



Medford City Council
Medford, Massachusetts

The Sixteenth Regular Meeting, September 30, 2025

City Council

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

CALL TO ORDER

President Isaac “Zac” Bears called the meeting to order at 7:05 P.M. on September 30, 2025 in the City Council Chamber on the second floor of Medford City Hall, 85 George P. Hassett Drive, Medford, Massachusetts, and via Zoom.

ROLL CALL

Present: Councilor Callahan; Vice President Collins; Councilor Lazzaro; Councilor Leming; Councilor Scarpelli; Councilor Tseng; President Bears; Inside the Rail: Assistant City Clerk Richard Eliseo

ANNOUNCEMENTS, ACCOLADES, REMEMBRANCES, REPORTS, AND RECORDS

Records

The Records of the Meeting of August 5, 2025 were passed to Councilor Scarpelli

Councilor Scarpelli motioned to approve (seconded by Councilor Tseng)—approved on a roll call vote of Seven in favor, zero opposed.

The Records of the Special Meeting of August 19, 2025 were passed to Councilor Tseng

Councilor Tseng motioned to approve (seconded by Callahan) – approved on a roll call vote of Seven in favor, zero opposed.

The Records of the Meeting of September 9, 2025 were passed to Councilor Callahan

Councilor Callahan motioned to Table (seconded by Councilor Lazzaro)- approved on a roll call vote of Seven in favor, zero opposed.

PETITIONS, PRESENTATIONS, AND SIMILAR PAPERS

25-146

Petition for a Common Victualler's License- Tea Bar and Nails

Addressing the Council

Tony Duong Owner

Councilor Scarpelli motioned to approve (seconded by Councilor Leming)—approved on a roll call vote of seven in favor, zero opposed.

MOTIONS, ORDERS, AND RESOLUTIONS

25-147 - Offered by Councilor Leming and President Bears

Whereas, workers at the Medford Rehabilitation & Nursing Center are the lowest-paid workers in 1199SEIU, with the average CNA making only \$17 dollars per hour, with employees with more than 35 years of experience in the facility making no more than \$22.89 per hour; and,

Whereas, the housekeeping and dietary department makes only \$16.37 per hour with no pay scale; and

Whereas, bargaining has been ongoing since June, with the workers fighting for adequate pay raises; and

Whereas, Medford Rehab & Nursing has listed over 64 CNAs who have been hired and then left in under one year; and

Whereas, a significant portion of the workers are Haitian refugees working under TPSs, who send what little they can back to their struggling families in Haiti, leaving even less for themselves; and,

Whereas, the workers at Medford Rehab & Nursing Center are holding a picket on Thursday, October 2nd from 2PM to 4PM; now, therefore:

Be it Resolved by the Medford City Council that we stand with the union workers at Medford Rehab & Nursing Center and offer our full support to their efforts to win a fair contract with strong compensation and benefits for the essential work that they do.

Councilor Leming motioned to approve (seconded by Councilor Lazzaro) – Approved on a roll call vote of Seven in favor, zero opposed.

25-148 - Offered by Councilor Leming

Whereas, the City of Medford entered into a new Waste Removal contract last year; and

Whereas, this new contract created a policy that condominium complexes over a certain size would not receive city-provided waste removal services; and

Whereas, certain townhouse condominium complexes in Medford are more similar to homes with fewer than 4 units than large residential buildings; now, therefore:

Be it Resolved by the Medford City Council that we request an update from the City Administration regarding the waste removal contract and the possibility of continuing

city-provided waste removal services for residential condominium properties that are laid out as townhouses.

Addressing the Council

Rob Carney 50 Hicks Av
Nick Girleo 40 Robinson Rd
Laura Lafferty 50 Hicks Av
Dave Kilschivic 50 Hicks Av
Patrick Clerkin 14 Bennett Pl
Tim McGivern Commissioner DPW
Emily Carney 50 Hicks Av
Nate Merritt 373 Riverside Av
Micah Kesselman 499 Main St
Gaston Fiore

Councilor Leming motioned to approve (seconded by Councilor Callahan) – approved on a roll call vote of Seven in favor, zero opposed.

25-149 – Offered by President Bears

Whereas, City Clerk Hurtubise has informed the City Council that he will resign from his position as City Clerk effective December 31, 2025; and,

Whereas, the City Council thanks Clerk Hurtubise for his years of dedicated service to the residents of the City of Medford and to this City Council; and,

Whereas, the City Council President has worked with the City Solicitor and Director of Human Resources to outline a recruitment and hiring process for the appointment of a City Clerk for the City of Medford; now, therefore:

Be it Resolved by the Medford City Council that we adopt the following process for recruitment and hiring of a City Clerk.

Recruitment and Hiring Process for City Clerk

Step 1: Human Resources Requisition Form

- The City of Medford Human Resources Department will develop a job description for the position of City Clerk with minimum and preferred qualifications and attributes for review and approval of the City Council and Mayor.
- Timeframe: Completed. Description attached.

Step 2: Advertisement of Position

- The position will be posted on the City's website and advertised externally as with all department head positions and on specific industry sites such as Massachusetts Municipal Association, Betterteam, and specialty sites if applicable. Page 30 of 41
- Timeframe: job posting will remain active on the City's website for a minimum of two weeks. If there is not enough interest in the position, we will keep it open until filled.
- After the two-week period, the position will be closed in BetterTeam, unless it becomes designated as "open until filled," in which case it will remain open until sufficient qualified candidates have applied, then it will be closed.
- Human Resources will be responsible for reviewing applications received on BetterTeam. The City Council President will have access to those applicant submissions that meet the minimum qualifications and requirements of the position.

Step 3: Interview Process

- The City Council President and Director of HR will review all applications and finalize a list of candidates to interview who meet the minimum requirements of the position. This list will be provided to the HR Coordinator for scheduling of interviews.

- All names of candidates selected for interview will be kept confidential at this stage of the process.
- Initial interviews are conducted by the Chief of Staff, Director of Diversity, Equity and Inclusion, Elections Manager, and City Council designee.
- Specific questions and/or scenario questions prior to the 1st interview must be developed for approval by the Director of HR and DEI Director with input from City Council President prior to approval.
- All candidates selected for interviews will be asked the same standard questions.
- The DEI Director will formulate the Interview Grid associated with the interview questions prior to the interviews.
- A calendar invitation by the HR Coordinator will be sent to all interviewers which will include a copy of the finalized interview grid/scoring sheet, questions, and applications/resumes of those being interviewed.
- Following the interview process, all documentation and scoring sheeting will be collected and tabulated by HR and kept on file.
- The HR coordinator will contact those candidates selected for a second interview and schedule the time for the second interview.
- The second interviews will be conducted by the Director of HR and an interview panel which will include a City Council designee, Building Commissioner, and City Solicitor.
- Specific questions and/or scenario questions prior to the 2nd interview must be developed for approval in the same manner as the 1st round process.
- All candidates selected for second interviews will follow the same process as 1st round.
- The top-ranking 3 candidates will be notified of their selection, and after a reference check, their names will be made public and submitted to the City Council for action.

Step 4: City Council Appointment

- Once the final candidates are selected, HR will schedule final interviews before the City Council.
- The City Council will appoint one of the candidates by majority vote.
- A Conditional Offer is issued to the person appointed by the City Council by the Director of HR at Salary Step 1, subject to education and experience, and a CORI will be conducted.
- Required Education/License Credentials will be collected during the onboarding process. Page 31 of 41
- Upon receiving satisfactory results of all conditions, the candidate will be required to complete the onboarding process.

Councilor Scarpelli Motioned to approve B Paper (seconded by Councilor Tseng) approved on a roll call vote of Seven in favor, zero opposed.

Councilor Scarpelli motioned to table the main paper (seconded by Councilor Tseng) – approved on a roll call vote of Seven in favor, zero opposed.

Councilor Scarpelli motioned to suspend the rules to take papers 25-151, and public participation out of order (Seconded by Councilor Tseng) - approved on a roll call vote of Seven in favor, zero opposed.

PUBLIC PARTICIPATION

Addressing the Council:

Sharon Deyeso Circuit Rd
 Gaston Fiore
 Michael Kessleman 499 Main St
 Ren Bean 37 Woodrow Av
 Gabai 48 Almont St
 Ralph Klien 172 Park St
 Maryann Ducey 2 Knott St
 Kaitlin Robinson 31 Everett St

25-151

Proposed Amendment to the Salem Street Neighborhood Corridor District (for referral to the Community Development Board)

Submitted by Office of Planning, Development, and Sustainability

To: City Council President Zac Bears and Honorable Members of the City Council

From: Danielle Evans, Senior Planner, Office of Planning, Development, and Sustainability on behalf of the City of Medford Community Development Board

Date: September 25, 2025 **RE:** Proposed Amendment to the Salem Street Neighborhood Corridor District

The City of Medford Community Development Board (CDB”) held a public meeting on September 17, 2025 to consider a request from Mayor Lungo-Koehn to initiate a zoning amendment to the Salem Street Neighborhood Corridor District in accordance with the provisions of M.G.L. c.40A, s. 5. The proposed amendment, as described in the attached memorandum from Mayor Lungo-Koehn to the CDB dated September 15, 2025, would amend the zoning map to change the designation from MX-2 to MX-1 for the parcels within the Salem Street and Park Street node as shown on the map entitled, “Salem Street Corridor Zoning” dated March 3, 2025.

Board members present at the meeting were Acting Chair Adam Behrens, Member John Anderson, Member Sean Beagan, Member Doug Carr, and Member Dina Colagerro. Chief of Staff, Nina Nazarian, appeared before the Board and presented the request. After consideration of the request, the CDB voted unanimously 5-0 to submit the zoning amendment to City Council as presented.

cc: Breanna Lungo-Koehn, Mayor
Nina Nazarian, Chief of Staff
Alicia Hunt, Director of Planning, Development, and Sustainability
Andrew Dowd, Acting City Clerk
Richard Eliseo, Assistant City Clerk

Addressing the Council

Nick Giraleo

Vice President Collins Motioned to refer to Community Development Board (seconded by Councilor Tseng) – approved on a roll call vote of Six in the affirmative, one in the negative (councilor Lazzaro)

25-150 – Offered by President Bears

Executive Session Minutes - Request for Executive Session (Votes May Be Taken)

I request that the Council enter executive session to review executive session minutes from the August 19, 2025 Special Meeting pursuant to General Laws, Chapter 30A, section 22(g)(1), which states that “[t]he public body, or its chair or designee, shall, at reasonable intervals, review the minutes of executive sessions to determine if the provisions of this subsection warrant continued nondisclosure. Such determination shall be announced at the body’s next meeting, and such announcement shall be included in the minutes of that meeting.

Councilor Lazzaro motioned to enter executive session (seconded by Councilor Callahan) – Approved on a roll call vote of seven in favor, zero opposed.

Councilor Leming motioned to return from executive session (seconded by Councilor Lazzaro) Approved on a roll call vote of seven in favor, zero opposed.

Vice President Collins motioned to take paper 25-105 from table and approve for third reading (seconded by Councilor Lazzaro) passed on a roll call vote of seven in favor, zero opposed

Councilor Scarpelli motioned to reconsider (seconded by Councilor Tseng) approved on a roll call vote of seven in favor, zero opposed.

25-105 - Values-Aligned Local Investments Ordinance

CHAPTER 2 – ADMINISTRATION

ARTICLE IV. - OFFICERS AND EMPLOYEES

DIVISION 5. - CITY TREASURER AND COLLECTOR

Sec. 2-696. - Purpose and Intent.

The City of Medford will strive to invest its funds in ways that promote the wellbeing of our communities and our environment, favoring investment of its funds in entities that support the needs of peacetime in daily life and meet the city's goals of conducting local government in an "accountable, transparent, innovative, stable, ethical, representative, and responsible" way.

This ordinance shall be known as the Values-Aligned Local Investments Ordinance.

Sec. 2-697. - Prohibiting Certain Local Investments.

(A) No public funds under the care and custody of the Treasurer-Collector of the city shall be invested or remain invested in the stocks, securities or other financial instruments of any company which derives more than 15% of its revenue from the combustion, distribution, extraction, manufacture or sale of fossil fuels, which shall include coal, oil and gas, or fossil fuel products.

(B) No public funds under the care and custody of the Treasurer-Collector of the city shall be invested or remain invested in the stocks, securities or other financial instruments of any company which derives more than 15% of its revenue from the operation, maintenance, servicing or supply of jails, prisons, or detention facilities.

(C) No public funds under the care and custody of the Treasurer-Collector of the city, as specified in Sec. 2-682, shall be invested or remain invested in the stocks, securities, or other financial instruments of any company which derives any of its revenue from the manufacture or sale of weapons of any kind, including defense contractors.

(D) No public funds under the care and custody of the Treasurer-Collector of the city, as specified in Sec. 2-682, shall be invested or remain invested in the stocks, securities or other financial instruments of any company that is directly, knowingly and over time contributing to severe violations of human rights and international humanitarian law as determined by international legal and humanitarian bodies and conventions, including, but not limited to, complicity in killings, physical abuse, displacement or other rights violations, confinement, forced labor, human rights violations based on racial, gender or LGBTQ+ identity, war crimes, crimes against humanity, apartheid, genocide, ethnic cleansing, illegal occupation, and complicity with such actions by governments or other parties.

(E) Notwithstanding anything to the contrary in paragraphs (A) through (D), inclusive, the

Treasurer-Collector continues to have authorization to invest the funds of the Medford

Retirement System as the Medford Retirement Board directs, consistent with the provisions of

M G.L. c. 32, § 23 and 840 CMR 16. 00 through 19. 00, et seq.

Sec. 2-698. - Effective Date of Prohibition of Certain Local Investments.

(A) Upon enactment of this ordinance, the Treasurer-Collector of the city shall review the investment portfolio of the city and identify any investments that may be deemed to violate the provisions established in this ordinance. The Treasurer-Collector shall divest public funds under their care from investments defined in Sec. 2-697 no later than December 31, 2025.

(B) When applicable, the Treasurer-Collector of the city shall use the MSCI ESG (environmental, social, governance) Controversies and Global Norms Methodology to make determinations regarding investments of public funds that violate the prohibitions of Sec. 2-697 (A) through (D).

The MSCI ESG Controversies and Global Norms Methodology “is designed to provide timely and consistent assessments of companies’ involvement in ESG-related controversies and incidents concerning corporate entities... Cases include alleged company violations of existing laws and/or regulations to which they are subject to, or an alleged company action or event that violates commonly accepted international norms, including, but not limited to, global norms and conventions.”

The MSCI ESG Controversies and Global Norms Methodology references the following documents used to make determinations regarding violations of international norms and laws:

- United Nations Declaration of Human Rights
- United Nations Declaration on the Rights of Indigenous Peoples
- International Labour Organization Convention No. 169: Indigenous and Tribal Peoples
- International Labour Organization Convention No. 105: Abolition of Forced Labour Convention
- United Nations Minorities Declaration
- Convention against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment
- International Convention for the Protection of All Persons from Enforced Disappearance
- International Convention on the Elimination of All Forms of Racial Discrimination
- International Convention on the Protection of the Rights of All Migrant Workers and Members of Their Families
- International Covenant on Civil and Political Rights
- International Covenant on Economic, Social and Cultural Rights
- Convention on the Non-Applicability of Statutory Limitations to War Crimes and Crimes Against Humanity
- Convention on the Prevention and Punishment of the Crime of Genocide

As of June 2024, the MSCI ESG Controversies and Global Norms Methodology identified “vulnerable demographics” of “31 national (i.e., civilians and refugees), ethnic, racial and religious groups... located and/or originated from countries with ongoing international armed conflicts or military offensives.”

The Treasurer-Collector of the city shall use the most recently updated version of the MSCI ESG Controversies and Global Norms Methodology, which is updated regularly.

(C) On or before December 31, 2026, and annually thereafter, the City Council shall review Sec. 2-698(B) to ensure that the MSCI ESG Controversies and Global Norms Methodology remains applicable to making determinations regarding the prohibitions of Sec. 2-697 (A) through (D).

Sec. 2-699. - Disposition of Proceeds of Sales Required by Prohibition of Certain Local Investments.

Any proceeds of the sales required under this Subsection shall be invested as much as reasonably possible in institutions or companies which invest or conduct business or operations in the city or the commonwealth of Massachusetts so long as such use is consistent with sound and prudent investment policy, subject to the provisions of M.G.L. c.44, §§ 54 and 55 and the Prudent Investor Act, M.G.L. c. 203C.

Sec. 2-700. - Report on Local Investment.

Upon achieving compliance with Sec. 2-698, the Treasurer-Collector shall submit a report within 120 days to the Medford City Council regarding the status of investments affected by Sec. 2-697.

The Treasurer-Collector shall review all investments annually and submit a report to the Medford City Council on an annual basis regarding the status of investments affected by Sec. 2-697.

Sec. 2-701. - Severability.

The provisions of this section are severable. If any subsection, provision or portion of this section is determined to be invalid by a court of competent jurisdiction, the remaining provisions of this section shall continue to be valid.

Addressing the Council

Judy Beatrice 49 Wyman St

Vice President Collins motioned to approve for Third Reading (seconded by Councilor Lazzaro) – Approved on a roll call vote of Six in favor, one opposed (Councilor Scarpelli).

Adjournment:

Councilor Leming motioned to adjourn at 10:20pm (seconded by Councilor Callahan) – approved on a roll call vote of Six in favor, one opposed (Councilor Leming).

Respectfully submitted
Richard Eliseo Jr
Assistant City Clerk