need for new capital improvements.

2. Provide a fund for roads and traffic facility capital improvements through a linkage grant to the roads and traffic linkage~~park and recreational facilities~~ trust as a condition of the approval of: any nonresidential development of 10,000 square feet of gross floor area or more; any residential development of six units or more; any subdivision of property which creates six or more units or buildable lots; or any residential or nonresidential project requiring a density bonus, variance, special permit or zoning map amendment that is requested for a project of 5,000 square feet or more, except those that are exempt pursuant to section 94-10.3.4. Requests for such zoning relief may include bonuses in density of use such as increases in gross floor area, height or other changes in dimensional requirements.

3. The imposition of linkage fees is one of the preferred methods of ensuring that development bears a proportionate share of the cost of capital facilities necessary to accommodate such development. This must be done in order to promote and protect the public health, safety and welfare.

4. The methodology and analysis for the determination of the impact of new development, the need for new facilities and their costs, and the establishment and calculation of the linkage fees shall be established as a result of an investigation and report with supporting documentation, which shall be available for inspection by any feepayer or the public. Calculations of linkage fees may be based on the methodology established by previous studies that outline methods for an escalating linkage fee formula.

94-10.3.2 Definitions. See section 94-12.0, "Development linkage fees".

94-10.3.3 Procedures. The mayor or the office of community development~~community development board~~ shall be empowered to promulgate regulations and establish fees it deems necessary to implement this division. For a development impact project, no building permit or density bonus, variance, special permit, or zoning amendment shall be granted or adopted unless the following requirements are met:

1. The office of community development shall review and calculate the fees for all development impact projects. Applicants may request a schedule for the payment of linkage fees in accordance with regulations established by the community development board.

2. If an applicant elects not to pay the linkage fee as determined by office of community development, then the applicant shall prepare and submit to the office of community development an independent fee calculation study for the land development activity for which a building or use permit is sought. The independent fee calculation study shall follow the prescribed methodologies and formats based on regulations promulgated by the community development board.

3. The person or persons making application for a building permit or a density bonus, variance, special permit or zoning map amendment to construct, substantially rehabilitate, enlarge or extend a structure pursuant to a development impact project plan shall also enter into an agreement with the city to pay a roads and traffic facilities linkage fee. For each development impact project, except for those exemptions found in section 94-10.3.4, a roads and traffic facilities linkage fee will be paid as reviewed and approved by the office of community development.

4. The building commissioner shall not issue any building or use permit with respect to any building, structure, or land within an area covered by a development impact project plan until the office of community development provides certification to the building commissioner that the applicant has entered into a fee payment agreement as provided for herein.

5. The roads and traffic facilities linkage fee shall be paid to, and eventually withdrawn from, the roads and traffic facilities trust based upon a schedule of fees and rules and regulations established by the community development board.

6. The formula (amount and rate of payment) for the roads and traffic facilities linkage fee shall be subject to recalculation at least~~no more than~~ three years after the effective date of this provision, and at least~~no more than~~ every three years thereafter. The mayor or the office of community development~~community development board~~, after public notice and a public hearing of the Community Development Board, may recalculate and amend the formula for the roads and traffic facilities linkage fee, based on a methodology and analysis established as a result of report(s), documentation and information ~~prepared by the office of community development~~.

94-10.3.4 Exemptions. The following are not development impact projects and will not be subject to the development impact project requirements:

1. Any structure for which a building or use permit has been lawfully issued prior to the city council adopting this section provided that construction work under such a permit is commenced within six months after its issuance, and the work proceeds in good faith continuously to completion so far as is reasonably practicable under the circumstances.

2. Any building, structure, addition or substantial rehabilitation below the thresholds described herein.

3. Any building, structure, substantial rehabilitation, or addition that is proposed for subsidized, or affordable homeowner or rental housing, which falls within criteria established by the Commonwealth of Massachusetts or the department of housing and urban development, and confirmed by vote of the city community development board.

4. Any building, structure, substantial rehabilitation, or addition that is proposed for: a religious or nonprofit educational purpose; a preschool or child care center; a hospital, nursing home, associated outpatient clinic or other health care facility licensed by the Massachusetts Department of Public Health; a social service center, nonprofit community or recreation center, museum, library, art gallery or other public service use.

5. Any structure, conforming or otherwise, damaged or destroyed by fire or other catastrophe where the structure will not be rebuilt beyond its former dimensions.

6. Any claim of exemption shall be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

94-10.3.5 Refund of Linkage Fee Paid. The applicant shall be entitled to a refund of linkage fees for a development impact project provided that a written request is submitted to the office of community development within six months of the issuance of a building permit, and provided that no work has commenced on the project. The request shall be reviewed by the office of community development and the linkage fee, minus ten percent to offset the costs of collection and refund, may be returned to the applicant. Any funds not expended or encumbered by the end of the calendar quarter immediately following six years from the date the linkage fee was paid shall, upon application of the applicant or his assign(s), be returned to such landowner provided that the applicant or his assign(s) submits an application for a refund to the office of community development within 180 days of the expiration of the six-year period.

94-10.3.6 Credits. A credit may be given for voluntary site-related improvements or dedications as approved by the community development board or work performed as required by section 94-6.4.

1. Credit against a linkage fee otherwise due will not be provided until:

a. The construction is completed and accepted by the city, or the state, whichever is applicable.

b. Security in the form of a performance bond, irrevocable letter of credit, or escrow agreement shall be posted with and approved by the office of community development.

c. All design, construction, inspection, testing, bonding and acceptance procedures are in strict compliance with the current state and city requirements.

2. Credit may be provided before completion of specified improvements if adequate assurances are given by the applicant as to the standards set out herein, and if the applicant posts security as provided herein for the costs of such construction.

3. Any claim for credit must be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

4. Credits shall not be transferable from one project or development to another without the approval of the community development board, and may only be transferred to another development upon a finding by the community development board that the voluntary dedication for which the credit was given equally benefits the city.

5. Determinations made by the community development board or the office of community development pursuant to the linkage fees or credit provision of this section may be appealed to the city council by filing a written request with the city council within 30 days of the community development board or

the office of community development's determination. The appeal procedure shall be as provided for in M.G.L.A. c. 40A, § 15.

94-10.3.7 Penalty. A violation of this section shall be prosecuted in the same manner as misdemeanors are prosecuted and upon conviction the violator shall be punishable according to section 94-11.3.2. However, in addition to or in lieu of any criminal prosecution, the city shall have the power to sue in civil court to enforce the provisions of this section.

Sec. 94-10.4. Water and sewer facilities.

94-10.4.1 Purpose. The purpose of this section is to promote the public health, safety, convenience and welfare; to prevent overuse and deterioration of existing water and sewer facilities; to establish a balance between real estate development and the road and traffic needs of city residents; and to mitigate the impacts of future development on the overuse and deterioration of road and traffic facilities, by provisions designed to:

1. Afford review and regulation of real estate development projects which directly or indirectly lead to conditions of the use of road and traffic facilities that contribute to an increase in the costs for the upgrade, repair and maintenance of road and traffic facilities; and the need for new capital improvements.

2. Provide a fund for water and sewer facility capital improvements through a linkage grant to the water and sewer linkage~~park and recreational facilities~~ trust, as a condition of the approval of: any nonresidential development of 10,000 square feet of gross floor area or more; any residential development of six units or more; any subdivision of property which creates six or more units or buildable lots; or any residential or nonresidential project requiring a density bonus, variance, special permit, or zoning map amendment that is requested for a project of 5,000 square feet or more, except those that are exempt pursuant to section 94-10.4.4. Requests for such zoning relief may include bonuses in density of use such as increases in gross floor area, height or other changes in dimensional requirements.

3. The imposition of linkage fees is one of the preferred methods of ensuring that development bears a proportionate share of the cost of capital facilities necessary to accommodate such development. This must be done in order to promote and protect the public health, safety and welfare.

4. The methodology and analysis for the determination of the impact of new development, the need for new facilities and their costs, and the establishment and calculation of the linkage fees shall be established as a result of an investigation and report with supporting documentation, which shall be available for inspection by any feepayer or the public. Calculations of linkage fees may be based on the methodology established by previous studies that outline methods for an escalating linkage fee formula

94-10.4.2 Definitions. See section 94-12.0, "Development linkage fees".

94-10.4.3 Procedures. The mayor or the office of community development~~community development board~~ shall be empowered to promulgate regulations and establish fees it deems necessary to implement this division. For a development impact project no building permit or density bonus, variance, special permit, or zoning amendment shall be granted or adopted unless the following requirements are met:

1. The office of community development shall review and calculate the fees for all development impact projects. Applicants may request a schedule for the payment of linkage fees in accordance with regulations established by the community development board.

2. If an applicant elects not to pay the linkage fee as determined by office of community development, then the applicant shall prepare and submit to the office of community development an independent fee calculation study for the land development activity for which a building or use permit is sought. The

independent fee calculation study shall show the basis upon which the independent fee calculation was made, and shall follow the prescribed methodologies and formats based on regulations promulgated by the community development board.

3. The person or persons making application for a building permit or a density bonus, variance, special permit, or zoning map amendment to construct, substantially rehabilitate, enlarge or extend a structure pursuant to a development impact project plan shall also enter into an agreement with the city to pay a water and sewer facilities linkage fee. For each development impact project, except for those exemptions found in section 94-10.4.4, a water and sewer facilities linkage fee will be paid as reviewed and approved by the office of community development.

4. The building commissioner shall not issue any building or use permit with respect to any building, structure, or land within an area covered by a development impact project plan until the office of community development provides certification to the building commissioner that the applicant has entered into a fee patent agreement as provided for herein.

5. The water and sewer facilities linkage fee shall be paid to, and eventually withdrawn from, the water and sewer facilities trust based upon a schedule of fees and rules and regulations established by the community development board.

6. The formula (amount and rate of payment) for the water and sewer facilities linkage fee shall be subject to recalculation at least~~no more than~~ three years after the effective date of this provision, and at least~~no more than~~ every three years thereafter. The mayor or the office of community development~~community development board~~, after public notice and a public hearing of the Community Development Board, may recalculate and amend the formula for the water and sewer facilities linkage fee, based on a methodology and analysis established as a result of report(s) and documentation and information ~~prepared by the office of community development~~.

94-10.4.4 Exemptions. The following are not development impact projects and will not be subject to the development impact project requirements:

1. Any structure for which a building or use permit has been lawfully issued prior to the city council adopting this section provided that construction work under such a permit is commenced within six months after its issuance, and the work proceeds in good faith continuously to completion so far as is reasonably practicable under the circumstances.

2. Any building, structure, addition or substantial rehabilitation below the thresholds described herein.

3. Any building, structure, substantial rehabilitation, or addition that is proposed for subsidized, or affordable homeowner or rental housing, which falls within criteria established by the Commonwealth of Massachusetts or the department of housing and urban development, and confirmed by vote of the city community development board.

4. Any building, structure, substantial rehabilitation, or addition that is proposed for: a religious or nonprofit educational purpose; a preschool or child care center; a hospital, nursing home, associated outpatient clinic or other health care facility licensed by the Massachusetts Department of Public Health; a social service center, nonprofit community or recreation center, museum, library, art gallery or other public service use.

5. Any structure, conforming or otherwise, damaged or destroyed by fire or other catastrophe where the structure will not be rebuilt beyond its former dimensions.

6. Any claim of exemption shall be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

94-10.4.5 Refund of Linkage Fee Paid. The applicant shall be entitled to a refund of linkage fees for a development impact project provided that a written request is submitted to the office of community development

within six months of the issuance of a building permit, and provided that no work has commenced on the project. The request shall be reviewed by the office of community development and the linkage fee, minus ten percent to offset the costs of collection and refund, may be returned to the applicant. Any funds not expended or encumbered by the end of the calendar quarter immediately following six years from the date the linkage fee was paid shall, upon application of the applicant or his assign(s), be returned to such landowner provided that the applicant or his assign(s) submits an application for a refund to the office of community development within 180 days of the expiration of the six-year period.

94-10.4.6 Credits. A credit may be given for voluntary site-related improvements or dedications as approved by the community development board or work performed as required by section 94-6.4.

1. Credit against a linkage fee otherwise due will not be provided until:

a. The construction is completed and accepted by the city, or the state, whichever is applicable.

b. Security in the form of a performance bond, irrevocable letter of credit, or escrow agreement shall be posted with and approved by the office of community development.

c. All design, construction, inspection, testing, bonding and acceptance procedures are in strict compliance with the current state and city requirements.

2. Credit may be provided before completion of specified improvements if adequate assurances are given by the applicant as to the standards set out herein, and if the applicant posts security as provided herein for the costs of such construction.

3. Any claim for credit must be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

4. Credits shall not be transferable from one project or development to another without the approval of the community development board, and may only be transferred to another development upon a finding by the community development board that the voluntary dedication for which the credit was given equally benefits the city.

5. Determinations made by the community development board or the office of community development pursuant to the linkage fees or credit provision of this section may be appealed to the city council by filing a written request with the city council within 30 days of the community development board or the office of community development's determination. The appeal procedure shall be as provided for in M.G.L.A. c. 40A, § 15.

94-10.4.7 Penalty. A violation of this section shall be prosecuted in the same manner as misdemeanors are prosecuted and upon conviction the violator shall be punishable according to section 94-11.3.2. However, in addition to or in lieu of any criminal prosecution, the city shall have the power to sue in civil court to enforce the provisions of this section.

Sec. 94-10.5. Affordable housing.

94-10.5.1 Purpose. The purpose of this section is to promote the public health, safety, convenience and welfare; to incentivize the development of new affordable housing units; to prevent the deterioration of existing affordable housing facilities; to establish a balance between market-rate real estate development and the affordable housing needs of city residents; and to mitigate the impacts of future development on the deterioration of affordable housing facilities, by provisions designed to:

1. Afford review and regulation of real estate development projects which directly or indirectly lead to conditions of the use of affordable housing facilities that contribute to an increase in the costs for the upgrade, repair and maintenance of affordable housing facilities, and the need for new capital improvements.

2. Provide a fund for affordable housing facility capital improvements through a linkage grant to the affordable housing trust, as a condition of the approval of any nonresidential development of 10,000 square feet of gross floor area or more; any residential development of six units or more; any subdivision of property which creates six or more units or buildable lots; or any residential or nonresidential project requiring a density bonus, variance, special permit, or zoning map amendment that is requested for a project of 5,000 square feet or more except those that are exempt pursuant to section 94-10.5.4. Requests for such zoning relief may include bonuses in density of use such as increases in gross floor area, height or other changes in dimensional requirements.

3. The imposition of linkage fees is one of the preferred methods of ensuring that development bears a proportionate share of the cost of capital facilities necessary to accommodate such development. This must be done in order to promote and protect the public health, safety and welfare.

4. The methodology and analysis for the determination of the impact of new development, the need for new facilities and their costs, and the establishment and calculation of the linkage fees shall be established as a result of an investigation and report with supporting documentation, which shall be available for inspection by any feepayer or the public. Calculations of linkage fees may be based on the methodology established by previous studies that outline methods for an escalating linkage fee formula.

94-10.5.2 Definitions. See section 94-12.0, "Development linkage fees".

94-10.5.3 Procedures. The mayor or the office of community development shall be empowered to promulgate regulations and establish fees it deems necessary to implement this section. For a development impact project, no building permit or density bonus, variance, special permit or zoning amendment shall be granted or adopted unless the following requirements are met:

1. The office of community development shall review and calculate the fees for all development impact projects. Applicants may request a schedule for the payment of linkage fees in accordance with regulations established by the community development board.

2. If an applicant elects not to pay the linkage fee as determined by the office of community development, then the applicant shall prepare and submit to the office of community development an independent fee calculation study for the land development activity for which a building or use permit is sought. The independent fee calculation study shall show the basis upon which the independent fee calculation was made, and shall follow the prescribed methodologies and formats based on regulations promulgated by the community development board.

3. The person or persons making application for a building permit or a density bonus, variance, special permit or zoning map amendment to construct, substantially rehabilitate, enlarge or extend a structure pursuant to a development impact project plan shall also enter into an agreement with the city to pay an affordable housing linkage fee. For each development impact project, except for those exemptions found in section 94-10.5.4, an affordable housing linkage fee will be paid as reviewed and approved by the office of community development.

4. The building commissioner shall not issue any building or use permit with respect to any building, structure, or land within an area covered by a development impact project plan until the office of community development provides certification to the building commissioner that the applicant has entered into a fee payment agreement as provided for herein .

5. The affordable housing linkage fee shall be paid to, and eventually withdrawn from, the affordable housing trust based upon a schedule of fees and rules and regulations established by the community development board.

6. The formula (amount and rate of payment) for the affordable housing linkage fee shall be subject to recalculation at least three years after the effective date of this provision, and at least every three

years thereafter. The mayor or the office of community development, after public notice and a public hearing of the Community Development Board, may recalculate and amend the formula for the affordable housing linkage fee, based on a methodology and analysis established as a result of report(s), documentation and information.

94-10.5.4 Exemptions. The following are not development impact projects and will not be subject to development impact project requirements:

1. Any structure for which a building or use permit has been lawfully issued prior to the city council adopting this division, provided that construction work under such a permit is commenced within six months after its issuance, and the work proceeds in good faith continuously to completion so far as is reasonably practicable under the circumstances.

2. Any building, structure, addition or substantial rehabilitation below the thresholds described in section 94-10.5.4.

3. Any building, structure, substantial rehabilitation, or addition that is proposed for subsidized, or affordable homeowner or rental housing, which falls within criteria established by the Commonwealth of Massachusetts or the department of housing and urban development, and confirmed by vote of the community development board.

4. Any building, structure, substantial rehabilitation, or addition that is proposed for: a religious or nonprofit educational purpose; a preschool or child care center; a hospital, nursing home, associated outpatient clinic or other health care facility licensed by the Massachusetts Department of Public Health; a social service center, nonprofit community or recreation center, museum, library, art gallery or other public service use.

5. Any structure, conforming or otherwise, damaged or destroyed by fire or other catastrophe where the structure will not be rebuilt beyond its former dimensions.

6. Any claim of exemption shall be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

94-10.5.5 Refund of Linkage Fee Paid. The applicant shall be entitled to a refund of linkage fees for a development impact project provided that a written request is submitted to the office of community development within six months of the issuance of a building permit, and provided that no work has commenced on the project. The request shall be reviewed by the office of community development and the linkage fee, minus ten percent to offset the costs of collection and refund, may be returned to the applicant. Any funds not expended or encumbered by the end of the calendar quarter immediately following six years from the date the linkage fee was paid shall, upon application of the applicant or his assign(s), be returned to such landowner provided that the applicant or his assign(s) submits an application for a refund to the office of community development within 180 days of the expiration of the six-year period.

94-10.5.6 Credits. A credit may be given for voluntary site-related improvements or dedications as approved by the community development board or work performed as required by section 94-6.4.

1. Credit against a linkage fee otherwise due will not be provided until:

a. The construction is completed and accepted by the city, or the state, whichever is applicable.

b. Security in the form of a performance bond, irrevocable letter of credit, or escrow agreement shall be posted with and approved by the office of community development.

c. All design, construction, inspection, testing, bonding and acceptance procedures are in strict compliance with the current state and city requirements.

2. Credit may be provided before completion of specified improvements if adequate assurances are given by the applicant that the standards set out in section 94-10.1.6 will be met, and if the applicant posts security as provided herein for the costs of such construction.

3. Any claim for credit must be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

4. Credits shall not be transferable from one project or development to another without the approval of the community development board, and may only be transferred to another development upon a finding by the community development board that the voluntary dedication for which the credit was given equally benefits the city.

5. Determinations made by the community development board or the office of community development pursuant to the linkage fees or credit provision of this section may be appealed to the city council by filing a written request with the city council within 30 days of the community development board or the office of community development's determination. The appeal procedure shall be as provided for in M.G.L.A. c. 40A, § 15.

94-10.5.7 Penalty. A violation of this section shall be prosecuted in the same manner as misdemeanors are prosecuted and upon conviction the violator shall be punishable according to section 94-11.3.2. However, in addition to or in lieu of any criminal prosecution, the city shall have the power to sue in civil court to enforce the provisions of this section.

CITY OF MEDFORD

LINKAGE PROGRAM

FEE SCHEDULE

Pursuant to Special Enabling Legislation and in accordance with Section 94-10.0 of Chapter 94 of the Revised Ordinances of the City of Medford, the Community Development Board had established the following fee schedule for Parks and Recreational Facilities, Police Facilities, Fire Facilities, Roads and Traffic Facilities, Water Facilities, and Sewer Facilities.

Schedule of Fees:

Sector	Residential (fee per unit)	Hotel (fee per room)	Office	Commercial (per 1,000 sq. feet gross floor area)	Industrial
Water	$2042.70	$27.67	$523.77	$523.77	$523.77
Sewer	$567.53	$7.67	$143.78	$143.78	$143.78
Roads *	$54.21	$106.52	$144.85	$821.74	$63.85
Parks	$1218.02	$0.00	$0.00	$0.00	$0.00
Police	$25.18	$20.03	$34.70	$51.89	$10.62
Fire	$101.73	$80.90	$138.51	$209.61	$42.90
Affordable Housing †	$0.00	$424.40	$8000.00	$8000.00	$8000.00
Total (within southeastern Medford)	**$4009.37**	**$667.19**	**$8985.61**	**$9750.79**	**$8784.92**
Total (outside southeastern Medford)	**$3955.16**	**$560.67**	**$8840.76**	**$8929.05**	**$8721.07**

*Fees for Roads and Traffic Facilities shall be applied within southeastern Medford only.

† For developments between 10,000 and 30,000 SF, on those linkage uses that use SF to calculate the amount, the amounts in the Affordable Housing row will be reduced by half

Medford City Council
Medford, Massachusetts

MEETING DATE	SPONSORED BY
October 27, 2026	Isaac Bears, Council President

AGENDA ITEM

26-179 - Resolution to Request an Update from the Mayor Regarding the City Charter

FULL TEXT AND DESCRIPTION

Whereas, the voters of the City of Medford approved a new City Charter at the last municipal election on November 4th, 2025; and

Whereas, members of the City Council and School Committee met with the Mayor and representatives of the City Administration several times this year regarding City Charter implementation; and

Whereas, the City Administration has not provided a formal response to the City Council and School Committee regarding City Charter Implementation; and

Whereas, the City Clerk has not received any communication regarding the City Charter, a copy of the finalized language, and how it should be codified in the City's Municode; and

Whereas, the City Council and City Clerk are not aware whether the state has been informed regarding the City Charter; now, therefore:

Be it Resolved by the Medford City Council that we urgently request that the City Administration submit the City Charter and the certification from the Department of Elections to the City Clerk to be codified in Municode.

Be it Further Resolved that we urgently request that the City Administration meet with the City Council and School Committee to finalize an implementation plan for the City Charter.

Be it Further Resolved that the City Administration provide an update on the submission of the City Charter to all relevant state agencies.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None

Medford City Council
Medford, Massachusetts

MEETING DATE	SPONSORED BY
October 27, 2026	Isaac Bears, Council President, George Scarpelli, City Councilor

AGENDA ITEM

26-181 - Order to Transfer and Authorize the Sale of McCormick Avenue Parcels

FULL TEXT AND DESCRIPTION

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

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

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

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

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

Whereas, now that the Affordable Housing Trust has been operating for over a year and the Council has reviewed the AHT annual action plan since the vote of the Council not to approve a similar order in April 2025.

NOW, THEREFORE, BE IT ORDERED BY THE MEDFORD CITY COUNCIL:

1. That the City Council hereby declares that the City Property is surplus to the needs of the City and available for disposition; and
2. That the City Council hereby transfers the care, custody and control of the City Property from the tax custodian for tax title purposes to the Mayor for general municipal purposes and/or for the

purpose of disposition on such terms and conditions as is in the best interests of the City; and
3. That the Mayor be authorized to convey the City's right, title and interest in said City Property, provided that said sale is in compliance with the provisions of General Laws Chapter 30B, the Uniform Procurement Act, and to take any and all other action as may be necessary or appropriate to accomplish said disposition; and
4. That this order shall take effect upon passage.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None

Medford City Council
Medford, Massachusetts

MEETING DATE	SPONSORED BY
October 27, 2026	Isaac Bears, Council President

AGENDA ITEM

26-183 - Resolution to Send Comment Letter to MWRA, Cambridge, and Somerville Combined Sewer Overflow Project Team

FULL TEXT AND DESCRIPTION

October 27, 2026

Via email: **UpdatedCSOControlPlan@aecom.com**

RE: Draft Updated Combined Sewer Overflow Long-Term Control Plan Public Comment

Dear MWRA, Cambridge, and Somerville Combined Sewer Overflow Project Team,
On behalf of the City of Medford City Council, we respectfully request that you reject the Recommended Plan presented in the Draft Updated Combined Sewer Overflow (CSO) Long-Term Control Plan (LTCP) that would allow sewage to be discharged permanently into the Mystic River, Charles River, and Alewife Brook, a proposal we find unacceptable. We strongly oppose any plan that permits continued pollution of our local waterways and urge you to issue a Final Updated CSO Control Plan that recommends an alternative **resulting in complete or virtual CSO elimination**. Massachusetts can and should do better.
While the Boston Harbor and our waterways have seen a remarkable recovery thanks to decades of public investment, this progress is now at risk. The Draft LTCP would allow raw sewage dumping into our rivers indefinitely, when instead we should be investing in safe, clean, and healthy waterways that residents expect and deserve. Our rivers should not be treated as open sewers, especially when modern infrastructure solutions are feasible and available.
The Draft Recommended Plan is inadequate in the following ways:

- It fails to meet federal Clean Water Act requirements;
- It fails to end CSOs despite analysis demonstrating it is both technically feasible and affordable;

- It is backward-looking and proposes investments in infrastructure that will be overwhelmed by current and future climate conditions;
- It fails to acknowledge the public health and economic benefits that would be realized from ending CSOs; and
- It fails to advance state priorities as detailed in the Healey-Driscoll Administration's Biodiversity Initiative, Environmental Justice Strategy, and ResilientMass Plan.

Medford and neighboring communities along the Mystic River have worked for decades and continue to work to restore these waterways. Our city is required to make considerable investments to address stormwater runoff into the river, and we are working hard on a daily basis to meet those obligations. Allowing some entities to permanently discharge sewage in the Mystic undermines these efforts and is not equitable. Discharges of raw sewage degrade habitat, impair water quality, limit safe recreation, and threaten public health—impacts that fall disproportionately on Environmental Justice communities already burdened by pollution.
At a time when climate change is increasing storm intensity and placing greater stress on our infrastructure, we must pursue solutions that meet future conditions rather than waste money on outdated approaches. The Draft Control Plan demonstrates that you have the capacity and expertise to permanently end raw sewage discharges into our rivers; the City of Medford is asking you to make that commitment.

We respectfully request that you recommend and implement a **2050, 25-year storm level of control or full sewer separation for the Mystic River, the Charles River, and the Alewife Brook** under the Final Updated LTCP. A 25-year level of control is analogous to what was done for Boston Harbor beaches, while discharges have been fully eliminated on the Neponset River. We have a unique opportunity to end CSOs in our beloved waterways so we can finally achieve the vision of the federal Clean Water Act for "fishable" and "swimmable" rivers. We urge you to ensure that the MWRA continues its legacy of leadership in CSO reduction by supporting a plan that permanently ends sewage dumping into the Mystic River, Charles River, and Alewife Brook.

Sincerely,
Isaac B. "Zac" Bears, Council President
Emily Lazzaro, Council Vice President
Anna Callahan
Matt Leming
Liz Mullane
George Scarpelli
Justin Tseng

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None

Medford City Council
Medford, Massachusetts

MEETING DATE	SPONSORED BY
October 27, 2026	Matt Leming, City Councilor, Anna Callahan, City Councilor

AGENDA ITEM

26-187 - Resolution to Develop an Ordinance for the Banning of Black Plastic Takeout Containers from Medford Restaurants

FULL TEXT AND DESCRIPTION

WHEREAS, a recent study found that black plastic takeout containers contain toxic flame retardants that bear high risk of seeping into food; and

WHEREAS, the Medford Board of Health recently sent a letter to restaurants recommending that they convert away from black plastic takeout containers in favor of clear plastic;

BE IT RESOLVED that the Medford City Council develop an ordinance formalizing the transition away and ban of black plastic takeout containers from our City;

BE IT FURTHER RESOLVED that this be referred to the Medford Energy and Environment Committee for recommendations and drafting of an ordinance.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None

Medford City Council
Medford, Massachusetts

MEETING DATE	SPONSORED BY
October 27, 2026	Matt Leming, City Councilor, Isaac Bears, Council President

AGENDA ITEM

26-190 - Resolution to Support the United Labor of Tufts Resident Assistants in Their Negotiations for a Fair Contract

FULL TEXT AND DESCRIPTION

WHEREAS The United Labor of Tufts Resident Assistants previously negotiated a fair contract with Tufts University;

WHEREAS The Tufts Resident Assistants are working to renew that contract to account for drastically increasing costs of living;

WHEREAS Tufts University, without the input of Resident Assistants, is proposing to decrease the hours of RAs, cut into the work they're expected to do, and decrease compensation while transferring these responsibilities to non-unionized professional staff;

WHEREAS Resident Assistants provide essential support to students by fostering safe, welcoming residential communities and helping students navigate the challenges of college life;

WHEREAS The housing and compensation provided to Resident Assistants help make their education more affordable in an area where the cost of living is increasingly prohibitive;

WHEREAS Meaningful collective bargaining requires that Resident Assistants have a genuine voice in decisions affecting their working conditions, responsibilities, and compensation;

BE IT RESOLVED that the Medford City Council offer its full and unconditional support of the Tufts Resident Assistants in their fight for a fair contract and denounce any further anti-labor practices from the University.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None

MEDFORD, MASSACHUSETTS
MAYOR BREANNA LUNGO-KOEHN

July 9, 2026

Via Electronic Delivery
To the Honorable President and
Members of the Medford City Council
Medford City Hall
85 George P. Hassett Drive
Medford, MA 02155

Re: Capital and General Stabilization Fund Appropriation Requests

Dear President Bears and City Councilors:

I respectfully request and recommend that your Honorable Body approve appropriations from the:

1. Capital Stabilization Fund in the amount of Five Hundred Seventy-One Thousand Five Hundred Fifty Dollars and Zero Cents ($571,550.00) on the following items:
    a. Roberts Hot Water Tank Replacement for $250,000;
    b. Interactive Panels for Classrooms for $180,000;
    c. Address Facilities Conditions Assessment Projects at Schools for $75,000;
    d. Defibrillator Replacements at Schools for $25,000;
    e. Conceptual Building Study and Construction Cost Estimate for Oak Grove Building for $24,550; and
    f. Admins Server Replacement for $17,000.

    Given the appropriations made on June 23, 2026, the balance of the Capital Stabilization Fund before this vote is $13,000,000.

2. General Stabilization Fund in the amount of Thirty-Five Thousand Dollars and Zero Cents ($35,000.00) for an executive search and recruitment company to hire a new police chief.

    The balance of the General Stabilization Fund before this vote is $6,000,000. As the Council knows, Free Cash is not available this time of year, and where this is not a capital item, the only remaining source that would be acceptable would be General Stabilization Fund. Small amounts out of this fund will not impact the City's bond rating.

A School Department representative will be in attendance for items 1.a through d, DPW Commissioner Tim McGivern will be in attendance for item 1.e, IT Director Richard Lane will

be in attendance for item 1.f and Human Resources Director Lisa Crowley and Police Chief Jack Buckley will be in attendance for item 2.

Thank you for your kind attention to these matters.

Respectfully submitted,

Breanna Lungo-Koehn
Mayor

MEDFORD, MASSACHUSETTS
MAYOR BREANNA LUNGO-KOEHN

October 7, 2026

Via Electronic Delivery
To the Honorable President and
Members of the Medford City Council
Medford City Hall
85 George P. Hassett Drive
Medford, MA 02155

Re: Supplemental Appropriation for the Fiscal Year 2027

Dear President Bears and Members of the City Council:

I respectfully request and recommend that your Honorable Body approves the following supplemental appropriation for Fiscal Year 2027, to fully restore the balance of the proposed Law Department budget originally presented on June 4, 2026:

	Mayor Proposed 6/4/26	Council's Cumulative Cuts
Salaries	$230,866.60	$146,061.07
Ordinary	$298,700.00	$194,000.00
Total	$529,566.60	**$340,061.07**

And to meet this appropriation, the sum of Three Hundred Forty Thousand Sixty-One Dollars and Seven Cents ($340,061.07) be raised and appropriated from the Fiscal Year 2027 tax levy.

Thank you for your kind attention to this matter.

Sincerely,

Breanna Lungo-Koehn
Mayor

Medford City Council
Medford, Massachusetts

MEETING DATE	SPONSORED BY
October 27, 2026	

AGENDA ITEM

26-184 - Board and Commission Appointments - September 15, 2026

FULL TEXT AND DESCRIPTION

Cemetery Trustees

- Stacie Clayton
- Reappointment
- Recommendation paperwork attached
- 3-year term - expiring 3/1/2029
- $1,100 annual stipend

Civic Auditorium + Convention Center

- James Mackey
- Appointment
- Recommendation paperwork attached
- Resume attached
- 1-year term - expiring 8/1/2027

Board of Health

- Dina Caloggero
- Appointment
- Recommendation paperwork attached
- 3-year term - expiring 3/1/2029
- $900 annual stipend

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Stacie Clayton-CC Recommendation
2. James Mackey-CC Recommendation
3. James Mackey Resume
4. Dina Caloggero-CC Recommendation

Board & Commission Recommendation

Office of Mayor Breanna Lungo-Koehn

Submission date: *10/15/26* Date of appointment if not rejected: *11/16/26*

Candidate for:	Cemetery Trustees
Application Type:	Reappointment
Name:	*Stacie Clayton*
Relevant Training?	*Experience as Cemetery Commission Board member for 6-9 years, and Chairperson for 6 years*
Interests / Hobbies:	*Administration*
Have you ever served on a board or commission?	Yes
If so, which one(s)?	*Cemetery Commission since 2013*

Board & Commission Recommendation

Office of Mayor Breanna Lungo-Koehn

Submission date: *10/15/26* Date of appointment if not rejected: *11/16/26*

Candidate for:	Civic Auditorium + Convention Center
Application Type:	New
Name:	*James Mackey*
Relevant Training?	*I am a registered Architect in the State of Massachusetts with an emphasis on building enclosure technology and design. I have previous experience working on the Chevalier Theatre, as well as other buildings dating from the same time period. I am a resident of Medford (since 2012). I have a desire to support my community and become more engaged in it.*
Interests / Hobbies:	*I enjoy the arts. Music concerts, comedians, and dramatic performances are all types of events that my wife and I have enjoyed attending at the Chevalier. I personally enjoy photography, watercolor painting, reading, history and travel.*
Have you ever served on a board or commission?	Yes
If so, which one(s)?	*I am a current member of the Medford Historic District Commission.*

WESSLING ARCHITECTS

JAMES MACKEY, AIA

Principal

[redacted]



James is a registered architect with over 30 years of experience in architectural practice. He is a building enclosure consultant with extensive experience in evaluation and diagnostics of building envelope failures on existing historic structures. He is a specialist in the preparation of appropriate details to repair ongoing deterioration and prevent future envelope failures in a wide range of building materials and systems, representing the last 350 years of building construction history.

He has extensive experience working on a variety of projects scopes, building types, interior and exterior design issues, and exterior envelope restoration challenges. His experience includes existing buildings surveys, programming, schematic design, public hearing presentations, detailing and construction documentation, consultant management and coordination, specifications writing, private bidding, value engineering, construction administration, resiliency studies, and participation on both domestic and international project teams. Working within the commercial, industrial, and residential markets, he has successfully completed projects with construction budgets that range from $100k to $50 million dollars.

EDUCATION

Syracuse University, School of Architecture, Bachelor of Architecture

CERTIFICATIONS

OSHA 10-Hour

REGISTRATIONS & PROFESSIONAL AFFILIATIONS

Registered Architect in MA (License No. 50651), CT, ME, VT and IN
American Institute of Architects (AIA)
Building Owners and Managers Association (BOMA)
Boston Society of Architects
International Institute of Building Enclosure Consultants (IIBEC)
National Council for Architectural Registration Boards (NCARB) Certified
National Trust for Historic Preservation Member

RECENT WORK

- Richard DeCristofaro Learning Center Renovation – Quincy, MA
- 501 Boylston Street Roof Replacement – Boston, MA
- 1414 Mass Ave Façade and Roof Restoration – Cambridge, MA

Board & Commission Recommendation

Office of Mayor Breanna Lungo-Koehn

Submission date: *10/15/26* Date of appointment if not rejected: *11/16/26*

Candidate for:	Board of Health *
Application Type:	New
Name:	*Dina Caloggero*
Relevant Training?	*As a lifelong resident of Medford and a dedicated public health professional with decades of experience in healthcare regulatory oversight, I am writing to express my strong interest in serving on the Board of Health. Throughout my career, including my current role as a Health Care Laboratory Inspector for the Massachusetts Department of Public Health, my prior work as a Clinical Laboratory Scientist for CMS, and my leadership as a Quality Assurance Program Manager and supervisor for the state's Bureau of Laboratory Sciences, I have built a comprehensive understanding and extensive experience in microbiology and laboratory science. Holding a Master of Public Administration in Health Administration from Suffolk University, I bring deep expertise in clinical quality assurance, regulatory compliance, and biosafety protocols. I am eager to leverage my extensive technical background in laboratory science and regulatory experience to support the health, safety, and well-being of the Medford community.*
Interests / Hobbies:	*Reading, yoga, playing guitar and poetry.*
Have you ever served on a board or commission?	Yes
If so, which one(s)?	*Community Development Board (current) and Council on Aging (current), previously severed on the Park Commission*

MEDFORD, MASSACHUSETTS
MAYOR BREANNA LUNGO-KOEHN

October 22, 2026

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

Re: Legal Settlements

Dear President Bears and Members of the City Council:

I respectfully request and recommend that your Honorable Body approve the following settlements:

- Frank Papaleo v. City of Medford
- Vivienne Wright v. City of Medford

The necessary Release has been obtained from each claimant. Attorney Thomas Lane will be in attendance to answer questions.

Thank you for your kind attention to this matter.

Sincerely,

Breanna Lungo-Koehn
Mayor

MEDFORD, MASSACHUSETTS
MAYOR BREANNA LUNGO-KOEHN

October 22, 2026

Via Electronic Delivery
To the Honorable President and
Members of the Medford City Council
Medford City Hall
85 George P. Hassett Drive
Medford, MA 02155

Re: Capital Stabilization Fund Appropriation Requests

Dear President Bears and City Councilors:

I respectfully request and recommend that your Honorable Body approve the following appropriations from the Capital Stabilization Fund:

- Forty-Five Thousand, Four Hundred Seventy Dollars ($45,470.00) to fund new turnout gear for the Medford Fire Department; and
- Two Hundred Thousand Dollars ($200,000.00) for the continuation of soil remediation testing, waste disposal, and regulatory reporting services through 2028 at 448 High Street through what is expected to be site closure.

The Capital Stabilization Fund has a balance of $11,428.450.00.

Fire Chief Todd Evans and City Engineer Owen Wartella will be available for questions.

Thank you for your kind attention to this matter.

Respectfully submitted,

Breanna Lungo-Koehn
Mayor

MEDFORD, MASSACHUSETTS
MAYOR BREANNA LUNGO-KOEHN

October 22, 2026

Via Electronic Delivery
To the Honorable President and
Members of the Medford City Council
Medford City Hall
85 George P. Hassett Drive
Medford, MA 02155

Re: Reappropriation of Capital Stabilization Project Funding

Dear President Bears and City Councilors:

I respectfully request and recommend that your Honorable Body approve the reappropriation of $57,870.00 from the Accelerated Repair Project at Roberts Elementary School (Council Resolution No. 26-021) to the Accelerated Repair Projects at the Missituk Elementary and Brooks Elementary Schools (Council Resolution No. 26-079).

A representative from the School Department will be available to speak to these requests.

Thank you for your kind attention to this matter.

Respectfully submitted,

Breanna Lungo-Koehn
Mayor