



**AGENDA PACKET**

**CITY COUNCIL'S COMMITTEE ON GOVERNMENT OPERATIONS, PUBLIC SAFETY  
MONDAY, JUNE 17, 2024 6:00 PM**

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

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## AGENDA

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EVERETT, MA 02149**

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### ROLL CALL

### PLEDGE OF ALLEGIANCE

### UNFINISHED BUSINESS

**1. C0172-24** Resolution/s/ Councilor Peter Pietrantonio

That the chairperson of the Zoning Board of Appeals be invited to appear before the City Council, and if she can provide the Council with information for the last two years on how many variances & denials that they gave out.

**2. C0207-24** Resolution/s/ Councilor Peter Pietrantonio

That the DPW Director come to the next meeting to explain the maintenance of our City traffic islands and parks

**3. C0208-24** Resolution/s/ Councilor Peter Pietrantonio

That the DPW provide an update on the port a potty that I ordered for the Northern Trail at Wellington Ave

### 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



C0172-24

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**To:** Mayor and City Council

**From:** Councilor Peter Pietrantonio

**Date:** May 13, 2024

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**Agenda Item:**

That the chairperson of the Zoning Board of Appeals be invited to appear before the City Council, and if she can provide the Council with information for the last two years on how many variances & denials that they gave out.

**Background and Explanation:**

**Attachments:**

Item Number 1

PETITION #	ADDRESS	CREATE FOLDER	SCHEDULE HEARING
2362	787 BROADWAY, 801 BROADWAY	X	X
2362	16 GLEDHILL AVE, 18 GLEDHILL AVE	X	X
2362	0 GLEDHILL AVE, 0 STEVENSON AVE	X	X
2372	801 BROADWAY Y, 16 GLEDHILL AVE	X	X
2372	18 GLEDHILL AVE, 0 GLEDHILL AVE	X	X
2400	24-26 FERRY STREET	X	X
2401	138 FLORENCE STREET	X	X
2402	345 MAIN STREET	X	X
2403	3 AIR FORCE ROAD	X	X
2404	39 EVERETT STREET	X	X
2405	128 WAVERLY	X	X
2406	141-151 BOW STREET	X	X
2407	1A-1B CHARLTON STREET	X	X
2408	17 ELM STREET	X	X
2409	15-17 ARGYLE STREET	X	X
2410	74 GARLAND STREET	X	X
2411	56 FREMOND AVE	X	X
2414	108 FERRY ST	X	X
2415	96 SCHOOL STREET	X	X
2416	108 -112 MAIN STREET	X	X
2417	189 BRADFORD STREET	X	X
2418	227 HANCOCK STREET	X	X
2419	108 FERRY ST	X	X
2420	10 PLUMBER STREET	X	X
2421	38 CEDAR STREET	X	X
2422	149 VERNAL STREET	X	X
2423	749 BROADWAY	X	X
2424	11 MASON STREET	X	X
2425	108-112 MAIN STREET	X	X
2426	888 BROADWAY	X	X
2427	193 BOW STREET	X	X
2428	122 GARLAND STREET	X	X
2429	152 BEACHAM STREET	X	X
2430	15-17 CHRISTINA CIRCLE	X	X
2431	178-180 ELM STREET	X	X
2432	39 RICH STRRET 7/15/19 8/19/2019	X	X
2433	56 WINTHROP STREET 7/15/19 8/5/2019	X	X
2434	18 VERNAL STREET 7/15/19 8/5/2019	X	X

2435	17 ROCK VALLEY AVE 8/5/19	X	X	X
2436	71 KELVIN ST 8/5/19	X	X	X
2437	11 MASON STREET 9/16	X	X	X
2438	1 NEWBURY STREET 9/16	X	X	X
2439	28 VILLA AVE. 9/16 , 10/7	X	X	X
2440	85 ELSIE STREET 10/7	X	X	X
2441	295 CHELSEA ST 1/21/2020	X	X	X
2442	56 PRESTON STREET 10/7	X	X	X
2443	31-33 SCHOOL STREET 11/18/2019 12/2/2019	X	X	X
2444	57-59 BENNET STREET 10/21 , 11/4	X	X	X
2445	126 FERRY STREET 11/4/19	X	X	X
2446	178-180 HANCOCK STREET 1/21/2020	X	X	X
	NOVEMBER 6 MONTHS			
2447	41 BOW ST, 49 BOW ST, 51 BOW ST, 55 BOW ST	X	X	X
	57 BOW ST, 61 BOW ST, 63 BOW ST 8 LYNDE ST			
	10 LYNDE ST, 12 LYNDE ST, 16 LYNDE ST			
	18 LYNDE ST, 20 LYNDE ST, 24 LYNDE ST,			
	5 THORNDIKE ST, 7 THORNDIKE ST, 11 THORNDIKE			
	21 THORNDIKE ST, 10 GARDERN CT., 2 JEROME CT.			
2448	178-180 HANCOCK STREET #2 1/21/2020	X	X	X
2449	14 HARDING AVE., LOT #9 1/21/2020	X	X	X
2450	14 HARDING AVE, LOT #10 1/21/2020	X	X	X
2451	120 TREMONT STREET, LOT A 12/16/19	X	X	X
2452	110 TREMONT STREET , LOT B 12/16/2019	X	X	X
2453	602 & 596 BROADWAY 1/21/2020 2/3/2020 2/18/20	X	X	X
2454	243 CHELSEA STREET 1/21/2020	X	X	X
2455	92 MALDEN STREET 1/21/2020 2/18/2020	X	X	X
2456	599 BROADWAY 1/21/2020	X	X	X
2457	153 CHESTNUT STREET 1/21/2020 2/18/2020	X	X	X
2458	983 BROADWAY 2/3 4/21 5/4 5/18	X	X	X
2459	904 (906) BROADWAY 2/18/2020	X	X	X
2460	4 BAKER RD. 2/18/2020	X	X	X
2461	10 PLUMER STREET 3/2/2020	X	X	X
2462	66 WILBUR STREET 3/2/2020	X	X	X
2463	68 MAIN STREET 3/2/2020	X	X	X
2464	18-20 FLOYD STREET 3/2/2020	X	X	X
2465	357 THIRD STREET 3/2/2020 4/21	X	X	X
2466	810 BROADWAY 3/16 4/21	X	X	X
2467	15-17 ARGYLE STREET 3/16 4/21 5/4 5/18	X	X	X

2468	83-85 LINDEN STREET 4/21	X	X	X
2469	28 CARLSON ST 4/21 5/4 5/18	X	X	X
2470	302 BROADWAY 5/4 5/18 6/15	X	x	X
2471	65 NORMAN STREET 6/1/2020, 6/15 6/21/22	X	X	X
2472	100 GARLAND STREET 6/15/20	X	X	X
2473	103 GARLAND STREET 6/15/20	X	X	X
2474	881 BROADWAY 7/6/2020	X	X	X
2475	42 MAY STREET 8/17/220	X	X	X
2476	58 SUMMER STREET 7/20/20	X	X	X
2477	166-168 SCHOOL STREET 8/17/2020	X	X	X
2478	178-180 HANCOCK STREET 8/17/2020	X	X	X
2479	118 ELM STREET 9/8/2020	X	X	X
2480	536 BROADWAY 9/21/20 10/5/20 10/19 11/16	x	x	x
2481	94 WYLLIS AVE. 10/19/2020 11/16	X	X	X
2482	43 COREY STREET 10/19/2020 11/16	X	X	X
2483	319 MAIN STREET 11/16	X	X	X
2484	39 CEDAR STREE 11/16	x	x	x
2485	345 MAIN ST 12/7/20	X	X	X
2486	168 BUCKNAM STREET 12/21/2020	X	X	X
2487	340 MAIN STREET 1/19/2020	X	X	X
2488	20 PLEASANT STREET 1/19/2020	X	X	X
2489	29 MYRTLE 2/16/21 3/1/2021	X	X	X
2490	54 TILESTON STREET 3/15/2021	X	X	X
2491	114 SPRING STREET 4/5/2021 4/20/21 5/3/21	X	X	X
2492	193 BELMONT STREET 4/5/2021	X	X	X
2493	65 CLINTON STREET 4/20/2021	X	X	X
2494	14 HARDING AVE., LOT #9 4/20/21	X	X	X
2495	87 MT. 87 MT. WASHINGTON ST. 4/20/21	X	X	X
2496	16 MYSTIC VIEW RD 5/3/21	X	X	X
2497	28 CEDAR STREET 5/17/21	X	X	X
2498	139 DARTMOUTH ST. 6/7/21	X	X	X
2499	39 FREMONT AVE 6/7/21 6/21/21	X	X	X
2500	21 R PRESCOTT STREET 6/7/2021	X	X	X
2501	48 NICHOLS STREET 6/7/21	X	X	X
2502	20 MOHAN STREET 6/21/21	X	X	X
2503	25 LOCUST STREET 6/21/21	X	X	X
2504	48 WESTOVER STREET 6/21/21	X	X	X
2505	156 NICHOLS STREET 7/19/21 8/16/21	X	X	X
2506	45 HIGH STREET 7/19/21 9/7/21	X	X	X

2507	114 BUCKNAM STREET	7/19/21	8/16/21		X		X		X
2508	57 EVERETT STREET	7/19/21	8/16/21	9/7/21	11/1/21	12/6/21	X		X
2509	366 BROADWAY	7/19/21		9/7/21			X		X
2510	523-531 SECOND STREET	7/19/21		9/7/21			X		X
2511	56 WINTHROP STREET	8/16/21					X		X
2512	319 BROADWAY	8/16/21					X		X
2513	126 DARTMOUTH STREET	9/7/21	9/20/21				X		X
2514	33 JACKSON AVE.		9/7/21				X		X
2515	52-54 GLENDALE STREET		9/7/21				X		X
2516	114 SPRING STREET		9/20/21				X		X
2517	201 CHELSEA STREET	10/18/21	11/1/21				X		X
2518	163-165 ELM STREET	10/18/21	11/1/21				X		X
2519	295 CHELSEA ST	10/18/21	11/1/21	11/18/21			X		X
2520	8 FOREST AVE	10/18/21					X		X
2521	41 WOLCOTT STREET	11/1/21	12/6/21				X		X
2522	760 BROADWAY	12/6/21	1/3/22	OLD			X		X
2523	57 EVERETT STREET	3/21/22	4/19/22	5/16/22	6/21/22		X		X
2524	19-21 CEDAR STREET	12/20/21	NEW				X		X
2525	4 BAKER ROAD	12/20/21	NEW				X		X
2526	385 BROADWAY	12/20/21	WITHDRAWN				X		X
2527	366 BROADWAY 20 UNITS	12/20/21	NEW				X		X
2528	191 NICHOLS STREET	1/3/22	1/18/22	2/22/22	3/21/22		X		X
2529	41 WOLCOTT STREET	1/3/22	1/18/22				X		X
2530	385 BROADWAY	1/3/22	NEW				X		X
2531	74 CLINTON STREET	1/18/22	NEW				X		X
2532	403 MAIN STREET	2/22/22	3/21/22	WITHDRAW			X		X
2533	21 LOCUST STREET	2/22/22	WITHDREW				X		X
2534	530 SECOND STREET	2/22/22	3/21/22	4/19/22	5/16/22		X		X
2535	535 SECOND STREET	2/22/22	3/21/22	4/19/22	5/16/22		X		X
2536	10 PLUMER STREET	NEW	3/21/22	4/19/22	5/16/22		X		X
2537	21 BALDWIN AVE	NEW	3/21/22				X		X
2538	21 HIGH STREET	NEW	3/21/22				X		X
2539	21 LOCUST STREET	NEW	3/21/22				X		X
2540	403 MAIN STREET	NEW	3/21/22	5/16/22	6/21/22	8/15/22	9/19/22		X
2541	145 VERNAL STREET	NEW	4/19/22				X		X
2542	41 OAKES STREET	NEW	4/19/22	6/21/22			X		X
2543	32 EVERETT STREET	NEW	4/19/22				X		X



2544	19-21 CEDAR STREET	NEW 4/19/22	WITHDRAWN	X	X	X
2545	27 SPALDING STREET	NEW 4/19/22	5/16/22	X	X	X
2546	31 SPALDING STREET	NEW 4/19/22	5/16/22	X	X	X
2547	13-15 FRANCIS STREET	NEW 5/16/22		X	X	X
2548	16 HATCH STREET	NEW 6/21/22		X	X	X
2549	178-180 ELM STREET	NEW 6/21/22	9/19/22	X	X	X
2550	61 WINTHROP STREET	NEW 6/21/22		X	X	X
2551	58-60 PEIRCE AVE	6/21/22	9/19/22 11/21/22	DIDN'T NEED LETTER	X	X
2552	36-38 MANSFIELD STREET	NEW 6/21/22		X	X	X
2553	10-12 SOUTH FERRY STREET	NEW 6/21/22		X	X	X
2554	1 AND 3 AIR FORCE ROAD	NEW 7/18/22		X	X	X
2555	25-27 COREY STREET	NEW 7/18/22		X	X	X
2556	22 FOREST AVE.	NEW 7/18/22	8/15/22	RECONDER VOTE GRATED	X	X
2557	834 BROADWAY	NEW 8/15/22		X	X	X
2558	13 SCHOOL STREET	NEW 8/15/22		X	X	X
2559	1911-1918 RREVERE BEACH PKWAY	NEW 8/15/22		X	X	X
2560	1 MAGNOLIA COURT	NEW 8/15/22		X	X	X
2561	21-23 CLEVELAND AVE	8/15/22		X	X	X
2562	46 LIBERTY STREET	NEW 9/19/22		X	X	X
2563	178-180 ELM STREET	NEW 9/19/22		X	X	X
2564	27 AUBURN STREET	NEW 9/19/22	10/17 11/21	X	X	X
2565	134 LINDEN STREET	NEW 9/19/22		X	X	X
2566	380 SECOND STREET	9/19/22	10/17/22 11/21/22	X	X	X
2567	188 BRADFORD STREET	10/17/22	11/21/22	DIDN'T NEED LETTER	X	X
2568	100 BROADWAY	10/17/22		X	X	X
2569	33 OAKS STREET	10/17/22	11/21/22	X	X	X
2570	17 ALBERT PARK	NEW 11/21/22	11/28/22	X	X	X
2571	38 HIGH STREET	NEW 11/21/22	11/28/22	X	X	X
2572	52 SCHOOL STREET	NEW 11/21/22	11/28/22	X	X	X
2573	530 SECOND STREET	NEW 11/21/22	11/28/22 12/19/22	X	X	X
2574	394 SECOND STREET	NEW 12/19/22		X	X	X
2564	27 ABURN STREET	NEW 12/19/22		X	X	X
2575	20-22 CHELSEA STREET	NEW 12/19/22		X	X	X
2576	28 CEDAR STREER	NEW 1/17/23		X	X	X

2577	46 LIBERTY STREET	2/27/2023			X	X	X
2578	87-89 MALDEN STREET	2/27/2023			X	X	X
2579	20-22 CHELSEA STREET	2/27/23	APPEAL TO ZBA ON PLANNING		X	X	X
2580	23 GLEDHILL AVE	3/20/23			X	X	X
2581	99 BOW STREET	NEW 4/18/2023	WENT TO PLANNING		X	X	X
2582	87-89 MALDEN STREET	NEW 4/18/23			X	X	X
2583	148 (146) MAIN STREET	NEW 4/18/23	, CONT JUNE 20 9/18/23		X	X	X
2585	121 FLORANCE STREET	NEW 4/18/23			X	X	X
2584	94 TREMONT STREET	NEW 5/15/23			X	X	X
2586	1911-1919 REVERE BEACH PKW	EXTENTION	5/15/2023		X	X	X
2587	71 CHESTNUT STREET	NEW 5/15/23	8/17/23		X	X	X
2588	403 MAIN STREET	NEW 5/15/23			X	X	X
2589	445-455 BROADWAY	NEW 5/15/23			X	X	X
2590	81 ELSIE STREET	NEW 5/15/23			X	X	X
2590	81 ELSI STREET (RECONSIDERATION ON PETITION)	6/20/23	9/18/23 11/20/23		X	X	X
2591	117 CENTRAL AVE	6/20/23			X	X	X
2592	33 OAKS STREET	6/20/23	8/21/23 9/18/23 10/16/23 11/20/23		X	X	X
2593	41 HIGH STREET	6/20/23			X	X	X
2594	71 WELLINGTON AVE	6/20/23			X	X	X
2595	19 PARIS STREET	6/20/23			X	X	X
2596	11 BUELL STREET	7/17/23	8/21/23 9/18/23 10/16/23		X	X	X
2597	20 PLEASANST STREET	7/17/23	9/18/23		X	X	X
2598	15 DEAN STREET	7/17/23	8/21/23		X	X	X
2599	4-6 CHESTNUT PLACE	8/21/23			X	X	X
2600	533-539 FERRY STREET & 9-11 RICH STREET				X	X	X
2601	380 SECOND STREET	EXTENSION			X	X	X
2602	70 EVERETT STREET	NEW 10/16/23			X	X	X
2603	37 A 37 ARLINGTON STREET	APECIAL MEETING	10/23/23		X	X	X

2604	530 SECOND STREET	EXTENSION		X		X		X
2590	81 ELSIE STREET	(RECONSIDERATION)		X		X		X
2592	33-41 OAKES STREET	(OLD BUSINESS)	11/20/23 12/18/23 3/18/24	X		X		X
2605	40 EVERETT STREET		11/20/23	X		X		X
2606	66-68 TILESTON STREET		11/20/23 12/18/23 1/16/23 3/18/24 4/22/24	X		X		X
2607	3 HEATH STREET		12/18/23	X		X		X
2608	7 ORCHARD STREET		12/18/23	X		X		X
2575	20-22 CHELSEA STREET	EXTENSION						
2609	87-89 MALDEN STREET		1/16/24 3/18/24	X		X		X
2610	54 MORRIS STREET			X		X		X
2611	756 BROADWAY		3/18/24 4/22/24	X		X		X
2559	1911-1919 REVERE BEACH PARKWAY			X		X		X
2612	43 CORY STREET		1/23/24 3/12/24 3/18/24 4/22/24 5/20/24	X		X		X
2613	181 BRADFORD STREET		3/16/24	X		X		X
2614	19 PARIS STREET		3/18/24 4/22/24 5/20/24	X		X		X
2615	376 THIRD STRET		3/18/24	X		X		X
2616	12 CLINTON PLACE		4/22/24	X		X		X
2617	51 SCHOOL STREET		4/22/24	X		X		X
2618	64 COREY STREET		4/22/24 5/20/24	X		X		X
2619	141 GARLAND STREET		4/22/24	X		X		X
2620	749 BROAWAY		5/20/24	X		X		X
2621	18 CENTRAL AVE		5/20/24	X		X		X
2622	98 LINDEN STREET		5/20/24	X		X		X
2623	523-531 BROADWAY		5/20/24	X		X		X
2624	43 COREY STREET		5/20/24	X		X		X
2625	128 CHESTNUT STREET		5/20/24	X		X		X
2626	27 SPALDING STREET		5/20/24	X		X		X
2627	31 SPALDING STREET		5/20/24	X		X		X
2628	30 SOMERSET STREET			X		X		X













X	X	X	X	X	X	X
X	X	X	X	X	X	X
X	X	X	X	X	X	X

X	X	X	X	X	X	X
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X	X	X	X	X	X	X
X	X	X	X	X	X	X
X	X	X	X	X	X	X
X	X	X	X	X	X	X

X	X	X	X	X	X	X
X	X	X	X	X	X	X
X	X	X	X	X	X	X
X	X	X	X	X	X	X
X	X	X	X	X	X	X
X	X	X	X	X	X	X

X	X	X	X	X	X	X
X	X	X	X	X	X	X
X	X	X	X	X	X	X
X	X	X	X	X	X	X
X	X	X	X	X	X	X
X	X	X	X	X	X	X

X	X	X	X	X	X	X
X	X	X	X	X	X	X
X	X	X	X	X	X	X

X	X	X	X	X	X	X
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X	X	X	X	X	X	X
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X	X	X	X	X	X	X
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X	X	X	X	X	X	X
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X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X

X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X

X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X

X	X						X
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X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X

X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X

X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X

X	X						
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X	X		X	x	x
X	x		x	X	x
x	x		x	x	x
X	x	21-Jan-23	x	x	x
X	x		x	x	x
X	x		x	x	x
x	x		x	x	x
x	x		x	x	x
X	x		x	x	x
x	x		x	x	x
x	x		x	x	x
X	x		x	x	X
x	x		x	x	X
x	x		x	x	X
X	x		x	x	X
X	x		x	x	X
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X	X		X	X	X
X	X		X	X	X
x	x	WITHDREW	x	X	x
x	x		x	x	x
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X	X		x	x	x
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X	X	DENIED	X		
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X		WITHDRAWN	X		



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X		WITHDRAWN			
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X	X	Aug-24	X	X	X
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X	X		X	x	x



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X	X	WITHDREW			
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X		Feb-24			
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X	X	24-Nov	X	X	X
X	X		X	X	X
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X	X	Jul-24	X	X	X
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X			X	X	X

24-Jul



X	X		X	X	X
X	X		X	X	X

15-Aug-24



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X		X		X		DENIED			
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						WITHDRAWN			
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<input type="checkbox"/>	
<input type="checkbox"/>	<b>ADDRESS</b>
<input type="checkbox"/>	<b>CLERK RECORDS APP</b>
<input type="checkbox"/>	<b>CREATE FOLDER</b>
<input type="checkbox"/>	<b>SCHEDULE HEARING</b>
<input type="checkbox"/>	<b>ABUTTERS LIST(2)</b>
<input type="checkbox"/>	<b>WRITE NOTICE</b>
<input type="checkbox"/>	<b>NEWSPAPER AD (14+)</b>
<input type="checkbox"/>	<b>E-MAIL ADMIN MEMBERS (7)</b>
<input type="checkbox"/>	<b>MAIL ABUTTERS (7)</b>
<input type="checkbox"/>	<b>POST PUBLIC AGENDA (48HRS)</b>
<input type="checkbox"/>	<b>PREP PACKAGESF/BOARD</b>
<input type="checkbox"/>	<b>HEARING HELD</b>
<input type="checkbox"/>	<b>EXTENSION ?</b>
<input type="checkbox"/>	<b>BOARD VOTES</b>
<input type="checkbox"/>	<b>WRITE DECISION</b>
<input type="checkbox"/>	<b>RECORD W/ CLERK</b>
<input type="checkbox"/>	<b>MAIL DECISION TO ABUTTERS/APPLICANT</b>
<input type="checkbox"/>	<b>INDEX CARD</b>
<input type="checkbox"/>	<b>MEETING MINUTES</b>
<input type="checkbox"/>	<b>20 DAY PAC TO CLERK</b>
<input type="checkbox"/>	<b>MAIL 20 DAY</b>
<input type="checkbox"/>	<b>REG OF DEEDS BOOK/PAGE</b>
<input type="checkbox"/>	<b>SCAN FILE</b>
<input type="checkbox"/>	<b>FILE ROOM</b>

Line Item	Description	Quantity	Unit	Price	Total
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C0207-24

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**To:** Mayor and City Council  
**From:** Councilor Peter Pietrantonio  
**Date:** May 28, 2024

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**Agenda Item:**

That the DPW Director come to the next meeting to explain the maintenance of our City traffic islands and parks

**Background and Explanation:**

**Attachments:**





C0208-24

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**To:** Mayor and City Council

**From:** Councilor Peter Pietrantonio

**Date:** May 28, 2024

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**Agenda Item:**

That the DPW provide an update on the port a potty that I ordered for the Northern Trail at Wellington Ave

**Background and Explanation:**

**Attachments:**



# City of Everett, Massachusetts City Services Department

19 Norman Street  
Everett, MA 02149

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**To:** Honorable Members of Everett City Council  
**From:** Jerry Navarra, Director of City Services  
**CC:** Carlo DeMaria, Mayor  
**RE:** Resolution C0208-24  
**Date:** June 5, 2024

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In the above-referenced resolution, Councilor Pietrantonio requested at the regular City Council meeting on May 28, 2024 “[t]hat the DPW provide an update on the port a potty that I ordered for the Northern Trail at Wellington Ave.”

Brian McCarthy, Business Manager for the City Services Department, confirmed for the resolution sponsor via email on May 23, 2024 that the portable facility was being delivered to the requested location on that date. Even though the request had been fulfilled, the resolution sponsor requested additional information from City Services that outlined the steps taken to satisfy this request.

The initial order for this item was placed with the vendor, United Services, on May 6, 2024. An account manager from United Services visited City Services after this request was placed. Mr. McCarthy mentioned the outstanding request from May 6<sup>th</sup> to the account manager and also brought him to the exact site where the portable facility was to be placed. The account manager entered the location into an application that United Services uses with GPS coordinates for delivery location.

On May 16<sup>th</sup>, Mr. McCarthy followed up with an email to the account manager from United Services because the portable facility had not been delivered. A delivery date by May 17<sup>th</sup> had been expected. When the unit was not delivered, Mr. McCarthy spoke again to the account manager during the week of May 20<sup>th</sup> and determined that the initial order had been canceled by United Services account manager when he entered the delivery location into their system; this action canceled the initial request inadvertently. United Services corrected their error and the portable facility was delivered n May 23, 2024.

I trust that this information shows the Council that City Services responded to the request for service in a timely manner and that the delay in delivery to the site was due to how the request was processed by the vendor.

Thank you.