



Medford City Council
Medford, Massachusetts

The Thirteenth Regular Meeting, July 14, 2026

City Council

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

Agenda revised to add Papers 26-131, 26-132, and 26-133 at 8:45AM on Friday, July 10, 2026.

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/81065411078?pwd=uVZeNutyReGtOH4hBtDUq1XrVC9qR5.1>

Call-in Number: +13052241968,,81065411078#,,, *992661#

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

Records

The Records of the Meeting of June 23, 2026 were passed to Vice President Lazzaro

The Records of the Special Joint Meeting of June 24, 2026 were passed to Councilor Leming

Reports of Committees

26-107 - Offered by Isaac Bears, Council President

Committee of the Whole, June 23, 2026, Report

MOTIONS, ORDERS, AND RESOLUTIONS

26-127 - Offered by Isaac Bears, Council President

Order to Elect Laurel Siegel as City Clerk (Effective August 10, 2026)

26-128 - Offered by Isaac Bears, Council President, Justin Tseng, City Councilor

Resolution to Inform Residents Regarding 7/21 and 7/30 MBTA Bus Redesign Medford Meetings

26-129 - Offered by Anna Callahan, City Councilor

Resolution to Investigate Auto-Pay Option for Residents Paying City Bills

26-063 - Offered by Matt Leming, City Councilor

Resolution to Update the Ordinance Establishing the Medford Commission for Persons with Disabilities

COMMUNICATIONS FROM THE MAYOR

26-125

Submitted by Mayor Breanna Lungo-Koehn

Main Street Corridor – Order to Acquire Easements, Order of Taking and Order of Alteration of Layout

26-130

Submitted by Mayor Breanna Lungo-Koehn

Board and Commission Appointments

26-131

Submitted by Mayor Breanna Lungo-Koehn

Fiscal Year 2026 Year End Transfers

26-132

Submitted by Mayor Breanna Lungo-Koehn

Litigation Settlements - Three Settlements for Total of \$10,649.26

26-133

Submitted by Mayor Breanna Lungo-Koehn

Capital and General Stabilization Fund Appropriation Requests

PUBLIC PARTICIPATION

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

Andrew Dall

UNFINISHED BUSINESS

26-003

Appointment of a City Messenger for 2026 and 2027

IN CITY COUNCIL

JANUARY 6, 2026

TABLED

25-054

Chapter 10, Article VIII - Proposed Vacant Building Ordinance

IN CITY COUNCIL

MAY 12, 2026

APPROVED FOR FIRST
READING

ADVERTISED

JUNE 25, 2026 & JULY 2, 2026

MEDFORD TRANSCRIPT &
SOMERVILLE JOURNAL

IN CITY COUNCIL

JULY 14, 2026

ELIGIBLE FOR THIRD
READING

26-091

Amendment to Personnel Ordinance - Assistant Network Administrator

IN CITY COUNCIL

MAY 12, 2026

APPROVED FOR FIRST
READING

ADVERTISED

JUNE 25, 2026 & JULY 2, 2026

MEDFORD TRANSCRIPT &
SOMERVILLE JOURNAL

IN CITY COUNCIL

JULY 14, 2026

ELIGIBLE FOR THIRD
READING

26-106

Amendment to Personnel Ordinance - Tree Warden

IN CITY COUNCIL MAY 12, 2026

APPROVED FOR FIRST
READING

ADVERTISED JUNE 25, 2026 & JULY 2, 2026 MEDFORD TRANSCRIPT &
SOMERVILLE JOURNAL

IN CITY COUNCIL JULY 14, 2026

ELIGIBLE FOR THIRD
READING

Reports Due/Deadlines

16-574 University Accountability Report (Next Report Due in
November 2025)

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

July 14, 2026

SPONSORED BY

Isaac Bears, Council President

AGENDA ITEM

26-127 - Order to Elect Laurel Siegel as City Clerk (Effective August 10, 2026)

FULL TEXT AND DESCRIPTION

Whereas, the Medford City Council has the duty and requirement under Section 2-7 of Chapter 30 of the Acts of 2025 (the City Charter), to "elect a City Clerk to serve a term for up to 3 years," now, therefore:

Be it Ordered by the Medford City Council that we appoint Laurel Siegel as the City Clerk of the City of Medford effective August 10, 2026 for a term to expire on August 1, 2029.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

July 14, 2026

SPONSORED BY

Isaac Bears, Council President,
Justin Tseng, City Councilor

AGENDA ITEM

26-128 - Resolution to Inform Residents Regarding 7/21 and 7/30 MBTA Bus Redesign Medford Meetings

FULL TEXT AND DESCRIPTION

Be it Resolved by the Medford City Council that the MBTA is holding important meetings on July 21st and July 30th regarding the Medford Bus Network Redesign (BNR) proposals. Please attend and share with others because this is an opportunity to save Route 94. The meeting information is available below.

July 21st Medford Virtual Public Meeting

<https://www.mbta.com/events/2026-07-21/public-meeting-bus-network-redesign-proposed-updates-improve-medford-access>

July 30th Medford In-Person Open House at Medford City Hall

<https://www.mbta.com/events/2026-07-30/open-house-bus-network-redesign-proposed-updates-improve-medford-access-person>

The public comment period ends August 5, 2026. Send your comments by email to betterbusproject@mbta.com. Send your comments by mail to Better Bus Project Team, 45 High St, Floor 5, Boston, MA 02110.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

July 14, 2026

SPONSORED BY

Anna Callahan, City Councilor

AGENDA ITEM

26-129 - Resolution to Investigate Auto-Pay Option for Residents Paying City Bills

FULL TEXT AND DESCRIPTION

WHEREAS, the City of Medford seeks to provide high-quality, accessible, and convenient services to its residents; and,

WHEREAS, many residents increasingly prefer electronic payment methods and automated payment options for recurring obligations; and,

WHEREAS, automatic payment ("auto-pay") programs can help residents avoid missed payments, late fees, and administrative burdens associated with managing paper bills and payment due dates; and,

WHEREAS, auto-pay options may also provide administrative efficiencies, improve payment compliance, increase the predictability of revenue collections, and potentially provide financial benefits to the City through earlier or more consistent receipt of payments; and,

WHEREAS, many municipalities in Massachusetts offer residents the ability to enroll in recurring automatic payments for taxes, utility bills, and other municipal charges; now, therefore:

BE IT RESOLVED by the Medford City Council requests that the Mayor, Finance Director, Treasurer/Collector, and other appropriate staff evaluate and report on the feasibility of offering an automatic payment ("auto-pay") option for City bills, including but not limited to real estate taxes, personal property taxes, and water and sewer bills; and

BE IT FURTHER RESOLVED that such report include:

- Whether the City's current payment systems, vendors, and financial infrastructure support recurring automatic payments directly from residents' bank accounts and/or credit cards;
- Any legal, administrative, technological, contractual, or financial barriers to implementing such a program;
- Estimated implementation costs and ongoing operational costs; and

- Whether the City could realize additional investment or interest income from residents voluntarily making payments prior to statutory due dates, and, if so, an estimate of such revenue.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

July 14, 2026

SPONSORED BY

Matt Leming, City Councilor

AGENDA ITEM

26-063 - Resolution to Update the Ordinance Establishing the Medford Commission for Persons with Disabilities

FULL TEXT AND DESCRIPTION

Whereas, the Medford Commissions for Persons with Disabilities approved a proposed ordinance change that would remove exclusionary language concerning drug use, modernize terminology throughout the language of the ordinance, and clarify and positively define the commission's role; now, therefore:

Be it Resolved by the Medford City Council that we update the Ordinance Establishing the Medford Commission for Persons with Disabilities

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Commission for Persons with Disabilities Ordinance 7.14.26

UPDATED COMMISSION FOR PERSONS WITH DISABILITIES ORDINANCE

03/18/2026

The City of Medford hereby establishes a Medford Commission on Persons with Disability (“the Commission”) to promote the inclusion, independence, and full participation of residents with disabilities in all aspects of civic, economic, social, educational and cultural life within the City.

This ordinance is grounded in the principles of the Americans with Disabilities Act (ADA), the ADA Amendments Act (ADAAA), the Rehabilitation Act of 1973, and relevant Massachusetts state laws, affirming the City’s commitment to accessibility, equity, and the removal of barriers—physical, digital, attitudinal, or procedural.

The intent of this ordinance is to ensure that Medford remains an inclusive community where people with disabilities have equal opportunities, equitable access to services, and a meaningful voice in municipal decision-making.

SECTION 2. DEFINITIONS

For the purposes of this ordinance:

1. Person with a disability means any individual who has a physical, sensory, mental health, intellectual, developmental, neurological, cognitive, or chronic medical condition that substantially limits one or more major life activities, whether permanent, temporary, visible, or non-visible, including individuals who have a record of having such impairment or individuals regarded as having such impairment, as defined by the ADA and Massachusetts law.
2. Accessibility means equitable access to the physical environment, public transportation, digital content, communications, programs, and opportunities, including accommodations and modifications needed to ensure equal participation.
3. Accommodation means adjustments, supports, auxiliary aids, or modifications provided to ensure full and equitable participation by individuals with disabilities.
4. Barrier removal means actions intended to eliminate obstacles, structural or otherwise, that impede full access.

SECTION 3. ESTABLISHMENT OF THE COMMISSION

A Medford Commission for Persons with Disabilities is hereby established as an official municipal body. The Commission shall operate in accordance with this ordinance and any applicable state or federal laws.

SECTION 4. MEMBERSHIP

1. Composition

The Commission shall consist of no fewer than five members, nor more than nine (9) voting members appointed by the Mayor consistent with the requirements of G.L. c. 40, s. 8J. Its proceedings shall be governed by the requirements of the Open Meeting Law.

2. Disability Representation Requirement

In accordance with Massachusetts law, a majority of membership shall be individuals with disabilities. At least one member shall be a member of the immediate family of a person with a disability.

3. Residency

All members must be residents of the City of Medford unless waived by the City Council upon the recommendation of the Mayor.

4. Terms

Members shall serve three-year staggered terms, renewable upon reappointment.

5. Vacancies

A vacancy occurring other than by expiration of a term shall be filled for the remainder of the unexpired term in the same manner as an original appointment.

6. Officers

The Commission shall annually elect a Chair, Vice-Chair, and Secretary.

SECTION 5. POWERS AND DUTIES

In addition to the powers and duties enumerated in G.L. c. 40, §8J, the Commission shall have the authority to:

1. Advise municipal government

Collaborate with the City's ADA Coordinator to provide recommendations to the Mayor, City Council, School Committee, and city departments on policies, programs, facilities, and emergency planning affecting individuals with disabilities.

2. Monitor ADA compliance

Collaborate with the City's ADA Coordinator to identify accessibility issues and support ADA self-evaluation and transition plans.

3. Review municipal projects

Collaborate, as requested or needed, in the review of city construction, renovation, technology upgrades, and procurement processes to ensure accessibility standards are met.

4. Promote inclusive community engagement

Encourage participation of individuals with disabilities in civic life, public meetings, and decision-making processes.

5. Educate and advocate

Develop public education programs, trainings, and community partnerships to promote disability awareness, inclusion, and universal design.

6. Serve as a resource

Provide guidance to residents regarding disability rights, accommodations, accessibility concerns, and available community resources.

7. Administer grants and funds

Collaborate with the Office of Diversity, Equity and Inclusion to apply for, receive, and administer funds and grants, including but not limited to, the Massachusetts Office on Disability ADA Municipal Accessibility grant, state disability funds, and donations to support accessibility initiatives.

8. Coordinate with state and federal agencies

Collaborate with the Massachusetts Office on Disability (MOD), MassDOT, and federal ADA authorities as appropriate.

Provide information, referrals, guidance and technical assistance to individuals, public agencies, businesses and organizations in all matters pertaining to disability.

SECTION 6. MEETINGS AND PUBLIC PARTICIPATION

1. Regular Meetings

The Commission shall meet not fewer than ten (10) times per year, with additional meetings scheduled as needed.

2. Open Meetings

All meetings shall comply with the Massachusetts Open Meeting Law, with reasonable accommodations provided upon request, including, but not limited to, captioning, assistive listening devices, interpreters, and accessible meeting locations or virtual formats.

3. Accessibility of Communications

Agendas, minutes, public notices, and digital content produced by the Commission shall adhere to Web Content Accessibility Guidelines standards and any other digital-accessibility requirements deemed appropriate by the Commission.

4. Public Input

The Commission shall solicit and receive feedback from community members, disability organizations, caregivers, and stakeholders.

SECTION 7. SUBCOMMITTEES

The Commission may establish standing or ad-hoc subcommittees in areas including, but not limited to:

- Accessible Infrastructure & Public Buildings
- Inclusive Transportation & Mobility
- Digital Accessibility & Technology
- Housing Accessibility
- Emergency Preparedness
- Community Outreach & Education

Subcommittee members may include non-Commission community members with relevant expertise, and subcommittees of the Commission shall be governed by the requirements of the Open Meeting Law.

SECTION 8. REPORTING REQUIREMENTS

The Commission shall keep regular records of its meetings and actions in accordance with the Open Meeting Law, and shall prepare and submit an annual report to the Mayor and City Council summarizing:

- Accessibility initiatives undertaken
- Identified barriers and recommended solutions
- Progress on ADA compliance
- Grants received and funds expended
- Community concerns raised
- Goals for the upcoming year

This report shall be made publicly available in accessible formats and shall be printed in the City of Medford's annual report.

SECTION 9. FUNDING

The City may appropriate funds to support the Commission's work, including accessibility reviews, accommodations and community programs.

The Commission may also pursue external funding consistent with municipal policies and applicable state law requirements, in consultation with the Finance Director.

To receive gifts of property both real and personal in the name of the city, subject to the approval of the City Council, and to raise funds for its exclusive use in accordance with the purposes of this commission for persons with disabilities, subject to appropriation.

SECTION 10. SEVERABILITY

If any section of this ordinance is found to be invalid or unconstitutional, the remainder shall remain in full force and effect.

SECTION 11. EFFECTIVE DATE

This ordinance shall take effect upon passage by the City Council and approval by the Mayor.



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

June 18, 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: Main Street Corridor – Order to Acquire Easements, Order of Taking and
Order of Alteration of Layout**

Dear President Bears and City Councilors:

As you are aware, the City is working in coordination with MassDOT to construct traffic and safety improvements to the Main Street corridor, beginning just south of Thomas St. and extending just north of the westbound Mystic Valley Parkway (Route 16) on- and off-ramps. The work area also extends on Mystic Ave (Route 38) from Main St. to just beyond Union St. The project will add traffic signals to three major intersections and include roadway mill and overlay, intersection geometry revisions, and improvements to sidewalks, bus lanes, bicycle lanes, crosswalks, signage, and pavement markings.

The federal funding granted for this project requires that the right-of-way be in complete ownership and physical control of the City. A survey prepared for the project identified nine (9) private properties that contain public infrastructure. The City needs to acquire permanent and temporary easements as part of the project to facilitate the reconstructions of sidewalks, driveway entrances, and relocating overhead wires. The project also requires the City to alter the layouts of Main Street and Mystic Avenue to include within said layouts the public infrastructure on private properties. The layout alterations have been approved by the Mayor and by the Community Development Board.

Enclosed are the following documents for your consideration: a City Council Order to acquire the easements; the Order of Taking, to take the easements by eminent domain; an Order of Alteration of Layout to alter the layout of Main Street and Mystic Avenue; the Alteration Plan; and the recommendation of the Community Development Board.

The easements were appraised by a certified General Appraiser, and those appraisals were reviewed by a certified General Review Appraiser to establish just compensation for the easements. Written offers were sent to all nine (9) property owners via certified mail on May 6, 2026. Assistant City Engineer Sierra Schatz has been in contact with each owner to answer



MEDFORD, MASSACHUSETTS
MAYOR BREANNA LUNGO-KOEHN

questions and address concerns throughout this process beginning with the initial contact letter sent in February 2026.

I respectfully request that the City Council vote to adopt the Order approving the acquisition of the easements and to execute the Order of Taking, effectuating the acquisition, and the Order of Alteration of Layouts at your regular June 23, 2026 meeting.

Assistant City Engineer Sierra Schatz will be in attendance to answer questions on this matter.

Thank you for your kind attention to this matter.

Sincerely,


Breanna Lungo-Koehn
Mayor

Enclosures

ORDERED: That the City Council of the City of Medford, on behalf of the City and pursuant to the authority granted by Chapter 82, Sections 21-24 and Chapter 79 of the Massachusetts General Laws, as amended, and any and every other power and authority which is hereunto in any way enabling, acquire by purchase, gift, and/or eminent domain, fee ownership of and/or permanent and temporary easements (which temporary easements shall be for five years) for any and all purposes for which public ways are used in the City of Medford and for the purpose of undertaking the Main Street (Route 38) Corridor and Intersection Improvements Project including, without limitation, constructing, inspecting, operating, maintaining, repairing, removing, replacing, relocating, and abandoning in place rights of way, sidewalks, walkways, utilities and any and all other structures, appurtenances and/or facilities related or incidental thereto, in, on, over, under, across and along the parcels of land shown on the plan entitled “Alteration Plan of Main Street (Route 38) Prepared for the City of Medford Middlesex County”, dated April 29, 2026, prepared by Greenman-Pedersen, Inc, a copy of which is on file with the City Clerk, and accept easements therefor and adopt and execute an Order of Taking provided this date by counsel to acquire said easements, and, in connection with said taking, to award damages for the taking to each property owner in the amounts set forth in Schedule B, attached to but not to be recorded with said Order of Taking; and execute, and to authorize the Council President to execute, on behalf of the City Council, any and all other agreements and/or documents and take any and all other action as may be necessary or appropriate to accomplish the foregoing.



City of Medford

Office of Planning, Development and Sustainability

City Hall - Room 308
85 George P. Hassett Drive
Medford, Massachusetts 02155

Contact:
(781)393-2480
Fax: (781)393-2342
ocd@medford-ma.gov

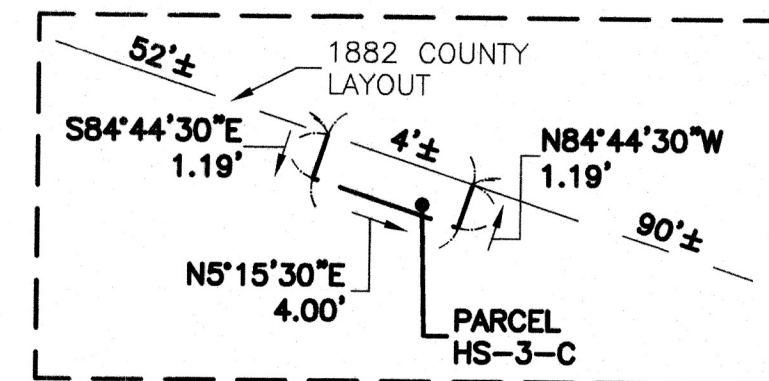
To: City Council President Bears and Honorable Members of the City Council
From: Danielle Evans, Senior Planner, Office of Planning, Development, and Sustainability *on behalf of* the City of Medford Community Development Board
Date: June 15, 2026
RE: Community Development Board Recommendation (Alteration of the Main Street layout)

On May 20, 2026, the Community Development Board held a meeting and voted unanimously to recommend for acceptance by City Council the alteration of the Main Street layout and the associated temporary and permanent easements as shown on the plan entitled, "Alteration Plan of Main Street (Route 38)" prepared by Greenman-Pedersen, Inc and dated April 29, 2026. These alterations are in connection with the safety improvements of MassDOT project No. 611974.

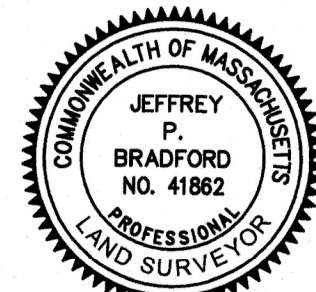
Board members present at the meeting were Chair Douglas Carr, Member John Anderson, Member Sean Beagan, Member Page Buldini, Member Dina Caloggero, and Member Ari Fishman.

cc: Alicia Hunt, Director of Planning, Development, and Sustainability
Breanna Lungo-Koehn, Mayor
Richard Eliseo, Acting City Clerk

PLAN PREPARED BY:
GREENMAN-PEDERSEN, INC.
181 BALLADVALE STREET, SUITE 202
WILMINGTON, MASSACHUSETTS 01887
978-570-2999 WWW.GPINET.COM



I CERTIFY THAT THIS PLAN HAS BEEN PREPARED IN CONFORMITY WITH THE RULES AND REGULATIONS OF THE REGISTERS OF DEEDS OF THE COMMONWEALTH OF MASSACHUSETTS.



5/19/26 *Jeffrey P. Bradford*
DATE JEFFREY P. BRADFORD, PLS #41862

0 20 50 100
SCALE: 1" = 20'

DATE: _____

MEDFORD PLANNING BOARD
APPROVAL NOT REQUIRED UNDER
THE SUBDIVISION CONTROL LAW

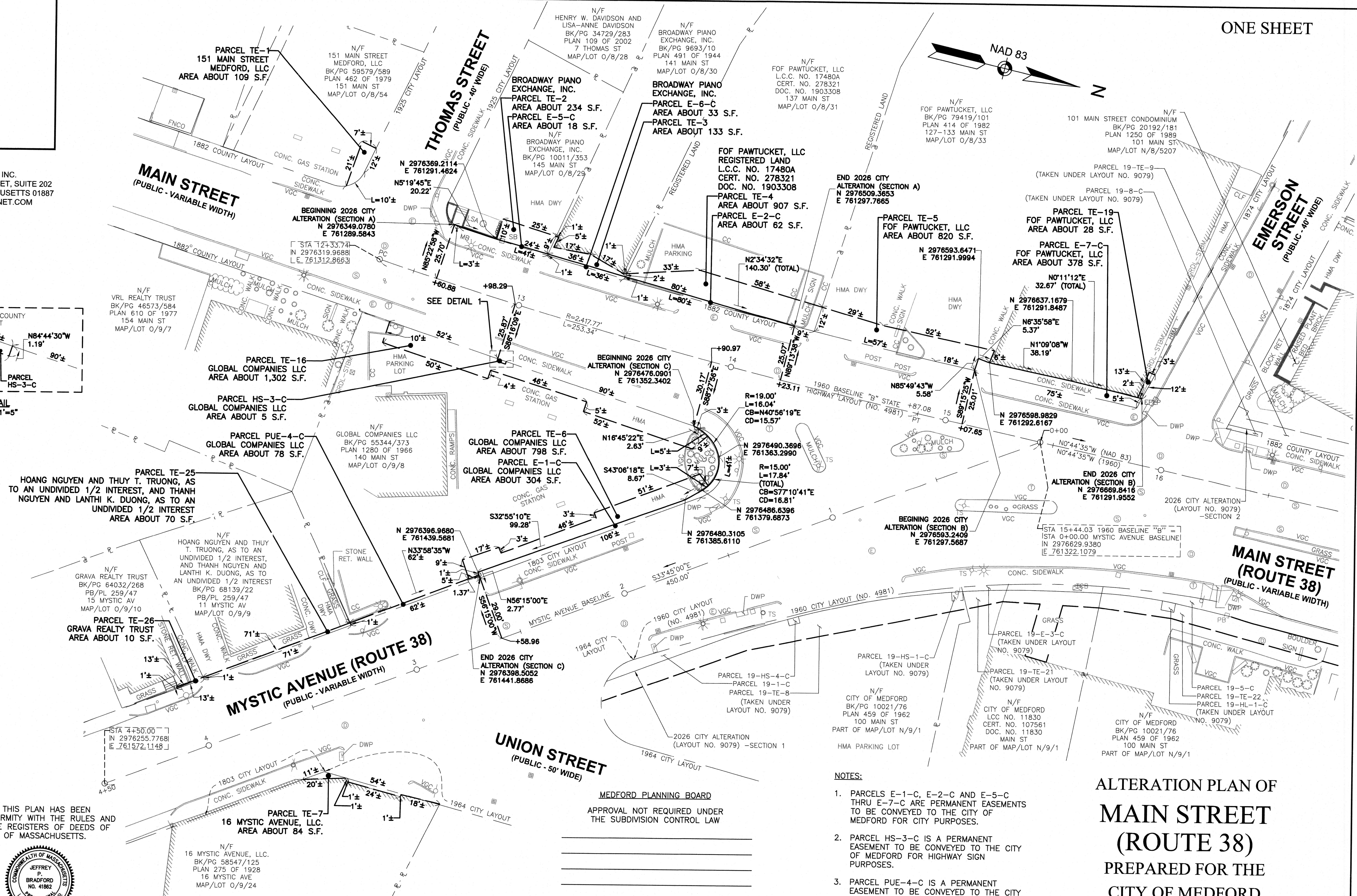
NOTES:

1. PARCELS E-1-C, E-2-C AND E-5-C THRU E-7-C ARE PERMANENT EASEMENTS TO BE CONVEYED TO THE CITY OF MEDFORD FOR CITY PURPOSES.
2. PARCEL HS-3-C IS A PERMANENT EASEMENT TO BE CONVEYED TO THE CITY OF MEDFORD FOR HIGHWAY SIGN PURPOSES.
3. PARCEL PUE-4-C IS A PERMANENT EASEMENT TO BE CONVEYED TO THE CITY OF MEDFORD FOR PUBLIC UTILITY PURPOSES.
4. PARCELS TE-1 THRU TE-7, TE-16, TE-25 AND TE-26 ARE TEMPORARY CONSTRUCTION EASEMENTS TO BE CONVEYED TO THE CITY OF MEDFORD.

SCALE: 1"=20'

ALTERATION PLAN OF
**MAIN STREET
(ROUTE 38)**
PREPARED FOR THE
CITY OF MEDFORD
MIDDLESEX COUNTY

APRIL 29, 2026



Order of Layout

ORDERED: That the City Council of the City of Medford, on behalf of the City and pursuant to the authority granted by Chapter 82, Sections 21-24 of the Massachusetts General Laws, as amended, in connection with the Main Street (Route 38) Corridor and Intersection Improvements Project, having determined that common convenience and necessity require the alteration of the layouts of portions of Main Street and Mystic Avenue as public ways to include within said layouts the parcels of land shown as Parcels E-1-C, E-2-C, E-5-C, E-6-C, and E-7-C on the plan entitled “Alteration Plan of Main Street (Route 38) Prepared for the City of Medford Middlesex County”, dated April 29, 2026, prepared by Greenman-Pedersen, Inc., hereby orders that said layouts be altered in the manner depicted on said plan.

COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, SS.

CITY OF MEDFORD

ORDER OF TAKING

At a regularly convened meeting of the City Council of the City of Medford (the “City”) held on this _____ day of _____, 2026, it was voted and ordered as follows:

The City Council of the City of Medford, duly elected, qualified, and acting as such, on behalf of the City and by virtue of and in accordance with the authority of City Council Order _____, a certified copy of which is attached hereto and incorporated herein, the provisions of Chapter 79 and Chapter 82, Sections 21-24 of the General Laws, and any and every other power and authority hereunto enabling it in any way, hereby takes, for all purposes for which public ways are used and for the purpose of undertaking the Main Street (Route 38) Corridor and Intersection Improvements Project (the “Project”), the following interests in, on, under, over, across and along certain parcels of land abutting or near Main Street, Medford, Massachusetts, and shown more particularly on a plan entitled: “Alteration Plan of Main Street (Route 38) Prepared for the City of Medford Middlesex County”, dated April 29, 2026, prepared by Greenman-Pedersen, Inc., recorded with the Middlesex South District Registry of Deeds (the “Registry”) herewith in Plan Book _____, Plan _____ (the “Plan”), as set forth more particularly below:

1. Permanent Roadway Easements. Permanent easements in, on, under, over, across and along the parcels of land shown on the Plan as “E-1-C”, “E-2-C”, and “E-5-C” through and including “E-7-C” (collectively, the “Roadway Easement Premises”) for any and all purposes for which public ways are used in the City of Medford, together with attendant customary uses, including, without limitation, for the purposes of constructing, inspecting, operating, maintaining, repairing, removing, replacing, relocating, and abandoning in place rights of way and any and all structures and facilities necessary or convenient to support the same, or related thereto, including, without limitation, rights of way, sidewalks, walkways, guardrails, supporting and/or retaining walls, signs, drains, utilities (including water and sewer), hydrants, light posts, and any related appurtenances.

2. Permanent Utility Easement. A permanent easement in, on, under, over, across and along the parcel of land shown on the Plan as “PUE-4-C” (the “Utility Easement Premises”) for the purpose of installing, constructing, improving, inspecting, maintaining, repairing, replacing, relocating and/or abandoning in place utilities within the Utility Premises and all appurtenances related thereto, including, but not limited to, water (including public water mains, fire hydrants, and related facilities), sewer, drainage, guy wires, anchors, bolts, poles, conduits, telephone lines and wires (including overhead wires), and for any and all purposes and uses incidental thereto, including utilities for the transmission of power, intelligence and communications.

3. Permanent Sign Easement. A permanent easement in, on, under, over, across and along the parcel of land shown on the Plan as “HS-3-C” (the “Sign Easement Premises”) for the

purpose of installing, constructing, maintaining, repairing and replacing roadway signs and any structures and appurtenances related thereto.

4. Temporary Construction Easements. Temporary construction easements in, on, over, under and along the parcels of land shown on the Plan as “TE-1” though and including “TE-7”, TE-16”, “TE-19”, “TE-25”, and “TE-26” (collectively, the “Temporary Easement Premises”), for the purpose of undertaking the Project, including, without limitation, grading land, constructing, operating, improving, maintaining, repairing, replacing, relocating, realigning and/or reconstructing slopes of excavation and/or embankment driveways, sidewalks, retaining walls, stone walls, landscaping, loaming, planting trees, seeding, paving, and/or erosion control, which temporary construction easements shall terminate automatically five (5) years from the date on which this Order of Taking is recorded with the Registry without the necessity of recording any instrument with said Registry. Nothing in this paragraph shall affect the permanent easements acquired by the City hereunder.

The City shall have the right to enter upon and pass over the Roadway Easement Premises, the Utility Easement Premises, the Sign Easement Premises, and the Temporary Easement Premises (collectively, the “Easement Premises”) from time to time, by foot, vehicle, or heavy equipment, for all any and all purposes stated herein and uses necessary or incidental thereto, including, without limitation, using and temporarily storing, as needed, construction equipment, materials or other incidental items within the Easement Premises for the purposes set forth herein. No temporary or permanent buildings, structures or other objects shall be constructed, installed or placed upon the Roadway Easement Premises, the Utility Easement Premises, and the Sign Easement Premises and, for the term set forth herein, the Temporary Easement Premises. The City may assign such easements to or authorize use of such easement areas by any utility company.

The taking includes the right, but not the obligation, of the City to remove any buildings, structures, objects, utilities and/or vegetation (including trees and shrubs) now or hereafter located within the Easement Premises whenever their removal shall be necessary or convenient to exercise the rights taken hereunder and/or for the purposes set forth herein. Utilities and related facilities located within the Easement Premises that are owned by private utility companies and easements held by private utility companies are not taken.

The parcels of land subject to said easements are owned or supposed to be owned and/or formerly owned by the parties listed in Schedule A, which parties are hereinafter collectively referred to as Owners. If in any instance the name of any Owner is not correctly stated, the names of the supposed Owners being given as of this Order of Taking, it is understood that in such instance the land referred to is owned by an Owner or Owners unknown to us.

The amount awarded as damages to the Owner or Owners of the parcels in accordance with the provisions of G.L. c.79, §6, as amended, and to any other person or corporation having an interest therein, is set forth on Schedule B, which shall not be recorded with the Registry.

No betterments are to be assessed under this taking.

IN WITNESS WHEREOF, the City of Medford, acting by and through the City Council, has set its hands and seal on this _____ day of June, 2026.

CITY OF MEDFORD,
By its City Council

Isaac B. Bears, President

Emily Lazzaro, Vice President

Anna Callahan, Councilor

Matt Leming, Councilor

Liz Mullane, Councilor

George A. Scarpelli, Councilor

Justin Tseng, Councilor

THE COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

On this _____ day of June, 2026, before me, the undersigned notary public, personally appeared _____, member(s) of the Medford City Council, as aforesaid, who proved to me through satisfactory evidence of identification, which was _____, to be the person(s) whose name(s) is/are signed on the preceding document, and acknowledged to me that he/she/they signed it voluntarily for its stated purpose on behalf of the City of Medford.

Notary Public
My Commission Expires:

1038642/MEDF/0188

SCHEDULE A

List of Property Owners

Interest(s) Taken	Owner(s)	Address (Medford, MA)	Deed Reference (Book/Page)
TE-1 (109±s.f.)	151 Main Street Medford, LLC	151 Main Street	59579-589
E-5-C (18±s.f.) TE-2 (234±s.f.)	Broadway Piano Exchange, Inc.	145 Main Street	10011-353
E-6-C (33±s.f.) TE-3 (133±s.f.)	Broadway Piano Exchange, Inc.	141 Main Street	8209-117 (Confirmatory Deed 9693-10)
E-7-C (378±s.f.) TE-5 (820±s.f.) TE-19 (28±s.f.)	FOF Pawtucket, LLC	127-133 Main Street	79419-101
E-2-C (62±s.f.) TE-4 (907±s.f.)	FOF Pawtucket, LLC	137 Main Street	79475-530; Ctf. 278324, Document No. 1903308, LC Plan Book 300, Page 233
E-1-C (304±s.f.) HS-3-C (5±s.f.) PUE-4-C (78±s.f.) TE-6 (798±s.f.) TE-16 (1,302±s.f.)	Global Companies LLC	140 Main Street	55344-373
TE-25 (70±s.f.)	Hoang Nguyen and Thuy T. Truong (1/2) and Thanh Nguyen and Lanthi K. Duong (1/2)	11-13 Mystic Avenue	68139-22
TE-26 (10±s.f.)	Peter M. Grava, Trustee of the Grava Realty Trust	15 Mystic Avenue	64032-268
TE-7 (84±s.f.)	16 Mystic Avenue LLC	16 Mystic Avenue	58547-125

SCHEDULE B

Damages Awarded

Owner(s)	Address (Medford, MA)	Damages Awarded
151 Main Street Medford, LLC	151 Main Street	\$2,300.00
Broadway Piano Exchange, Inc.	145 Main Street	\$7,700.00
Broadway Piano Exchange, Inc.	141 Main Street	\$8,600.00
FOF Pawtucket, LLC	127-133 Main Street	\$83,900.00
FOF Pawtucket, LLC	137 Main Street	\$29,800.00
Global Companies LLC	140 Main Street	\$101,900.00
Hoang Nguyen and Thuy T. Truong (1/2) and Thanh Nguyen and Lanthi K. Duong (1/2)	11-13 Mystic Avenue	\$1,500.00
Peter M. Grava, Trustee of the Grava Realty Trust	15 Mystic Avenue	\$200.00
16 Mystic Avenue LLC	16 Mystic Avenue	\$1,800.00

PROFESSIONAL SUMMARY

Possess excellent transferable skills in interpersonal communication, relationship-building, and team leadership; business-to-customer skills in lead generation, client acquisition, contract negotiation, account development, and product knowledge; experienced working with customers to achieve solutions and drive company growth; demonstrated record of accomplishment in meeting objectives and delivering results in both team-based and individual capacities.

WORK HISTORY

CRBE, November 2025 – Present

Assistant Property Manager

- Inventory management and operations management.
- Interact/service tenants on behalf of property management to ensure a safe working environment.
- Using customer success management skills, address the needs of existing tenants.
- Play an instrumental role in client satisfaction by addressing concerns to ensure satisfaction with the tenancy.

PEABODY PROPERTIES (Station 101, Beverly, MA), December 2022- October 2025

Leasing/Marketing Coordinator/Assistant Property Manager December 2022- November 2025

- Interacted/serviced potential and existing tenants on behalf of property management.
- Participated in account management, inventory management, rental management, and operation management.
- In charge of social media and coordinated/responsible for conducting monthly resident events.

SILVERCLOUD HEALTH, May 2018 – June 2022

Customer Success Manager, July 2020 – June 2022

- Developed a deep understanding of the customer's business and technical objectives, partnered with them to build a strategic joint success plan with identified objectives, milestones, and measurable key performance indicators to achieve the outcomes.
- Developed product knowledge expertise to support accounts and build key relationships by engaging customers to answer questions and ensure their satisfaction with the product.
- Played an instrumental role in client satisfaction by working with operational teams for proper resolution of service issues, leading to a customer renewal rate of 100%.

Business Development Representative, May 2019 - July 2020

- Initiate the sales process with health systems, health insurers, and universities looking to provide evidence-based behavioral and mental health solutions by running initial qualification meetings to help determine if prospects should be part of the *Large Enterprise* new business pipeline.
- Actively contacted prospects to build a pipeline of business opportunities.
- Tracked sales calls in the Pipedrive database for relationship management.
- Arranged potential client contacts, cultivated relationships, and followed through on all service needs.
- Attained monthly quota for meetings; set and qualified leads converted into sales opportunities.
- Identified and pursued valuable business opportunities to generate new company revenue.

Sales Associate, Internship May 2018 – September 2018

- Engaged with customers to build rapport and lasting relationships.
- Conducted internal research and began building relationships within the organization.

EDUCATION

Southern New Hampshire University - Hooksett, NH

Bachelor of Science, Business Administration, May 2019, Cumulative 3.7



Board & Commission Recommendation

Office of Mayor Breanna Lungo-Koehn

Submission date: 07/08/26 Date of appointment if not rejected: 08/07/26

Candidate for: Hormel Stadium Commission

Application Type: New

Name: Ryan O'Keefe

Relevant Training?
*-Strong project/management skills
-Budgeting and accounting skills
-Work well in a team setting
-Leadership qualities: Example 1: Have taken the lead in property events at my previous job as an Assistant Property Manager with over 300 residents. Example 2: Captain of Medford High hockey team 2015 and captain of Southern New Hampshire ACHA hockey team in 2018+2019.*

Interests / Hobbies: Sports, gym, socializing, outdoor activities, concerts.

Have you ever served on a board or commission? No

If so, which one(s)?



**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
Medford, MA 02155

Re: Fiscal Year 2026 Year End Transfers

Dear President Bears and Members of the City Council:

I respectfully request and recommend that your Honorable Body approves the following end of year transfers for FY2026:

Transfer to	Amount	Transfer From	Amount
Finance - Expenses	16,500.00	Finance - Salaries	9,000.00
Finance - Expenses		Assessor - Expenses	7,500.00
Information Technology - Salaries	500.00	Information Technology - Expenses	500.00
Elections - Salaries	96,200.00	Information Technology - Expenses	20,000.00
		City Clerk - Salaries	35,000.00
		Assessor -Salaries	1,000.00
		Assessor - Expenses	5,000.00
		Cable - Salaries	1,700.00
		Planning - Salaries	30,000.00
		Elections - Expenses	3,500.00
Building - Salaries	13,500.00	Building - Expenses	13,500.00
Traffic Supervisors - Expenses	2,500.00	Traffic Supervisors - Salaries	2,500.00
Police - Salaries	175,000.00	Police - Expenses	25,000.00
		Traffic Supervisors - Salaries	25,000.00
		DPW Engineering - Salaries	125,000.00
Parking - Expenses	45,000.00	Parking - Salaries	45,000.00
Fire - Salaries	345,000.00	DPW Highway - Salaries	345,000.00
Fire - Expenses	145,000.00	DPW Highway - Expenses	145,000.00



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

Electrical - Expenses	21,000.00	Electrical - Salaries	11,000.00
		Cable - Salaries	10,000.00
Facilities - Expenses	260,000.00	DPW Highway - Expenses	260,000.00
Library - Salaries	67,000.00	Veterans - Expenses	67,000.00
Legal - Expenses	67,000.00	Legal - Salaries	67,000.00
Workers Comp	435,000.00	DPW Highway - Expenses	225,000.00
		DPW Cemetery - Salaries	80,000.00
		DPW Parks - Salaries	90,000.00
		DPW Forestry - Salaries	40,000.00
Facilities - Salaries	17,000.00	DPW - Engineering - Expenses	10,000.00
		Human Resources - Expenses	7,000.00
Insurance	350,000.00	DPW Engineering - Salaries	70,000.00
		DPW Parks - Expenses	90,000.00
		DPW Forestry - Expenses	45,000.00
		Health - Salaries	25,000.00
		Parking - Salaries	30,000.00
		Recreation - Salaries	30,000.00
		Veterans - Expenses	60,000.00

Thank you for your kind attention to this matter.

Sincerely,


Breanna Lungo-Koehn
Mayor



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

**REQUEST FOR EXPENDITURE FROM LAW DEPARTMENT CLAIMS OVER
\$2,500.00 ACCOUNT #010-151-5762**

Date: July 9, 2026

To: President Isaac B. Bears and Honorable
Members of the Medford City Council

Fr: Breanna Lungo-Koehn, Mayor *BLK*

Claimant Name: Roger Cook
Date of Accident: January 18, 2026
Date of Settlement: May 5, 2026
Date of Trial Result: N/A
Amount of Request: \$3,800
Claimant's Attorney: N/A

Description of Alleged Claim:

This case involves a motor vehicle accident where the claimant's vehicle was parked on the street at 52 Morrison Street and was struck by a City of Medford snowplow. The claimant requested \$7,077.76 for repairs and has settled with the City for \$3,800.00.

Breakdown to Amount Requested:

Property Damage: \$ 3,800.00
Other: \$ -0-
Total Settlement: \$ 3,800.00

Claimant Name: Anthony Barone
Date of Accident: March 4, 2026
Date of Settlement: June 23, 2026
Amount of Request: \$3,842.71
Claimant's Attorney: N/A



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

Description of Alleged Claim:

This case involves a motor vehicle accident which occurred on March 4, 2026 on Fulton Spring Road. At that time, a City snow plow, hit and scratched the vehicle owned by Anthony Barone. The requested and settled amount is \$3,842.71.

Breakdown to Amount Requested:

Property Damage: \$ 3,842.71
Other: \$ -0-
Total Settlement: \$ 3,842.71

Claimant Name: James Lee
Date of Accident: January 29, 2026
Date of Settlement: June 1, 2026
Amount of Request: \$3,006.55
Claimant's Attorney: N/A

Description of Alleged Claim:

The Claimant, James Lee, lives on Aquavia Road where a City snowplow driver pushed snow onto Mr. Lee's front yard causing damage to his Pritchard hedges. He is requesting a reimbursement of \$3,006.55 for the landscaping repairs.

Breakdown to Amount Requested:

Property Damage: \$ 3,006.55
Other: \$ -0-
Total Settlement: \$ 3,006.55

Attorney Thomas Lane from KP Law will be in attendance on these matters.



**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

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



MEDFORD, MASSACHUSETTS
MAYOR BREANNA LUNGO-KOEHN

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



RECEIVED
CITY CLERK
MEDFORD, MASS.

2026 JUL -6 PM 1:24

PUBLIC PARTICIPATION PETITION

Description:

To Add 2 Speed tables, Lighted Speed Limit
Signs, & Lighten Do Not Enter Signs on Sturges St.
From Fitts St to Highland Ave.
To Add A Lighted Stop Sign, A painted Stop
Line, & A Right turn only ARROW painted on the
Ground, where Morgan Ave meets Sturges St.

Resident Name: Andrew Dall

Resident Address: 141 Sturges St.

Email Contact Information: ~~AndrewMDall13@gmail.com~~

AndrewMDall13@gmail.com