



Medford City Council
Medford, Massachusetts

The Fourteenth Regular Meeting, August 4, 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/84476971942?pwd=4GltyaPqGyo4paDUoErWYvx6CsujLL.1>

Call-in Number: +13092053325,,84476971942#,,,,*015517#

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

26-135 - Offered by Emily Lazzaro, Council Vice President

Resolution in Remembrance of John Westwater

Records

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

The Records of the Meeting of July 14, 2026 were passed to Councilor Leming

Reports of Committees

19-070 - Offered by Isaac Bears, Council President

Committee of the Whole, July 14, 2026, Report

26-031 - Offered by Emily Lazzaro, Council Vice President

Public Health and Community Safety Committee, July 15, 2026, Report

Refer to Committee for Further Discussion

26-138 - Offered by Liz Mullane, City Councilor, Justin Tseng, City Councilor

Resolution to Update the Noise Ordinance (to be referred to Resident Services Committee)

MOTIONS, ORDERS, AND RESOLUTIONS

26-024 - Offered by Isaac Bears, Council President

Resolution to Schedule Neighborhood Ward Meetings Hosted by City Council

26-136 - Offered by Isaac Bears, Council President

Resolution to Demand Tufts Reinstate Graduate Worker Facing Retaliation and Retribution

26-137 - Offered by Isaac Bears, Council President

Resolution to Support Tufts Facilities Workers Bargaining for a Fair Contract

COMMUNICATIONS FROM THE MAYOR

26-133

Submitted by Mayor Breanna Lungo-Koehn

Capital and General Stabilization Fund Appropriation Requests (1E and 2)

26-139

Submitted by Mayor Breanna Lungo-Koehn

Board and Commission Appointments

26-140

Submitted by Mayor Breanna Lungo-Koehn

Community Preservation Committee Appropriation Request - Playstead Park Digital
Scoreboard Contingency and Osgood House Gutter/Storm Window Restoration

26-141

Submitted by Mayor Breanna Lungo-Koehn

Unpaid Bill of Previous Fiscal Year

26-142

Submitted by Mayor Breanna Lungo-Koehn

Supplemental Appropriation for the Fiscal Year 2027

COMMUNICATIONS FROM CITY OFFICERS AND EMPLOYEES

26-143

Offered by Election Commission

Relocation of Polling Place - Ward 4, Precinct 2

26-144

Offered by Election Commission

Medford Call For Election September 1, 2026

26-145

Offered by Election Commission

Medford Election Warrant September 1, 2026

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

26-124 **Personnel Ordinance Amendments - Director and Assistant
Director of Health and Human Services**

IN CITY COUNCIL	JUNE 23, 2026	APPROVED FOR FIRST READING
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ADVERTISED	JULY 30, 2026	MEDFORD TRANSCRIPT & SOMERVILLE JOURNAL
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IN CITY COUNCIL	AUGUST 4, 2026	ELIGIBLE FOR THIRD READING
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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
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ADVERTISED	JULY 30, 2026	MEDFORD TRANSCRIPT & SOMERVILLE JOURNAL
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IN CITY COUNCIL	AUGUST 4, 2026	ELIGIBLE FOR THIRD READING
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Reports Due/Deadlines

<u>16-574</u>	University Accountability Report (Next Report Due in November 2026)
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<u>22-026</u>	Quarterly Presentation on City's Financial Health by Chief Financial Officer/Auditor
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<u>22-027</u>	Monthly Copy of Warrant Articles from Chief Financial Officer/Auditor
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Adjournment



Medford City Council
Medford, Massachusetts

MEETING DATE

August 4, 2026

SPONSORED BY

Emily Lazzaro, Council Vice
President

AGENDA ITEM

26-135 - Resolution in Remembrance of John Westwater

FULL TEXT AND DESCRIPTION

Whereas, John Westwater lived on Usher Road, steps from the West Medford train station. He taught middle school at St. Joseph's in Medford for many years, where his affectionate nickname was "Mister Sister." His favorite hobbies were camping and going for walks. He loved nature, his home, and his neighborhood; and,

Whereas, on July 20th an Amtrak train was passing through the West Medford train station, just down the street from where John lived. He was crossing the tracks and was hit. John died from his injuries. He was 77 years old; now, therefore:

Be It Resolved by the Medford City Council that we share our deepest condolences with Mr. Westwater's family and loved ones and express our hope that this senseless tragedy will not be in vain and will not be repeated.

Be it Further Resolved that we will work with the Massachusetts Bay Transit Authority and Amtrak, a quasi-governmental corporation created by Congress in 1970 to preserve intercity passenger rail service, to make sorely needed safety improvements to the West Medford commuter and Amtrak train station so this will never happen again.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

August 4, 2026

SPONSORED BY

Liz Mullane, City Councilor, Justin
Tseng, City Councilor

AGENDA ITEM

26-138 - Resolution to Update the Noise Ordinance (to be referred to Resident Services Committee)

FULL TEXT AND DESCRIPTION

Whereas, the City of Medford's Noise Ordinance was last updated in 1974, and is lacking any recent updates to types of noise that can impact residents; and

Whereas, residents of Medford have shared a variety of ways in which different noise levels have been impacting their daily lives; and

Whereas, noise levels can also be considered a health hazard, and it is left to the community to help regulate and advise on noise restrictions throughout their city and towns; and

Whereas, the American Public Health Association has stated that "loud noise causes hearing loss and tinnitus and can contribute to non-auditory health problems. Chronic noise, even at low levels, can cause annoyance, sleep disruption, and stress that contribute to cardiovascular disease, cerebrovascular disease, metabolic disturbances, exacerbation of psychological disorders, and premature mortality. Noise interferes with cognition and learning, contributes to behavior problems, and reduces achievement and productivity. The health of more than 100 million Americans is at risk, with children among the most vulnerable."; and

Whereas, "The APHA policy statements below relate to this update by advocating for the following: reducing environmental stressors and their harmful effects on public health, rectifying the disproportionate burden of environmental hazards borne by disadvantaged populations, and encouraging actions to mitigate adverse effects. Including noise as a stressor in future APHA policy statements and updates is recommended."

Be it Resolved by the Medford City Council that the Council's Resident Services and Public Engagement Committee review the current noise ordinance to update its language, function, type and current usage.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

August 4, 2026

SPONSORED BY

Isaac Bears, Council President

AGENDA ITEM

26-024 - Resolution to Schedule Neighborhood Ward Meetings Hosted by City Council

FULL TEXT AND DESCRIPTION

Be it Resolved by the Medford City Council that the Council's Resident Services and Public Engagement Committee discuss a plan to schedule Neighborhood Ward Meetings hosted by the City Council in 2026 and 2027.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

August 4, 2026

SPONSORED BY

Isaac Bears, Council President

AGENDA ITEM

26-136 - Resolution to Demand Tufts Reinstate Graduate Worker Facing Retaliation and Retribution

FULL TEXT AND DESCRIPTION

Whereas, a Tufts University international graduate worker recently faced retaliation by her adviser for reporting that they required her to work a significant amount of hours as an unpaid teaching assistant, which violated her union contract. Later, the graduate worker was removed from her doctoral program; and,

Whereas, the worker and her union identified that there were multiple contract violations over the course of the year and the worker has experienced retaliation for protected union activity about her working conditions; and,

Whereas, after experiencing this retaliation, Tufts University informed the worker on June 24th that she was disenrolled from her doctoral program and transferred to the masters of science program, forcing her out of the university in August; and,

Whereas, after being forced out of the doctoral program that she intended to complete, her student visa is expected to expire in September 2026. This worker was not even given the opportunity to find a different adviser at Tufts, and she is not being given sufficient time to apply to other doctoral programs or conduct a proper job search; now, therefore:

Be it Resolved by the Medford City Council that we call on Tufts to immediately re-enroll this student in her doctoral program.

Be it Further Resolved that we call on Tufts to award this worker compensation for losing her summer stipend and losing her doctoral program enrollment after reporting bargaining contract violations, provide transitional support to move to a new lab to remain in the program, and cease any future tolerance of retribution for protected union activity – especially at a university that claims to be committed to advancing equity and justice.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

August 4, 2026

SPONSORED BY

Isaac Bears, Council President

AGENDA ITEM

26-137 - Resolution to Support Tufts Facilities Workers Bargaining for a Fair Contract

FULL TEXT AND DESCRIPTION

Whereas, the City of Medford and its residents share a strong interest in seeing through a good quality union contract between Tufts and its facilities workers who belong to SEIU 32BJ; and,

Whereas, these essential workers are employed as utility workers, as maintenance mechanics, in the grounds department, and in a variety of trades positions such carpenters, locksmiths, HVAC mechanics, plumbers, electricians, and more; and,

Whereas, as the largest private employer in Medford and Somerville, and a major Boston-area employer, Tufts University has a vitally important role in setting standards for all working people, particularly those to whom the University owes its buildings' conditioned functioning and its outstanding grounds; and,

Whereas, these proud 32BJ SEIU members' demands for a fair contract are reasonable: fair, family-sustaining wage increases, lower healthcare monthly healthcare premiums, protections for immigrant workers, union benefits and other richly deserved improvements; now, therefore:

Be it Resolved by the Medford City Council that we call on Tufts University to support the contract demands of Tufts facilities workers and to set an example of fair treatment and good labor relations for other area employers.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

August 4, 2026

SPONSORED BY

AGENDA ITEM

26-139 - Board and Commission Appointments

FULL TEXT AND DESCRIPTION

Zoning Board of Appeals

- Chris D'Aveta
- Reapplication to the ZBA
- 3 years - expiring on 3-31-2029

Water & Sewer Commission

- Lucica Hiller
- 3 years
- 03/31/2029

Medford Arts Council (MAC) - 2

- Irene Ros and Swabarna Mukherjee
- 3 years
- 12/01/2029

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Chris D'Aveta - Board Commission Recommendation - CC
2. Hiller_Lucica_Resume 2025 Medford W&S Commission_Redacted
3. Irene Ros Resume 2026_Redacted
4. Irina-Board Commission Recommendation - CC
5. Lucica-Board Commission Recommendation
6. Swabarna_Mukherjee_Resume_Redacted
7. Swabrama-Board Commission Recommendation



Board & Commission Recommendation

Office of Mayor Breanna Lungo-Koehn

Submission date: 07/29/26 Date of appointment if not rejected: 08/28/26

Candidate for: Zoning Board of Appeals (ZBA)

Application Type: Re-appointment

Name: Chris D'Aveta

Relevant Training? *American Institute of Certified Planners, 2006 to present.
Numerous positions as Planner, Town Planner, Planning Director,
and Community Development Director from 2000 to present.*

Interests / Hobbies:

Have you ever served on a board or commission? Yes

If so, which one(s)? ZBA from 2024 to present

Lucica S. Hiller, CPMSM, E.I.T.



WORK EXPERIENCE

City of Cambridge, MA, Senior Project Manager, January 2025 – present

- Administer the CSO Control Program and manage compliance with NPDES permits and State Water Quality Variances
- Monitor and evaluate state and federal regulation changes; and develop comment letters on proposed regulatory changes
- Lead the CSO Control Plan Update and coordinate with MWRA, City of Somerville, EPA, MassDEP, and watershed associations and advocacy groups
- Manage large capital improvement projects

City of Somerville, MA, Stormwater Program Manager, November 2020 – December 2024

- Administered the Stormwater Management Program and the CSO Program; managed compliance, including monitoring and reporting, under the 2019 Administrative Compliance Order, MS4 Permit, CSO Permit, and Water Quality Variances; monitored and evaluated state and federal regulation changes
- Led the following program and projects, including procuring services and goods, managing scope and fee development, consultants, budgets, and schedules, coordinating with DPW, Water & Sewer, Health and Human Services, Communications, IT, Somerville Office for Immigrant Affairs, Procurement, and Public Space and Urban Forestry departments for support and operation and maintenance needs:
 - MS4 and IDDE Programs
 - Drainage and Water Quality Master Plan
 - CSO Public Notification Program
 - Stormwater Enterprise Fee project
 - CSO Control Plan Update project
 - Flow Metering
- Set up and managed the Summer Intern Program for the Engineering Division
- Collaborated and coordinated with DCR, EPA, MassDEP, MWRA, City of Cambridge, other municipalities in the Mystic and Charles watershed, and local watershed groups and advocacy groups on infrastructure and regulatory stormwater needs
- Secured \$49 million SRF funding for a flood mitigation capital improvement project currently in design.
- Submitted a \$90 million FEMA BRIC grant application for the Mystic River New Stormwater Outfall and Sewer Separation in Foss Park Area; closely collaborated with the Grants Department and MEMA
- As the City proceeded with sewer separation, managed the shift of permitting requirements from CSO to MS4, including coordinating with design teams to improve stormwater quality and reduce impacts to receiving water bodies.
- Participated in the planning, evaluation, and managing of stormwater drainage and water quality Capital Improvement Program projects including ensuring compliance with any local, state, or federal requirements/policies, and utilizing current technologies in Best Management Practices
- Developed City regulations, policies, design guidelines, and standard operating procedures to improve stormwater management, support the Somerville Climate Forward Plan, and reduce municipal vulnerability.

Kleinfelder, Inc, Water Resources Planner and Engineer in Training, Assistant Project Manager, September 2017 – October 2020

Stormwater Planning and Management: Cambridge, Wayland, Canton, and Millis, MA

- Developed planning, reporting, public education and outreach, and training documentation and materials (SWMPs, SWPPPs, IDDE Plans, Good Housekeeping Manuals, NOIs, Annual Reports) in four MA communities
- Facilitated interactive classroom and field-based training sessions to assist municipal clients with the implementation of their stormwater management programs, including IDDE program outfall screening and sampling and catchment investigations for illicit discharges.

Lucica S. Hiller, CPMSM, E.I.T.



- Led a GIS analysis to understand land use and impervious cover changes since 2005 that could impact phosphorus reduction credits for MS4 Permit compliance.
- Initiated the creation of a Stormwater Task Force in Wayland to educate and involve stakeholders in the success of the stormwater program, and to help the community identify potential funding sources, including the development of a stormwater utility.

Integrated Planning: City of Worcester, MA and City of Portland, ME

- Developed the adaptive management element, analyzed the potential for green infrastructure technologies using ArcGIS, and ranked potential alternatives using an Excel benefits model framework for the integrated plan of the City of Worcester, MA, a highly urbanized community with aging infrastructure, combined and separated sewer pipes, and water bodies with TMDLs.
- Led the development of an integrated model accounting tool that quantified the water quality benefits of individual alternatives now and in the future using available climate projection data for the development of the hybrid integrated plan that must comply with a Consent Order for CSO discharges to be presented to EPA and Maine Department of Environmental Protection for the City of Portland.
- Drinking Water Conveyance Design and Construction: Canton, MA
- Provided technical and project management support for the design and construction of a 11,000 LF water main replacement in Canton, which included field investigations, CAD design, cost estimates, coordination with utilities and subcontractors, client updates, preparing bid documentation, staff management, invoicing, and budget tracking.

Water Supply and Climate Resiliency: Ipswich River Basin Communities and Gloucester, MA

- Provided technical support for a multi-phased, grant funded, hydrologic study of the Ipswich River Basin by developing a basin wide water use model using STELLA to evaluate potential solutions to basin water shortages and reviewed, analyzed, and incorporated into the model climate projections data to estimate the effects of future climate projections on the regional and individual communities water supply.
- Provided technical support for an MVP Action Grant funded project tasked to understand the existing and future vulnerabilities of the water supply and reservoir system in Gloucester, a coastal community, by developing a systems model that mirrored existing operational, demand, and permitting conditions, while developing the hydrology of the system through a regression model. The model integrated climate change projection data to evaluate potential limitations in the water supply.
- Evaluated the effects future permit restrictions will have on the safe yield of a water supply system in Connecticut using a systems model.

Bank Of New York Mellon, Global Income/Tax Team Leader, Analyst, Specialist, 2005 – 2011

- Led a team of ten income and tax specialists and analysts in delivering high quality tax refunds and dividend payments across 40 countries for our clients under tight deadlines and evolving regulatory markets.
- Trained co-workers, motivated staff, and addressed human resources related issues.

EDUCATION

Tufts University, Medford, MA

Master of Engineering in Environmental and Water Resources Engineering, May 2017

Bachelor of Science in Environmental Engineering, Summa Cum Laude, May 2016

Babes-Bolyai University, Cluj-Napoca, Romania, 2000 - 2005

Bachelor of Arts in Economics

Irene Ros

Summary

Engineering leader with a proven history of delivering large-scale user impact, combining technical expertise, product vision and people-centered leadership, driven by user needs and work that creates meaningful, real-world impact.

Work Experience

TLM / Staff Software Engineer

Google, Search Ranking | 06/2020 - Present | Cambridge, MA

As a Staff Software Engineer and Team Lead Manager at Google Search Ranking, I manage a team of engineers who focus on complex queries within our AI-powered LLM Answer products, with an emphasis on nuance, subjectivity, and human voices as well as our RAG ranking strategy and measurement. I work across the entire Search Quality stack, including signal and measurement development and deployment, triggering, retrieval, ranking, and answer synthesis.

I lead a cross-org team, successfully navigate organizational complexity to introduce and execute novel and complex ideas, contribute technically as an IC, and advise across a variety of other projects within our broader organization. I also dedicate a significant portion of my time to mentorship and coaching.

TLM / Senior Software Engineer

Google, Job Search Vertical | 01/2018 - 06/2020 | Cambridge, MA

Led the Job Search vertical on Google Search, owning technical strategy, execution, and people management while partnering closely with product, UX, partnership, and policy teams. Worked across the full Search stack including indexing, ranking, retrieval, machine learning, and front-end and back-end systems.

Selected projects:

- Launched a Remote Job Search experience prior to the COVID-19 pandemic
- Led UX initiatives in alignment with EUCD compliance
- Built veteran-focused job discovery features
- Developed degree-forward job search experiences for students

Founding Director and Principal Data Visualization Engineer

Bocoup, LLC | 07/2011 - 07/2017 | Boston, MA

Founded and led Bocoup's Data Visualization practice.

Defined business and technical strategy, managed projects across the full data pipeline (from analysis through deployed web applications), and built a multidisciplinary team culture grounded in open source, collaboration, and teaching. Led client engagements, business development, team management, and public outreach.

Founded **OpenVis Conf**, helping establish a global community around data visualization through openness, education, and shared best practices.

Selected Projects:

- Built interactive investigative stories for The Guardian, resulting in multiple open-source libraries
- Developed data-driven tools demonstrating climate and sea-level-rise risk
- Created interactive analyses exploring gender tropes in film
- Developed an accessible, transparent, and engaging interactive tool to explore global internet connectivity.

Research Staff Software Engineer

Visual Communication Lab, IBM Research | 06/2008 - 07/2011 | Cambridge, MA

Designed, prototyped, and implemented novel data visualization systems to support collaborative data analysis on the web. Contributed to peer-reviewed academic publications.

Skills

Disciplines: Large Language Models, Information Retrieval, Data Analysis and Visualization, Full Stack Development, UX Research, Prototyping, NLP and Text Analysis, Production and Deployment, Management and Technical Leadership, Mentorship, Teaching, Public Speaking

Programming Languages: C++, Python, Go, Java, JavaScript, CSS, HTML, R

Education

University of Massachusetts Amherst, MA

- Bachelor of Science in Computer Science - GPA: 3.848
- Graduated with Honors (Summa Cum Laude) from Commonwealth Honors College



Board & Commission Recommendation

Office of Mayor Breanna Lungo-Koehn

Submission date: 07/15/26 Date of appointment if not rejected: 08/14/26

Candidate for: Medford Arts Council

Application Type: New

Name: Irina Ros

Relevant Training? *I am a medford-based mixed media artist. I am very interested in ensuring local artists have enough funding, space and opportunities as Medford grows.*

Interests / Hobbies:

Have you ever served on a board or commission? No

If so, which one(s)?



Board & Commission Recommendation

Office of Mayor Breanna Lungo-Koehn

Submission date: 07/15/26 Date of appointment if not rejected: 08/14/26

Candidate for: Water & Sewer Commission

Application Type: New

Name: Lucica S Hiller

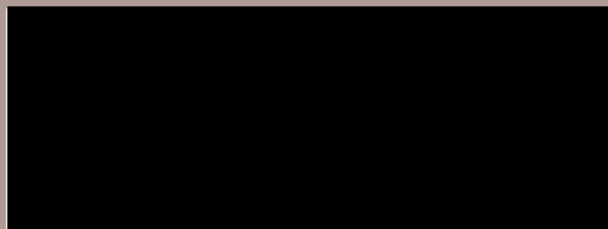
Relevant Training? *I am a water resources engineer in training and planner with both consulting and municipal background. I am interested in giving back to my community by using my financial and engineering knowledge and skills to help Medford plan and prepare for infrastructure projects that can ensure continued levels of service and make our water, sewer, and stormwater infrastructure resilient in the future.*

Interests / Hobbies:

Have you ever served on a board or commission? No

If so, which one(s)?

SWABARNA MUKHERJEE



SUMMARY

Seasoned Healthcare Data Management expert with deep expertise in Healthcare IT, data warehousing and engineering. My strengths lie in Data Strategies within the federal space and Business Process Improvement.

Culture of Diversity | People and their Stories | Music that touches the soul | Food that Inspire the Mind

SKILLS

- Data Engineering
- Health Insurance IT
- Health Equity
- Technical Product Management
- Data Strategies
- Agile Project Management
- Business Intelligence

EXPERIENCE

PRINCIPAL ANALYST | 08/2023 to Current
Fallon Health - Worcester, MA

- Data and Trend Analysis
- Vendor Collaboration
- Process and Solution Design
- Business Process Improvement
- Health Equity Efforts

INFORMATION MANAGEMENT ANALYST III | 05/2018 to 07/2023
Fallon Health - Worcester, MA

- Gap and Data Analysis.
- Process Design including Data Modeling, ETL etc.
- Supporting new Product Implementations.
- Data virtualization.
- Claims Data Management : Internal and external.
- Member / Enrollment Data management.

MENTOR | 10/2019 to 08/2022
New England HIMSS Chapter - Boston, MA

- Facilitate conversation between NEHIMSS professionals and NEHIMSS members for career development
- Provided advice to mentees on career paths, job opportunities and educational options.

SENIOR DATA & ETL LEAD | 02/2014 to 05/2018
Deloitte - Silver Spring, MD

Client : FDA

- Project Integrity - the first MDM initiative of F.D.A
- Analyzing, sourcing and delivering the data.
- Create and implement rules for Match/Merge
- Senior consultant helping with extracting information, design and devise data strategy
- Provide solutions to the development team and help them with the system building processes.

- Help Build the data quality team at CDER

SENIOR BUSINESS SYSTEMS ANALYST | 04/2013 to 02/2014

Prosis Technologies - Newark, NJ

Client : Horizon Blue Cross Blue Shield of NJ

- Combining requirements of multiple business teams into a creating a uniform goal all the while gathering information.
- Current to Future State Analyses.
- Process and Technical Design

REPORTING ANALYST | 01/2013 to 04/2013

Cognizant Technologies Solutions - Scottsdale, AZ

Client : CVS Caremark

- Create and maintain multiple Account enrollments reports.
- Data management across multiple systems sharing the enrollment data.
- Provide SQL solutions to other team members.
- DataWarehouse SME

TECH LEAD | 07/2008 to 01/2013

Cognizant Technologies Solutions - Richmond, VA

Client : Elevance Health (Earlier known as Anthem Inc.)

- Requirements Gathering
- Change management
- Managed an offshore team of around 20 people.
- Creation of mapping docs and gatekeeping the same.
- Data Model implementation
- Integrating data requirements and changes.
- Led ETL requirement, design & development activities;
- Conduct training and knowledge sharing sessions with multiple stakeholders.

PROGRAMMER ANALYST | 12/2007 to 07/2008

Cognizant Technologies Solutions - India

Client : Intuit Inc.

- Design and Develop Data warehouse models and ETL Processes while integrating them to the existing Enterprise DataWarehouse.
- Data cleansing and Standardization
- Creating and maintaining Parallel job Schedules.
- Led the QA/UAT processes.

EDUCATION AND TRAINING

University of Massachusetts Amherst - Amherst, MA

Post Graduate Program

Project Management, **08/2023**

Visvesvaraya Technological University (VTU) - India

Bachelor of Science

Electrical And Electronics

CERTIFICATIONS

- Aha! Product Management Professional Certificate
- Career Essentials in Generative AI by Microsoft
- Microsoft Certified: Azure Data Fundamentals
- Microsoft Certified: Azure AI Fundamentals



Board & Commission Recommendation

Office of Mayor Breanna Lungo-Koehn

Submission date: 07/15/26 Date of appointment if not rejected: 08/14/26

Candidate for: Medford Arts Council

Application Type: New

Name: Swabarna Mukherjee

Relevant Training? *Past history of community development programs, being part of CSR activities in prior organizations, Council member of the DEI council in my current organization, Art(fine arts) diploma.*

Interests / Hobbies: *Music, Vinyl Hunting, Philately and numismatist (Both small collection), painting. etc*

Have you ever served on a board or commission? No

If so, which one(s)?



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

July 30, 2026

Via Electronic Delivery

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

**Re: FY27 CPA Appropriation Requests – Playstead Park Digital Scoreboard Contingency
and Osgood House Gutter + Storm Window Restoration**

Dear President Bears and City Councilors:

On behalf of the Community Preservation Committee, I respectfully request and recommend that your Honorable Body approve the following FY27 recommendations of the Community Preservation Committee:

Requesting the appropriation of \$32,000.00 from the CPA Open Space Reserve to Medford High School Athletics Division, to provide additional contingency funds for the Playstead Park Digital Baseball Scoreboard; and

Requesting the appropriation of \$10,000.00 from the CPA Historic Preservation Reserve to Unitarian Universalist Church of Medford, to fund the Osgood House Gutter + Storm Window Restoration project.

The project will be tracked in the Community Preservation Fund. The CPC recommendation letters are attached and incorporated. Community Preservation Act Manager Theresa Dupont will be in attendance to address the Council.

Thank you for your consideration.

Respectfully submitted,


Breanna Lungo-Koehn
Mayor

Enclosure



Funding Recommendation Decision

July 21, 2026

Applicant Name: City of Medford – Medford High School Athletics

Applicant Address: 489 Winthrop Street, Medford MA 02155

Project: Playstead Park Monbouquette Field Digital Scoreboard – Additional Contingency Funding

On July 14, 2026 the City of Medford Community Preservation Committee (“CPC”) voted 8-0-1 to recommend to City Council that the City of Medford’s High School Athletics team be awarded \$32,000 of Community Preservation Act (“CPA”) funds for the Playstead Park Monbouquette Field’s Digital Baseball Scoreboard project, as additional contingency funds. In reaching their decision, the CPC found that the project meets the CPA objective of improving Medford’s open space amenities.

Conditions of Approval:

1. Scoreboard must be able to be relocated, should the primary high school field be relocated to a different location.
2. MHS Athletics shall explore solar options for the scoreboard, in consideration of ability to be relocated.

Signed by:

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Roberta Cameron, Chair
Community Preservation Committee



Funding Recommendation Decision

July 21, 2026

Applicant Name: Unitarian Universalist Church of Medford

Applicant Address: 147 High Street, Medford MA 02155

Project: Osgood House Gutter and Storm Window Restoration

On July 14, 2026 the City of Medford Community Preservation Committee ("CPC") voted 8-0-1 to recommend approval to City Council that Unitarian Universalist Church of Medford be awarded \$10,000.00 of Community Preservation Act funds for the Osgood House Gutter Restoration and Storm Window project. In reaching their decision, the CPC found that the project meets the Community Preservation Plan's objective of rehabilitation and restoration of historical resources.

Conditions of Approval:

1. The design shall comply with the Standards for Rehabilitation stated in the United States Secretary of the Interior's Standards for the Treatment of Historic Properties codified in 36 C.F.R. Part 68.

Signed by:

F08445EDF6B447Z...

Roberta Cameron, Chair
Community Preservation Committee

City of Medford FY27 Community Preservation Act

Playstead Park Digital Baseball Scoreboard -
Additional Contingency

EXECUTIVE SUMMARY FOR CITY COUNCIL
AUGUST 4, 2026

Osgood House Gutters and Storm Window
Restoration



Dear City Council,

This executive summary provides an overview of two (2) FY27 Community Preservation Act (“CPA”) funding recommendations made by the Community Preservation Committee (“CPC”) for the Medford City Council to consider.

These recommendations took into consideration public feedback received at community outreach events/surveys and priorities of City leadership, was informed by the City’s Comprehensive Plan and historical significance designations made by local and state agencies. This information is intended to provide additional detail of the projects and the community impact.

We thank you for your time and consideration.

Respectfully submitted,

Theresa Dupont
Community Preservation Act Manager

Project: Playstead Park Digital Baseball Scoreboard - Additional Contingency

Funding Recommendation: \$32,000

Applicant: Medford Public Schools - Athletics Division

CPA Category: Open Space/Recreation

[Link to application materials here](#) or by visiting medfordma.org/boards-commissions/community-preservation-committee and selecting ‘FY27 Applications Under Consideration’

Project Summary:

The Medford High School Athletics team seeks to install a digital scoreboard at Monbouquette Field, which is the high school’s home baseball field. Currently, the field is without any scoreboard which is a logistical challenge for modern gameplay. It is increasingly a standard in neighboring communities to have a digital scoreboard. The digital scoreboard will have remote control, real estate for local sponsors for team fundraising opportunities, and a solar charging option.

A previous FY26 CPA appropriation of \$100,000 was approved by the City Council; this is a secondary funding request for additional contingency funding to cover the budget overages.

Objectives:

- Modernize score keeping equipment for today's gameplay

Key Outcomes:

- Strengthen the team's home field pride
- Lessen logistical challenges and potential for scoring errors

CPC Funding Conditions:

1. MHS Athletics to seek final placement approval at the February 2026 Parks Commission meeting.
2. Scoreboard must be able to be relocated, should the primary high school field be relocated to a different location.
3. MHS Athletics shall explore solar options for the scoreboard, in consideration of ability to be relocated.

Project: Osgood House Gutters and Storm Window Restoration

Funding Recommendation: \$10,000

Applicant: Unitarian Universalist Church of Medford

CPA Category: Historic Preservation

[Link to application materials here](#) or by visiting medfordma.org/boards-commissions/community-preservation-committee and selecting 'FY27 Applications Under Consideration'

Project Summary:

The Osgood House was built in 1785 and is one of the few remaining 18th century buildings in Medford. Listed on both the MA and National Registry of Historic Places, the structure was built as a parsonage to the Unitarian Universalist Church of Medford. Notable historic figures called the Osgood House home, including abolitionists Lydia Maria Child and George Luther Stearns. This building has been cared for by the Unitarian Universalist Church throughout the years and is currently in need of new gutters and storm windows, to protect the building's envelope.

Objectives:

- To rehabilitate and preserve historically-significant assets to the Medford community

Key Outcomes:

- Preserve a historically-significant community building to ensure that it remains an integral part of Medford's historic fabric

CPC Funding conditions

- The rehabilitation shall comply with the Standards for Rehabilitation stated in the United States Secretary of the Interior's Standards for the Treatment of Historic Properties codified in 36 C.F.R. Part 68.



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

July 30, 2026

Via Electronic Delivery

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

Re: Unpaid Bill of Previous Fiscal Year

Dear President Bears and City Councilors:

I respectfully request and recommend that your Honorable Body approve the expenditure of fiscal year 2027 building departmental appropriations in the amount of One Thousand, Five Hundred Dollars and Zero Cents (\$1,500.00) for the payment of prior fiscal years' bill to Citizenserve, the City's permitting platform, in accordance with M.G.L. c. 44, §64, as detailed in the enclosed invoice.

Finance Director/Auditor Bob Dickinson will be in attendance.

Respectfully submitted,


Breanna Lungo-Koehn
Mayor

Enclosure

Online Solutions LLC
1101 E. Warner Rd Suite 160
Tempe, AZ 85284 USA
+18003259818
accounting@citizenserve.com
www.citizenserve.com



BILL TO
City of Medford Building Department 85 George P. Hassett Drive Medford, MA 02155

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
5464	03/05/2024	\$1,500.00	03/05/2024	Due on receipt	

ACTIVITY	QTY	RATE	AMOUNT
Systems Integration Automate the parcel update process	1	1,500.00	1,500.00

Ways to pay

SUBTOTAL	1,500.00
TAX	0.00
TOTAL	1,500.00
BALANCE DUE	\$1,500.00

BANK

View and pay



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

July 30, 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 restore the Law Department budget, which was originally proposed in a June 4, 2026 submission to the City Council.

	Mayor Proposed 6/4/26	City Council Cut on 6/23/26
Salaries	\$230,866.60	\$182,576.33
Ordinary	\$298,700.00	\$242,500.00
Total	\$529,566.60	\$425,076.33

And to meet this appropriation, the sum of Four Hundred Twenty-Five Thousand Seventy-Six Dollars and Thirty-Three Cents (\$425,076.33) be raised and appropriated from the Fiscal Year 2026 tax levy.

Over the past several weeks, we have made a thoughtful effort to engage with the Council on this appropriation as well as the provisions of legal documents responsive to your records requests. On May 13th, we responded to the Council's public records request, noting that Item (a) alone, of the nine requested items, would take an estimated 395 hours to review just email records.

On June 16th, we supplied the Council with 130 pages of City-side settlements and School-side settlements between 2020 and the Council's request.

On June 23rd, we provided the spending detail in the Fire Department Professional Services line as well as an outline of other legal expenditures incurred by the City in Fiscal Year 2026 budget. You may recall, I wrote to the full Council on June 3rd offering to discuss the most effective process for providing those materials. My Chief of Staff also requested at both the June 9th and June 23rd Council meetings that the Council designate a member to work with our office on this matter. We unfortunately have yet to receive a response.



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

Most recently, on July 23rd, we supplied an updated breakdown of Medford's FY26 budget legal spending compared to other communities and on the same date, I emailed the Council President asking how we can reach an understanding so that my office could begin working a grant agreement to help fund Medford Family Network, begin the recruitment process for a new arts liaison position, and other budget priorities. I have not heard back on this request as of yet.

My administration has consistently sought to engage with the Council in a collaborative and transparent manner, and we remain committed to doing so. However, our repeated requests for coordination and communication with the Council have thus far gone unanswered. It is important that we receive direction and feedback from the Council collectively, or at least from a majority of its members, so that we can be confident we are proceeding in accordance with the Council's expectations and are not expending City staff time and resources pursuing work that may ultimately prove unnecessary or incomplete.

Thank you for your kind attention to this matter.

Sincerely,


Breanna Lungo-Koehn
Mayor



City of Medford

Election Commission
85 George P. Hassett Drive, Room 102
Medford, Massachusetts 02155
781-393-2491

MEMORANDUM

To: President and Members of the Medford City Council

From: Medford Election Commission

Date: July 29, 2026

Subject: Notice of Relocation of the Ward 4, Precinct 2 Polling Location Pursuant to Massachusetts General Laws Chapter 54, Section 24

Purpose

The purpose of this memorandum is to formally notify the Medford City Council of the relocation of the polling place serving **Ward 4, Precinct 2**, pursuant to **Massachusetts General Laws Chapter 54, Section 24**, due to construction affecting the current polling location.

Legal Authority

Massachusetts General Laws Chapter 54, Section 24 authorizes the local election authority to establish and designate polling places and, when circumstances require, to relocate polling places to protect the integrity of the electoral process and ensure that voting remains safe, orderly, and accessible.

The Medford Election Commission has reviewed the operational needs associated with the upcoming elections and has determined that the current polling location cannot adequately serve voters during the construction period.

Construction Impacts

The Commission has determined that continued use of the current polling location would present operational challenges, including but not limited to:

- Restricted public access due to ongoing construction activities.
- Potential safety concerns for voters and election workers.
- Reduced accessibility for elderly voters and persons with disabilities.
- Parking and traffic limitations.
- Possible interference with election operations and ballot security.

After evaluating alternative facilities, the Commission determined that the **Tufts Gantcher Center**, located at **161 College Avenue – Rear Entrance, Medford, Massachusetts 02155**, provides:



City of Medford

*Election Commission
85 George P. Hassett Drive, Room 102
Medford, Massachusetts 02155
781-393-2491*

- Full accessibility consistent with the Americans with Disabilities Act (ADA);
- Adequate parking;
- Safe pedestrian access.
- Appropriate space for election equipment and voter check-in.
- Improved traffic flow and emergency access.

New Polling Location

Effective for elections conducted during the construction period, voters residing in **Ward 4, Precinct 2** will vote at:

Tufts Gantcher Center

161 College Avenue – Rear Entrance
Medford, MA 02155

Public Notification Plan

The Election Commission will implement a comprehensive voter notification program that includes:

- Mailing notices to all affected registered voters.
- Updating the City's election website and polling place lookup tools.
- Posting notices at both the former and new polling locations.
- Social media announcements.
- Press releases to local media outlets.
- Directional signage on Election Day; and
- Coordination with Tufts University, the Police Department, and the Department of Public Works.

Request

The Election Commission respectfully requests that the City Council acknowledge receipt of this memorandum and assist in communicating the relocation to constituents. Thank you for your continued partnership in ensuring fair, secure, accessible, and transparent elections for the residents of Medford.

Respectfully submitted,

MEDFORD ELECTION COMMISSION



City of Medford

Election Commission
85 George P. Hassett Drive, Room 102
Medford, Massachusetts 02155
781-393-2491

CITY OF MEDFORD

COUNCIL PAPER

Offered by the Medford Election Commission

ORDER

Ordered: That the attached communication from the Medford Election Commission regarding the relocation of the **Ward 4, Precinct 2** polling place to the **Tufts Gantcher Center, 161 College Avenue – Rear Entrance, Medford, Massachusetts 02155**, pursuant to **Massachusetts General Laws Chapter 54, Section 24**, be received and placed on file.

Further Ordered: That the Medford City Council acknowledges receipt of the Commission's notice concerning the temporary polling place relocation necessitated by construction at the former polling location.

Further Ordered: That the City Clerk transmit a copy of this acknowledgment to the Medford Elections Commission.

Background

The Medford Election Commission has determined that construction activities affecting the existing polling location require the temporary relocation of the Ward 4, Precinct 2 polling place to ensure voter safety, accessibility, and the orderly administration of elections. The Tufts Gantcher Center has been identified as an accessible facility capable of accommodating election operations during the construction period.

The City Council recognizes the Commission's statutory authority under **Massachusetts General Laws Chapter 54, Section 24**, appreciates its proactive efforts to notify affected voters, and encourages residents of Ward 4, Precinct 2 to familiarize themselves with the new polling location before Election Day.

Presented to the Medford City Council on this 4th day of August, 2026.

The Medford City Council: _____

Attest:

City Clerk



City of Medford

Election Commission
85 George P. Hassett Drive, Room 102
Medford, Massachusetts 02155
781-393-2491

Call for Election
2026 STATE PRIMARY
Tuesday, September 1, 2026

BE IT ORDERED: that the Elections Commission be and is hereby authorized and directed to notify and warn such of the inhabitants of the City of Medford, as were qualified by law to vote for candidates at our State Primary Election on Tuesday, September 1, 2026, to assemble at the polling places in their respective wards and precincts, then and there to give in their votes for:

SENATOR IN CONGRESS	For this Commonwealth
GOVERNOR	For this Commonwealth
LIEUTENANT GOVERNOR	For this Commonwealth
ATTORNEY GENERAL	For this Commonwealth
SECRETARY OF STATE	For this Commonwealth
TREASURER	For this Commonwealth
AUDITOR	For this Commonwealth
REPRESENTATIVE IN CONGRESS	5th Middlesex DISTRICT
COUNCILLOR	6th DISTRICT
SENATOR IN GENERAL COURT	2nd Middlesex DISTRICT
REPRESENTATIVE IN GENERAL COURT	23rd, 34th, 35th Middlesex
DISTRICT ATTORNEY	Northern DISTRICT
REGISTER OF PROBATE	Middlesex COUNTY

and the polls of said STATE PRIMARY ELECTION shall open at 7:00 A.M. and remain open until 8:00 P.M.

BE IT FURTHER ORDERED: that the following named polling places be, and they are hereby designated for use at the STATE PRIMARY ELECTION on September 1, 2026.

(The said polling places to be open at 7:00 A.M. to 8:00 P.M.)

Voting Precincts

Ward 1 Precinct 1	Andrew Middle School, 3000 Mystic Vly. Pkwy.
Ward 1 Precinct 2	Fire Fighters' Club, 340 Salem Street
Ward 2 Precinct 1	Roberts Elementary School, 35 Court Street
Ward 2 Precinct 2	Roberts Elementary School, 35 Court Street



City of Medford

Election Commission
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Ward 3 Precinct 1	Medford American Legion, 321 Winthrop Street
Ward 3 Precinct 2	Temple Shalom, 475 Winthrop Street
Ward 4 Precinct 1	Tufts University, Gantcher Center Right Rear, 161 College Ave.
Ward 4 Precinct 2	Tufts University, Gantcher Center Right Rear, 161 College Ave.
Ward 5 Precinct 1	Missituk Elementary School, 37 Hicks Ave.
Ward 5 Precinct 2	Missituk Elementary School, 37 Hicks Ave.
Ward 6 Precinct 1	West Medford Fire Station, 26 Harvard Ave.
Ward 6 Precinct 2	Brooks School, 388 High Street
Ward 7 Precinct 1	Mystic Valley Towers, North Building Entrance
Ward 7 Precinct 2	McGlynn K-8 Public School, 3004 Mystic Valley Parkway
Ward 8 Precinct 1	Senior Center, 101 Riverside Avenue
Ward 8 Precinct 2	South Medford Fire Station, Zero Medford Street

In-person early voting for the September State Primary Election	Sat., Aug. 22 – 8:30am - 2:30pm Sun., Aug. 23 – 8:30am - 2:30pm Mon., Aug. 24 – 8:30am - 4:30pm Tues, Aug. 25 – 8:30am - 4:30pm Wed., Aug. 26 – 8:30am - 7:30pm Thur., Aug. 27 – 8:30am - 4:30pm Fri, Aug. 28 – 8:30am - 12:30pm
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**COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH**

WARRANT FOR 2026 STATE PRIMARY

SS. To the Director of Elections of the City of Medford

GREETINGS:

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

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

On **TUESDAY, THE FIRST DAY OF SEPTEMBER, 2026**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Primaries for the candidates of political parties for the following offices:

SENATOR IN CONGRESS	For this Commonwealth
GOVERNOR	For this Commonwealth
LIEUTENANT GOVERNOR	For this Commonwealth
ATTORNEY GENERAL	For this Commonwealth
SECRETARY OF STATE	For this Commonwealth
TREASURER	For this Commonwealth
AUDITOR	For this Commonwealth
REPRESENTATIVE IN CONGRESS	5 th Middlesex DISTRICT
COUNCILLOR	6 th DISTRICT
SENATOR IN GENERAL COURT	2 nd Middlesex DISTRICT
REPRESENTATIVE IN GENERAL COURT	23 rd , 34 th , 35 th Middlesex DISTRICT
DISTRICT ATTORNEY	Northern DISTRICT
REGISTER OF PROBATE	Middlesex COUNTY

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

COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

WARRANT FOR 2026 STATE PRIMARY

Given under our hands this _____ day of _____, 2026.
(month)

President
City Council of Medford

Hand Delivered

_____, 2026.
Director of Elections (month and day)

Warrant must be posted by **August 25, 2026** (at least *seven days prior* to the **September 1, 2026** State Primary).

PROPOSED ORDINANCE TEXT

TO: Medford City Council
FROM: Medford City Councilor Justin Tseng, Erin Yu, Melody Wang, & Otto Barenberg
DATE: Tuesday, July 14, 2026
RE: Proposed Vacant Properties Ordinance Draft, reviewed by KP Law and further reviewed by Councilors Leming and Tseng

CHAPTER 94 - Sec 94-7.5 is hereby removed.

CHAPTER 10 – BUILDINGS AND BUILDING REGULATIONS

ARTICLE VIII. - Vacant and foreclosing properties.

10-118 Purpose and Findings.

1. Whereas among other things, Vacant Commercial Properties and Vacant Industrial Properties can degrade the vitality of Medford’s commercial districts, frustrate local planning and development efforts, create increased specific risks of fire damage, vandalism and potential unlawful entry or uses, and give rise to other public health and safety hazards, this section is intended to promote the City’s public welfare and economic health by requiring all property owners to register and properly maintain vacant or foreclosing commercial and industrial properties.
2. It is the intent of this section to protect the health, safety, welfare and economic vitality of the City of Medford and its residents by protecting property values, maintaining neighborhood integrity and accessibility, safeguarding against property blight, protecting City resources and ensuring the safe and sanitary maintenance of Vacant Properties.
3. Furthermore, it is the intent of this section to use the monies raised by the fees set forth in this section to:
 - a. Establish, develop, and maintain an online registry of Vacant Properties in Medford to reflect current vacancies,
 - b. Conduct the inspections provided for in this section,

- c. Provide an administrative appeal process for any person aggrieved by the requirements of this section, and
- d. Mitigate negative effects of vacant or foreclosing properties on the health, safety, welfare and economic vitality of the City and its residents.

10-119 Definitions.

1. The terms used in this Section shall have the meanings indicated in Section 94-12.0 of the Medford Code of Ordinances.
2. For purposes of this Section only, the following terms shall be defined as follows:

Commercial Property: A property containing a Building or portion thereof used within the past three (3) years for a period of no less than thirty (30) days for:

1. Commercial Uses as indicated in the Table of Use and Parking Regulations in Chapter 94 of the Medford Code of Ordinances; or
2. Retail and Service Uses as indicated in the Table of Use and Parking Regulations in Chapter 94 of the Medford Code of Ordinances.

Community Event: Temporary or interim use of a Vacant Commercial Property or Vacant Industrial Property for a public or semi-public purpose as determined by the Director of Planning, Development, and Sustainability or their designee.

Foreclosing Property: A property undergoing a legal proceeding to terminate a mortgagor's interest in property instituted by the mortgagee and regulated under M.G.L. ch. 244. The initiation of the Foreclosure Process shall be the date on which a mortgagee provides the mortgagor with a notice of sale pursuant to M.G.L. c. 244, § 14.

Foreclosing Commercial Property: Any property that meets both the definitions of Foreclosing Property and Commercial Property in this section.

Foreclosing Industrial Property: Any property that meets both the definitions of Foreclosing Property and Industrial Property in this section.

Industrial Property: A property used within the past three (3) years for a period of no less than thirty (30) days for Wholesale, Transportation or Industrial Uses as indicated in the Table of Use and Parking Regulations in Chapter 94 of the Medford Code of Ordinances.

Intermittently Occupied: Occupied on a recurring but non-continuous basis by a person with a legal

right to occupy the property, such that the property is unoccupied for one or more periods during the year but does not meet the definition of Vacant Property under subsection (1).

Local: Within 30 miles of the property in question.

Property Management Company: A professional third-party contractor or legal entity hired by property owners to handle the daily operations, maintenance, and oversight of residential, commercial, or industrial real estate.

1. *Owner:* A person or entity who, alone or severally with others, has legal or equitable title to any Vacant Property or has care, charge or control of any Vacant Property in any capacity including but not limited to agent, executor, executrix, administrator, administratrix, trustee, or guardian of the estate acting on behalf of and with the authority of the holder of such title. Owner does not include a mortgagee, trustee, or other secured lender that has not taken actual possession of the property, notwithstanding any contractual right under a mortgage or other security instrument to enter the property to inspect or make repairs of the holder of legal title.

1.

3.

4.

5.

Proof of Occupancy: Evidence that a property is no longer a Vacant Property, which the Building Commissioner may accept in any reasonable form, including but not limited to a signed lease or purchase agreement, a certificate of occupancy, evidence of active utility service, or a sworn statement from the owner or occupant attesting to occupancy.

Public Art: Works of art for public benefit and viewing approved by the Director of Planning, Developing, and Sustainability or their designee for temporary display inside storefront windows or upon other safe, visible exterior surfaces of Vacant Properties.

Residential Property: A property containing a Building or portion thereof used within the past three (3) years for a period of no less than thirty (30) days for:

Residential Uses as indicated in the Table of Use and Parking Regulations in Chapter 94 of the Medford Code of Ordinances, excluding those properties that qualify as a Commercial Property.

Significant Improvements: Substantial alteration, renovation, or capital investment undertaken pursuant to a valid, unexpired building permit to (i) convert, prepare, or adapt a structure for a different permitted use than its most recent use, or (ii) substantially renovate, modernize, or reconfigure a structure for continued use in its existing use category, in either case evidenced by continuing, active work at the property consistent with the scope and schedule of the permit. Cosmetic or minor repairs, routine maintenance, and work that does not require a building permit do not constitute Significant Improvements. If work under the permit lapses, is abandoned, or the permit expires without renewal, the property shall be deemed to resume its prior status under this section as of the date of such lapse, abandonment, or expiration, and the registration timeline under Section 10-121 shall resume, rather than restart, as of that date.

Vacant Property: Any real property in the City which:

1. Is ~~not legally occupied, is abandoned, or is not~~ used for a period of at least ninety (90) consecutive days by occupants having custody or legal right of entry to such property who do not intend to continue to use the property; or
2. Is intermittently occupied by persons with legal right of entry, but exhibits in the opinion of the Building Inspector dilapidated walls, roof, or doors which fail to prevent the entry of a trespasser for a period of more than seven (7) days.

This definition shall exclude new constructions, including significant improvements, as determined by the Building Commissioner. New construction shall include any construction of a structure on a vacant lot or any construction which involves demolition of more than 50% (fifty percent) of the building shell exclusive of demolition of a single story attached garage. For purposes of calculating the percentages of any demolition under this definition, all demolition shall be taken into account which commenced, or could have commenced, pursuant to an issued permit within two (2) years prior to the date of any request for any permit to construct, re-construct, alter, add, extend or otherwise structurally change any structure.

The Building Commissioner may find that an owner, tenant, or occupant does not intend to resume use of the property where two or more of the following are present, absent credible evidence to the contrary: (a) termination or nonpayment of utility service for 60 days or more; (b) property taxes delinquent for 90 days or more; (c) accumulation of uncollected mail, flyers, or newspapers; (d) doors, windows, or other openings boarded, closed, or secured other than in the manner ordinarily used for the type of structure; (e) absence of furnishings or personal property consistent with ongoing use; (f) written statements from neighbors, delivery personnel, utility workers, or City officials indicating the property appears vacant; (g) an expired, absent, or never-issued certificate of occupancy, or a building permit lapsed without completion of work for twelve (12) months or more; or (h) an unresolved code enforcement order or condemnation

outstanding for 90 days or more. This presumption may be rebutted by evidence of affirmative steps consistent with continuing intent to use the property, such as an active listing for sale or rent, ongoing permitted construction, or regular maintenance.

Vacant Commercial Property: Any property which meets both the definitions of Vacant Property and Commercial Property in this section.

Vacant Industrial Property: Any property which meets both the definitions of Vacant Property and Industrial Property in this section.

Vacant Residential Property: Any property which meets both the definitions of Vacant Property in this section and Residential Property, ~~as defined in M.G.L. c. 59, § 2A.~~

120. ~~40-120~~ Registration of Vacant Residential Properties; Notice of Foreclosure.

1. All owners of Vacant Residential Property shall register their Vacant Property and/or Foreclosing Properties by filing with the building commissioner on forms provided by the commissioner. All registrations must state the owner's or legal agent's phone number and mailing address. The mailing address may not be a post office box. The owner or agent shall designate and retain a designated local individual (which may be the owner or another responsible individual) or local property management company who is legally responsible for securing and maintaining the property. This designation shall state the individual's or company's name, phone number and 24-hour emergency contact information, and local mailing address. The mailing address may not be a post office box. If the property is in the process of foreclosure, then the registration shall be filed within seven days of the initiation of the foreclosure process as defined herein. If the commissioner determines that the property is vacant and that but -foreclosure proceedings have not yet been initiated, the registration must be received within 14 days of the commissioner's first citation for improper maintenance or first received written determination of vacancy.

3. 2. All property registrations are valid for one calendar year. An annual registration fee as determined by the building commissioner shall accompany the registration form. Subsequent annual registrations and fees are due at least 30 days prior to the expiration of the previous registration.

3. Once the property is no longer vacant or is sold, the owner must provide proof of sale or written notice and proof of occupancy to the building commissioner.

4. As a condition of registration under this section, the owner shall indemnify and hold harmless the City, its officers, employees, and agents from and against any claims, damages, or costs arising out of actions taken by the City in accordance with this section, including but not limited to inspection, maintenance-related orders, and utility shutoff directed under Section 10-123(4), except to the extent such claims, damages, or costs arise from the City's own negligence or willful misconduct.

121. ~~10-121~~ Registration of Vacant Commercial and Vacant Industrial Properties; Notice of Foreclosure.

1. P

2. Prior to, but not more than ninety (90) days after any property, or portion of a property, becomes a Vacant Commercial Property or Vacant Industrial Property, Foreclosing Commercial Property, or a Foreclosing Industrial Property, the owner(s) shall register the property with the Building Commissioner utilizing a form promulgated by the Building Commissioner or their designee which shall, at a minimum, include the following criteria:

- a. The owner's name, address (which may not be a post office box), telephone number and secondary telephone number designated by phone type;
- b. Property street number;
- c. Storefront status (vacant, leased, or sold to another owner);
- d. Property type and use;
- e. Square footage;
- f. The name, phone number, and 24 hour contact information, and local mailing address of any property manager or property management company, if applicable;
- g. A statement as to whether the Building is currently a Vacant Property and if not, the date upon which the Building will become a Vacant Property ; and
- h. A statement as to whether the Building is currently a Foreclosing Property and if not, the date upon which the Building will become a Foreclosing Property;
- i. A certification, as determined adequate by the Building Commissioner, that the property was ~~by~~ inspected by the owner or agent;
- j. Clear photographs of interior rooms and any street-facing exteriors.

2. If the property is a Vacant Commercial Property or Vacant Industrial Property, the owner or agent shall designate and retain a local individual or local property management company responsible for securing and maintaining the property.

3. If the property is in the process of foreclosure, as defined and regulated by M.G.L. ch. 244, then the registration shall be filed within seven days of the initiation of the foreclosure process. If the commissioner determines that the property is vacant ~~and that~~but -foreclosure proceedings have not yet been initiated, the registration must be received within 14 days of the commissioner's first citation for improper maintenance or first received written determination of vacancy.
4. As a condition of registration under this section, the owner shall indemnify and hold harmless the City, its officers, employees, and agents from and against any claims, damages, or costs arising out of actions taken by the City in accordance with this section, including but not limited to inspection, maintenance-related orders, and utility shutoff directed under Section 10-123(4), except to the extent such claims, damages, or costs arise from the City's own negligence or willful misconduct.
5. All property registrations are valid for one calendar year. An annual registration fee as determined by Section 10-122 shall accompany the registration form. Subsequent annual registrations and fees are due at least thirty (30) days prior to the expiration of the previous registration.
6. If or when the Property is no longer a Vacant Property, the owner must provide proof of sale or written notice and proof of occupancy to the Building Commissioner. Upon the sale of the property, the timelines outlined in the ordinance shall reset.
7. If a Vacant Property is conveyed to a third party, the owner must provide proof of sale or written notice and proof of occupancy to the Building Commissioner.
8. The Building Commissioner or their designees shall maintain a registry of all Vacant Properties registered with the City under this Section on the City website. This registry shall include a listing of any approved uses for the Vacant Property as determined by other sections of the Code.

10-122 Annual Registration Permit Fee for Vacant Commercial Properties and Vacant Industrial Properties, Waiver.

1. Upon registering a Vacant Commercial Property or a Vacant Industrial Property as required by this section, the Owner shall pay the City through the Building Commissioner a non-refundable registration permit fee of \$1,000 for the calendar year in which the property becomes a Vacant Commercial Property or a Vacant Industrial Property. The registration permit fee for each successive year the property remains a Vacant Commercial Property or a Vacant Industrial Property shall be paid upon re-application. The charges for subsequent years shall be as follows: Year 2 \$2,000; Year 3 and each subsequent year \$3,000 and shall be paid at least thirty (30) days prior to the expiration of the previous registration.

2. In order to reflect the greater inspection, monitoring, and administrative oversight associated with larger vacant commercial and industrial structures, the following additional registration permit fee shall apply based on the square footage of the vacant commercial or industrial structures:
 - Vacant space under 2,500 square feet: no additional fee
 - Vacant space 2,500–10,000 square feet: additional \$500 per year
 - Vacant space over 10,000 square feet: additional \$1,000 per year
3. For purposes of this subsection, square footage shall be determined based on the gross floor area of the vacant commercial or industrial structure as recorded in municipal property records or building permit documentation.
4. The amount of the annual registration permit fee may be amended by the City Council. The Building Commissioner and Director of Planning, Development, and Sustainability may, from time to time, submit proposals to the City Council to reassess the fee.

Owners may apply to the Building Commissioner or their designee for a partial or full waiver of the annual registration permit fee at the time the Vacant Commercial Property or the Vacant Industrial Property is registered on a form promulgated by the Building Department, which shall be renewed on an annual basis at the time the invoice, as issued by the Building Department, for the annual permit registration fee is received by the owner. All requests and applications for waivers are due either (i) prior to, but not more than ninety (90) days after any property becomes a Vacant Commercial Property or Vacant Industrial Property, or (ii) at least thirty (30) days prior to the expiration of the previous waiver. A waiver of the annual registration permit fee may be allowed by the Building Commissioner or their designee, after consultation with any other relevant departments upon a showing of:

- a. A substantial financial hardship, which shall be granted only when the applicant demonstrates that payment of the registration permit fee would cause the applicant a substantial financial hardship and no other form of waiver is available to the applicant. A waiver for substantial financial hardship may be granted where the Building Commissioner is reasonably satisfied that payment of the registration permit fee would impose a genuine, material financial burden on the owner that is not self-created and cannot reasonably be avoided. In making this determination, the Building Commissioner may consider factors including but not limited to: (i) the owner's financial condition; (ii) extraordinary circumstances outside the owner's control, such as casualty loss, environmental contamination, permitting delays, or financing constraints; (iii) the availability of liquid assets, credit, or

other resources reasonably available to the owner or to any person or entity with a controlling ownership interest in the property; and (iv) whether the hardship is temporary or ongoing, and whether it is peculiar to the property rather than common to similarly situated properties. A waiver shall not be granted solely on the basis of a preference to avoid the fee or general market conditions affecting similarly situated properties.

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- b. A written agreement to display Public Art as defined in Section 10-119, which shall be granted only when sufficient public viewing of the public art display is available; the Vacant Property is an appropriate location for such display; and the proposal for the public art display has been reviewed. These reviews and determinations shall be done by the Office of Planning, Development, and Sustainability, the artist, and the owner. Terms of the exhibition shall be set forth in a written agreement promulgated by the Office of Planning, Development, and Sustainability;
- c. A proposal to use the property for Community Events as defined in Section 10-119, which shall be granted only when the owner provides documentation of a space usage plan for this purpose where the Vacant Commercial Property or the Vacant Industrial Property, as defined in Section 10-119, is occupied for Community Events for at least three days in a three month period. This proposal shall include any agreements with the City or Community Event organizers, schedules, and permits to the Building Department deemed necessary by the Building Commissioner and a determination by the Building Commissioner that the Vacant Commercial or Vacant Industrial Property is appropriate from a life safety standard as defined by the Building Code. As a condition of any waiver granted under this subsection, the owner shall execute a written license agreement with the City addressing use of the property for the Community Event, insurance and indemnification, and the City's non-liability for conditions on the privately owned property.~~;- or by~~
- d. A demonstration that the Vacant Commercial Property or a Vacant Industrial Property is being improved for future use, which shall be reviewed by the Building Commissioner. A waiver for improvement for future use may be granted where the Building Commissioner is reasonably satisfied that the owner is making a bona fide, active effort to renovate, redevelop, or repurpose the property. In making this determination, the Building Commissioner may consider factors including but not limited to whether the property is subject to an active or pending building permit and other evidence of genuine progress toward development. A waiver granted under this subsection is valid for one year, may be renewed upon

reapplication, and may be revoked if the Building Commissioner determines the owner is no longer making genuine progress. A property undergoing Significant Improvements, as defined in Section 10-119, is excluded from Vacant Property status directly under that definition and need not separately apply for a waiver under this subsection.

- e. A demonstration, by clear and convincing evidence, that the Vacant Commercial Property or Vacant Industrial Property cannot reasonably be sold, leased, occupied, or otherwise activated due to a bona fide legal dispute concerning title or possessory rights, including but not limited to:
 - (i) administration of an estate where legal authority to convey or lease the property is unresolved;
 - (ii) pending probate, Land Court, or Superior Court proceedings to quiet title or resolve defects in the chain of title;
 - (iii) active litigation concerning ownership, control, or the right to lease or convey the property; or
 - (iv) a court order, injunction, or legal constraint that materially limits the owner's ability to act with respect to the property.
- f. A partial or full waiver of the annual registration permit fee may be granted where the owner demonstrates good faith efforts to lease, sell, or otherwise activate the vacant commercial or industrial property, as determined by the Building Commissioner. Such efforts may include, but are not limited to:
 - (i) Listing the property for lease or sale on online commercial real estate platforms or with a licensed broker (to ensure marketing extends beyond passive signage);
 - (ii) Offering the property at a market-competitive rate;
 - (iii) Maintaining the property in a condition suitable for showing to prospective tenants;
 - (iv) Demonstrating reasonable availability for property tours or tenant inquiries; and
 - (v) Coordinating with the City's Economic Development representatives regarding marketing efforts, tenant recruitment opportunities, or participation in vacant storefront activation programs.

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6. ~~e.~~ Any waiver granted under ~~this subsection~~ Section 10-122 shall be temporary, shall be subject to periodic review, and shall expire upon resolution of the underlying legal impediment. An owner granted a waiver under Section 10-122 shall promptly notify the Building Commissioner in writing of any material change in the circumstances upon which the waiver was granted. The Building Commissioner may revoke or modify a waiver upon a finding that such a change has occurred and that the basis for the waiver no longer applies.
6. The Building Commissioner and Director of Planning, Development, and Sustainability may also issue a waiver on the basis of relevant pending amendments to the Zoning Code or the Medford Comprehensive Plan.
7. A Vacant Commercial Property or Vacant Industrial Property that has been condemned in accordance with M.G.L. ch. 143, § 9 or a like statute shall not be eligible for the Public Art or Community Benefits waivers to the annual registration permit fee.
8. Requests for waivers of the annual permit registration fee shall be acted upon by the Building Commissioner or their designee within thirty (30) days of request for such waiver. Approval or denial of such waivers shall be in writing, explaining the basis for the approval or denial. If the waiver is denied, the annual registration permit fee shall be paid within thirty (30) calendar days of such denial.
9. An owner may appeal the denial of a waiver through the process defined at Section 10-126.
10. Nothing in this subsection shall be construed to waive or suspend the maintenance, safety, inspection, or registration requirements of this ordinance, except as expressly provided herein.

10-123 Maintenance Requirements for All Vacant Properties.

1. Notwithstanding anything in this ordinance to the contrary, the owner of a Vacant Property shall maintain the Vacant Property in accordance with all applicable state and municipal sanitary codes, building codes, laws, regulations and ordinances. The owner, authorized individual or property management company shall inspect and maintain the property on a monthly basis for the duration of the vacancy.
 - a. The name and 24-hour contact phone number of the authorized individual or property management company responsible for maintenance shall be affixed to the property. This sign shall be posted on the front of the property.

- b. The owner of a Vacant Property shall promptly repair all broken windows, doors, other openings, and any unsafe conditions at the Vacant Property. Boarding of open or broken windows and doors is prohibited except as a temporary measure allowed by city ordinance, unless the Building Commissioner or Health Director as the case may be, determines that, due to vandalism, security reasons, public health or circumstances out of the owner's control, the proper boarding of windows and doors is necessary. Boards or coverings must be fitted to the opening size and colored to blend with the existing building color scheme.
- c. The owner of a Vacant Property must maintain the property free from rats, mice, and other vectors. Upon registration with the city, the owner must provide the Health Director with either a letter or other certification from a Massachusetts state licensed exterminator stating that the inside and outside of the property has been inspected and found to be free from moderate to severe rodent activity, or documentation that rodent activity or infestation has been discovered and appropriate baiting or other abatement measures have occurred or will occur within thirty days of registration. These abatement measures must take place for a period of at least two (2) weeks, or until rodent activity on the property has ceased, whichever time period is longer. One (1) months after this initial inspection, and every three months thereafter while the property remains vacant, the owner must provide the Health Director with documentation that the property has been re-inspected and either found to be free from rodent activity or that appropriate abatement measures have been taken, as defined above. All windows, doors, exterior walls, foundations, basements, cellars, crawlspaces, and interior spaces on the property shall be maintained in a sound condition, free from cracks, holes, breaks, gaps, loose boards, and all other conditions that allow for rodent entry and harborage on the property. The property shall remain free from all dead or overgrown vegetation, junk, trash, lumber, boxes, and large debris, or any material that may provide food or harborage for rodents. Maintenance shall comply with the process and permits outlined in the Integrated Pest Management Plan of the Board of Health.
- d. The owner of a Vacant Property shall maintain the Vacant Property for the duration of its existence as a Vacant Property in a condition ~~so that the Vacant Property does not appear to a reasonable person to be unused or vacant, consistent with the general upkeep of similarly situated occupied properties in the vicinity, i.e., free of trash, graffiti, overgrown vegetation, and visible signs of deterioration or disrepair, notwithstanding that the property is registered as vacant under this section.~~ Upon notice by the Building Commissioner, any accumulated trash and/or graffiti shall be removed from the Vacant Property by the Owner within seven (7) days.

2. Compliance with this section does not relieve the owner of any applicable obligations set forth in city ordinances or regulations, covenant conditions and restrictions, and/or homeowners' association rules and regulations, or any other applicable legal requirement.
3. The owner of a Vacant Property may display advertising materials in the vacant space or in the Vacant Property's street-facing windows in accordance with the sign ordinance and other provisions of Section 94 of the Code of Ordinances.
4. The Building Commissioner may direct the shutting off, cutting, or capping of utilities serving a Vacant Property for a period exceeding six (6) months if deemed necessary to preserve public safety. Prior to directing the shutoff, cutting, or capping of utilities under this subsection, the Building Commissioner shall provide notice to the owner and coordinate with the applicable utility company regarding disconnection procedures. Damage to the property resulting from the absence of utility service directed under this subsection, including but not limited to freezing, pipe failure, or water damage, shall be the responsibility of the owner, who remains obligated to maintain the property under this Section 10-123 notwithstanding such shutoff. Nothing in this subsection limits the City's liability, if any, under the Massachusetts Tort Claims Act, M.G.L. c. 258, for the negligent execution of a shutoff directed hereunder. The Building Commissioner shall direct the restoration of utility services for the purpose of Community Events.
5. If the Building Commissioner determines a building to be unsafe, the Building Commissioner may in accordance with the Massachusetts State Building Code and other applicable codes or laws to protect public safety. Furthermore, nothing in this section shall abrogate the powers and/or duties of municipal officials to act pursuant to any general statutory authority including, without limitation, M.G.L. c. 139, § 1 et seq. and M.G.L. c. 143, § 6 et seq.

10-124 Inspections.

Pursuant to G.L. c. 143, § 3, the Building Commissioner, Inspector of Buildings, or other local inspector is the enforcing officer of the State Building Code. The Building Commissioner, Police Chief, Fire Chief, and the Health Director, or their designees, shall request to inspect and shall, if authorized by the property owner who has provided consent, or through an administrative search warrant, inspect on a quarterly basis, the exterior and interior of any Vacant Properties for compliance with this section and other laws, regulations and ordinances relating to the health, safety and welfare of the citizens of Medford. They shall also have the authority to issue separate citations for any violations of those laws, regulations and ordinances.

10-125 Violations and Penalties; Enforcement.

1. The Building Commissioner or Health Director or their designees acting as Code Enforcement Officers are authorized to administer and enforce this section.
2. The Building Commissioner and other officials responsible for enforcing this section may prioritize inspections and enforcement actions based on available municipal resources and the degree to which a property presents risks to public health, safety, neighborhood conditions, or municipal services.
 - a. In administering this section, the City may also seek voluntary compliance and corrective action by owners prior to initiating formal enforcement proceedings, including providing notice, guidance, or a reasonable opportunity to remedy conditions or bring the property into compliance.
 - b. Factors that may be considered in prioritizing enforcement include, but are not limited to: the duration of vacancy; evidence of deterioration, unsafe conditions, or nuisance activity; complaints from members of the public; prior violations of this section or other applicable laws; and the degree of cooperation by the owner in addressing vacancy or maintenance concerns.
 - c. Nothing in this subsection shall be construed to exempt any Vacant Property from the requirements of this section or to limit the authority of the City to enforce this section with respect to any Vacant Property when the City determines enforcement is necessary to protect the public health, safety, or welfare.
- d.
3. This section shall be enforced in the manner provided in Section 1-13 of the Medford Code of Ordinances and M.G.L. ch. 40, § 21D. Any owner who violates any provision of this section shall be subject to the following penalties:
 - a. Failure to register a Vacant Property with the Building Commissioner under Section 10-120 or Section 10-121 shall be considered a violation of this section and is punishable by a fine of \$300.00. Each day that such violation continues shall constitute a separate offense. Registration under Section 10-120 or Section 10-121 shall constitute a remedy for this violation.
 - b. Failure to identify the individual or property management company if deemed applicable by the Building Commissioner under Section 10-120 or Section 10-121 shall be considered a violation of this section and is punishable by a fine of \$300.00. Each day that such violation continues shall constitute a separate offense. Such identification under Section 10-120 or Section 10-121 shall constitute a remedy for this violation.

- c. Failure to provide proof of sale or written notice and proof of occupancy to the Building Commissioner if or when the property is no longer a Vacant Property under Section 10-120 or Section 10-121 shall be considered a violation of this section and is punishable by a fine of \$300.00. Each day that such violation continues shall constitute a separate offense. Providing such proof under Section 10-120 or Section 10-121 shall constitute a remedy for this violation.
 - d.
 - e. Failure to timely pay the annual registration permit fee to the Building Commissioner under Section 10-122 shall be a violation of this section and is punishable by a fine of \$300.00. Payment of the fee under Section 10-122 shall constitute a remedy for this violation.
 - f. Failure to maintain the property under Section 10-123 shall be considered a violation of this section and is punishable by a fine of \$300.00. Each day that such violation continues shall be considered a separate offense. Compliance with maintenance requirements under Section 10-123 shall constitute a remedy for this violation.
- 4. Nothing in this section shall abrogate the powers and/or duties of municipal officials to issue fines pursuant to any general statutory authority or any other law, code, or ordinance.
 - 5. Except where public safety is at issue, any owner found to be in violation of this section shall receive a written notice on a form promulgated by the Building Commissioner providing the owner notice of the violation and the amount of the fine.
 - 6. Fines shall be due at least twenty-one days after the date of such notice as promulgated by the Building Commissioner in Section 10-125(5).
 - 7. The Building Commissioner shall afford a minimum of seven (7) days to remedy all violations prior to the levying of registration fees, fines or initiation of any enforcement action.
 - 8. Any fee assessed under this section that are not timely paid shall constitute a "municipal charges lien" on the Vacant Property, to be collected in accordance with M.G.L. c. 40, § 58.
 - 9. The officer enforcing a particular penalty may waive any fine assessed under this section in total or in part upon the abatement of the violation(s).

10-126 Appeal.

Any person aggrieved by the requirements of this section may seek an administrative appeal by making a written application to the Building Department. The written application must be filed with the Building Department within thirty (30) days of the imposition of an order or penalty pursuant to Section 10-125(3) The Building Department may designate a member of their staff to hear appeals pursuant to this section. Any person aggrieved by a final decision issued under this section may seek relief in any court of competent jurisdiction as provided by the laws of the commonwealth. Any appeal made shall be requested in writing within thirty (30) days of the date of the decision.

10-127 Regulations.

The Building Commissioner shall have the authority to promulgate rules and regulations necessary to implement and enforce this section.

10-128. Compliance with Other Laws; Severability.

1. Compliance with this Section shall not relieve the owner of any obligations set forth in any other applicable statutes, ordinances, regulations, codes, covenant conditions or restrictions and/or association rules and regulations. In the event of a conflict, the stricter of the rules and regulations shall apply.
2. If any provision of this Section is held to be invalid or unenforceable for any reason by a court of competent jurisdiction, such provision shall be considered separate and apart from the remaining provisions, which shall remain in full force and effect.

10-129. Date of Effect.

This section shall take effect 365 days after its passage.