



**AGENDA PACKET**

**CITY COUNCIL'S COMMITTEE ON LEGISLATIVE AFFAIRS & ELECTIONS  
MONDAY, MAY 06, 2024 6:00 PM**

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

---



## AGENDA

### CITY COUNCIL'S COMMITTEE ON LEGISLATIVE AFFAIRS & ELECTIONS MONDAY, MAY 06, 2024 6:00 PM

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

---

#### ROLL CALL

#### PLEDGE OF ALLEGIANCE

#### UNFINISHED BUSINESS

1. **C0032-24** Ordinance/s/ Robert J. Van Campen, as President

An ordinance amending the parking requirements, use regulations and dimensional standards of Section 30 "Lower Broadway Economic Development District (LBEDD)" of the City of Everett Zoning Ordinance

2. **C0112-24** Resolution/s/ Councilor Guerline Alcy Jabouin & Councilor Peter Pietrantonio

That the city consider placing a moratorium on the construction of any new residential developments consisting of four units or more.

3. **C0148-24** Resolution/s/ Councilor Katy L. Rogers, Councilor Stephanie Martins, Councilor Anthony DiPierro

A resolution requesting the status on planting trees along Elm St. and in neighborhoods throughout the community

4. **C0126-24** Resolution/s/ Councilor Robert J. Van Campen

That the DeMaria Administration provide an update of those department head positions which are currently filled and have not been submitted to the City Council for appointment in accordance with Section 2-10 of the Everett City Charter

5. **C0162-24** Appointment/s/ Councilor Robert J. Van Campen, as President

An order requesting the confirmation of the re-appointment of Colleen Mejia to the position of City Solicitor to a term ending January 5, 2026.

**6. C0163-24** Appointment/s/ Councilor Robert J. Van Campen, as President

An order requesting the confirmation of the re-appointment of Jerry Navarra to the position of Executive Director of Public Works to a term ending January 5, 2026.

**7. C0164-24** Appointment/s/ Councilor Robert J. Van Campen, as President

An order requesting the confirmation of the re-appointment of Kevin Dorgan to the position of Director of Information Technology to a term ending January 5, 2026.

**8. C0165-24** Appointment/s/ Councilor Robert J. Van Campen, as President

An order requesting the confirmation of the appointment of Jay Monty to the position of Director of Transportation and Mobility to a term ending January 5, 2026.

**9. C0166-24** Appointment/s/ Councilor Robert J. Van Campen, as President

An order requesting the confirmation of the appointment of Matt Lattanzi to the position of Executive Director of Planning and Development for a term ending January 5, 2026.

**10. C0167-24** Appointment/s/ Councilor Robert J. Van Campen, as President

An order requesting the confirmation of the appointment of Sabrina Firicano to the position of Director of Public Health to a term ending January 5, 2026.

## 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



C0032-24

---

**To:** Mayor and City Council

**From:** Robert J. Van Campen

**Date:** January 22, 2024

---

**Agenda Item:**

An ordinance amending the parking requirements, use regulations and dimensional standards of Section 30 "Lower Broadway Economic Development District (LBEDD)" of the City of Everett Zoning Ordinance

**Background and Explanation:**

**Attachments:**



**CARLO DeMARIA**  
**MAYOR**

**CITY OF EVERETT - OFFICE OF THE MAYOR**  
484 Broadway Everett, Massachusetts 02149

☎ 617-394-2270

✉ mayorcarlo.demaria@ci.everett.ma.us

---

January 16, 2024

The Honorable City Council  
City Hall  
484 Broadway  
Everett, Massachusetts 02149

Dear Honorable Members:

Please find attached an ordinance to amend Section 30 (“Lower Broadway Economic Development District”), of the City of Everett’s Zoning Ordinance in the following two ways:

1. To amend Section G.1: “Table of Parking Requirements,” in the following manner:
  - a. Use: Industrial. Amending by deleting Minimum Required Parking “1 per usable SF” and insert “1 per 1,000 SF of GSF”
2. To amend Section E.2.b “Notes to table of Use Regulation” in the following manner:
  - a. At the end of the existing section adding the following sentence: “Except that on any lot in the Employment Subdistrict which is larger than two acres, Multifamily Residential Use may be a standalone use or part of a Mixed Use Development Project, provided that the first level of any such Development Project, with the exception to the access to the Multifamily Residential Use, shall have on its first level a minimum of 10 square feet of non-residential space per residential unit, which may be combined or spread across multiple buildings. The non-residential use may include, but shall not be limited to, retail.”
3. To amend Section F.1: “Table of Dimensional Standards,” in the following manner:
  - a. Res. Density. Min. Lot Area per Dwelling Unit, Employment Zoning Sub-Districts. Amending by adding a footnote (e) to the Min. Lot Area per Dwelling Unit by Special Permit: “2,000 (e)” and adding the following footnote at the end of the dimensional table: “(e) Except that for any lot larger than two acres, the Min. Lot Area per Dwelling Unit allowed by Special Permit shall be 350 square feet.”

Thank you for your favorable consideration.

Respectfully submitted,

Carlo DeMaria  
Mayor



January 16, 2024

# City of Everett, Massachusetts CITY COUNCIL

Offered By: \_\_\_\_\_  
Councilor Robert VanCampen, as President

**Bill Number:**  
**Bill Type:**  
**Ordinance**

Be it  
Ordained: BY City Council OF THE CITY OF EVERETT, as follows:

to amend Section 30 (“Lower Broadway Economic Development District”), of the City of Everett’s Zoning Ordinance in the following three ways:

1. To amend Section G.1: “Table of Parking Requirements,” in the following manner:
  - a. Use: Industrial. Amending by deleting Minimum Required Parking “1 per usable SF” and insert “1 per 1,000 SF of GSF”
2. To amend Section E.2.b “Notes to table of Use Regulation” in the following manner:
  - a. At the end of the existing section adding the following sentence: “Except that on any lot in the Employment Subdistrict which is larger than two acres, Multifamily Residential Use may be a standalone use or part of a Mixed Use Development Project, provided that the first level of any such Development Project, with the exception to the access to the Multifamily Residential Use, shall have on its first level a minimum of 10 square feet of non-residential space per residential unit, which may be combined or spread across multiple buildings. The non-residential use may include, but shall not be limited to, retail.”
3. To amend Section F.1: “Table of Dimensional Standards,” in the following manner:  
Res. Density. Min. Lot Area per Dwelling Unit, Employment Zoning Sub-Districts. Amending by adding a footnote (e) to the Min. Lot Area per Dwelling Unit by Special Permit: “2,000 (e)” and adding the following footnote at the end of the dimensional table:  
“(e) Except that for any lot larger than two acres, the Min. Lot Area per Dwelling Unit allowed by Special Permit shall be 350 square feet.”

# City of Everett

PLANNING BOARD  
484 BROADWAY  
EVERETT, MA 02149

## PLANNING BOARD MEMBERSHIP

Frederick Cafasso – *Chairman*  
Leo Pizzano, Jr. – *Member*  
Michael O’Connor – *Member*  
Shayane Rangel – *Member*  
Phil Mastrocola – *Member*  
James Tarr – *Alternate*  
Michael Hart – *Alternate*



## PLANNING DEPARTMENT STAFF

Matthew Lattanzi, Esq. – Planning Director  
Jay Monty – Transportation Director  
Eric Molinari – Transportation Planner  
Tom Philbin – Conservation Planner  
Katherine Jenkins-Sullivan – Sustainability Planner  
Zerina Gace – Affordable Housing Coordinator  
Jeannie Vitukevich – Administrative Assistant  
Main Office Line: 617-394-2334

February 6, 2024

Michael Mangan  
Office of the City Council  
484 Broadway, Room 38  
Everett, MA 02149

### **RE: Zoning Amendment Recommendations of the Planning Board to City Council**

Mr. Mangan,

Below, please find two (3) separate pieces which have been voted upon by the Planning Board, referred now to the Everett City Council for introduction at the Council’s February 12, 2024 City Council Regular Meeting.

#### **(1) Section 30 (“Lower Broadway Economic Development District”) Subsection G.1 of the City of Everett Zoning Ordinance**

During the February 5, 2024 meeting of the City of Everett Planning Board, a motion was made and seconded for **Favorable Recommendation** to amend Section 30, Subsection G.1 in the following manner:

To amend Section G.1: “Table of Parking Requirements,” in the following manner:

Use: Industrial. Amending by deleting Minimum Required Parking “1 per usable SF” and insert “1 per 1,000 SF of GSF”

All members were in favor to refer the matter to the City Council with **Favorable Recommendation** (4-0 vote).

**(2) Section 30 (“Lower Broadway Economic Development District”) Subsection E.2.b (“Notes to Table of Use Regulation”) of the City of Everett Zoning Ordinance**

During the February 5, 2024 meeting of the City of Everett Planning Board, a motion was made and seconded for **Continuance for Further Consideration** to amend Section 30, Subsection G.1 in the following manner:

To amend Section E.2.b “Notes to Table of Use Regulation” in the following manner:

At the end of the existing section adding the following sentence: “Except that on any lot in the Employment Subdistrict which is larger than two acres, Multifamily Residential Use may be a standalone use or part of a Mixed Use Development Project, provided that the first level of any such Development Project, with the exception to the access to the Multifamily Residential Use, shall have on its first level a minimum of 10 square feet of non-residential space per residential unit, which may be combined or spread across multiple buildings. The non-residential use may include, but shall not be limited to, retail.”

All members were in favor to **Continue the Public Hearing on the Proposed Amendment for Further Consideration** (4-0 vote). In doing so, this portion of the Proposed Zoning Amendment has *not* been referred out to the City Council and will be continued at the March 4, 2024 Planning Board meeting.

**(3) Section 30 (“Lower Broadway Economic Development District”) Subsection F.1 (“Table of Dimensional Standards”) of the City of Everett Zoning Ordinance**

During the February 5, 2024 meeting of the City of Everett Planning Board, a motion was made and seconded for **Favorable Recommendation** to amend Section 30, Subsection F.1 in the following manner:

To amend Section F.1: “Table of Dimensional Standards”, in the following manner:

Res. Density. Min. Lot Area per Dwelling Unit, Employment Zoning Sub-Districts. Amending by adding a footnote (e) to the Min. Lot Area per Dwelling Unit by Special Permit: “2,000 (e)” and adding the following footnote at the end of the dimensional table:

“(e) Except that for any lot larger than two acres, the Min. Lot Area per Dwelling Unit allowed by Special Permit shall be 350 square feet.”

All members were in favor to refer the matter to the City Council with **Favorable Recommendation** (4-0 vote).



Respectfully Submitted,

Matt Lattanzi, Esq.  
Director, Planning & Development

cc: Sergio Cornelio, City Clerk  
David Flood, Legislative Research Analyst  
Colleen Mejia, Esq., City Solicitor

# City of Everett

PLANNING BOARD  
484 BROADWAY  
EVERETT, MA 02149

## PLANNING BOARD MEMBERSHIP

Frederick Cafasso – *Chairman*  
Leo Pizzano, Jr. – *Member*  
Michael O'Connor – *Member*  
Shayane Rangel – *Member*  
Phil Mastrocola – *Member*  
James Tarr – *Alternate*  
Michael Hart – *Alternate*



## PLANNING DEPARTMENT STAFF

Matthew Lattanzi, Esq. – Planning Director  
Jay Monty – Transportation Director  
Eric Molinari – Transportation Planner  
Tom Philbin – Conservation Planner  
Katherine Jenkins-Sullivan – Sustainability Planner  
Zerina Gace – Affordable Housing Coordinator  
Jeannie Vitukevich – Administrative Assistant  
Main Office Line: 617-394-2334

April 3, 2024

Michael Mangan  
Office of the City Council  
484 Broadway, Room 38  
Everett, MA 02149

### **RE: Zoning Amendment Recommendations of the Planning Board to City Council**

Mr. Mangan,

Below, please find three (3) separate pieces which have been voted upon by the Planning Board, referred now to the Everett City Council for presentation at the Council's April 8<sup>th</sup>, 2024 City Council Regular Meeting.

#### **(1) Section 30 (“Lower Broadway Economic Development District”) Subsection G.1 of the City of Everett Zoning Ordinance**

During the February 5, 2024 meeting of the City of Everett Planning Board, a motion was made and seconded for **Favorable Recommendation** to amend Section 30, Subsection G.1 in the following manner:

To amend Section G.1: “Table of Parking Requirements,” in the following manner:

Use: Industrial. Amending by deleting Minimum Required Parking “1 per usable SF” and insert “1 per 1,000 SF of GSF”

All members were in favor to refer the matter to the City Council with **Favorable Recommendation** (4-0 vote).

**(2) Section 30 (“Lower Broadway Economic Development District”) Subsection E.2.b (“Notes to Table of Use Regulation”) of the City of Everett Zoning Ordinance**

During the April 1, 2024 meeting of the City of Everett Planning Board, a motion was made and seconded for **Favorable Recommendation** to amend Section 30, Subsection G.1 in the following manner:

To amend Section E.2.b “Notes to table of Use Regulation” by adding the following underlined language:

Multi-Family Residential Use may be permitted by special permit in the LB-C and LB-E Sub-districts only if it is located within a Mixed-Use Development Project, and provided that:

- i. residential units may not comprise more than fifty percent (50%) of the gross floor area (excluding parking) of the first story of any such Development Project; common amenities, rental and administrative offices and similar uses customarily accessory to multi-family residential use shall not count toward this limit; and
- ii. the first story of each structure containing residential units shall contain one or more commercial uses comprising an area of at least twenty (20) square feet for each residential unit contained within the structure. Such uses may include any of the uses listed as permitted under the “Commercial” category in Appendix A to this Section 30, Table of Use Regulations.

All members were in favor to refer the matter to the City Council with **Favorable Recommendation** (5-0 vote).

**(3) Section 30 (“Lower Broadway Economic Development District”) Subsection F.1 (“Table of Dimensional Standards”) of the City of Everett Zoning Ordinance**

During the February 5, 2024 meeting of the City of Everett Planning Board, a motion was made and seconded for **Favorable Recommendation** to amend Section 30, Subsection F.1 in the following manner:

To amend Section F.1: “Table of Dimensional Standards”, in the following manner:

Res. Density. Min. Lot Area per Dwelling Unit, Employment Zoning Sub-Districts. Amending by adding a footnote (e) to the Min. Lot Area per Dwelling Unit by Special Permit: “2,000 (e)” and adding the following footnote at the end of the dimensional table:

“(e) Except that for any lot larger than two acres, the Min. Lot Area per Dwelling Unit allowed by Special Permit shall be 350 square feet.”

All members were in favor to refer the matter to the City Council with **Favorable Recommendation** (4-0 vote).

Respectfully Submitted,

Matt Lattanzi, Esq.  
Director, Planning & Development

cc: Sergio Cornelio, City Clerk  
David Flood, Legislative Research Analyst  
Colleen Mejia, Esq., City Solicitor

**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: MM/DD/2024

DATE OF PROPOSED ORDAINMENT: MM/DD/2024



**CITY COUNCIL..... No. C0032-24**

IN THE YEAR TWO THOUSAND AND TWENTY-FOUR

**AN ORDINANCE AMENDING THE PARKING REQUIREMENTS, USE  
REGULATIONS AND DIMENSIONAL STANDARDS OF SECTION 30 “LOWER  
BROADWAY ECONOMIC DEVELOPMENT DISTRICT (LBEDD)” OF THE CITY OF  
EVERETT ZONING ORDINANCE**

Councilor /s/ Robert J. Van Campen, as President

**Whereas:** The purpose of this ordinance is to amend Section 30, “Lower Broadway Economic Development District (LBEDD)”, of the City of Everett Zoning Ordinance”; and

**Whereas:** Section 12 of the City of Everett Zoning Ordinance enables the City Council to “...amend, supplement, or change these [Zoning] regulations or districts as provided by statute”; and

**Whereas:** By amending the allowed parking in the LBEDD and the multifamily density and required non-residential component allowed for certain parcels with the LBEDD, the City of Everett can better align future development with the City’s vision of highest and best uses.

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

**Be it Ordained** by the City Council of the City of Everett, Massachusetts that Appendix A, Section 30 of the Revised Ordinances of the City of Everett is hereby amended as follows:

Sub-section (e)(2)b. “Notes to Table of Use Regulation - Allowance for Multi-Family in Commercial and Employment Sub-Districts” shall be amended in the following manner:

The following sentence shall be added as the last sentence in the sub-section:

“Except that on any lot in the Employment Subdistrict which is larger than two (2) acres, Multifamily Residential Use may be a stand-alone use or part of a Mixed Use Development Project, provided that the first level of any such Development Project, with the exception to the access to the Multifamily Residential Use, shall have on its first level a minimum of ten (10)

square feet of non-residential space per residential unit, which may be combined or spread across multiple buildings. The non-residential use may include, but shall not be limited to, retail.”;

Sub-section (f)(1): “Table of Dimensional Standards,” shall be amended in the following manner:

Res. Density. Min. Lot Area per Dwelling Unit, Employment Zoning Sub-Districts shall be amended by adding a footnote (e) to the Min. Lot Area per Dwelling Unit by Special Permit: table entry as follows: “2,000 (e)”

Sub-section (f)(2)e. “Notes to Table of Dimensional Standards” shall be added as the last note in the list of notes as follows:

“e. Except that for any lot larger than two acres, the Min. Lot Area per Dwelling Unit allowed by Special Permit shall be 350 square feet.”;

Sub-section (g)(1): “Table of Parking Requirements,” shall be amended in the following manner:

Use: “Industrial” shall be amended by deleting the existing table entry for Minimum Required Parking “1 per usable SF” and replacing it with the following new table entry “1 per 1,000 SF of GSF”

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, City Clerk

**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: MM/DD/2024  
DATE OF PROPOSED ORDAINMENT: MM/DD/2024



**CITY COUNCIL..... No. C0032-24**

IN THE YEAR TWO THOUSAND AND TWENTY-FOUR

**AN ORDINANCE AMENDING THE PARKING REQUIREMENTS, USE  
REGULATIONS AND DIMENSIONAL STANDARDS OF SECTION 30 “LOWER  
BROADWAY ECONOMIC DEVELOPMENT DISTRICT (LBEDD)” OF THE CITY OF  
EVERETT ZONING ORDINANCE**

Councilor /s/ Robert J. Van Campen, as President

**Whereas:** The purpose of this ordinance is to amend Section 30, “Lower Broadway Economic Development District (LBEDD)”, of the City of Everett Zoning Ordinance”; and

**Whereas:** Section 12 of the City of Everett Zoning Ordinance enables the City Council to “...amend, supplement, or change these [Zoning] regulations or districts as provided by statute”; and

**Whereas:** By amending the allowed parking in the LBEDD and the multifamily density and required non-residential component allowed for certain parcels with the LBEDD, the City of Everett can better align future development with the City’s vision of highest and best uses.

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

**Be it Ordained** by the City Council of the City of Everett, Massachusetts that Appendix A, Section 30 of the Revised Ordinances of the City of Everett is hereby amended as follows:

Sub-section (e)(2)b. “Notes to Table of Use Regulation - Allowance for Multi-Family in Commercial and Employment Sub-Districts” shall be amended in the following manner:

Sub-section (e)(2)b. shall be amended to delete the phrase “the first level of any such Development Project is, with the exception of access to such Multi-Family Use, comprised entirely of one or more non-residential use(s).” and replacing it with the character “:.”;

Sub-section (e)(2)b. shall be further amended to add two new subsections that shall be inserted immediately following said sub-section:

1. Residential units may not comprise more than fifty percent (50%) of the gross floor area (excluding parking) of the first story of any such development project; common amenities, rental and administrative offices and similar uses customarily accessory to multi-family residential use shall not count toward this limit; and  
(C0032-24)
2. The first story of each structure containing residential units shall contain one (1) or more commercial uses comprising an area of at least twenty (20) square feet for each residential unit contained within the structure. Such uses may include any of the uses listed as permitted under the “Commercial” category in Appendix A to this Section 30, Table of Use Regulations.  
(C0032-24)

Sub-section (f)(1): “Table of Dimensional Standards,” shall be amended in the following manner:

Res. Density. Min. Lot Area per Dwelling Unit, Employment Zoning Sub-Districts shall be amended by adding a footnote (e) to the Min. Lot Area per Dwelling Unit by Special Permit: table entry as follows: “2,000 (e)”

Sub-section (f)(2)e. “Notes to Table of Dimensional Standards” shall be added as the last note in the list of notes as follows:

“e. Except that for any lot larger than two acres, the Min. Lot Area per Dwelling Unit allowed by Special Permit shall be 350 square feet.”;  
(C0032-24)

Sub-section (g)(1): “Table of Parking Requirements,” shall be amended in the following manner:

Use: “Industrial” shall be amended by deleting the existing table entry for Minimum Required Parking “1 per usable SF” and replacing it with the following new table entry “1 per 1,000 SF of GSF”

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, City Clerk





C0112-24

---

**To:** Mayor and City Council  
**From:** Councilor Guerline Alcy Jabouin  
**Date:** March 11, 2024

---

**Agenda Item:**

That the city consider placing a moratorium on the construction of any new residential developments consisting of ten units or more.

**Background and Explanation:**

The city cannot handle the ongoing construction of apartment buildings. Our schools and infrastructure cannot support these developments

**Attachments:**

#5-C0112-24

Legislative Affairs & Election Committee  
March 25, 2024

The Committee on Legislative Affairs & Elections met on Monday, March 25, 2024 at 6pm in the City Council Chambers.

The meeting was recorded by ECTV and can be viewed on the City of Everett website.

Members present were Councilor Michael Marchese, presiding, Councilors Stephanie Smith, Stephanie Martins, Katy Rogers and Robert Van Campen, as ex-officio.

The Committee considered a Resolution offered by Councilors Guerline Alcy Jabouin and Peter Pietrantonio: That the City consider placing a moratorium on the construction of any new residential developments consisting of four units or more.

Councilors Guerline Alcy Jabouin and Peter Pietrantonio were also present.

Councilor Smith suggested that the matter be laid over for a month to allow the sponsors to meet with the appropriate City Officials to outline the language required for a moratorium adoption.

The Committee voted: to grant further time for one month to allow the sponsors to meet with the appropriate City Officials to outline the language required for a moratorium adoption

Respectfully Submitted,

John W. Burley  
Clerk of Committees



C0148-24

---

**To:** Mayor and City Council

**From:** Councilor Katy L. Rogers, Councilor Stephanie Martins, Councilor Anthony DiPierro

**Date:** April 22, 2024

---

**Agenda Item:**

A resolution requesting the status on planting trees along Elm St. and in neighborhoods throughout the community

**Background and Explanation:**

Elm St. is notably absent of trees and residents have inquired about the status of trees being planted in neighborhoods throughout the city.

The city of Everett recently hired an arborist. It would be ideal to get an update on which streets are being prioritized and what the timeline is for planting them

**Attachments:**



C0126-24

---

**To:** Mayor and City Council  
**From:** Councilor Robert J. Van Campen  
**Date:** March 25, 2024

---

**Agenda Item:**

That the DeMaria Administration provide an update of those department head positions which are currently filled and have not been submitted to the City Council for appointment in accordance with Section 2-10 of the Everett City Charter.

**Background and Explanation:**

**Attachments:**

**From:** [Erin Deveney](#)  
**To:** [Robert VanCampen](#)  
**Cc:** [Sergio Cornelio](#); [Michael Mangan](#); [Dolores Lattanzi](#); [Mayor Carlo DeMaria](#)  
**Subject:** C012624 Resolution Related to Department Head Positions  
**Date:** Monday, April 8, 2024 6:13:50 PM  
**Importance:** High

---

**Dear Mr. President:**

**Please be advised that Mayor DeMaria will submit orders for the Department Heads whose positions are subject to Council approval for the second regular meeting of the Council in April 2024.**

**We would appreciate if you would let us know in advance whether you as sponsor of the item will be requesting that the matter be referred to Committee for discussion or if the Council will entertain the appointments at its regular meeting so we can request that the Department Heads appear at the appropriate meetings.**

**Thank you for your attention to this item.**

**-Erin**



C0162-24

---

**To:** Mayor and City Council  
**From:** Councilor Robert J. Van Campen  
**Date:** April 22, 2024

---

**Agenda Item:**

An order requesting the confirmation of the re-appointment of Colleen Mejia to the position of City Solicitor to a term ending January 5, 2026.

**Background and Explanation:**

**Attachments:**

***CITY OF EVERETT***  
***Office of the Mayor***

**Carlo DeMaria, Jr.**  
Mayor



**Everett City Hall**  
484 Broadway  
Everett, MA 02149-3694  
Phone: (617) 394-2270  
Fax: (617)381-1150

April 17, 2024

Honorable City Council  
484 Broadway  
Everett, MA 02149

Dear Honorable Members:

Please be advised that in accordance with Section 3-3 of the City Charter and, Section IV(E)(I)(a) of the City of Everett Administrative Code, I hereby re-appoint, subject to confirmation by the City Council, Colleen Mejia to the position of City Solicitor to a term ending January 5, 2026.

Under the terms of the Administrative Code, this appointment shall not exceed a term of three (3) years. I am submitting for your approval an appointment for a term with an expiration date to coincide with the last date of my current term in office.

Thank you for your favorable consideration.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 17, 2024

*City of Everett, Massachusetts*

# CITY COUNCIL

Offered By: \_\_\_\_\_  
Councilor Robet Van Campen, as President

**Bill Number:**

Be it

**Bill Type: Order**

Ordered: BY THE CITY COUNCIL OF THE CITY OF  
EVERETT,

I hereby re-appoint, subject to confirmation by the City Council, and accordance with Section 3-3 of the City Charter and, Section IV(E)(I)(a) of the City of Everett Administrative Code, Colleen Mejia to the position of City Solicitor for a term ending January 5, 2026.





C0163-24

---

**To:** Mayor and City Council  
**From:** Councilor Robert J. Van Campen  
**Date:** April 22, 2024

---

**Agenda Item:**

An order requesting the confirmation of the re-appointment of Jerry Navarra to the position of Executive Director of Public Works to a term ending January 5, 2026.

**Background and Explanation:**

**Attachments:**

***CITY OF EVERETT***  
***Office of the Mayor***

**Carlo DeMaria, Jr.**  
Mayor



**Everett City Hall**  
484 Broadway  
Everett, MA 02149-3694  
Phone: (617) 394-2270  
Fax: (617)381-1150

April 17, 2024

Honorable City Council  
484 Broadway  
Everett, MA 02149

Dear Honorable Members:

Please be advised that in accordance with Section 3-3 of the City Charter and, Chapter 2, Section 2-161 of the City's Revised Ordinances, I hereby re-appoint, subject to confirmation by the City Council, Jerry Navarra to the position of Executive Director of City Services for a term ending January 5, 2026.

I am submitting for your approval an appointment for a term with an expiration date to coincide with the last date of my current term in office.

Thank you for your favorable consideration.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 17, 2024  
*City of Everett, Massachusetts*  
**CITY COUNCIL**

Offered By: \_\_\_\_\_  
Councilor Robet Van Campen, as President

**Bill Number:** Be it  
**Bill Type: Order** Ordered: BY THE CITY COUNCIL OF THE CITY OF  
EVERETT,

I hereby re-appoint in accordance with Section 3-3 of the City Charter and Chapter 2, Section 2-161 of the City's Revised Ordinances, subject to confirmation by the City Council, Jerry Navarra to the position of Executive Director of City Services for a term ending January 5, 2026.



C0164-24

---

**To:** Mayor and City Council  
**From:** Councilor Robert J. Van Campen  
**Date:** April 22, 2024

---

**Agenda Item:**

An order requesting the confirmation of the re-appointment of Kevin Dorgan to the position of Director of Information Technology to a term ending January 5, 2026.

**Background and Explanation:**

**Attachments:**

***CITY OF EVERETT***  
***Office of the Mayor***

**Carlo DeMaria, Jr.**  
Mayor



**Everett City Hall**  
484 Broadway  
Everett, MA 02149-3694  
Phone: (617) 394-2270  
Fax: (617)381-1150

April 17, 2024

Honorable City Council  
484 Broadway  
Everett, MA 02149

Dear Honorable Members:

Please be advised that in accordance with Section 3-3 of the City Charter and, Section IV(K)(I)(a) of the City of Everett Administrative Code, I hereby re-appoint, subject to confirmation by the City Council, Kevin Dorgan to the position of Director of Information Technology to a term ending January 5, 2026.

Under the terms of the Administrative Code, this appointment shall not exceed a term of three (3) years. I am submitting for your approval an appointment for a term with an expiration date to coincide with the last date of my current term in office.

Thank you for your favorable consideration.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 17, 2024

*City of Everett, Massachusetts*

**CITY COUNCIL**

Offered By: \_\_\_\_\_  
**Councilor Robet Van Campen, as President**

**Bill Number:**  
**Bill Type: Order**

Be it  
Ordered: BY THE CITY COUNCIL OF THE CITY OF  
EVERETT,

I hereby re-appoint, subject to confirmation by the City Council, and accordance with Section 3-3 of the City Charter and, Section IV(K)(I)(a) of the City of Everett Administrative Code, Kevin Dorgan to the position of Director of Information Technology for a term ending January 5, 2026.



C0165-24

---

**To:** Mayor and City Council

**From:** Councilor Robert J. Van Campen, Councilor Anthony DiPierro

**Date:** April 22, 2024

---

**Agenda Item:**

An order requesting the confirmation of the appointment of Jay Monty to the position of Director of Transportation and Mobility to a term ending January 5, 2026.

**Background and Explanation:**

**Attachments:**

***CITY OF EVERETT***  
***Office of the Mayor***

**Carlo DeMaria, Jr.**  
Mayor



**Everett City Hall**  
484 Broadway  
Everett, MA 02149-3694  
Phone: (617) 394-2270  
Fax: (617)381-1150

April 17, 2024

Honorable City Council  
484 Broadway  
Everett, MA 02149

Dear Honorable Members:

Please be advised that in accordance with Section 3-3 of the City Charter and, Section IV(P)(I)(a) of the City of Everett Administrative Code, I hereby appoint, subject to confirmation by the City Council, Jay Monty to the position of Director of Transportation and Mobility to a term ending January 5, 2026.

Under the terms of the Administrative Code, this appointment shall not exceed a term of three (3) years. I am submitting for your approval an appointment for a term with an expiration date to coincide with the last date of my current term in office.

Thank you for your favorable consideration.

Respectfully submitted,

Carlo DeMaria  
Mayor





April 17, 2024

*City of Everett, Massachusetts*  
**CITY COUNCIL**

Offered By: \_\_\_\_\_  
**Councilor Robet Van Campen, as President**

**Bill Number:**  
**Bill Type: Order**

Be it  
Ordered: BY THE CITY COUNCIL OF THE CITY OF  
EVERETT,

I hereby appoint, subject to confirmation by the City Council,  
and accordance with Section 3-3 of the City Charter and,  
Section IV(P)(I)(a) of the City of Everett Administrative Code,  
Jay Monty to the position of Director of Transportation and  
Mobility for a term ending January 5, 2026.



C0166-24

---

**To:** Mayor and City Council  
**From:** Councilor Robert J. Van Campen  
**Date:** April 22, 2024

---

**Agenda Item:**

An order requesting the confirmation of the appointment of Matt Lattanzi to the position of Executive Director of Planning and Development for a term ending January 5, 2026.

**Background and Explanation:**

**Attachments:**

***CITY OF EVERETT***  
***Office of the Mayor***

**Carlo DeMaria, Jr.**  
Mayor



**Everett City Hall**  
484 Broadway  
Everett, MA 02149-3694  
Phone: (617) 394-2270  
Fax: (617)381-1150

April 17, 2024

Honorable City Council  
484 Broadway  
Everett, MA 02149

Dear Honorable Members:

Please be advised that in accordance with Section 3-3 of the City Charter and, Section IV(F)(I)(a) of the City of Everett Administrative Code, I hereby-appoint, subject to confirmation by the City Council, Matt Lattanzi to the position of Executive Director of Planning and Development for a term ending January 5, 2026.

I am submitting for your approval an appointment for a term with an expiration date to coincide with the last date of my current term in office.

Thank you for your favorable consideration.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 17, 2024  
*City of Everett, Massachusetts*  
**CITY COUNCIL**

Offered By: \_\_\_\_\_  
Councilor Robet Van Campen, as President

**Bill Number:** Be it  
**Bill Type: Order** Ordered: BY THE CITY COUNCIL OF THE CITY OF  
EVERETT,

I hereby appoint, in accordance with Section 3-3 of the City Charter and Section IV(F)(I)(a) of the City of Everett Administrative Code, subject to confirmation by the City Council, Matt Lattanzi to the position of Executive Director of Planning and Development for a term ending January 5, 2026.



C0167-24

---

**To:** Mayor and City Council  
**From:** Councilor Robert J. Van Campen  
**Date:** April 22, 2024

---

**Agenda Item:**

An order requesting the confirmation of the appointment of Sabrina Firicano to the position of Director of Public Health to a term ending January 5, 2026.

**Background and Explanation:**

**Attachments:**

***CITY OF EVERETT***  
***Office of the Mayor***

**Carlo DeMaria, Jr.**  
Mayor



**Everett City Hall**  
484 Broadway  
Everett, MA 02149-3694  
Phone: (617) 394-2270  
Fax: (617)381-1150

April 17, 2024

Honorable City Council  
484 Broadway  
Everett, MA 02149

Dear Honorable Members:

Please be advised that in accordance with Section 3-3 of the City Charter and, Section IV(J)(VII)(a) (1) of the City of Everett Administrative Code, I hereby appoint, subject to confirmation by the City Council, Sabrina Firicano to the position of Director of Public Health to a term ending January 5, 2026.

Under the terms of the Administrative Code, this appointment shall not exceed a term of three (3) years. I am submitting for your approval an appointment for a term with an expiration date to coincide with the last date of my current term in office.

Thank you for your favorable consideration.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 17, 2024

*City of Everett, Massachusetts*

**CITY COUNCIL**

Offered By: \_\_\_\_\_  
**Councilor Robet Van Campen, as President**

**Bill Number:**  
**Bill Type: Order**

Be it  
Ordered: BY THE CITY COUNCIL OF THE CITY OF  
EVERETT,

I hereby appoint, subject to confirmation by the City Council,  
and accordance with Section 3-3 of the City Charter and,  
Section IV(J)(VII)(a)(1) of the City of Everett Administrative  
Code, Sabrina Firicano to the position of Director of Public  
Health for a term ending January 5, 2026.