



AGENDA PACKET

LEGISLATIVE AFFAIRS & ELECTIONS  
MONDAY, JUNE 27, 2022 6:00 PM

EVERETT CITY HALL, 484 BROADWAY, CITY COUNCIL CHAMBERS, 3RD FLOOR  
EVERETT, MA 02149

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2022 JUN 16 P 1:44

CITY CLERK'S OFFICE  
EVERETT, MA

Posted in accordance with the  
provisions of Mass. General Laws  
Chapter 30A - Sections 18-25

on 6/16/22 at 1:44 P

Attest:

ASSIST. City Clerk



## AGENDA

### LEGISLATIVE AFFAIRS & ELECTIONS MONDAY, JUNE 27, 2022 6:00 PM

EVERETT CITY HALL, 484 BROADWAY, CITY COUNCIL CHAMBERS, 3RD FLOOR  
EVERETT, MA 02149

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#### ROLL CALL

#### PLEDGE OF ALLEGIANCE

#### UNFINISHED BUSINESS

1. **C0300-22** Order/s/ Councilor John F. Hanlon  
An order further amending the City Council's Legislative Code
2. **C0309-22** Ordinance/s/ Councilor Stephanie Martins  
An ordinance amending the residency requirement when filling a city clerk vacancy
3. **C0271-22** Ordinance/s/ Councilor Stephanie Martins  
An ordinance adding a new section 3-35 (Emergency Animal Control Calls)

#### ADJOURNMENT

[www.cityofeverett.com](http://www.cityofeverett.com)

(All agendas and reports can be obtained on City of Everett Website)

Respectfully submitted:

***Michael J. Mangan***

Legislative Aide  
Everett City Council Office



C0300-22

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**To:** Mayor and City Council

**From:**

**Date:** June 13, 2022

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**Agenda Item:**

An order further amending the City Council's Legislative Code

**Background and Explanation:**

**Attachments:**



**CITY COUNCIL .....No. C0300-22**

IN THE YEAR TWO THOUSAND AND TWENTY-TWO

**AN ORDER FURTHER AMENDING THE CITY COUNCIL'S LEGISLATIVE CODE**

Councilor /s/ John F. Hanlon

**Whereas:** The City Council’s Legislative Code is used by the Everett City Council to manage their department, officers and employees; and

**Whereas:** Said Legislative Code only supports the City Clerk, the Assistant City Clerk and the Legislative Aide as full-time officers of the City Council and money has been appropriated to add an additional City Council full-time officer beginning July 1, 2022; and

**Whereas:** Said Legislative Code was updated with the intent that full-time officers of the City Council would receive the same benefits as non-union full time city employees and that did not happen with COLA increases in the city’s FY23 budget; and

**Whereas:** Juneteenth (June 19<sup>th</sup>) became a federal holiday in 2021 but it is not included in the Legislative Code’s list of paid holidays for full-time city council officers; and

**Whereas:** The salary range table in the Legislative Code document is not current. While this table may be updated every year, the updated version has not been reflected in the Code recently. Also, the Legislative Code’s salary range table needs to be updated to add an entry for the new full-time officer starting on July 1, 2022.

**Now,** therefore, by the authority granted to the City Council of the City of Everett, Massachusetts by its Home Rule Charter to make rules regarding its own procedures:

**Be it Ordered** by the City Council of the City of Everett, Massachusetts that the Legislative Code of the Everett City Council be amended as follows:

Section B of the Legislative Code is hereby amended by adding a new subsection B.5 which shall read as follows;

“5. The city council may appoint other part-time and full-time officers as it deems necessary, subject to appropriation.”

Charter references

*Section 2-8: Appointments of the city council*

(C0300-22)

Section C of the Legislative Code is hereby amended by adding a new subsection C.5 which shall read as follows;

“5. Other part-time or full-time officers of the city council shall serve under the general direction of the eleven members of city council. These officers shall complete the tasks and duties assigned to them working with all members of the city council, the legislative aide, the clerk of committees, the clerk of the city council and representatives of other city departments, as necessary.”

(C0300-22)

Section E.2 of the Legislative Code is hereby amended by adding the following new entry in the list of compensated city council positions between “Clerk of the City Council” and “Part Time Officer(s)”:

- Other Full-time Officer(s)  
(C0300-22)

Section E.3 of the Legislative Code is hereby amended by deleting the following phrase: “and shall not exceed 2% without City Council approval”.

Section H of the Legislative Code is hereby amended by adding “Juneteenth” to the list of paid holidays.

The Salary Ranges for Exempted City Council Officers Appendix of the Legislative Code shall be replaced with the following new, updated version of the Appendix.

|   |  |
|---|--|
| City Clerk                                | \$112,799 - 128,809 Salary Range         |
| Assistant City Clerk                      | \$83,617 - \$98,371 Salary Range         |
| Legislative Aide                          | \$56,503 - \$67,569 Salary Range         |
| Legislative Research & Systems Specialist | \$56,503 - \$67,569 Salary Range         |
| Clerk of Committees                       | \$42,025 Salary                          |
| Part Time (as needed)                     | \$22.09 - \$28.15 per hour: Hourly Range |
| Clerk of Council                          | \$14,709 Salary                          |

(C0300-22)

This order shall take effect upon passage by the City Council.

A true copy attest



*Sergio Cornelio*

Sergio Cornelio, City Clerk



C0309-22

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**To:** Mayor and City Council

**From:**

**Date:** June 13, 2022

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**Agenda Item:**

An ordinance amending the residency requirement when filling a city clerk vacancy

**Background and Explanation:**

**Attachments:**

**ENROLLED ORDINANCE**

*PUBLISHED PURSUANT TO CHAPTER 1 SECTION 4.5 OF THE REVISED ORDINANCES OF THE CITY OF EVERETT AND IN COMPLIANCE WITH MASSACHUSETTS GENERAL LAWS Chapter 43, Section 23.*

ENROLLED:

DATE OF PROPOSED ORDAINMENT:



**CITY COUNCIL**

**No. C0309-22**

IN THE YEAR TWO THOUSAND AND TWENTY TWO

**AN ORDINANCE AMENDING THE RESIDENCY REQUIREMENT WHEN FILLING A CITY CLERK VACANCY**

Councilor/s/ Stephanie Martins

**Whereas:** Section 2-61 has recently been amended by the Everett City Council to address the process of filling vacancies in the offices of City Clerk and Assistant City Clerk;

**Whereas:** According to the City of Everett’s Human Resources policies, all other department heads not appointed by the City Council do not have an Everett residency requirement;

**Whereas:** The position of City Clerk is considered a department head position;

**Whereas:** Not limiting the applications for City Clerk to one municipality can create a more diverse pool of qualified and impartial candidates;

**Now,** therefore, by the authority granted to the City Council of the City of Everett, Massachusetts to make ordinances:

**Be it Ordained** by the City Council of the City of Everett, Massachusetts that the Revised Ordinances of the City of Everett be amended as follows:

Section 2.61 (h) is hereby amended by striking “residents of the city” and replacing with “candidates”.

***Section 2.61 Appointment; term of office; vacancy; other duties***

(h) When acting on a declared or pending vacancy in the office of the city clerk, the city council shall seek qualified *candidates* to fill such vacancy by having notice of such vacancy posted for a period of four (4) weeks in all local newspapers, on the city's website, social media pages, on the city's local cable access channel and on any other media such as job posting sites utilized by human resources for external job postings.

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



A true copy attest

*Sergio Cornelio*

Sergio Cornelio, City Clerk





C0271-22

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** May 23, 2022

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**Agenda Item:**

An ordinance adding a new section 3-35 (Emergency Animal Control Calls)

**Background and Explanation:**

**Attachments:**

**ENROLLED ORDINANCE**

*PUBLISHED PURSUANT TO CHAPTER 1 SECTION 4.5 OF THE REVISED ORDINANCES OF THE CITY OF EVERETT AND IN COMPLIANCE WITH MASSACHUSETTS GENERAL LAWS Chapter 43, Section 23.*

ENROLLED:

DATE OF PROPOSED ORDAINMENT:



**CITY COUNCIL .....No.**

IN THE YEAR TWO THOUSAND AND TWENTY TWO

**AN ORDINANCE ADDING A NEW SECTION 3-35 "EMERGENCY ANIMAL CONTROL CALLS"**

Councilor/s/ Stephanie Martins

**Whereas:** Unexpected Animal Control calls may occur during off-work hours; and

**Whereas:** Such calls escalate especially during the summer months; and

**Whereas:** Emergencies involving animals require immediate attention from the Animal Control Officer for the safety of the animals and as a service to the public;

**Now,** therefore, by the authority granted to the City Council of the City of Everett, Massachusetts to make ordinances:

**Be it Ordained** by the City Council of the City of Everett, Massachusetts that the Revised Ordinances of the City of Everett be amended as follows:

Chapter 3 Animal Control is hereby amended by adding new subsection 3-35 Emergency Animal Control Calls;

***Section 3-35 Emergency Animal Control Calls***

The Animal Control Officer must be called on an emergency response basis to respond to emergency animal control calls.

Emergency calls include and are not limited to:

- (a) An injured animal in need of emergency medical treatment;
- (b) Found animals including abandoned animals reported by residents, city departments, or animal organizations for surrender to be picked up, scanned, and transported to kennel;
- (c) A canine bite or mauling in progress;
- (d) Animals attacking each other;
- (e) Animals in traffic flow;
- (f) Animals in distress in a vehicle;
- (g) Animals found in home during a fire;
- (h) Animals found in hoarding situations where the Inspectional Services Department declares an unsafe and unsanitary condition.

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



A true copy attest

*Sergio Cornelio*

Sergio Cornelio, City Clerk