



**AGENDA PACKET**

**REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, APRIL 14, 2025 7:00 PM**

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

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EVERETT CITY CLERK'S OFFICE  
REC'D 2025 APR 10 AM 9:35

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

on 4/10/2025 at 9:35am

Attest:

Sergio Cornelio  
Sergio Cornelio City Clerk



## AGENDA

### REGULAR MEETING OF THE CITY COUNCIL MONDAY, APRIL 14, 2025 7:00 PM

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

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#### ROLL CALL

#### PLEDGE OF ALLEGIANCE

#### PUBLIC HEARINGS

1. **C0097-25** Public Hearing/s/ Councilor Stephanie Martins, as President

A petition from National Grid requesting permission to install approximately 300 feet of new gas main to service 380 Second Street

#### PUBLIC PARTICIPATION

#### APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Minutes of the Special City Council Meeting of 03/04/2025

Minutes of the Regular Meeting of the City Council of 03/10/2025

#### COMMUNICATIONS FROM HIS HONOR THE MAYOR

2. **C0114-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept and expend a donation in the amount of \$1,000.00 from Carlo DeMaria for the Fire Victims Fund

3. **C0115-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept and expend a grant from the Massachusetts Executive Office of Energy and Environmental Affairs, in the amount of \$150,000 to purchase and install trees around the city

4. **C0120-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept and expend a donation from Members Plus Credit Union in the amount of \$400 to assist with holiday celebrations

5. **C0121-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting confirmation on the appointment of Belushi Previlon to the Cultural Council for a term of three years expiring May 1, 2028

6. **C0122-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting the confirmation to promote the following Everett Fire Department personnel: Lieutenant Michael Sullivan to Captain, & Private Kevin DeVanna to Lieutenant

7. **C0123-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting the confirmation on the re-appointment of Carol Garrett to the Council on Aging for a term of Two (2) years expiring May 1, 2027

8. **C0124-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept and expend a grant from the Massachusetts Executive Office of Economic Development in the amount of \$1,500,000 to support the infrastructure for redevelopment in the lower Broadway area, Everett Docklands Innovation District

9. **C0130-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept and expend funds from the Massachusetts Executive Office of Public Safety and Security, in the amount of \$11,090 for the purpose of purchasing essential firefighter safety equipment

10. **C0131-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept and expend donations totaling \$115.00 from City of Everett employees during the month of March for the Fire Victims Fund

11. **C0132-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept and expend a donation to the Diversity, Equity, and Inclusion Office in the amount of \$250.00 from Alliance Detective & Security Service to support the G.I.R.L.S. Day event

12. **C0134-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept and expend funds from the Massachusetts Executive Office of Public Safety and Security, totaling \$9,500.00 for the purpose of providing fire safety education to school-age children and senior residents

13. **C0135-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to appropriate \$6,672 from General Fund Budgetary Fund Balance (Free Cash) to pay prior year legal bills per the attached list

14. **C0136-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to appropriate \$82,000 from General Fund Budgetary Fund Balance (Free Cash) to the Human Resources Local 25 benefits account. This appropriation is necessary to cover additional costs related to the three local 25 unions

**15. C0137-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept and expend a donation in the amount of \$5,000 from Everett Fire Local 143 for the Fire Victims Fund

**16. C0138-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting the confirmation on the appointment of Beninson Pena to the position of City Assessor for a one-year term ending May 1, 2026

**17. C0141-25** Order/s/ Councilor Stephanie Martins, as President

An order to amend the City of Everett's Administrative Code to create a separate and distinct position of City Auditor.

**18. C0144-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting that the City Council vote to rescind its designation of the position of Board of Assessors as a special municipal employee, pursuant to MGL Chapter 268A, as of June 30, 2025

## **PETITIONS AND LICENSES**

**19. C0118-25** Petition/s/ Councilor Stephanie Martins, as President

A petition requesting the renewal of a class two motor vehicle dealer license for Malden Auto Repair & Sales at 80 Tremont Street

**20. C0119-25** Petition/s/ Councilor Stephanie Martins, as President

A petition requesting the renewal of a class two motor vehicle dealer license for MYM Auto Motors at 1993 Revere Beach Pkwy

**21. C0125-25** Petition/s/ Councilor Stephanie Martins, as President

A petition requesting the renewal of a lodging house license for Bill Moore House at 76 Norwood Street

**22. C0126-25** Petition/s/ Councilor Stephanie Martins, as President

A petition requesting the renewal of a lodging house license for Hancock Hotel at 19 Hancock Street

**23. C0128-25** Petition/s/ Councilor Stephanie Martins, as President

A petition requesting the renewal of a class two motor vehicle dealer license for R.D. Auto Repair at 88 East Elm Street

**24. C0140-25** Petition/s/ Councilor Stephanie Martins, as President

A petition requesting the renewal of a class two motor vehicle dealer license for



## COMMUNICATIONS AND REPORTS

**25. C0142-25** Resolution/s/ Councilor Stephanie Martins, as President

That the response to the Office of the Inspector General submitted by the Everett City Council at the end of the 30 day period along with the OIG's response to the same be shared with the public for transparency

## COMMITTEE REPORTS

**26. C0070-25** Ordinance/s/ Councilor Katy L. Rogers

An ordinance promoting transparent marketing practices in rental housing advertisements by prohibiting the use of the word "LUXURY"

**27. C0327-24** Resolution/s/ Councilor Stephanie Martins

That the Director of Engineering appear at the next GOPS meeting to explain why permit applications have been taking months for approval with no response or communications with applicants

**28. C0107-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to appropriate \$225.00 from General Fund Budgetary Fund Balance (Free Cash) to pay Human Resources prior year recruitment bills

**29. C0108-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to appropriate \$100,000 from General Fund Budgetary Fund Balance (Free Cash) to the Legal Department litigation/professional services account. This amount is requested to ensure the legal department has sufficient funds through the remainder of the fiscal year

**30. C0098-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting the confirmation on the re-appointment of Michael O'Connor to the Planning Board for a term of three (3) years, expiring March 31, 2028

**31. C0099-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting the confirmation on the re-appointment of James Tarr to the Planning Board for a term of three (3) years, expiring March 31, 2028.

## UNFINISHED BUSINESS

**32. C0343-24** Resolution/s/ Councilor Guerline Alcy Jabouin

That the Everett City Council engage the State Auditor's office for an audit of accounts, programs, activities and other public functions (in accordance with Mass General Law Part I, Title II, Chapter 11, Section 12)

**33. C0034-25** Resolution/s/ Councilor Stephanie Martins, Councilor Stephanie V. Smith,

Councilor Robert J. Van Campen

That the Director of Health and Human Services and Interim Director of HR appear at the next meeting to provide a status on the efforts to hire new school nurses as funded in 2024

**34. C0036-25** Resolution/s/ Councilor Katy L. Rogers

That the Everett City Council formally requests a detailed report from the appropriate departments, agencies, or representatives associated with the proposed Kraft Soccer Stadium project, outlining:

1. The current status of the project, including approvals, permits, and progress.
2. Any obstacles or delays affecting the project timeline.
3. A projected timeline for the project's next phases and expected completion.
4. Any agreements, commitments, or obligations made between the City of Everett and the Kraft Group related to the project

.On April 3, 2025, Councilor Stephanie V. Smith, with the concurrence of the sponsor, contacted the City Council office and requested that the item be brought back to the agenda for the next regular meeting of the City Council as additional information pertinent to the item has become available

**35. C0066-25** Resolution/s/ Councilor Stephanie Martins

That the administration consider providing equitable funding to support local organizations providing emergency assistance to residents

**36. C0072-25** Resolution/s/ Councilor Peter Pietrantonio, Councilor Robert Van Campen

That the city purchasing agent appear at the next meeting to discuss the wellness center RFP

**37. C0073-25** Resolution/s/ Councilor Peter Pietrantonio, Councilor Stephanie Martins

That a representative from National Grid appear at the next meeting to explain the power outages we had in Everett recently.

**38. C0078-25** Resolution/s/

Councilor Stephanie Martins, Councilor Guerline Alcy Jabouin, Councilor Holly D. Garcia, Councilor Katy L. Rogers, Councilor Michael K. Marchese, Councilor Peter Pietrantonio, Councilor Robert J. Van Campen, Councilor Stephanie V. Smith

That the DeMaria Administration immediately implement enhanced safeguards and controls in the City's finance department by separating the positions of Auditor and Chief Financial Officer, and comply with all other recommendations as stated in the letter of findings and recommendations issued by the Office of the Inspector General on February 27, 2025

**39. C0079-25** Resolution/s/ Councilor Anthony DiPierro

A resolution requesting the administration work with the MBTA to eradicate the public safety issues caused at the intersection of Elm Street and Washington Avenue when multiple buses are present

**40. C0085-25** Resolution/s/ Councilor Stephanie V. Smith, Councilor Peter Pietrantonio

That Administration provides the City Council with all invoices and/or a financial summary by matter paid to Paik Deal, LLP and Greenberg Traurig, LLP from 2016 to 2025 by the second meeting in March

**41. C0088-25** Resolution/s/ Councilor Stephanie Martins

That Chief Strong and/or the administration share the steps that are being taken to address roof leak issues at the Police Station.

**42. C0093-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to appropriate \$500,000 from the Capital Improvement Stabilization Fund for the costs of design services and related ancillary costs associated with the potential reuse of additional space at the former Everett High School

**43. C0102-25** Resolution/s/ Councilor Holly D. Garcia

That contractors that work in the city have a designated staging area for their equipment and construction materials when they are going to be working in a designated area for more than three days

**44. C0103-25** Resolution/s/ Councilor Stephanie Martins

That the administration provide a copy of any proposed host agreements with Jupiter Battery Storage

## **NEW BUSINESS**

**45. C0116-25** Resolution/s/ Councilor Stephanie V. Smith, Councilor Holly Garcia

That the City shall reinstate the seasonal overflow trash collection service in both the Fall and Spring, as was customarily done in previous years. In order to discourage illegal dumping and ensure the efficient use of City resources, the City shall implement an online request system whereby residents may obtain a limited number of designated stickers per household to be used during this period

**46. C0117-25** Resolution/s/ Councilor Stephanie Martins, Councilor Stephanie V. Smith, Councilor Holly D. Garcia

That the head of the Communications Department and the Administration appear at the next meeting to discuss the Communications Department resources being used exclusively for the Mayor.

**47. C0127-25** Resolution/s/ Councilor Stephanie Martins, Councilor Katy L. Rogers,

Councilor Peter Pietrantonio, Councilor Robert J. Van Campen, Councilor Holly D. Garcia, Councilor Stephanie V. Smith

That a representative from the Kraft group appear at the first meeting in May to provide a presentation on the renderings and site plans for the soccer stadium

**48. C0129-25** Resolution/s/ Councilor Holly D. Garcia

That the administration considers adding visual communication boards to both the Parlin and Shute libraries

**49. C0133-25** Order/s/ Councilor Stephanie Martins, as President

Executive Session pursuant to G.L. c. 30A, s. 21, purpose (7) as the chair declares- to discuss a request for the approval to appropriate \$100,000 from the General Fund Budgetary Fund Balance (Free Cash) to the Litigation/Professional Services account where details of invoices cannot be made public, privileged discussion and response to same; votes may be taken.

**50. C0143-25** Resolution/s/ Councilor Robert J. Van Campen

That the City of Everett submit the question of whether to build a professional soccer stadium on lower Broadway to the voters of Everett during the City's biennial municipal election which is to be held in November of 2025.

## **MAINTENANCE REQUESTS**

**A. Councilor**

That DCR repair the damaged fence at the corner of Elm and Woodlawn Street at the Allied Veterans Skating Rink

## **ADJOURMENT**

[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



C0097-25

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**To: Mayor and City Council**

**From: Councilor Stephanie Martins**

**Date: April 14, 2025**

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**Agenda Item:**

A petition from National Grid requesting permission to install approximately 300 feet of new gas main to service 380 Second St

**Background and Explanation:**

**Attachments:**

**PETITION OF NATIONAL GRID FOR GAS MAIN LOCATIONS****City of Everett/City Council:**

Boston Gas dba as National Grid, hereby respectfully requests your consent to the locations of mains as hereinafter described for the transmission and distribution of gas in and under the following public streets, lanes, highways and places of the **City of Everett** and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and accomplish the objects of said Company; and the digging up and opening the ground to lay or place same:

**To install approximately 300 feet of new gas main to service 380 Second Ave in accordance with the attached documents**

**Date: March 11, 2025**

By: Diana Cuddy

Diana Cuddy  
Gas Ops-NE

**City of Everett/City Council:**

IT IS HEREBY ORDERED that the locations of the mains of the Nationalgrid for the transmission and distribution of gas in and under the public streets, lanes, highways and places of the **City of Everett** substantially as described in the petition date **March 11, 2025** attached hereto and hereby made a part hereof, and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and/or accomplish the objects of said Company, and the digging up and opening the ground to lay or place same, are hereby consented to and approved.

The said Boston Gas dba Nationalgrid, shall comply with all applicable provisions of law and ordinances of the **City of Everett** applicable to the enjoyment of said locations and rights.

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

I hereby certify that the foregoing order was duly adopted by the \_\_\_\_\_ of the City of \_\_\_\_\_, MA on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By: \_\_\_\_\_

\_\_\_\_\_  
Title

**WO # 1575064**

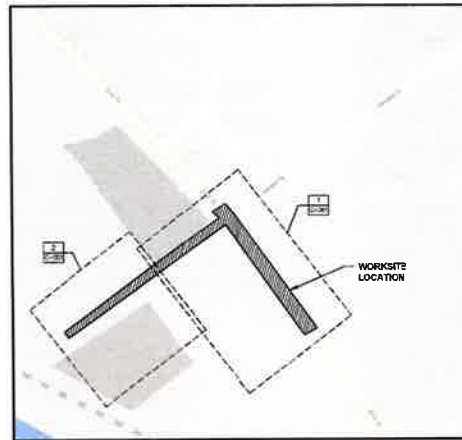
**RETURN ORIGINAL TO MAPS AND RECORDS DEPARTMENT  
NATIONAL GRID  
40 SYLVAN RD, WALTHAM, MA 02451  
RETAIN DUPLICATE FOR YOUR RECORDS**

FORM # 1444, Rev. 90



# **PROPOSED GAS MAIN INSTALLATION APPROXIMATELY 300' OF 8" PLASTIC MAIN & 270' OF 4" COATED STEEL SERVICE - 60 PSIG 380 SECOND STREET, EVERETT, MA W.O. NO. 1575064**

CHA MAIN CONNECTION (MC) IDENTIFICATION LEGEND	
PE DESIGN	SOP
MC-A	



LOCUS  
SCALE: 1" = 100'

INDEX OF SHEETS		
PAGE	DRAWING NO. / SHEET	TITLE
1	DPL-EVE-082482-1031	C-001 COVER SHEET
2	DPL-EVE-082482-1031	C-002 CONSTRUCTION NOTES
3	DPL-EVE-082482-1031	C-003 BILL OF MATERIALS
4	DPL-EVE-082482-1031	C-004 EXISTING SCOPE OF WORK
5	DPL-EVE-082482-1031	C-005 PROPOSED INSTALLATION PLAN
6	DPL-EVE-082482-1031	C-006 PROPOSED TIE-IN DETAILS
7	DPL-EVE-082482-1031	C-007 NATIONAL GRID STANDARD CONSTRUCTION DETAILS
8	DPL-EVE-082482-1031	C-008 NATIONAL GRID STANDARD CONSTRUCTION DETAILS
9	DPL-EVE-082482-1031	C-009 NATIONAL GRID STANDARD CONSTRUCTION DETAILS
10	DPL-EVE-082482-1031	C-010 NATIONAL GRID STANDARD CONSTRUCTION DETAILS



**FINAL**

PROPOSED GAS MAIN INSTALLATION  
380 SECOND STREET  
EVERETT, MA

**COVER SHEET**

PAGE 4 OF 10

DRAWING NO.	SHEET NO.
DPL-EVE-082482-1031	G-001

Item Number  
1



ITEM	QTY	UOM	DESCRIPTION	SIZE (IN.)	NATIONAL GRID REFERENCE	SAP ID NUMBER
1	300	FT	PIPE, PLASTIC, MDPE	8	120026-MS	9340862
2	270	FT	PIPE, STEEL, COATED	4	120020-MS	9322665
3	1	EA	COUPLING, PLASTIC ELECTROFUSION	8	CS-FIT015	9314591
4	1	EA	CAP, PLASTIC, MDPE, BUTT FUSE	8	CS-FIT010	9339559
5	1	EA	SADDLE, ELECTROFUSION, HDPE	8 X 4	CS-FIT015	9307522
6	1	EA	FITTING, TRANSITION, HDPE	4	HTAP6035	9315793
7	2	EA	ELBOW, STEEL, 45 DEGREE	4	MATL3100	9307784
8	1	EA	VALVE, PLASTIC, FULL BORE/PORT, MDPE	8	VALV6020	9386594
9	1	EA	ELBOW, STEEL, 90 DEGREE	4	MATL3100	9315385
<b>CATHODIC PROTECTION</b>						
C1	4	EA	17# ANODE	N/A	030024-CS	9311183
C2	1	EA	TEST STATION BOX - 9" SQUARE HEAVY DUTY	N/A	030026-CS	9339391
C3	1	EA	TEST STATION COVER, MARKED "GAS TEST" FOR 9" SQUARE BOX	N/A	030026-CS	9339797
C4	20	FT	#8 AWG STRANDED COPPER WIRE FOR TEST STATIONS (SOFT JACKETED INSULATION)	N/A	030026-CS	9307539
C5	2	EA	EXOTHERMIC SHOT FOR STEEL PIPE - FOR NEW ERICO TECHNOLOGY	N/A	030036-CS	9381574
C6	4	EA	SPLIT BOLT (#6 CABLE)	N/A	030026-CS	9331578
<b>GENERAL</b>						
G1	570	FT	TRACER WIRE	-	CNST6061	9315005
G2	570	FT	YELLOW CAUTION TAPE - GAS MAIN - 6" WIDE	6	CNST6060	9341904
G3	1	EA	VALVE BOX ASSEMBLY	8	FITS6370	(SEE STD)

NOTE: ALL MATERIAL QUANTITIES ARE ESTIMATED BASED ON PROPOSED DESIGN. ADDITIONAL QUANTITIES AND/OR OTHER MATERIAL MAY BE REQUIRED TO CONSTRUCT VERTICAL OFFSETS OR DUE TO OTHER UNKNOWN AS-FOUND CONDITIONS/DESIGN CONFLICTS AND FOR TESTING.

[illegible]

BOSTON GAS COMPANY  
4/8/0  
nationalgrid  
770 DATA DRIVE  
WALTHAM, MA 02451

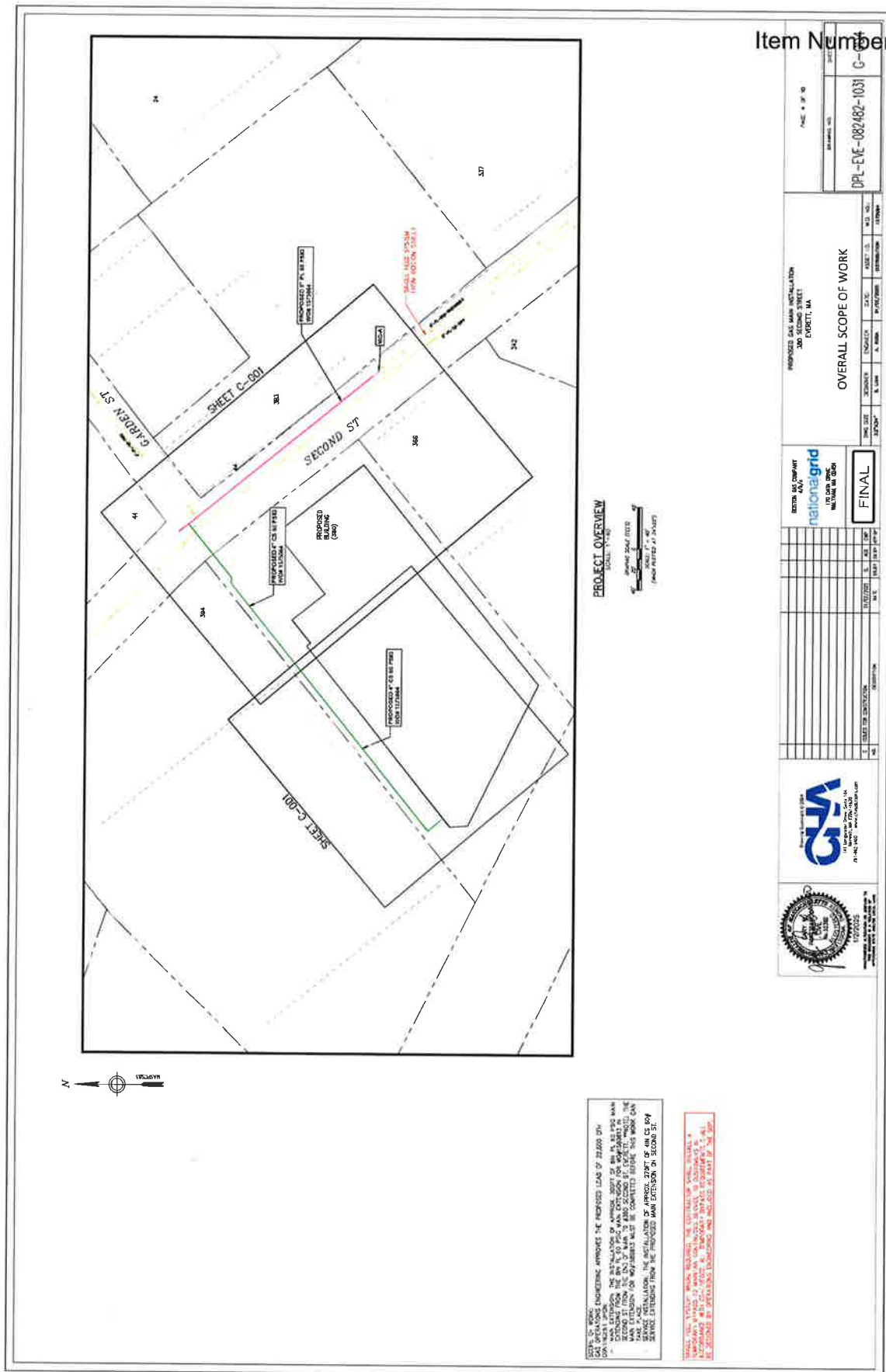
## BILL OF MATERIALS

PAGE 2 OF 40

24 pages (43) 24/07/2015

DPL-EVE-082482-1031

Item Number	Item Description	Unit	Quantity	Unit Price	Total Price
1	...	...	...	...	...







## MEETING MINUTES

### SPECIAL MEETING OF THE CITY COUNCIL TUESDAY, MARCH 04, 2025 6:00 PM

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

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#### ROLL CALL

##### Members Present

Guerline Alcy Jabouin, Anthony DiPierro, Holly Garcia, John Hanlon, Michael Marchese, Katy Rogers, Peter Pietrantonio, Stephanie Smith, Robert Van Campen, Stephanie Martins

#### PLEDGE OF ALLEGIANCE

#### PUBLIC PARTICIPATION

#### NEW BUSINESS

1. **C0075-25** Resolution/s/ Councilor Stephanie Martins, Councilor Guerline Alcy Jabouin, Councilor Holly D. Garcia, Councilor Katy L. Rogers, Councilor Michael K. Marchese, Councilor Peter Pietrantonio, Councilor Robert J. Van Campen, Councilor Stephanie V. Smith

That the DeMaria Administration immediately approve an additional appropriation in the amount of \$150,000 to the City Council Professional and Technical Services account to fund the required audit, as well as any legal and other ancillary expenses, that may be necessitated as a result of the letter of findings and recommendations issued by the Office of the Inspector General on February 27, 2025

- Councilor Van Campen said the council is duty-bound to implement the OIG recommendations despite being in an adverse position to the administration. He requested a response from the administration by 5pm the next day on whether they will submit an appropriation order.
- Councilor Pietrantonio called it a sad day putting a negative spotlight on the community. He said these are serious facts from a 3-year OIG investigation, not just allegations from councilors.
- Councilor DePierro urged his colleagues to proceed with caution as the matter will likely become litigious. He said the lawyers present deserve to be heard as they

Special Meeting of the City Council 03/04/2025 6:00 PM  
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represent the employees in question and the city. He recused himself from the meeting pending guidance from state ethics.  
To refer item to administration and request appropriation order by 5pm next day

<b>MOTION:</b>	Refer
<b>MOVER:</b>	
<b>SECONDER:</b>	
<b>RESULT:</b>	<b>Passed [7 TO 1]</b>
<b>AYES:</b>	Alcy Jabouin, Garcia, Marchese, Rogers, Pietrantonio, Van Campen, Martins
<b>NAYS:</b>	Hanlon
<b>AWAY:</b>	Smith

2. **C0076-25** Resolution/s/ Councilor Stephanie Martins, Councilor Guerline Alcy Jabouin, Councilor Holly D. Garcia, Councilor Katy L. Rogers, Councilor Michael K. Marchese, Councilor Peter Pietrantonio, Councilor Robert J. Van Campen, Councilor Stephanie V. Smith, Councilor John F. Hanlon

Mayor Carlo DeMaria is hereby requested by the City Council to return the \$180,000 in over-payments for longevity to the city treasury within 30 days as recommended by the Office of the Inspector General

- Councilor Van Campen moved to amend the resolution, striking "requested" and inserting "demanded."
  - Councilor Pietrantonio wanted to make clear it wasn't the current council that voted the longevity in, they are just trying to clean up the mess.
- To refer item to mayor's office as amended

<b>MOTION:</b>	Refer
<b>MOVER:</b>	
<b>SECONDER:</b>	
<b>RESULT:</b>	<b>Passed [8 TO 0]</b>
<b>AYES:</b>	Alcy Jabouin, Garcia, Hanlon, Marchese, Rogers, Pietrantonio, Van Campen, Martins
<b>NAYS:</b>	
<b>AWAY:</b>	Smith

3. **C0077-25** Ordinance/s/ Councilor Stephanie V. Smith, Councilor Katy L. Rogers, Councilor Guerline Alcy Jabouin, Councilor Holly D. Garcia, Councilor Michael K. Marchese, Councilor Peter Pietrantonio, Councilor Robert J. Van Campen, Councilor Stephanie Martins

That the City Council hereby deletes section 7-167 Longevity-Mayor in its entirety and replaces it as follows:

- Councilor Van Campen moved to refer the item to the Legislative Affairs committee for proper vetting and transparency. He said there should never be a circumstance



where an elected official receives longevity pay.

- Councilor Rogers firmly opposed longevity bonuses for elected officials. She worked on the ordinance to ban such payments to promote fairness. She seconded referring it to committee to iron it out.

Refer item to Legislative Affairs committee.

**4. C0078-25 Resolution/s/**

Councilor Stephanie Martins, Councilor Guerline Alcy Jabouin, Councilor Holly D. Garcia, Councilor Katy L. Rogers, Councilor Michael K. Marchese, Councilor Peter Pietrantonio, Councilor Robert J. Van Campen, Councilor Stephanie V. Smith

That the DeMaria Administration immediately implement enhanced safeguards and controls in the City's finance department by separating the positions of Auditor and Chief Financial Officer, and comply with all other recommendations as stated in the letter of findings and recommendations issued by the Office of the Inspector General on February 27, 2025

- Councilor Van Campen said regardless of intentionality, things were not done properly, citing advanced longevity payments made to the mayor in 2016 before the enabling ordinance was passed. He asked city employees if they receive their longevity before the year it's earned. He hoped the administration will strengthen financial controls and separate the CFO/Auditor roles.

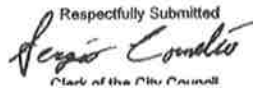
- Councilor Alcy Jabouin thanked city employees for supporting their boss but said it's an embarrassing day. She asked them to think about their small raises compared to the mayor's \$40,000 and said if this report was about any of them, police would be at their door. She said to think about property taxes, underfunded schools and seniors who can't afford medications, not friendships, when voting.

For favorable action and response from administration by March 10 meeting .

<b>MOTION:</b>	Refer
<b>MOVER:</b>	Robert Van Campen
<b>SECONDER:</b>	Michael Marchese
<b>RESULT:</b>	<b>Passed [8 TO 0]</b>
<b>AYES:</b>	Alcy Jabouin, Garcia, Hanlon, Marchese, Rogers, Pietrantonio, Van Campen, Martins
<b>NAYS:</b>	
<b>AWAY:</b>	Smith

**ADJOURNMENT**

Meeting adjourned at 6:58 PM

Respectfully Submitted  
  
 Clerk of the City Council

Special Meeting of the City Council 03/04/2025 6:00 PM  
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Item Number {{item.number}}

Order of the City Council

Special Meeting of the City Council 03/04/2025 6:00 PM  
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**MEETING MINUTES**

**REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, MARCH 10, 2025 7:00 PM**

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

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**ROLL CALL**

**Members Present**

**Guerline Alcy Jabouin, Anthony DiPierro, Holly Garcia, John Hanlon, Michael Marchese, Peter Pietrantonio, Katy Rogers, Stephanie Smith, Robert Van Campen, Stephanie Martins**

**PLEDGE OF ALLEGIANCE**

**PUBLIC PARTICIPATION**

**APPROVAL OF MINUTES OF THE PREVIOUS MEETING**

**Minutes of the Special Meeting of the City Council of 02/11/2025**

<b>MOTION:</b>	Accept Meeting Minutes
<b>MOVER:</b>	Robert Van Campen
<b>SECONDER:</b>	Anthony DiPierro
<b>RESULT:</b>	<b>Passed [0 TO 0]</b>
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

**Minutes of the Regular Meeting of the City Council of 02/24/2025**

<b>MOTION:</b>	Accept Meeting Minutes
<b>MOVER:</b>	Robert Van Campen
<b>SECONDER:</b>	Anthony DiPierro

**Regular Meeting of the City Council 03/10/2025 7:00 PM  
Page 0**

**RESULT:**        **Passed [0 TO 0]**

**AYES:**

**NAYS:**

**AWAY:**

#### COMMUNICATIONS FROM HIS HONOR THE MAYOR

1. **C0068-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to appoint the following individuals as Sworn Weighers for Distrigas of Massachusetts at 18 Rover Street, for an unpaid term of one year, expiring March 10, 2026.

Luigi DeFeo, Paul Kajunski, Gilson Pires

<b>MOTION:</b>	Favorable Action
<b>MOVER:</b>	Robert Van Campen
<b>SECONDER:</b>	Katy Rogers
<b>RESULT:</b>	<b>Passed [9 TO 0]</b>
<b>AYES:</b>	Alcy Jabouin, Garcia, Hanlon, Marchese, Pietrantonio, Rogers, Smith, Van Campen, Martins
<b>NAYS:</b>	
<b>AWAY:</b>	DiPierro

2. **C0069-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting the confirmation of the re-appointment of Janet Colameta to the Library Board of Trustees for a term of three (3) years expiring March 10, 2028

<b>MOTION:</b>	Favorable Action
<b>MOVER:</b>	Robert Van Campen
<b>SECONDER:</b>	Katy Rogers
<b>RESULT:</b>	<b>Passed [9 TO 0]</b>
<b>AYES:</b>	Alcy Jabouin, Garcia, Hanlon, Marchese, Pietrantonio, Rogers, Smith, Van Campen, Martins
<b>NAYS:</b>	
<b>AWAY:</b>	DiPierro

3. **C0074-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept and expend donations totaling \$200.00 from City of Everett employees during the month of February for the Fire Victims Fund

<b>MOTION:</b>	Favorable Action
<b>MOVER:</b>	Robert Van Campen
<b>SECONDER:</b>	Katy Rogers
<b>RESULT:</b>	<b>Passed [10 TO 0]</b>
<b>AYES:</b>	Alcy Jabouin, DiPierro, Garcia, Hanlon, Marchese, Pietrantonio, Rogers, Smith, Van Campen, Martins

NAYS:
AWAY:

4. **C0084-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting the confirmation of the appointment of Simone Holyfield to the Historical Commission for a term of three (3) years expiring February 27, 2028

Referred to the Legislative Affairs committee.

<b>MOTION:</b>	Refer
<b>MOVER:</b>	Robert Van Campen
<b>SECONDER:</b>	Katy Rogers
<b>RESULT:</b>	<b>Passed [0 TO 0]</b>
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

5. **C0090-25** Order/s/ Councilor Stephanie Martins, as President

An order funding an appropriation of \$150,000 from the Fund Budgetary Balance (Free Cash) to the City Council's Professional and Technical Services account as requested by the City Council

- Councilor Van Campen explained this \$150,000 appropriation is the initial funding needed for the City Council to implement the recommendations from the Inspector General's February 27th letter.

<b>MOTION:</b>	Favorable Action
<b>MOVER:</b>	Robert Van Campen
<b>SECONDER:</b>	Michael Marchese
<b>RESULT:</b>	<b>Passed [10 TO 0]</b>
<b>AYES:</b>	Alcy Jabouin, DiPierro, Garcia, Hanlon, Marchese, Pietrantonio, Rogers, Smith, Van Campen, Martins
<b>NAYS:</b>	
<b>AWAY:</b>	

6. **C0091-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to appropriate \$500,000 from the General Fund Budgetary Fund Balance (Free Cash) to the Human Resources employee buyback and other account

Item referred to the Ways and Means committee.

<b>MOTION:</b>	Refer
<b>MOVER:</b>	Robert Van Campen
<b>SECONDER:</b>	Holly Garcia
<b>RESULT:</b>	Passed [0 TO 0]
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

7. **C0092-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to authorize the City Administration to develop a municipal aggregation plan and to take any and all necessary action to prepare the plan for submission to the Massachusetts Department of Public Utilities pursuant to M.G.L. c. 164, §134

Item referred to the Government Operations committee.

<b>MOTION:</b>	Refer
<b>MOVER:</b>	Robert Van Campen
<b>SECONDER:</b>	Michael Marchese
<b>RESULT:</b>	Passed [0 TO 0]
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

8. **C0093-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to appropriate \$500,000 from the Capital Improvement Stabilization Fund for the costs of design services and related ancillary costs associated with the potential reuse of additional space at the former Everett High School

Item referred to the Ways and Means committee.

<b>MOTION:</b>	Refer
<b>MOVER:</b>	Robert Van Campen
<b>SECONDER:</b>	Michael Marchese
<b>RESULT:</b>	Passed [0 TO 0]
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

**COMMITTEE REPORTS**

9. **C0057-25** Order/s/ Councilor Stephanie V. Smith, Councilor Robert J. Van Campen,



Councilor Stephanie Martins

An Order amending the Everett City Council Rule regarding pre-planned expenses for travel and conference fees

- 1) Accepted the city travel policy
- 2) Deleted the freeze on out of state travel to cover all travel in US
- 3) Specified this applies to City Council members, Council-appointed members, and Council staff, when purchasing or reimbursing through the Council office budget.

10. **C0077-25** Ordinance/s/ Councilor Stephanie V. Smith, Councilor Katy L. Rogers, Councilor Guerline Alcy Jabouin, Councilor Holly D. Garcia, Councilor Michael K. Marchese, Councilor Peter Pietrantonio, Councilor Robert J. Van Campen, Councilor Stephanie Martins

That the City Council hereby deletes section 7-167 Longevity-Mayor in its entirety and replaces it as follows:

- 1) Delete any longevity benefit for the mayor or any other elected official
  - 2) Ensure going forward that service in elected office will not count toward longevity if the person later becomes a city employee
- He moved to accept the committee report and take favorable action to enroll the ordinance

<b>MOTION:</b>	Favorable Action
<b>MOVER:</b>	Robert Van Campen
<b>SECONDER:</b>	Katy Rogers
<b>RESULT:</b>	<b>Passed [9 TO 0]</b>
<b>AYES:</b>	Alcy Jabouin, Garcia, Hanlon, Marchese, Pietrantonio, Rogers, Smith, Van Campen, Martins
<b>NAYS:</b>	
<b>AWAY:</b>	DiPierro

#### UNFINISHED BUSINESS

11. **C0259-24** Ordinance/s/ Councilor Katy L. Rogers

An ordinance pertaining to trees in the City of Everett

- Items 11 and 26 were taken collectively
- On item 11, Councilor Rogers made a motion to refer it back to sponsor, as the two items were split

<b>MOTION:</b>	Refer Back to Sponsor(s)
<b>MOVER:</b>	Katy Rogers
<b>SECONDER:</b>	Peter Pietrantonio

**RESULT:** Passed [0 TO 0]

**AYES:**

**NAYS:**

**AWAY:**

12. **C0343-24** Resolution/s/ Councilor Guerline Alcy Jabouin

That the Everett City Council engage the State Auditor's office for an audit of accounts, programs, activities and other public functions (in accordance with Mass General Law Part I, Title II, Chapter 11, Section 12)

- Councilor Jabouin moved for favorable action, stating the community needs an independent auditor to come in and put people's minds at ease with everything going on. The administration has been dragging this out.
- Chief of Staff Erin Devaney was invited to speak. She explained the administration reached out to the State Auditor's office today to get more information on the process and potential cost, as the Council could not tell taxpayers what their request would cost. The Mayor believes it's important to know the cost before proceeding as there is no current appropriation to fund the audit.
- Councilors expressed frustration with the delay in the administration reaching out. Councilor Jabouin said the request was sent February 10th. Ms. Devaney said the administration was responding to other audit-related items referred at the same time that took priority.
- Councilor Jabouin requested the administration appear in person at the next meeting to say whether the Mayor will engage the State Auditor or not.

**MOTION:** Refer

**MOVER:** Guerline Alcy Jabouin

**SECONDER:** Stephanie Smith

**RESULT:** Passed [0 TO 0]

**AYES:**

**NAYS:**

**AWAY:**

13. **C0036-25** Resolution/s/ Councilor Katy L. Rogers

That the Everett City Council formally requests a detailed report from the appropriate departments, agencies, or representatives associated with the proposed Kraft Soccer Stadium project, outlining:

1. The current status of the project, including approvals, permits, and progress.
2. Any obstacles or delays affecting the project timeline.
3. A projected timeline for the project's next phases and expected completion.
4. Any agreements, commitments, or obligations made between the City of Everett and the Kraft Group related to the project

- Councilor Rogers amended the item to add "proposed" before "Kraft Soccer Stadium project"

- She reported learning Boston is holding a community meeting on the stadium tomorrow, but as the host community Everett has not been included in conversations. Senator Sal DiDomenico is willing to come speak to the Council.
- Planning Director Matt Lattanzi was invited to speak. He outlined the deadlines and process:
  - 1) If no host community agreement is reached between Everett, Boston and Kraft by 5/1/25, the parties enter non-binding mediation
  - 2) If still no agreement by 12/31/25, it goes to binding arbitration
  - 3) The agreement is needed to remove the site from the Designated Port Area (DPA) and allow a stadium to be proposed
  - 4) After that, local and state permitting processes would begin
- He summarized community benefits in a Memorandum of Agreement signed in 11/2023 that would be the starting point for a final agreement, including \$12-16M in annual taxes, a public park, community center funding, housing stabilization funds, local hiring preferences, and more.
- Councilors expressed concerns about lack of communication from the administration, loss of current tax revenue, traffic and parking impacts.
- Councilor Rogers made a motion to hold a community meeting hosted by the Council before 5/1/25 and invite Sen. DiDomenico, the administration and Kraft Group and referred the item to the Administration to create the meeting and a date for the meeting.

<b>MOTION:</b>	Refer
<b>MOVER:</b>	Katy Rogers
<b>SECONDER:</b>	Robert Van Campen
<b>RESULT:</b>	<b>Passed [0 TO 0]</b>
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

14. **C0037-25** Resolution/s/ Councilor Katy L. Rogers

That The City of Everett establish an Adopt-a-Tree Program

- Councilor Rogers explained this is a follow-up to the tree ordinance to encourage the community to clean up tree pits, as there needs to be a combined effort between the city and the public.
- She recently did a community cleanup and collected an excessive amount of trash that had been accumulating for months in tree pits.
- She would like to refer this to Jerry Navarro, Jacob St. Louis (city arborist) and the administration to establish a program for residents to be proactive in cleaning tree pits, possibly using social media to identify areas needing the most attention. Referred to the appropriate departments to work on a plan to implement the program.

<b>MOTION:</b>	Refer
<b>MOVER:</b>	Katy Rogers
<b>SECONDER:</b>	Michael Marchese

<b>RESULT:</b>	<b>Passed [0 TO 0]</b>
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

15. **C0066-25** Resolution/s/ Councilor Stephanie Martins

That the administration consider providing equitable funding to support local organizations providing emergency assistance to residents

<b>MOTION:</b>	Postpone
<b>MOVER:</b>	Robert Van Campen
<b>SECONDER:</b>	Stephanie Smith
<b>RESULT:</b>	<b>Passed [0 TO 0]</b>
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

Postponed to the 3/24/25 meeting and request response from administration

16. **C0078-25** Resolution/s/

Councilor Stephanie Martins, Councilor Guerline Alcy Jabouin, Councilor Holly D. Garcia, Councilor Katy L. Rogers, Councilor Michael K. Marchese, Councilor Peter Pietrantonio, Councilor Robert J. Van Campen, Councilor Stephanie V. Smith

That the DeMaria Administration immediately implement enhanced safeguards and controls in the City's finance department by separating the positions of Auditor and Chief Financial Officer, and comply with all other recommendations as stated in the letter of findings and recommendations issued by the Office of the Inspector General on February 27, 2025

- The Council received a written response from Mayor DeMaria stating he is willing to present recommendations for necessary legislative action to segregate the Auditor and CFO duties, but needs more time to do it properly than the 24 hour deadline imposed by the Council. He will share recommendations on how to implement the change strategically in the best interest of residents.
- Councilor Van Campen clarified the only 24 hour deadline was on a funding order, not this item. The Council is under a 30 day deadline from the Inspector General to provide action steps.
- He requested the administration provide their recommended plan in writing by the 3/24 meeting so it can be included in the response to the Inspector General.
- Councilor Garcia felt the "24 hour deadline" language in the Mayor's response didn't sit right, as the Council received the IG letter on 2/27 and was following the IG's requests.
- Councilor Marchese said separating the Auditor and CFO positions reporting to the same person doesn't make sense without oversight. He wants to see an independent auditing committee with Council representation before approving the change.

Item was referred to the administration to give a detailed plan by the March 24<sup>th</sup> Council meeting.

<b>MOTION:</b>	Postpone
<b>MOVER:</b>	Robert Van Campen
<b>SECONDER:</b>	Stephanie Smith
<b>RESULT:</b>	<b>Passed [0 TO 0]</b>
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

## NEW BUSINESS

### 17. **C0070-25** Ordinance/s/ Councilor Katy L. Rogers

An ordinance promoting transparent marketing practices in rental housing advertisements by prohibiting the use of the word "LUXURY"

- Councilor Rogers made a motion to refer the item to the Legislative Affairs Committee
- She explained the ordinance aims to address the overuse of the word "luxury" to justify high rents in buildings that are not truly luxurious. Amenities should speak for themselves.
- Unlike affordable housing, there is no standard for what qualifies as "luxury". This allows the term to be abused to charge high rents. Ordinance referred to the Legislative Affairs committee.

<b>MOTION:</b>	Refer
<b>MOVER:</b>	Katy Rogers
<b>SECONDER:</b>	Holly Garcia
<b>RESULT:</b>	<b>Passed [0 TO 0]</b>
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

### 18. **C0071-25** Resolution/s/ Councilor Peter Pietrantonio, Councilor Stephanie Smith, Councilor Holly Garcia, Councilor Stephanie Martins

That the CFO or representative appear at the next meeting to discuss the distribution of Opioid Settlement Funds

- A motion was made to amend the item to add Councilors Garcia and Martins as sponsors.
- Councilor Smith explained as Ways & Means chair, she sees funds being spent from the opioid settlement but not reported to the state, so records show Everett has spent \$0.



- There is supposed to be a committee to review if settlement funds are being spent on programs to help families directly affected by the opioid epidemic. Groups like Everett Overcoming Addiction with lists of affected families have not been consulted.
- She wants the CFO or administration to come discuss how funds are being spent, if any committee meetings have been held, and why spending is not being reported to the state as required.

<b>MOTION:</b>	Postpone
<b>MOVER:</b>	Stephanie Smith
<b>SECONDER:</b>	Peter Pietrantonio
<b>RESULT:</b>	Passed [0 TO 0]
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

19. **C0072-25** Resolution/s/ Councilor Peter Pietrantonio, Councilor Robert Van Campen

That the city purchasing agent appear at the next meeting to discuss the wellness center RFP

- Councilor Pietrantonio said the wellness center RFP just went out and he is concerned the city loses \$185,000 per year on it, which the CFO thinks is okay.
- He wants the purchasing agent to come explain how the RFP works and if the city should put it out if they are losing money. Invite Purchasing Agent or representative to the next COuncil meeting to discuss.

<b>MOTION:</b>	Postpone
<b>MOVER:</b>	Peter Pietrantonio
<b>SECONDER:</b>	Robert Van Campen
<b>RESULT:</b>	Passed [0 TO 0]
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

20. **C0073-25** Resolution/s/ Councilor Peter Pietrantonio, Councilor Stephanie Martins

That a representative from National Grid appear at the next meeting to explain the power outages we had in Everett recently.

- Councilor Pietrantonio said in the last few weeks there have been power outages throughout the city even without storms.
- Residents are concerned the outages are due to over development.
- He wants a National Grid representative to come explain the recent sporadic outages. Invite National Grid to the next Council meeting to inform the city of why the outages are happening.



<b>MOTION:</b>	Postpone
<b>MOVER:</b>	Peter Pietrantonio
<b>SECONDER:</b>	Stephanie Smith
<b>RESULT:</b>	<b>Passed [0 TO 0]</b>
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

21. **C0079-25** Resolution/s/ Councilor Anthony DiPierro

A resolution requesting the administration work with the MBTA to eradicate the public safety issues caused at the intersection of Elm Street and Washington Avenue when multiple buses are present

<b>MOTION:</b>	Postpone
<b>MOVER:</b>	Katy Rogers
<b>SECONDER:</b>	Robert Van Campen
<b>RESULT:</b>	<b>Passed [0 TO 0]</b>
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

22. **C0081-25** Resolution/s/ Councilor Michael K. Marchese, Councilor Stephanie V. Smith

That the administration update the council on who is paying for the legal representation of the Mayor and the CFO, as well as what the cost was to have the two lawyers that appeared at the special meeting on Tuesday, March 4<sup>th</sup>. Please provide a copy of the invoice for the attorneys, as well as who is paying for them by the next regular council meeting

- Councilor Marchese wants to know who is paying for the Mayor and CFO's legal representation.
  - He wants to see the invoice for the attorneys' 4 minute presentation at the 3/4 special meeting and how much it cost taxpayers.
  - Going forward he wants to see monthly invoices for all legal work being done for the Mayor and administration. If they "make a boo boo" they should pay themselves.
  - Councilor Smith as Ways & Means chair said she reviews monthly invoices, but the subject matter seems incorrect based on attorney comments. She wants this specific invoice for the 3/4 meeting. Going forward, she can share the monthly legal invoices she receives with Councilor Marchese and the rest of the Council.
- The request is to have the total amount billed for the 2 lawyers representing the city, mayor and CFO for the the meeting of March 4<sup>th</sup> where they appeared and spoke at public participation.

<b>MOTION:</b>	Postpone
<b>MOVER:</b>	Michael Marchese

**SECONDER:** Robert Van Campen  
**RESULT:** Passed [0 TO 0]  
**AYES:**  
**NAYS:**  
**AWAY:**

23. **C0083-25** Resolution/s/ Councilor Peter Pietrantonio, Councilor Stephanie Smith, Councilor Holly Garcia, Councilor Michael Marchese, Councilor Robert Van Campen, Councilor Guerline Alcy Jabouin, Councilor Stephanie Martins

A resolution requesting a vote of no confidence in the Mayor & CFO

- The resolution details the findings and recommendations in the 2/27/25 Inspector General letter regarding the Mayor and CFO misapplying the longevity ordinance, concealing longevity payments, and potential ethics violations.
  - It states the Council will methodically implement the IG's recommendations.
  - Based on the IG findings, it expresses the Council's sentiment of no confidence in the Mayor and CFO.
  - Councilor Van Campen made a motion to postpone the vote to 3/24 to make a second demand on the Mayor to repay the \$180,000 and notify the IG if he refuses. Other councilors felt the Mayor has had enough time and wanted to vote no confidence immediately.
  - Councilor Van Campen withdrew his postponement motion. Councilors spoke about the seriousness of the IG findings, the CFO circumventing financial controls, and the Mayor's defiance in repaying funds.
- A vote of no confidence was taken and passed unanimously.

**MOTION:** Favorable Action  
**MOVER:** Guerline Alcy Jabouin  
**SECONDER:** Michael Marchese  
**RESULT:** Passed [9 TO 0]  
**AYES:** Alcy Jabouin, Garcia, Hanlon, Marchese, Pietrantonio, Rogers, Smith, Van Campen, Martins  
**NAYS:**  
**AWAY:** DiPierro

24. **C0085-25** Resolution/s/ Councilor Stephanie V. Smith, Councilor Peter Pietrantonio

That Administration provides the City Council with all invoices and/or a financial summary by matter paid to Paik Deal, LLP and Greenberg Traurig, LLP from 2016 to 2025 by the second meeting in March

- Items 24 and 25 were taken collectively
- Councilor Smith as Ways & Means chair has been reviewing legal invoices since 2022, but the subject matter seems incorrect
- Attorney Pappalardo said he's been working on the IG matter since February, but invoices show no work on an IG investigation, only other matters

- She wants all invoices again to ensure they received everything and spending is recorded correctly
- Councilor Pietrantonio reiterated the attorney said he's been working with the IG since 2022 but there are no records of payment for that, only other lawsuits
- They want to make sure the right accounts are being charged for the legal work. Referred to Administration for them to produce the legal invoices by the next meeting.

<b>MOTION:</b>	Postpone
<b>MOVER:</b>	Stephanie Smith
<b>SECONDER:</b>	Michael Marchese
<b>RESULT:</b>	<b>Passed [0 TO 0]</b>
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

**25. C0086-25** Resolution/s/ Councilor Stephanie V. Smith, Councilor Peter Pietrantonio

That the Administration provides the City Council with all external law firms currently being retained by the City of Everett (excluding employment matters) and the spend and law firm(s) associated with each matter

- Councilor Smith wants a list of all external law firms retained by the city and the amount spent with each firm by case/matter, excluding employment issues
  - The information can be redacted or summarized, she will take whatever they provide, but wants it by the next meeting
  - As stated earlier, the Council is unaware of many lawsuits against the city beyond 2-3 and should be informed.
- Referred to the administration for list of law firms & spending by next meeting

<b>MOTION:</b>	Postpone
<b>MOVER:</b>	Stephanie Smith
<b>SECONDER:</b>	Katy Rogers
<b>RESULT:</b>	<b>Passed [0 TO 0]</b>
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

**26. C0087-25** Ordinance/s/ Councilor Katy L. Rogers

An ordinance pertaining to trees in the City of Everett

<b>MOTION:</b>	Enroll
<b>MOVER:</b>	Katy Rogers

<b>SECONDER:</b>	Robert Van Campen
<b>RESULT:</b>	<b>Passed [10 TO 0]</b>
<b>AYES:</b>	Alcy Jabouin, DiPierro, Garcia, Hanlon, Marchese, Pietrantonio, Rogers, Smith, Van Campen, Martins
<b>NAYS:</b>	
<b>AWAY:</b>	

27. **C0088-25** Resolution/s/ Councilor Stephanie Martins

That Chief Strong and/or the administration share the steps that are being taken to address roof leak issues at the Police Station.

- Council President Martins described serious issues with the police station falling apart - power outages, flooding, melting snow leaking through the roof
- Plans for a new station keep getting pushed back, currently to 2027
- The building is in disrepair and buckets collect leaks throughout, as shown in attached photos
- She said public safety personnel deserve to work in a building with dignity
- She wants an update on plans and timeline for the new station, what is being done to make the current building usable, and if the roof has been fixed
- The item was referred to the administration and Chief for a response by the next meeting.

<b>MOTION:</b>	Postpone
<b>MOVER:</b>	Stephanie Martins
<b>SECONDER:</b>	Katy Rogers
<b>RESULT:</b>	<b>Passed [0 TO 0]</b>
<b>AYES:</b>	
<b>NAYS:</b>	
<b>AWAY:</b>	

28. **C0089-25** Order/s/ Councilor Michael K. Marchese, Councilor Stephanie Martins, Councilor Guerline Alcy-Jabouin

A Home Rule Petition proposing changes to the City Charter to create term limits for the offices of Mayor, City Council, & School Committee

The item was amended to add Councilor Alcy Jabouin as a co-sponsor and the item was referred to the Legislative Affairs committee.

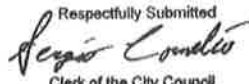
<b>MOTION:</b>	Refer
<b>MOVER:</b>	Michael Marchese
<b>SECONDER:</b>	Peter Pietrantonio
<b>RESULT:</b>	<b>Passed [0 TO 0]</b>
<b>AYES:</b>	
<b>NAYS:</b>	

AWAY:

**ADJOURNMENT**

Meeting adjourned at 9:04 PM

**MOTION:** Adjourn  
**MOVER:** Robert Van Campen  
**SECONDER:** John Hanlon  
**RESULT:** Passed [0 TO 0]  
**AYES:**  
**NAYS:**  
**AWAY:**

Respectfully Submitted  
  
Clerk of the City Council





City of  
**Everett**  
Massachusetts

C0114-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** April 14, 2025

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**Agenda Item:**

An order requesting approval to accept and expend a donation in the amount of \$1,000.00 from Carlo DeMaria for the Fire Victims Fund

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

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March 24, 2025

Honorable City Council  
484 Broadway  
Everett, MA 02149

Dear Honorable Members:

I hereby submit for your consideration an order to accept and expend a donation in the amount of \$1,000.00 from Carlo DeMaria for the Fire Victims Fund.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria  
Mayor



March 24, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

**Offered By:** \_\_\_\_\_  
**Councilor Stephanie Martins, as President**

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

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

to accept and expend a donation totaling \$1,000.00 from Carlo  
DeMaria for the Fire Victims Fund.



C0115-25

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**To: Mayor and City Council**

**From: Councilor Stephanie Martins**

**Date: April 14, 2025**

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**Agenda Item:**

An order requesting approval to accept and expend a grant from the Massachusetts Executive Office of Energy and Environmental Affairs, in the amount of \$150,000 to purchase and install trees around the city

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

---

March 24, 2025

Honorable City Council  
484 Broadway  
Everett, MA 02149

Dear Honorable Members:

I hereby submit for your consideration an order to accept and expend a grant from the Massachusetts Executive Office of Energy and Environmental Affairs, in the amount of \$150,000 to purchase and install trees around the city.

Thank you for your favorable consideration.

Respectfully submitted,

Carlo DeMaria  
Mayor





March 24, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

**Offered By:** \_\_\_\_\_  
**Councilor Stephanie Martins, as President**

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

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

to accept and expend a grant from the Massachusetts Executive  
Office of Energy and Environmental Affairs, in the amount of  
\$150,000 to purchase and install trees around the city.



C0120-25

---

**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** April 14, 2025

---

**Agenda Item:**

An order requesting approval to accept and expend a donation from Members Plus Credit Union in the amount of \$400 to assist with holiday celebrations

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

---

April 2, 2025

Honorable City Council  
484 Broadway  
Everett, MA 02149

Dear Honorable Members:

I hereby submit for your consideration an order to accept and expend a donation from Members Plus Credit Union in the amount of \$400 to assist with holiday celebrations.

Thank you for your favorable consideration.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 2, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

**Offered By:** \_\_\_\_\_  
**Councilor Stephanie Martins, as President**

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

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

to accept and expend a donation from Members Plus Credit  
Union in the amount of \$400 to assist with holiday  
celebrations.



C0121-25

---

**To: Mayor and City Council**

**From: Councilor Stephanie Martins**

**Date: April 14, 2025**

---

**Agenda Item:**

An order requesting confirmation on the appointment of Belushi Previlon to the Cultural Council for a term of Three (3) expiring May 1, 2028

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

April 2, 2025

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

Dear Honorable Members:

Please be advised that in accordance with Section 3-3 of the City Charter and, Section N (II)(a) of the City of Everett Administrative Code, I hereby appoint, subject to confirmation by the City Council, Belushi Previlon to the Cultural Council for a term of Three (3) expiring May 1, 2028.

Thank you for your favorable consideration in this matter.

Respectfully Submitted,

Carlo DeMaria  
Mayor



April 2, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

**Offered By:** \_\_\_\_\_  
**Councilor Stephanie Martins, as President**

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

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

To appoint Belushi Previlon to the Cultural Council in  
accordance with Section 3-3 of the City Charter and, Section N  
(II)(a) of the City of Everett Administrative Code for a three-year  
term, expiring on May 1, 2028.



City of  
**Everett**  
Massachusetts

C0122-25

---

**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** April 14, 2025

---

**Agenda Item:**

An order requesting the confirmation to promote the following Everett Fire Department personnel: Lieutenant Michael Sullivan to Captain, & Private Kevin DeVanna to Lieutenant

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

---

April 2, 2025

Honorable City Council  
484 Broadway  
Everett, MA 02149

Dear Honorable Members:

In accordance with Section IV,C.I.a, of the Administrative Code of the City of Everett, I hereby submit for your approval an order to promote the following Everett Fire Department personnel:

Lieutenant Michael Sullivan to Captain  
Private Kevin DeVanna to Lieutenant

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 2, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

**Offered By:** \_\_\_\_\_  
**Councilor Stephanie Martins, as President**

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

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

to promote the following Everett Fire Department personnel:

Lieutenant Michael Sullivan to Captain  
Private Kevin DeVanna to Lieutenant





C0123-25

---

**To:** Mayor and City Council  
**From:** Councilor Stephanie Martins  
**Date:** April 14, 2025

---

**Agenda Item:**

An order requesting the confirmation on the re-appointment of Carol Garrett to the Council on Aging for a term of Two (2) years expiring May 1, 2027

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

---

April 2, 2025

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

Dear Honorable Members:

Please be advised that in accordance with Section 3-3 of the City Charter and, Section B (II)(a)(b) of the City of Everett Administrative Code, I hereby re-appoint, subject to confirmation by the City Council, Carol Garrett to the Council on Aging for a term of Two (2) years expiring May 1, 2027.

Thank you for your favorable consideration in this matter.

Respectfully Submitted,

Carlo DeMaria  
Mayor



April 2, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

Offered By: \_\_\_\_\_  
**Councilor Stephanie Martins, as President**

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

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

I hereby submit for your approval the appointment of Carol  
Garrett to the Council on Aging for a term of Two (2) years  
expiring May 1, 2027.



C0124-25

---

**To:** Mayor and City Council  
**From:** Councilor Stephanie Martins  
**Date:** April 14, 2025

---

**Agenda Item:**

An order requesting approval to accept and expend a grant from the Massachusetts Executive Office of Economic Development in the amount of \$1,500,000 to support the infrastructure for redevelopment in the lower Broadway area, Everett Docklands Innovation District

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

April 2, 2025

Honorable City Council  
484 Broadway  
Everett, MA 02149

Dear Honorable Members:

I hereby submit for your consideration an order to accept and expend a grant from the Massachusetts Executive Office of Economic Development in the amount of \$1,500,000 to support the infrastructure for redevelopment in the lower Broadway area, Everett Docklands Innovation District.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 2, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

**Offered By:** \_\_\_\_\_  
**Councilor Stephanie Martins, as President**

**Bill Number:**

Be it

**Bill Type: Order**

Ordered: BY City Council OF THE CITY OF EVERETT, as follows:

to accept and expend a grant from the Massachusetts Executive Office of Economic Development in the amount of \$1,500,000 to support the infrastructure for redevelopment in the lower Broadway area, Everett Docklands Innovation District.





C0130-25

---

**To: Mayor and City Council**

**From: Councilor Stephanie Martins**

**Date: April 14, 2025**

---

**Agenda Item:**

An order requesting approval to accept and expend funds from the Massachusetts Executive Office of Public Safety and Security, in the amount of \$11,090 for the purpose of purchasing essential firefighter safety equipment

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

---

April 8, 2025

Honorable City Council  
484 Broadway  
Everett, MA 02149

Dear Honorable Members:

I hereby submit for your consideration an order to accept and expend funds from the Massachusetts Executive Office of Public Safety and Security, in the amount of \$11,090 for the purpose of purchasing essential firefighter safety equipment.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 8, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

**Offered By:** \_\_\_\_\_  
**Councilor Stephanie Martins, as President**

**Bill Number:**

Be it

**Bill Type: Order**

Ordered: BY City Council OF THE CITY OF EVERETT, as follows:

to accept and expend funds from the Massachusetts Executive Office of Public Safety and Security, in the amount of \$11,090, for the purpose of purchasing essential firefighter safety equipment.



C0131-25

---

**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** April 14, 2025

---

**Agenda Item:**

An order requesting approval to accept and expend donations totaling \$115.00 from City of Everett employees during the month of March for the Fire Victims Fund

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

---

April 8, 2025

Honorable City Council  
484 Broadway  
Everett, MA 02149

Dear Honorable Members:

I hereby submit for your consideration an order to accept and expend donations totaling \$115.00 from City of Everett employees during the month of March for the Fire Victims Fund. Employees are given the opportunity to wear jeans on Thursdays by making a \$5.00 to the Fire Victims Fund. These funds are collected weekly.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 8, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

Offered By: \_\_\_\_\_  
Councilor Stephanie Martins, as President

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

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

to accept and expend donations totaling \$115.00 from City of  
Everett employees during the month of March for the Fire  
Victims Fund.





C0132-25

---

**To: Mayor and City Council**

**From: Councilor Stephanie Martins**

**Date: April 14, 2025**

---

**Agenda Item:**

An order requesting approval to accept and expend a donation to the Diversity, Equity, and Inclusion Office in the amount of \$250.00 from Alliance Detective & Security Service to support the G.I.R.L.S. Day event

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

---

April 8, 2025

Honorable City Council  
484 Broadway  
Everett, MA 02149

Dear Honorable Members:

I hereby submit for your consideration an order to accept and expend a donation to the Diversity, Equity, and Inclusion Office in the amount of \$250.00 from Alliance Detective & Security Service to support the G.I.R.L.S. Day event.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 8, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

**Offered By:** \_\_\_\_\_  
**Councilor Stephanie Martins, as President**

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

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

to accept and expend a donation to the Diversity, Equity, and  
Inclusion Office in the amount of \$250.00 from Alliance  
Detective & Security Service to support the G.I.R.L.S. Day  
event.



C0134-25

---

**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** April 14, 2025

---

**Agenda Item:**

An order requesting approval to accept and expend funds from the Massachusetts Executive Office of Public Safety and Security, totaling \$9,500.00 for the purpose of providing fire safety education to school-age children and senior residents

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

April 9, 2025

Honorable City Council  
484 Broadway  
Everett, MA 02149

Dear Honorable Members:

I hereby submit for your consideration an order to accept and expend funds from the Massachusetts Executive Office of Public Safety and Security, totaling \$9,500.00 for the purpose of providing fire safety education to school-age children and senior residents.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 9, 2025

# City of Everett, Massachusetts

## CITY COUNCIL

Offered By: \_\_\_\_\_  
Councilor Stephanie Martins, as President

**Bill Number:**

Be it

**Bill Type: Order**

Ordered: BY City Council OF THE CITY OF EVERETT, as follows:

to accept and expend funds from the Massachusetts Executive Office of Public Safety and Security, totaling \$9,500.00 for the purpose of providing fire safety education to school-age children (\$6,900) and senior residents (\$2,600).





C0135-25

---

**To:** Mayor and City Council  
**From:** Councilor Stephanie Martins  
**Date:** April 14, 2025

---

**Agenda Item:**

An order requesting approval to appropriate \$6,672 from General Fund Budgetary Fund Balance (Free Cash) to pay prior year legal bills per the attached list

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

---

April 9, 2025

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

Dear Honorable Members:

I hereby submit for your consideration an order to appropriate \$6,672 from General Fund Budgetary Fund Balance (Free Cash) to pay prior year legal bills per the attached list.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria  
Mayor



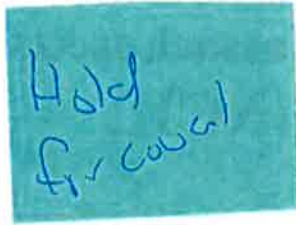
April 9, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

**Offered By:** \_\_\_\_\_  
**Councilor Stephanie Martins, as President**

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

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

That the sum of \$6,672.00 be appropriated from the General  
Fund Budgetary Fund Balance (Free Cash) to pay prior year  
legal bills per the attached list.



**KP LAW, P.C.**  
 101 ARCH STREET  
 FLOOR 12  
 BOSTON, MA 02110  
 (617) 556-0007  
 FEDERAL TAX ID: 04-2746356  
 INVOICE NO: 147807

SOLICITOR  
 &  
 CLERK  
 FY24

COLLEEN MEJIA, ESQ.  
 ESQ.  
 EVERETT CITY HALL  
 484 BROADWAY-ROOM21  
 EVERETT, MA 02149

May 22, 2024  
 IN REFERENCE TO: PROFESSIONAL SERVICES THROUGH April 30, 2024

**GENERAL LEGAL SERVICES**

03/18/2024	LFG	LEGAL RESEARCH RE: [REDACTED]	0.50	135.00
04/02/2024	MRR	ANALYZE E-MAILS FROM AND TELEPHONE CONFERENCE WITH CITY SOLICITOR RE: [REDACTED]	0.40	108.00
04/16/2024	BWR	RESEARCH AND DRAFT OPINION LETTER TO MAYOR RE: [REDACTED]	7.10	1917.00
04/26/2024	BWR	RESEARCH AND DRAFT OPINION LETTER TO CITY CLERK RE: [REDACTED]	1.20	324.00
		<b>SUBTOTAL:</b>	<b>9.20</b>	<b>\$2,484.00</b>

TOTAL FEES: 9.20 2,484.00

**TOTAL DUE:** \$2,484.00

SOLICITOR \$ 2,100

CLERK \$ 324

*Final*  
*V1603*  
**KP LAW, P.C.**  
101 ARCH STREET  
FLOOR 12  
BOSTON, MA 02110  
(617) 536-0007  
FEDERAL TAX ID: 04-2746356  
INVOICE NO: 148395

**CLERK**  
**FY 24**

COLLEEN MEJIA, ESQ.  
ESQ.  
EVERETT CITY HALL  
484 BROADWAY-ROOM 21  
EVERETT, MA 02149

June 14, 2024  
IN REFERENCE TO: PROFESSIONAL SERVICES THROUGH May 31, 2024

GENERAL LEGAL SERVICES			
05/06/2024	MRR	ANALYZE AND RESPOND TO E-MAIL FROM CITY SOLICITOR RE: [REDACTED]	0.40 108.00
05/07/2024	BWR	RESEARCH AND DRAFT OPINION LETTER TO CITY CLERK RE: [REDACTED]	1.90 513.00
05/08/2024	BWR	RESEARCH AND DRAFT OPINION LETTER TO CITY CLERK RE: [REDACTED]	3.50 945.00
05/20/2024	RS1	REVIEW E-MAIL FROM CITY SOLICITOR RE: [REDACTED]	0.30 81.00
SUBTOTAL:			6.10 \$1,647.00

TOTAL FEES: 6.10 1,647.00

TOTAL DUE: \$1,647.00

OUTSTANDING \$1,458

v#1603  
**KP LAW, P.C.**  
 101 ARCH STREET  
 FLOOR 12  
 BOSTON, MA 02110  
 (617) 556-0007  
 FEDERAL TAX ID: 04-2746356  
 INVOICE NO: 147807

SOLICITOR  
 +  
 CLERK  
 FY24

COLLEEN MEJIA, ESQ.  
 ESQ.  
 EVERETT CITY HALL  
 484 BROADWAY-ROOM 21  
 EVERETT, MA 02149

May 22, 2024

IN REFERENCE TO: PROFESSIONAL SERVICES THROUGH April 30, 2024

**GENERAL LEGAL SERVICES**

03/18/2024	LFG	LEGAL RESEARCH RE: [REDACTED]	0.50	135.00
04/02/2024	MRR	ANALYZE E-MAILS FROM AND TELEPHONE CONFERENCE WITH CITY SOLICITOR RE: [REDACTED]	0.40	108.00
04/16/2024	BWR	RESEARCH AND DRAFT OPINION LETTER TO MAYOR RE: [REDACTED]	7.10	1917.00
04/26/2024	BWR	RESEARCH AND DRAFT OPINION LETTER TO CITY CLERK RE: [REDACTED]	1.20	324.00
		<b>SUBTOTAL:</b>	<b>9.20</b>	<b>\$2,484.00</b>

**TOTAL FEES:** 9.20 2,484.00

**TOTAL DUE:** \$2,484.00

SOLICITOR \$ 2,160

CLERK \$ 324

## FY25 Prior Year Outstanding Bills for 4/7/25

Department	Vendor	Account	Invoice Amount	
City Council	KP Law	01-111-2-5765 - Other Charges	\$	2,730.00
Solicitor	KP Law	01-151-2-5765 - Other Charges	\$	324.00
City Clerk	KP Law	01-161-2-5765 - Other Charges	\$	2,160.00
City Clerk	KP Law	01-161-2-5765 - Other Charges	\$	1,458.00
<b>Total</b>			<b>\$</b>	<b>6,672.00</b>





C0136-25

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**To: Mayor and City Council**

**From: Councilor Stephanie Martins**

**Date: April 14, 2025**

---

**Agenda Item:**

An order requesting approval to appropriate \$82,000 from General Fund Budgetary Fund Balance (Free Cash) to the Human Resources Local 25 benefits account. This appropriation is necessary to cover additional costs related to the three local 25 unions

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

April 9, 2025

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

Dear Honorable Members:

I hereby submit for your consideration an order to appropriate \$82,000 from General Fund Budgetary Fund Balance (Free Cash) to the Human Resources Local 25 benefits account. This appropriation is necessary to cover additional costs related to the three local 25 unions.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 9, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

Offered By: \_\_\_\_\_  
Councilor Stephanie Martins, as President

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

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

That the sum of \$82,000 be appropriated from the General  
Fund Budgetary Fund Balance (Free Cash) to the Human  
Resources Local 25 benefits account.

This appropriation is necessary to cover additional costs  
related to the three local 25 unions.



C0137-25

---

**To:** Mayor and City Council  
**From:** Councilor Stephanie Martins  
**Date:** April 14, 2025

---

**Agenda Item:**

An order requesting approval to accept and expend a donation in the amount of \$5,000 from Everett Fire Local 143 for the Fire Victims Fund

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

---

April 9, 2025

Honorable City Council  
484 Broadway  
Everett, MA 02149

Dear Honorable Members:

I hereby submit for your consideration an order to accept and expend a donation in the amount of \$5,000 from Everett Fire Local 143 for the Fire Victims Fund.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 9, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

Offered By: \_\_\_\_\_  
Councilor Stephanie Martins, as President

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

Be it

Ordered: BY City Council OF THE CITY OF EVERETT, as follows:

to accept and expend a donation in the amount of \$5,000 from Everett Fire Local 143 for the Fire Victims Fund.



C0138-25

---

**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** April 14, 2025

---

**Agenda Item:**

An order requesting the confirmation on the appointment of Beninson Pena to the position of City Assessor for a one-year term ending May 1,2026

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

---

April 9, 2025

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(H)(VII)(a) of the City of Everett Administrative Code, I hereby appoint, subject to confirmation by the City Council, Beninson Pena to the position of City Assessor for a one-year term ending May 1,2026.

Thank you for your favorable consideration.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 9, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

**Offered By:** \_\_\_\_\_  
**Councilor Stephanie Martins, as President**

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

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

I hereby appoint, subject to confirmation by the City Council,  
and accordance with Section 3-3 of the City Charter and,  
Section IV(H)(VII)(a) of the City of Everett Administrative Code,  
Beninson Pena to the position of City Assessor for a one-year  
term ending May 1,2026.



C0141-25

---

**To:** Mayor and City Council  
**From:** Councilor Stephanie Martins  
**Date:** April 14, 2025

---

**Agenda Item:**

An order to amend the City of Everett's Administrative Code to create a separate and distinct position of City Auditor.

**Background and Explanation:**

**Attachments:**

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

**Carlo DeMaria**  
Mayor



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

April 9, 2025

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

**RE: C0078-25**

Dear Honorable Members:

I am providing you with a further update on action I have taken in response to the above-referenced resolution.

I am submitting to the Council an order that proposes to amend the City of Everett's Administrative Code to create a separate and distinct position of City Auditor. The proposed language is intended to make it clear that the individual in the position of City Auditor shall not hold any other office. The proposed effective date of July 1, 2025 is to allow for the inclusion of funding for the City Auditor position as part of the Fiscal Year 2026 budget, assuming legislative action is taken to approve the establishment of a separate and distinct City Auditor position.

Thank you for your favorable consideration.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 9, 2025

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

**Offered By:** \_\_\_\_\_  
**Councilor Stephanie Martins, as President**

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

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

Section IV of the Administrative Code is hereby amended by striking out the existing language in subsection H and inserting in place the following new language:-

**II. Chief Financial Officer-Generally Appointment**

- a. Supervision of the office of financial services and all offices and departments under its control shall be vested in the chief financial officer (CFO) of the city of Everett. The CFO shall not exercise any control or authority over the Office of the City Auditor.

The CFO is a management and policy level position as defined by MGL c. 150E and is therefore not eligible for membership in a bargaining unit.

- b. The CFO of the city of Everett shall be appointed by the mayor with the approval of the city council for a term not to exceed 3 years from the date of appointment. The CFO shall not also serve as either the city auditor or the treasurer/collector.
- c. In addition to supervising and directing the effective functioning of the departments of assessing, auditing, treasury/collecting and procurement, the CFO shall have the following specific powers and duties:

- i. To ensure that the Budget Director compiles and submits an annual operating budget and an annual capital budget to the Mayor. The CFO shall assist the Budget Director by ensuring that every City department furnishes requests for the expenditure of City funds in a form deemed to be best suited to show a complete financial plan for all City funds and activities for the ensuing fiscal year.
  - ii. At the direction of the Mayor, the CFO shall submit annually to the Mayor a five-year capital improvements program.
  - iii. At the direction of the Mayor, the CFO shall submit to the Mayor a five-year financial forecast of the City's revenue, expenditures and debt.
  - iv. To disburse, as City government operations may require, all funds and sign all checks pursuant to warrants signed by the Mayor and City Auditor, to ensure the efficient operation of government.
  - v. To communicate financial matters affecting City government to the Mayor and the City Council on request.
  - vi. To coordinate and act as the City's chief contact with the State Department of Revenue pertaining to all financial matters.
  - vii. To coordinate and manage all financial information received from the Board of Assessors to forecast future financial growth and anticipated revenues and advise the Mayor accordingly.
  - viii. To create and implement written policies and procedures and be responsible for the collection and deposit of all monies received by various City agencies.
- d. The CFO shall have an affirmative obligation to report to the City Auditor any identified instances in which the city's internal controls have not been followed.

Subsection H of Section IV of the Administrative Code is hereby amended in paragraph III by inserting at the end thereof the following new clause:-

- a. The City Auditor shall be independent of the CFO and may not also hold the position of CFO or Treasurer/Collector. The City Auditor is a management and policy level position as defined by MGL c. 150E and is therefore not eligible for membership in a bargaining unit.

This language shall become effective as of July 1, 2025.





C0144-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** April 14, 2025

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**Agenda Item:**

An order requesting that the City Council vote to rescind its designation of the position of Board of Assessors as a special municipal employee, pursuant to MGL Chapter 268A, as of June 30, 2025

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

April 9, 2025

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

Dear Honorable Members:

I hereby submit for your consideration an order requesting that the City Council vote to rescind its designation of the position of Board of Assessors as a special municipal employee, pursuant to MGL Chapter 268A, as of June 30, 2025.

I submitted the request for this designation in January 2025 so that the City would be able to have a qualified individual (Ron Keohan) acting as Interim Director of Assessing while the City seeks to fill the position with a permanent replacement.

I have submitted separately to the City Council for approval the appointment of Benison Pena to serve as Assessor. If the Council acts favorably on that appointment, I am requesting that Mr. Keohan continue to be able to assist Mr. Pena with the transition into his new role while also keeping the commitment for this special employee designation to have a definitive duration.

Thank you for your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria  
Mayor



April 9, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

**Offered By:** \_\_\_\_\_  
**Councilor Stephanie Martins, as President**

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

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

An order requesting that the City Council vote to rescind the designation of the position of Board of Assessors as a special municipal employee pursuant to MGL Chapter 268A as of June 30, 2025.



City of  
**Everett**  
Massachusetts

C0118-25

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**To: Mayor and City Council**

**From: Councilor Stephanie Martins**

**Date: April 14, 2025**

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**Agenda Item:**

A petition requesting the renewal of a class two motor vehicle dealer license for Malden Auto Repair & Sales at 80 Tremont Street

**Background and Explanation:**

**Attachments:**



C0119-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** April 14, 2025

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**Agenda Item:**

A petition requesting the renewal of a class two motor vehicle dealer license for MYM Auto Motors at 1993 Revere Beach Pkwy

**Background and Explanation:**

**Attachments:**



C0125-25

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**To:** Mayor and City Council  
**From:** Councilor Stephanie Martins  
**Date:** April 14, 2025

---

**Agenda Item:**

A petition requesting the renewal of a lodging house license for Bill Moore House at 76 Norwood Street

**Background and Explanation:**

**Attachments:**



C0126-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** April 14, 2025

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**Agenda Item:**

A petition requesting the renewal of a lodging house license for Hancock Hotel at 19 Hancock Street

**Background and Explanation:**

**Attachments:**



C0128-25

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**To:** Mayor and City Council  
**From:** Councilor Stephanie Martins  
**Date:** April 14, 2025

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**Agenda Item:**

A petition requesting the renewal of a class two motor vehicle dealer license for R.D. Auto Repair at East Elm Street

**Background and Explanation:**

**Attachments:**





C0140-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** April 14, 2025

---

**Agenda Item:**

A petition requesting the renewal of a class two motor vehicle dealer license for Glendale Gas & Service at 725 Broadway

**Background and Explanation:**

**Attachments:**

C0142-25

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**To:** Mayor and City Council  
**From:** Councilor Stephanie Martins  
**Date:** April 14, 2025

---

**Agenda Item:**

That the response to the Office of the Inspector General submitted by the Everett City Council at the end of the 30 day period along with the OIG's response to the same be shared with the public for transparency

**Background and Explanation:**

**Attachments:**



**Everett City Council**

**City Hall, 484 Broadway, Third Floor, Room 38**

**Everett, Massachusetts 02149**

**Telephone Number (617) 394-2237**

**Guerline Alcy Jabouin**

**Anthony DiPierro**

**Holly D. Garcia**

**John F. Hanlon**

**Michael K. Marchese**

**Stephanie Martins**

**City Council President**

**Wayne A. Matewsky**

**Peter Pietrantonio**

**Katy P. Rogers**

**Stephanie V. Smith**

**Robert J. Van Campen**

**March 28, 2025**

**Jeffrey S. Shapiro, Inspector General**

**George Xenakis, Director of Audit, Oversight and Investigations Division**

**Office of the Inspector General**

**John W. McCormack Building**

**One Ashburton Place, Room 1311**

**Boston, MA 02108**

**[IGO-FightFraud@mass.gov](mailto:IGO-FightFraud@mass.gov)**

**[George.Xenakis@mass.gov](mailto:George.Xenakis@mass.gov)**

**Re: Everett City Council Response to OIG Letter Dated February 27, 2025**

**Dear Messrs. Shapiro and Xenakis:**

This letter is in response to the Office of Inspector General ("OIG") letter to me dated February 27, 2025 ("OIG Investigation Report"), regarding improper longevity payments to City of Everett Mayor Carlo DeMaria ("DeMaria"). The OIG Investigation Report sets forth the OIG's findings regarding the longevity payments, makes seven recommendations to the Everett City Council ("Council"), and requests a written response within thirty (30) days. The Council appreciates the extensive time and diligent efforts dedicated by the OIG to review this matter and will utilize its best efforts to implement the seven recommendations you made to guide the City in recovering municipal funds that apparently were improperly paid to DeMaria and taking steps toward preventing similar misuse of municipal funds in the future. The Council's

Guerline Alcy Jabouin  
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John F. Hanlon  
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Peter Pietrantonio  
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Robert J. Van Campen

intention is to implement the OIG recommendations to the fullest extent within its power, and to take further action that may be necessary to address additional concerns may be revealed.

The Council addressed the issues raised in your letter at its meetings on March 4, 10 and 24, 2025. At these meetings, the Council adopted a series of resolutions to implement your recommendations. Such resolutions include requests for information from the Mayor's administration and a vote of no confidence in DeMaria, among other actions. The pertinent resolutions are attached hereto as **Exhibit A**. Each of your seven recommendations is copied below, followed by a description of the Council's plan for implementation of such recommendations and the actions taken to date.

**OIG Recommendation #1: Conduct an audit of all payments made to Mayor DeMaria from Fiscal Year 2016 to present.**

The Council is in the process of researching independent auditors to identify a qualified individual or firm to conduct an audit of the payments to DeMaria as recommended. The OIG Investigation Report does not define the scope of the audit but in conversations with potential auditors, the Council has identified the scope of the audit to include a review of City disbursement logs sorted by payee to identify all payments made to the City to DeMaria from July 1, 2015 through March 31, 2025 and a review and categorization of the total amount and purposes of such payments. The audit will include a review of W2s and 1099 forms issued by the City to DeMaria from July 1, 2015 through March 31, 2025, along with all expense reimbursements paid to the Mayor during this time frame. Please advise if the OIG has any suggestions or additions to the

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planned scope of the audit. The Council was appropriated \$150,000 in funds to pay for audit and legal services. The Council hopes to have an auditor retained and a contract signed within the next thirty (30) days.

**OIG Recommendation #2: Recover \$180,000 in longevity payments made to Mayor DeMaria and any other overpayments discovered in the aforementioned audit.**

At its March 4, 2025 meeting, the Council voted to demand that the Mayor return the \$180,000 payment to the City. So far, the Mayor has denied any wrongdoing and has declined to return the funds. See **Exhibit A**. The Council will carefully review the independent auditor's report upon completion and will consider taking all appropriate steps to recover the full amount of improper payments, along with any applicable interest and fees. The Council plans to submit a demand letter to DeMaria upon receipt of the audit report. In the event that DeMaria does not voluntarily return all improper payments in satisfaction of the demand letter, the Council will consider filing a civil action to compel such return. Keeping in mind the budgetary limits of the City, the Council respectfully requests that the OIG or any other state agency, including the State Ethics Commission and/or Office of Attorney General, commence a civil action against DeMaria on behalf of Everett to recover all improper payments.

The Council has retained outside legal counsel to conduct an initial analysis of claims available to the Council in the event that a civil action is necessary to recover the funds.



**Everett City Council**

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Michael K. Marchese**

**Stephanie Martins  
City Council President**

**Wayne A. Matewsky  
Peter Pletrantonio  
Katy P. Rogers  
Stephanie V. Smith  
Robert J. Van Campen**

**OIG Recommendation #3: Provide detailed information about Mayor DeMaria's longevity payments to the State Ethics Commission to determine whether he violated the Commonwealth's conflict of interest law.**

The Council has submitted a Complaint to the State Ethics Commission ("SEC Complaint"). This SEC Complaint includes detailed information and exhibits for review by the Commission. The SEC Complaint addresses the potential conflict of interest issues identified in the Investigation Report as well as additional concerns the Council has identified. More specifically, the Council has requested that the State Ethics Commission investigate and take action with respect to DeMaria's participation in the drafting and passage of the longevity ordinance, his receipt of longevity payments, and his influence over staff and use of City resources to obtain and retain such payments. The Council also has requested a review of the use of City funds to pay for Mayor DeMaria's lawyers after issuance of the OIG Report, in view of the fact that such services appeared to have been rendered to protect Mayor DeMaria's personal interests rather than the interests of the City. The complaint requests that the State Ethics Commission take enforcement action to the fullest extent available.

**OIG Recommendation #4: Eliminate longevity payments to elected officials.**

On March 24, 2025, the Council voted to ordain an amendment to the Everett Revised Ordinances to delete Section 7-167. Pursuant to this amendment, longevity payments to elected officials will no longer be permissible. A copy of the amendment is attached hereto as **Exhibit B**.



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City Council President**

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Stephanie V. Smith  
Robert J. Van Campen**

**OIG Recommendation #5: Require members of the council and the mayor's administration, including the CFO and budget director, to take specialized training on their fiduciary obligations.**

Under the City of Everett Charter, the Mayor of the City has responsibility over City staff. Therefore, the Council cannot order the Mayor, CFO/Auditor and Budget Director to take training but can request them to do so. On March 4, 2025, the Council voted to request that the Mayor and his staff participate in training and at its meeting on March 24, 2025, the Council adopted a resolution requesting that the Council, DeMaria and members of the Mayor's finance team take specialized training as to their respective fiduciary duties in the area of municipal finance. A copy of the two resolutions are attached within **Exhibit A**.

The Council plans to request a recommendation from its independent auditor after retention as to the most applicable and effective trainings that may be available through professional associations and plans to require the CFO and budget director to attend such training(s).

Additionally, the Council notes that, pursuant to G.L. c. 12A, s. 8 and 945 CMR 1.11(1) the OIG is empowered to provide assistance to municipalities to implement its recommendations and may dedicate staff in furtherance of such assistance. The Council inquires whether the OIG Fraud Awareness trainings scheduled for April 14, 2025, May 22, 2025, or June 12, 2025 are appropriate trainings for the Mayor, CFO/Auditor and Budget Director. The Council further respectfully requests that the OIG assist the City of Everett by providing training through OIG staff members tailored to the specific issues uncovered in the OIG's investigation.



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**OIG Recommendation #6: Strengthen controls in the city's finance department. Ensure that compensation for all employees, including longevity payments, is clearly documented via add/change forms and clearly stated in the municipal budget. Do not approve payroll changes without completed add/change forms.**

At its meeting on March 4, 2025, the Council adopted the following resolution:

That the DeMaria Administration immediately implement enhanced safeguards and controls in the City's finance department by separating the positions of Auditor and Chief Financial Officer, and comply with all other recommendations as stated in the letter of findings and recommendations issued by the Office of the Inspector General on February 27, 2025

The DeMaria Administration has advised the Council that it is working on this recommendation and will have a proposal for the Council to review in the future.

**OIG Recommendation #7: Ensure proper segregation of duties by creating separate positions of CFO and auditor.**

The Council has adopted a resolution to request that the City administration reorganize the finance department to create separate positions of CFO and City Auditor. The Council is also evaluating the best approach to include funding for each of the separate positions in future budgets.

Attached as **Exhibit C** is the response of the DeMaria administration of the actions taken to date to address this recommendation of the OIG.





**Everett City Council**

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City Council President**

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Stephanie V. Smith  
Robert J. Van Campen**

**Additional Action/Requests for Assistance**

In addition to the actions and efforts described above, the Council respectfully requests that the OIG provide assistance to the City to the fullest extent possible within your authority. If the Council's investigation, the independent audit, or the State Ethics Commission's investigation reveal any possible criminal violations, we will report these matters to you and request that you refer them to the Attorney General and assist the Attorney General with enforcement action. As noted above, the City Council requests that the OIG, State Ethics Commission, Office of Attorney General, or other appropriate state agency commence a civil action on behalf of Everett to seek recovery of all improper payments received by DeMaria, and to tender any such recovery to reimburse or partially reimburse the City for improper payments received by DeMaria. If it is necessary for the City to commence its own action to recover such improper payments, the Council requests the full assistance of the OIG in filing and prosecuting such civil action.

The Council looks forward to continuing our communications with your office and collaborating with you to protect public funds and prevent future fraud, waste, and abuse.

Sincerely

**Stephanie Martins  
City Council President**





**JEFFREY S. SHAPIRO**  
Inspector General

April 2, 2025

Via Electronic Mail

Stephanie Martins  
President  
Everett City Council  
484 Broadway  
Everett, MA 02149  
Stephanie.Martins@ci.everett.ma.us

**Re: Everett City Council Response Letter Dated March 28, 2025**

Dear Council President Martins:

Thank you for your March 28, 2025 response to our February 27, 2025 letter regarding improper longevity payments to Mayor Carlo DeMaria.

The OIG has reviewed your responses to our recommendations and appreciates the promptness and diligence with which the Everett City Council (Council) has taken this matter. We noted that within several of your responses, you request additional information or pose questions to the OIG to assist in addressing the issues included in our findings and recommendations. We provide the following responses:

**OIG Recommendation #1: Conduct an audit of all payments made to Mayor DeMaria from Fiscal Year 2016 to present**

The OIG appreciates the Council initiating a search for a qualified entity to conduct an audit of the payments to Mayor DeMaria, as recommended. Along with reviewing W2s, 1099s and all expense reimbursements paid to Mayor DeMaria from July 1, 2015 through March 31, 2025, as suggested by the Council, the OIG recommends attempting to identify and review expenses paid for Mayor DeMaria's benefit more generally, *e.g.*, if applicable, use of a city funded credit card or direct vendor payments.

**OIG Recommendation #2: Recover \$180,000 in longevity payments made to Mayor DeMaria and any other overpayments discovered in the aforementioned audit**

Again, we appreciate your actions in this regard and note that you have requested commencement of a civil action by OIG and/or another agency to recover these payments. We note that the OIG does not have independent litigating authority. We have copied the Attorney General's Office (AGO) to this response and will provide the AGO your March 28, 2025 letter for context.

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**OFFICE OF THE INSPECTOR GENERAL COMMONWEALTH OF MASSACHUSETTS**

John W. McCormack State Office Building, One Ashburton Place, Room 1311, Boston, MA 02108 | (617) 727-9140 | [www.mass.gov/ig](http://www.mass.gov/ig)

Everett City Council President Martins  
 April 2, 2025  
 Page 2 of 3

**OIG Recommendation #3: Provide detailed information about Mayor DeMaria's longevity payments to the State Ethics Commission to determine whether he violated the Commonwealth's conflict of interest law**

We note that we copied the State Ethics Commission on both our February 27, 2025 letter and this response.

**OIG Recommendation #4: Eliminate longevity payments to elected officials**

Please notify the OIG once the longevity ordinance, so called, is repealed and the effective date of such.

**OIG Recommendation #5: Require members of the council and the mayor's administration, including the CFO and budget director, to take specialized training on their fiduciary obligations**

The OIG acknowledges and supports the resolution requesting that the Council, the Mayor and the Mayor's finance team take specialized training as to their respective fiduciary duties. The OIG agrees with the Council's plans to request training recommendations from its independent auditor. The OIG believes this is most likely the best path forward to implement effective targeted trainings needed by the city.

In addition, the OIG notes that it administers a comprehensive educational program (OIG Academy) for public employees, public officials and individuals in the private sector who conduct business with public entities. Current OIG Academy offerings that may be beneficial include Boards & Commissions, Contract Administration, and Fraud Awareness. Please feel free to reach out to the OIG's Director of Learning and Development, Karla Koza (at 617-722-8821 or [karla.b.koza@mass.gov](mailto:karla.b.koza@mass.gov)) if you have any questions regarding our portfolio of trainings.

The Massachusetts Municipal Association and the Massachusetts Department of Revenue's Division of Local Services may also provide specialized trainings that are of interest to the Council.

**OIG Recommendation #6: Strengthen controls in the city's finance department. Ensure that compensation for all employees, including longevity payments, is clearly documented via add/change forms and clearly stated in the annual municipal budget. Do not approve payroll changes without completed add/change forms**

and

**OIG Recommendation #7: Ensure proper segregation of duties by creating separate positions of CFO and Auditor**

As to both of the above, the OIG recognizes the efforts by the Council to address these matters and looks forward to seeing the final agreed-upon proposals.

---

**OFFICE OF THE INSPECTOR GENERAL COMMONWEALTH OF MASSACHUSETTS**

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Everett City Council President Martins  
April 2, 2025  
Page 3 of 3

The OIG understands that the City of Everett may have additional questions as it undertakes the steps necessary to incorporate our recommendations into practice. Please do not hesitate to connect contact George Xenakis, director of the OIG's Audit, Oversight and Investigations Division, at 617-722-8853 or at [George.Xenakis@mass.gov](mailto:George.Xenakis@mass.gov) should you wish.

Thank you for your continued attention to the OIG's findings and recommendations.

Sincerely,



Jeffrey S. Shapiro, Esq., CIG  
Inspector General

cc (by email):

Patrick Moore, Esq., First Assistant, Attorney General's Office (w/ 3/28/25 letter to OIG)  
David A. Wilson, Executive Director, State Ethics Commission  
Eugenia M. Carris, Esq., General Counsel, OIG  
George A. Xenakis, Director, Audit, Oversight and Investigations Division, OIG  
Nataliya Urciuoli, Senior Executive Assistant, OIG

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C0070-25

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**To:** Mayor and City Council  
**From:** Councilor Katy L. Rogers  
**Date:** March 10, 2025

---

**Agenda Item:**

An ordinance promoting transparent marketing practices in rental housing advertisements by prohibiting the use of the word "LUXURY"

**Background and Explanation:**

In Massachusetts, there is no legal or standardized definition for the term "luxury" when it comes to describing rental properties. The definition of "luxury" is largely subjective and often used to attract potential tenants by implying high-end features or amenities. However, what qualifies as luxury can vary depending on the location, conditions, and individual perceptions.

This ordinance aims to eliminate the use of subjective and misleading terms, specifically the word "luxury," in the marketing and promotion of rental apartments within the City of Everett, while encouraging property owners and managers to highlight specific, verifiable amenities and features. These features should be able to account for themselves in justifying the higher rents associated with luxury.

**Attachments:**

#2- C0070-25

Legislative Affairs & Election Committee  
March 24, 2025

The Committee on Legislative Affairs & Elections met on Monday, March 24, 2025 at 6:00pm 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 Robert Van Campen, presiding, Councilors Michael Marchese, Stephanie Smith, Katy Rogers and Stephanie Martins, as ex-officio.

The Committee considered an Ordinance offered by Councilor Katy Rogers: An Ordinance promoting transparent marketing practices in rental housing advertisements by prohibiting the use of the word "LUXURY".

Communication received from Assistant City Solicitor Keith Slattery in which he states as follows:

The profession must adhere to MLS rules and regulations, and must comply with 254 CMR (BOARD OF REGISTRATION OF REAL ESTATE BROKERS) Link:  
<https://www.mass.gov/doc/254-cmr-3-professional-standards-of-practice/download>

On the municipal side, local zoning ordinances, which define permissible property uses, building regulations, and other requirements, are common. However, description of property would be widely open to interpretation, mainly subjective in nature, and definitions such as "luxury" are not seen as generally legislated by local governments and would not likely pass judicial scrutiny.

Councilor Rogers agreed to refer back to Sponsor but noted that she would reach out to the City Solicitors office to see if it could be applied to the public signage outside of the rental units.

The Committee voted: To report back to the City Council with a recommendation to refer back to Sponsor.

Respectfully Submitted,

John W. Burley  
Clerk of Committees



Hello:

In Massachusetts, real estate listings must comply with state laws and regulations. These regulations are generally broad and open to some wide interpretation. There is little to no oversight into how to craft an advertisement or list a property to attract potential buyers, and a good deal of “puffing” is allowed. Regulations on disclosing known material defects (like lead paint, etc.), identity and party relationships are less open to interpretation.

The profession must adhere to MLS rules and regulations, and must comply with 254 CMR (BOARD OF REGISTRATION OF REAL ESTATE BROKERS) Link:  
<https://www.mass.gov/doc/254-cmr-3-professional-standards-of-practice/download>

On the municipal side, local zoning ordinances, which define permissible property uses, building regulations, and other requirements, are common. However, description of property would be widely open to interpretation, mainly subjective in nature, and definitions such as “luxury” are not seen as generally legislated by local governments and would not likely pass judicial scrutiny.

Keith



C0327-24

---

**To:** Mayor and City Council  
**From:** Councilor Stephanie Martins  
**Date:** October 15, 2024

---

**Agenda Item:**

That the Director of Engineering appear at the next GOPS meeting to explain why permit applications have been taking months for approval with no response or communications with applicants

**Background and Explanation:**

**Attachments:**

#1-C0327-24

Government Operations, Public Safety & Public Service Committee  
November 25, 2024

The Committee on Government Operations, Public Safety & Public Service met on Monday, November 25, 2024 at 5:30pm in City Council Chambers.

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

Members present were Councilor Stephanie Martins, presiding and Councilors Peter Pietrantonio, Guerline Alcy Jabouin and Holly Garcia.

City Engineer Eric Swanson was invited but was not present.

The Committee considered a Resolution offered by Councilor Stephanie Martins: That the Director of Engineering appear at this meeting to explain why permit applications have been taking months for approval with no response or communications with applicants.

Councilor Martins requested that the matter be granted further time since the City Engineer was not present as requested.

The Committee voted: To grant further time.

Respectfully Submitted,

John W. Burley  
Clerk of Committees

#1-C0327-24

Government Operations, Public Safety & Public Service Committee  
April 7, 2025

The Committee on Government Operations, Public Safety & Public Service met on Monday, April 7, 2025 at 6:30pm in City Council Chambers.

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

Members present were Councilor Peter Pietrantonio, presiding and Councilors Katy Rogers and Holly Garcia. Member absent was Councilor Robert Van Campen.

Communication received from Councilor Van Campen that he would be unable to attend due to a family matter.

The Committee met on a Resolution offered by Councilor Stephanie Smith: That the Director of Engineering appear at this meeting to explain why permit applications have been taking months for approval with no response or communication with applicants.

Director of Engineering Eric Swanson and City Engineer Julius Ofurie were also present. Councilor Stephanie Martins, the Sponsor was invited but was not present.

The Committee believed that the matter was previously discussed at a regular City Council meeting and recommended that the matter be referred back to Sponsor.

The Committee voted: To report back to the City Council with a recommendation to refer back to Sponsor.

Respectfully Submitted,

John W. Burley  
Clerk of Committees



C0107-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** March 24, 2025

---

**Agenda Item:**

An order requesting approval to appropriate \$225.00 from General Fund Budgetary Fund Balance (Free Cash) to pay Human Resources prior year recruitment bills

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

---

March 19, 2025

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

Dear Honorable Members:

I hereby submit for your consideration an order to appropriate \$225.00 from General Fund Budgetary Fund Balance (Free Cash) to pay Human Resources prior year recruitment bills.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria  
Mayor



March 19, 2025

# City of Everett, Massachusetts

## CITY COUNCIL

Offered By: \_\_\_\_\_  
Councilor Stephanie Martins, as President

**Bill Number:**

Be it

**Bill Type: Order**

Ordered: BY City Council OF THE CITY OF EVERETT, as follows:

That the sum of \$225.00 be appropriated from the General Fund Budgetary Fund Balance (Free Cash) to pay Human Resources prior year recruitment bills.



275 West Broadway  
 Boston, MA 02127  
 Phone: 617-464-8100  
 Email: cis\_request@ccab.org

## Customer Details

Customer: City of Everett  
 Attn: Cathy Draine  
 Address: 484 Broadway  
 Everett, MA 02149

## Invoice

Federal ID# 04-2534041  
 Invoice # 1583  
 Date: Jun 6, 2024  
 Amount: \$3,430.00

Job #	Date	Time	LEP	Bill Code	Units	Rate	Bill Amt
28303	05/04/2024	02:00 PM	Canciones y Comida Event	Canciones y Comida	1.00	\$65.00	\$65.00
28305	05/04/2024	02:00 PM	Canciones y Comida Event	Canciones Y Comida	1.00	\$65.00	\$65.00
29166	05/07/2024	03:48 AM	Everett Transportation Flyer,List of Event Activities,List of Exhibitors,Webpage Content,Volunteers and Exhibitors page,+18 Registration form,Under 18 Registration form,City Activities waiver (+18),Under 18 Activities Waiver,Volunteer signup form	Translation	0.00	Infinity	\$1,100.00
29266	05/08/2024	03:59 AM	Everett Transportation Flyer,List of Event Activities,List of Exhibitors,Webpage Content,Volunteers and Exhibitors page,+18 Registration form,Under 18 Registration form,City Activities waiver (+18),Under 18 Activities Waiver,Volunteer signup form	Translation	0.00	Infinity	\$1,100.00
29242	05/08/2024	01:00 PM	Everett Transportation Flyer,List of Event Activities,List of Exhibitors,Webpage Content,Volunteers and Exhibitors page,+18 Registration form,Under 18 Registration form,City Activities waiver (+18),Under 18 Activities Waiver,Volunteer signup form	Translation	0.00	Infinity	\$1,100.00
<b>Total:</b>					<b>2.00</b>		<b>3,430.00</b>

## Messages:

Mar 3, 2025 6:02 PM



**CoWork Health**  
**A New and Easier Way to manage your AFC Occupational Health billing account**

Dear Occupational Health Partner:

Attached you will find your invoice for dates of service in April 2024.

Here are just a few of the benefits you can expect from the new CoWork Health portal:

- **Convenient 24/7 Access:** You will be able to view your invoices and make payments anytime, from anywhere, without having to call or visit an AFC location.
- **Faster Processing:** Online payments are processed immediately, reducing the time it takes for payments to be applied to your account.
- **Increased Security:** The CoWork Health platform is compliant and secure. You can be confident that Protected Health Information [PHI] is kept safe and secure.
- **Better Record Keeping:** Management of your invoices and payment history will be available online, making it easier for you to keep track of your billing and payment activity.

We are confident that the CoWork Health platform will provide greater convenience and transparency for your Occupational Health process. If you have any questions about the new process, the statement you have received, or need assistance accessing your account, please don't hesitate to contact us at any time.

**AFC New England**

Kaushik Makati

Phone: 860-338-3035

Email: [kjmakati@americanfamilycare.com](mailto:kjmakati@americanfamilycare.com)

**AFC Corporate Occupational Health Billing Contact:**

Phone: 205-421-2085

Email: [occmedservices@americanfamilycare.com](mailto:occmedservices@americanfamilycare.com)

Mailing address:

American Family Care, LLC

P.O. Box 748361

Atlanta, GA 30374-8361



**American Family Care**  
PO Box 748361  
Atlanta, GA 30374-8361

INVOICE NUMBER	10115226
INVOICE DATE	05/29/2024
INVOICE DUE DATE	06/28/2024
AMOUNT DUE	<b>\$275.00</b>

BILL TO  
**CITY OF EVERETT**  
484 BROADWAY  
EVERETT, MA 2149

REMIT TO  
**American Family Care**  
PO Box 748361  
Atlanta, GA 30374-8361

Service Date	Reference #	Clinic	Employee	Service	Amount
04/01/2024	15244102	MALDEN	TIBERII, JAMES #589656	Rapid Drug Screen 5 Panel	\$ 55.00
04/02/2024	15244257	MALDEN	FUCCILLO, ROBERT #5513782	Rapid Drug Screen 5 Panel	\$ 55.00
04/08/2024	15262031	MALDEN	KASUSWA, JAMILLAH #1005325	Rapid Drug Screen 5 Panel	\$ 55.00
04/23/2024	15315427	MALDEN	FAYMEN, ERIC #995513	Rapid Drug Screen 5 Panel	\$ 55.00
04/28/2024	15325015	MALDEN	TERENZI, VALERIE #5537729	Rapid Drug Screen 5 Panel	\$ 55.00
Total					<b>\$ 275.00</b>

Form <b>W-9</b> (Rev. October 2018) Department of the Treasury Internal Revenue Service	<b>Request for Taxpayer Identification Number and Certification</b> ▶ Go to <a href="http://www.irs.gov/FormW9">www.irs.gov/FormW9</a> for instructions and the latest information.	Give Form to the requester. Do not send to the IRS.
1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>American Family Care, LLC</b>		
2 Business name/disregarded entity name, if different from above		
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.  <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from FATCA reporting code (if any) _____  <small>(Applies to accounts maintained outside the U.S.)</small>	
5 Address (number, street, and apt. or suite no.) See instructions. <b>P.O. Box 748361</b> 6 City, state, and ZIP code <b>Atlanta, GA 30374-8361</b>		Requester's name and address (optional)
7 List account number(s) here (optional)		
<b>Part I Taxpayer Identification Number (TIN)</b>		
Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later.  <small>Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.</small>		
Social security number <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0;"></div> or Employer identification number <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0; text-align: center;">           6 3 - 0 8 2 5 2 4 8         </div>		
<b>Part II Certification</b>		
Under penalties of perjury, I certify that: 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and 3. I am a U.S. citizen or other U.S. person (defined below); and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.		
<b>Certification instructions.</b> You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.		
<b>Sign Here</b>	Signature of U.S. person ▶ <i>Joe Hawley CEO</i>	Date ▶ <i>9/19/23</i>
<b>General Instructions</b>  Section references are to the Internal Revenue Code unless otherwise noted.  <b>Future developments.</b> For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to <a href="http://www.irs.gov/FormW9">www.irs.gov/FormW9</a> .		
<b>Purpose of Form</b>  An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:		
<ul style="list-style-type: none"> <li>• Form 1099-DIV (dividends, including those from stocks or mutual funds)</li> <li>• Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)</li> <li>• Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)</li> <li>• Form 1099-S (proceeds from real estate transactions)</li> <li>• Form 1099-K (merchant card and third party network transactions)</li> <li>• Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)</li> <li>• Form 1099-C (canceled debt)</li> <li>• Form 1099-A (acquisition or abandonment of secured property)</li> </ul>		
Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.  If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See <i>What is backup withholding</i> , later.		
Cat. No. 10231X		Form <b>W-9</b> (Rev. 10-2018)

#2 - C0107-25

Ways and Means Committee  
April 7, 2025

The Committee on Ways and Means met on Monday, April 7, 2025 at 6:00pm in the City Council Chambers at City Hall.

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

Members present were Councilor Stephanie Smith, presiding; Councilors Anthony DiPierro, John Hanlon and Peter Pietrantonio.

The Committee met on an Order offered by Councilor Stephanie Martins, as President: An Order requesting approval to appropriate \$225.00 from General Fund Budgetary Fund Balance (Free Cash) to pay Human Resources prior year recruitment bills.

Acting Human Resource Director John Russolillo was also present.

Chairperson Smith informed the Committee that the subject matter needed to be amended to include two other prior year bills as listed below:

DEI	Catholic Charities	01-122-2-5765- other charges	\$3,430.00
Human Resources	American Family Care	01-152-2-5765- other charges	\$275.00

The Committee voted unanimously in favor of amending. Councilor Pietrantonio expressed concern that paying prior year bills have become a recurring problem.

The Committee voted 3 to 1 with Councilor Pietrantonio recorded in opposition: to report back to the City Council with a recommendation for favorable action as amended to \$3,930.00.

Respectfully Submitted,

John W. Burley  
Clerk of Committees



C0108-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** March 24, 2025

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**Agenda Item:**

An order requesting approval to appropriate \$100,000 from General Fund Budgetary Fund Balance (Free Cash) to the Legal Department litigation/professional services account. This amount is requested to ensure the legal department has sufficient funds through the remainder of the fiscal year

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

---

March 19, 2025

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

Dear Honorable Members:

I hereby submit for your consideration an order to appropriate **\$100,000** from General Fund Budgetary Fund Balance (Free Cash) to the Legal Department litigation/professional services account. This amount is requested to ensure the legal department has sufficient funds through the remainder of the fiscal year.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria  
Mayor



March 19, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

Offered By: \_\_\_\_\_  
Councilor Stephanie Martins, as President

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

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

That the sum of \$100,000 be appropriated from the General  
Fund Budgetary Fund Balance (Free Cash) to the Legal  
department Litigation/professional services account.

This amount is requested to ensure the legal department has  
sufficient funds through the remainder of the fiscal year.

#3 - C0108-25

Ways and Means Committee  
April 7, 2025

The Committee on Ways and Means met on Monday, April 7, 2025 at 6:00pm in the City Council Chambers at City Hall.

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

Members present were Councilor Stephanie Smith, presiding; Councilors Anthony DiPierro, John Hanlon and Peter Pietrantonio.

The Committee met on an Order offered by Councilor Stephanie Martins, as President: An Order requesting approval to appropriate \$100,000.00 from General Fund Budgetary Fund balance (Free Cash) to the Legal Department litigation/professional services account.

City Solicitor Colleen Mejia was also present.

Solicitor Mejia informed the Committee that her office has \$121,000 in invoices but only \$107,000 left in her budget and that the amount being requested to appropriate is to ensure the legal department has sufficient funds through the remainder of the fiscal year noting that she was still awaiting other invoices. Councilor Pietrantonio remarked that it appeared to be an awful lot of law firms the City was using. Solicitor Mejia responded that her office once had four attorneys and now only had two attorneys with the outside law firms providing expert law advice. She provided an overview of the many legal matters that they are involved with for the City. Chairperson Smith recommended that the Committee not approve the appropriation until the actual redacted invoices are received for review.

The Committee voted: to report back to the City Council with no recommendation pending receipt of the invoices the Committee is seeking.

Respectfully Submitted,

John W. Burley  
Clerk of Committees





C0098-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** March 24, 2025

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**Agenda Item:**

An order requesting confirmation on the re-appointment of Michael O'Connor to the Planning Board for a term of three (3) years, expiring March 31, 2028

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

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March 12, 2025

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

Dear Honorable Members:

Please be advised that in accordance with Section 3-3 of the City Charter and, Section K (II) of the City of Everett Administrative Code, I hereby re-appoint, subject to confirmation by the City Council, Michael O'Connor to the Planning Board for a term of three (3) years, expiring March 31, 2028.

Thank you for your favorable consideration in this matter.

Respectfully Submitted,

Carlo DeMaria  
Mayor



March 12, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

**Offered By:** \_\_\_\_\_  
**Councilor Stephanie Martins, as President**

**Bill Number:**

Be it

**Bill Type: Order**

Ordered: BY City Council OF THE CITY OF EVERETT, as follows:

I hereby submit for your approval the re-appointment of Michael O'Connor to the Planning Board for a term of three (3) years, expiring March 31, 2028.



City of  
**Everett**  
Massachusetts

C0099-25

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**To: Mayor and City Council**

**From: Councilor Stephanie Martins**

**Date: March 24, 2025**

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**Agenda Item:**

An order requesting the confirmation of the re-appointment of James Tarr to the Planning Board for a term of three (3) years, expiring March 31, 2028.

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

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March 13, 2025

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

Dear Honorable Members:

Please be advised that in accordance with Section 3-3 of the City Charter and, Section K (II) of the City of Everett Administrative Code, I hereby re-appoint, subject to confirmation by the City Council, James Tarr to the Planning Board for a term of three (3) years, expiring March 31, 2028.

Thank you for your favorable consideration in this matter.

Respectfully Submitted,

Carlo DeMaria  
Mayor



March 13, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

**Offered By:** \_\_\_\_\_  
**Councilor Stephanie Martins, as President**

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

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

I hereby submit for your approval the re-appointment of James  
Tarr to the Planning Board for a term of three (3) years, expiring  
March 31, 2028.



City of  
**Everett**  
Massachusetts

C0343-24

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**To:** Mayor and City Council  
**From:** Councilor Guerline Alcy Jabouin  
**Date:** February 24, 2025

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**Agenda Item:**

That the Everett City Council engage the State Auditor's office for an audit of accounts, programs, activities and other public functions (in accordance with Mass General Law Part I, Title II, Chapter 11, Section 12)

**Background and Explanation:**

**Attachments:**

EVERETT CITY COUNCIL OFFICE  
484 BROADWAY, ROOM 38  
EVERETT, MASSACHUSETTS 02149

Michael J. Mangan  
Legislative Aide  
617-394-2237  
michael.mangan@ci.everett.ma.us



John W. Burley  
Clerk of Committee  
617-394-2236  
john.burley@ci.everett.ma.us

To: Stephanie Martins, President - City Council  
Sergio Cornelio, Clerk - City Council  
John W. Burley, Clerk of Committees - City Council

Date: January 16, 2025

Re: **Return of Papers**

Please be advised that the *Committee on Legislative Affairs* has failed to act on the following subject matters referred to them within the period of eight (8) weeks as required by City Council Rule #46C:

**Ordinance:** offered by Councilor Guerline Alcy-Jabouin

**Dated:** October 15, 2024

**C0333-24** - That the City Council consider voting to repeal the TDM Ordinance.

**Resolution:** offered by Councilor Guerline Alcy-Jabouin

**Dated:** October 28, 2024

**C0343-24** - That the Everett City Council engage the State Auditor's office for an audit of accounts, programs, activities and other public functions (in accordance with Mass General Law Part I, Title II, Section 12).

Therefore, pursuant to Rule #46C, I am required to forward the following subject matter back to the City Council via the Clerk of the City Council from which the reference was made and endorsed so that the matter will appear on the next City Council regular agenda for a determination of disposition of these items. *However, it should be noted that the Committee was awaiting information from the Sponsor on how she wanted the committee to proceed.*

Thank you in advance for your attention and cooperation.

cc: M. Mangan  
D. Flood  
G. Alcy-Jabouin



January 22, 2025

Dear Fellow Council Members and Mayor DeMaria,

I believe the city would benefit greatly by inviting the state auditor to come in. I recognize that this might not be a popular position for some of you, but I believe the Councilors operating on behalf of their constituents will hear me out.

It is my understanding that the auditor is primarily interested in finances, but would be willing to look at processes, too.

I will first describe just some of the worrying things I have seen that make me suggest that we take this unusual step. An audit may reveal that these areas are within normal limits and nothing the taxpayers should be concerned about. If they are not good practices, then we will have fulfilled our mandate to represent the citizen voters of our city by identifying the problems so that they can be fixed.

**1.Looming lawsuits.**

Our insurance does not cover discrimination lawsuits. Even a partial win or any type of settlement for anyone in the city could hammer our taxpayers.

**2.Money for schools.**

Four of our K-8 schools and our high school are critically overcrowded. Instead of using some of our ARPA funds to renovate another school property the city owns, The City spent \$9.9MM on the Devens School. That's \$247,500/pupil. Then we allocated ten million dollars for just fixing the roof on the old high school, which was left to rot between 2012 and 2024. Now there is talk about renovating that property for grades 7 and 8 for an additional \$76MM. If the plans carefully researched in 2022 to renovate the other property had come to fruition, it would likely have cost \$76MM total, some of which could have come out of our ARPA funds, and that school would be open by now, alleviating the overcrowding in the four K-8 schools. Our application to the state about a new high school is stalled. There is talk about building a high school and vocational school; no single city can afford to build a vocational school, that's why they're all regional.

**3.Over-reliance on residential taxes.**

The decline of our commercial/industrial tax base has been known for years; we knew when the power plant was going to close. No attempts were made to attract light manufacturing. All the talk was about entertainment, first

with more, more Encore!, then with The Stadium. The Zoning Board of Appeals approved building after building of giant luxury apartments with no parking, which contribute less than half of what a commercial enterprise on the site would garner, but have impossibly (and impassibly) clogged our roads with traffic. What sensible small manufacturer would want to have to deal with our traffic?

#### **4.Avoidance of bidding for contracts.**

It is the duty of the city to get the best price for the goods and services it needs. Lately, however, the city has been awarding Memoranda of Understanding (MOU) and Memoranda of Agreement (MOA) to previously-used favored providers and contractors instead of putting contracts of \$50,000 or more out to bid. It also lets vendors whose contracts supposedly expired just go on and on getting paid.

#### **5.Giving away use of city property.**

Examples of this are the Elliot Center, the Wellness Center and For Kids Only. \$60,000 here, \$395,000 there. It adds up! PlayFit gets paid \$395,000 to run the Wellness Center, but charges for some things that used to be included in the Wellness Center membership. The city provides the equipment and maintenance, which amounts to PlayFit conducting its private business on city property. A document request for recent rent paid by For Kids Only, part of a well-funded non-profit organization, resulted in 'no docs.' The most recent money the city received was grant money a few years ago.

#### **6.Inefficient/improper budgeting.**

The city went from an actual annual budget to an "adopted" budget in FY2017. Since then, the budget has had dancing numbers. The "expended" number changes from year to year, even though it's supposedly expended. The expended amount for the previous fiscal year is often inaccurate; one must look two years out to learn the actual expended number. In FY2022, the Finance Department used an old Standard & Poor's report(2019) for the city's financial outlook and its bond rating. The FY2025 budget does not have any rating information in it. The city apparently did not have S&P do a ratings report in calendar 2024, so we don't really know what our bond rating was. However, since the latest budget didn't contain either the financial outlook or the bond rating, the taxpayers are left to guess at the cost of the city's borrowing.

### **7. Ineffective negotiating resulting in lower revenue and higher expenses.**

Our PILOT agreement with Wynn/Encore started at about \$20MM annually and increases at 2.5%. The city also gets Host Community Agreement payment that started at \$5MM per year, and also increases at 2.5%. Even though Encore has average revenues of \$60,000,000 PER MONTH, it is not anticipated that the re-negotiation of these agreements triggered by the sale of Encore for over a billion dollars will significantly increase amounts to Everett.

### **8. Waste of our CARES/ARPA funds.**

The city could not figure out how to use some of our CARES funds and sent over \$2,000,000 back. This was discovered accidentally. ARPA funds were meant to try and make people, and then communities, whole again as the pandemic started to wane, not to rent overpriced trucks. The then-Superintendent of Schools made sure every child who didn't already have a computer at home got a Chromebook for remote learning, but without city wi-fi, many could not participate. Everett received its \$47.1MM in ARPA funds in 2021. As a disproportionately-affected community, it had leeway to use those funds in ways, for example, Brookline could not. It failed miserably. No additional unemployment assistance; .08% spent on rent/mortgage assistance; .006% on grants to small businesses; employees' regular salaries were paid out of ARPA money; and much money paid in administrative costs, especially to Anser, our ARPA "consultant." There was some food assistance, but no affordable childcare, no broadband, no mental-health help for students and nothing toward affordable housing. The city told the taxpayers that they had to give the rest of the money to a sub-recipient to manage, or they would lose it. Chelsea, another disproportionately-affected community had its ARPA plan complete and the money distributed by May of 2022.

### **9. Failure to build housing that is actually affordable.**

Much is made of how many units of a proposed luxury building will be set aside as "affordable housing." The problem is that the numbers are so skewed in Everett that "affordable" isn't. Naturally, developers are not much interested in building truly affordable housing; they gain more profit on luxury housing.

police, our ambulance and the Cataldo ambulance are frequently called. This area is substantially distant from Everett proper. Various departments were queried as to plans to accommodate more activity in that area if/when Encore expands and/or The Stadium is approved. They had no plans.

For all the above reasons, and any you would like to add, I hope you will join me in agreeing to invite the state auditor in to help us.

Sincerely,

Councilor Guerline Alcy Jabouin

As discussed at our January 27th meeting, below are the suggested departments that we would suggest to the administration for a referral to the auditor's office to conduct an audit:

Human Resources  
Procurement Office  
Finance Department  
ARPA Funds  
Mayor's Office  
Planning Department

I understand also that the concern might be how will we pay for this service or how much will it cost. The auditor's office is not able to give us a predetermined amount as they don't know yet which department/s they will need to audit without the council and the mayor's approval. Providing this service will assure the community that we are willing to provide transparency when it comes to managing their tax dollars.

I believe the city would benefit greatly by inviting the state auditor to come in. I recognize that this is not a popular position for some of you, but I believe the Councilors operating on behalf of their constituents will hear me out.

It is my understanding that the auditor is primarily interested in finances, but would be willing to look at processes, too.

I will first describe just some of the worrying things I have seen that make me suggest that we take this unusual step. An audit may reveal that these areas are within normal limits and nothing the taxpayers should be concerned about. If they are not good practices, then we will have fulfilled our mandate to represent the citizen voters of our city by identifying the problems so that they can be fixed.

1. Looming lawsuits.

Our insurance does not cover discrimination lawsuits. Even a partial win or any type of settlement for anyone in the city could hammer our taxpayers.

2. Money for schools.

Four of our K-8 schools and our high school are critically overcrowded. Instead of using some of our ARPA funds to renovate another school property the city owns, The City spent \$9.9MM on the Devens School. That's \$247,500/pupil. Then we allocated ten million dollars for just fixing the roof on the old high school, which was left to rot between 2012 and 2024. Now there is talk about renovating that property for grades 7 and 8 for an additional \$76MM. If the plans carefully researched in 2022 to renovate the other property had come to fruition, it would likely have cost \$76MM total, some of which could have come out of our ARPA funds, and that school would be open by now, alleviating the overcrowding in the four K-8 schools. Our application to the state about a new high school is stalled. There is talk about building a high school and vocational school; no single city can afford to build a vocational school, that's why they're all regional.

3. Over-reliance on residential taxes

The decline of our commercial/industrial tax base has been known for years; we knew when the power plant was going to close. No attempts were made to attract light manufacturing. All the talk was about entertainment, first with more, more Encore!, then with The Stadium. The Zoning Board of Appeals approved building after building of giant luxury apartments with no parking, which contribute less than half of what a commercial enterprise on the site would garner, but have impossibly (and impassibly) clogged our roads with traffic. What sensible small manufacturer would want to have to deal with our traffic?

4. Avoidance of bidding for contracts.

It is the duty of the city to get the best price for the goods and services it needs. Lately, however, the city has been awarding Memoranda of Understanding (MOU) and Memoranda of Agreement (MOA) to previously-used favored providers and contractors instead of putting contracts of \$50,000 or more out to bid. It also lets vendors whose contracts supposedly expired just go on and on getting paid.

5. Giving away use of city property.

Examples of this are the Elliot Center, the Wellness Center and For Kids Only. \$60,000 here, \$395,000 there. It adds up! PlayFit gets paid \$395,000 to run the Wellness Center, but charges for some things that used to be included in the Wellness Center membership. The city provides the equipment and maintenance, which amounts to PlayFit conducting its private business on city property. A document request for recent rent paid by For Kids Only, part of a well-funded non-

profit organization, resulted in 'no docs.' The most recent money the city received was grant money a few years ago.

#### 6. Inefficient/improper budgeting.

The city went from an actual annual budget to an "adopted" budget in FY2017. Since then, the budget has had dancing numbers. The "expended" number changes from year to year, even though it's supposedly expended. The expended amount for the previous fiscal year is often inaccurate; one must look two years out to learn the actual expended number. In FY2022, the Finance Department used an old Standard & Poor's report(2019) for the city's financial outlook and its bond rating. The FY2025 budget does not have any rating information in it. The city apparently did not have S&P do a ratings report in calendar 2024, so we don't really know what our bond rating was. However, since the latest budget didn't contain either the financial outlook or the bond rating, the taxpayers are left to guess at the cost of the city's borrowing.

#### 7. Ineffective negotiating resulting in lower revenue and higher expenses.

Our PILOT agreement with Wynn/Encore started at about \$20MM annually and increases at 2.5%. The city also gets Host Community Agreement payment that started at \$5MM per year, and also increases at 2.5%. Even though Encore has average revenues of \$60,000,000 PER MONTH, it is not anticipated that the re-negotiation of these agreements triggered by the sale of Encore for over a billion dollars will significantly increase amounts to Everett.

#### 8. Waste of our CARES/ARPA funds.

The city could not figure out how to use some of our CARES funds and sent over \$2,000,000 back. This was discovered accidentally. ARPA funds were meant to try and make people, and then communities, whole again as the pandemic started to wane, not to rent overpriced trucks. The then-Superintendent of Schools made sure every child who didn't already have a computer at home got a Chromebook for remote learning, but without city wi-fi, many could not participate. Everett received its \$47.1MM in ARPA funds in 2021. As a disproportionately-affected community, it had leeway to use those funds in ways, for example, Brookline could not. It failed miserably. No additional unemployment assistance; .08% spent on rent/mortgage assistance; .006% on grants to small businesses; employees' regular salaries were paid out of ARPA money; and much money paid in Administrative costs, especially to Anser, our ARPA "consultant." There was some food assistance, but no affordable childcare, no broadband, no mental-health help for students and nothing toward affordable housing. The city told the taxpayers that we had to give the rest of the money to a sub-recipient to manage, or they would lose it. Chelsea, another disproportionately-affected community had its ARPA plan complete and the money distributed by May of 2022.

9.Failure to build housing that is actually affordable.

Much is made of how many units of a proposed luxury building will be set aside as “affordable housing.” The problem is that the numbers are so skewed in Everett that “affordable” isn’t. Naturally, developers are not much interested in building truly affordable housing; they gain more profit on luxury housing.

10. Departments that do not seem to be functioning well.

There has been a distinct decline in the performance of several departments. Selecting/placing candidates in positions they have absolutely no experience in. Lack of storage space at DPW for all of its vehicles in or near it’s own lot. ISD issuing building permits without a site plan filed and in one instance, before the matter had even appeared on an agenda, etc.

11. No provisions for future growth.

No one knows how many more people our water and sewer systems can support. There is no public safety substation near One Broadway, where the police, our ambulance and the Cataldo ambulance are frequently called. This area is substantially distant from Everett proper. Various departments were queried as to plans to accommodate more activity in that area if/when Encore expands and/or The Stadium is approved. They had no plans.

For all the above reasons, and any you care to add, I hope you will join me in agreeing to invite the state auditor in to help us.

Sincerely,

Councilor Guerline Alcy Jabouin





**CARLO DeMARIA**  
**MAYOR**

**CITY OF EVERETT - OFFICE OF THE MAYOR**

484 Broadway Everett, Massachusetts 02149

☎ 617-394-2270

✉ [mayorcarlo.demaria@ci.everett.ma.us](mailto:mayorcarlo.demaria@ci.everett.ma.us)

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March 19, 2025

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

**RE: Resolution C0343-24**

Dear Honorable Members:

The following is submitted in response to a request for an update on the City Council's request to engage the State Auditor's Office (SAO) for an audit of accounts, programs, activities and other public functions M.G.L. Chapter 11, Section 12.

As requested, a copy of the email sent by my staff to the State Auditor's Office to engage with them is attached. In response to this outreach, my Chief of Staff spoke on March 13, 2023 with Michael Leung-Tat, General Counsel for the State Auditor, and Stephen Lissauskas, Executive Deputy State Auditor.

The SAO staff advised that this service is not one frequently invoked by communities. With respect to cost, the SAO advised that it does not charge more than \$10,000 for a local audit and charges less if the cost for the services provided is less than \$10,000. They further advised that given that the City Council identified its interest in seeking audits of multiple departments or programs, the city should expect that there would be a cost for each department or program reviewed with the amount not to exceed \$10,000 each.

The SAO also advised that the length of the audit varies depending on the scope with the timing generally ranging from several months to up to a year to complete.

The Chief of Staff informed the SAO of the request from the Council to audit the following:-

Human Resources  
Procurement Office  
Finance Department  
ARPA Funds  
Mayor's Office  
Planning Department

The SAO indicated that it has limited resources for providing this service to cities and towns, they offered the suggestion for the city to consider further revising the requested scope to help the SAO determine an audit plan and scope.

I am sharing this feedback to provide the Council with the opportunity to provide more specificity in the interest and the specific issues or areas in the departments that you would like to see audited. Please feel free to share that with me and I will be happy to continue to work with the SAO to come up with a scope.

Thank you.

Respectfully submitted,



Carlo DeMaria  
Mayor

**From:** [Erin Deveney](#)  
**To:** ["Auditor@MassAuditor.gov"](mailto:Auditor@MassAuditor.gov)  
**Subject:** Request for Additional Information  
**Date:** Monday, March 10, 2025 5:15:00 PM  
**Attachments:** [image001.png](#)

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Hello-

On behalf of Mayor Carlo DeMaria of the City of Everett, we are seeking additional information as to the services provided to cities and towns pursuant to the provisions of MGL c. 11, §12, including but not limited to costs associated with such services.

We would appreciate this inquiry being referred to the appropriate person, or if you would please let us know of a specific person to whom this inquiry should be directed.

Thank you for your attention to this inquiry.

-Erin



**Erin C. Deveney**

Chief of Staff  
Office of Mayor Carlo DeMaria  
Direct: 617- 944-0255



C0034-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins, Councilor Stephanie V. Smith, Councilor Robert J. Van Campen

**Date:** January 27, 2025

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**Agenda Item:**

That the Director of Health and Human Services and Interim Director of HR appear at the next meeting to provide a status on the efforts to hire new school nurses as funded in 2024

**Background and Explanation:**

**Attachments:**

**From:** [John Russolillo](#)  
**To:** [Stephanie Martins](#); [Stephanie Smith](#); [Robert VanCampen](#)  
**Cc:** [Michael Mangan](#); [Erin Deveney](#)  
**Subject:** Agenda Item: Monday's Council Meeting  
**Date:** Thursday, February 20, 2025 12:35:59 PM  
**Attachments:** [image001.png](#)

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Hello everyone,

Thank you for the opportunity on Monday to come to the council chambers and speak on the updates on hiring new nurses.

I wanted to let you all know here in writing as well of an update.

Since Jan 1 2025, we have successfully offered and got acceptance from 4 new school nurses. One of these was in the works before I had started, and 3 of them have come to fruition since my start date of 1/2/2025. Two of the nurses start officially on Monday 2/24/2025 and another one has a start date of early April.

On top of this, our hiring efforts include the following. We have worked with the communications department on a social media campaign to get the word out there, and 2 of the nurses mentioned this is how they heard about the position. Thank you to those here that have shared with campaign on their social medias, it is greatly appreciated. We also have connected with local colleges such as Mass Bay Community College and Salem State to work with their career counseling teams to build the awareness of our school nurse offerings, and 5 of our current nurses currently are Salem St graduates. We also are working on connecting with MassHire Metro North, who I worked closely with on our jobs training programs, to get the word out there and connect with qualified nurses looking for work.

If any of you guys have any specific questions on anything that I mentioned, please let me know as I would like to come best prepared for the meeting on Monday. Based on what the item says, the updates I have provided for you here seem to be sufficient in providing the information you all are requesting.

Again, thank you for the opportunity to come to the meeting on Monday and speaking on this crucial topic. If anyone wants to speak to me on the phone, please call my cell below.

***John Russolillo, BSBA***

Acting Director of Human Resources

City of Everett

Direct: 617-394-2282

Cell: 781-628-9618 (text ok)

[John.russolillo@ci.everett.ma.us](mailto:John.russolillo@ci.everett.ma.us)



Good morning,

I apologize for the delay. We put the field trips on hold due to the shortage of nurses and also lack of medication delegation. Once our staffing levels are increased we will be able to apply for medication delegation which will also help with field trips in the future.

Please let me know if you have any questions or concerns.

Thank you,

Krista Costello RN  
Public Health Nurse Manager  
City of Everett  
617-389-2100



C0036-25

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**To:** Mayor and City Council

**From:** Councilor Katy L. Rogers

**Date:** January 27, 2025

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**Agenda Item:**

That the Everett City Council formally requests a detailed report from the appropriate departments, agencies, or representatives associated with the Kraft Soccer Stadium project, outlining:

1. The current status of the project, including approvals, permits, and progress.
2. Any obstacles or delays affecting the project timeline.
3. A projected timeline for the project's next phases and expected completion.
4. Any agreements, commitments, or obligations made between the City of Everett and the Kraft Group related to the project.

**Background and Explanation:**

Constituents are constantly talking about the pros and cons of a professional soccer stadium, yet no information has been provided to the council, despite it gaining significant media attention. We need to be able to provide accurate and up to date information to the citizens of Everett. I request the Mayor to attend a council meeting to provide perspective on this matter

**Attachments:**





City of  
**Everett**  
Massachusetts

C0066-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** February 24, 2025

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**Agenda Item:**

That the administration consider providing equitable funding to support local organizations providing emergency assistance to residents

**Background and Explanation:**

**Attachments:**

**From:** [Erin Deveney](#)  
**To:** [Stephanie Martins](#)  
**Cc:** [Sergio Cornelio](#); [Michael Mangan](#); [David Flood](#)  
**Subject:** Additional Information Requested -Resolution C0066-25  
**Date:** Tuesday, March 18, 2025 2:21:11 PM

---

Dear President Martins-

I am reaching out to request additional information from you as the sponsor of the above-referenced item.

The language of the resolution is vague and ambiguous. I went back through my communications from Council on this item and did not find any additional information other than the language in the resolution itself.

In an effort to furnish a response to you, would you please clarify:

- Which organizations you consider to be ones that are “providing emergency assistance” to residents?
- What funding source(s) do you believe the City should be distributing to local organizations?
- How do you define the term “equitable”?

Thank you for providing further clarification on the issues you would like to be addressed in order for a response to be provided as requested.

-Erin



**CARLO DeMARIA**  
**MAYOR**

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

☎ 617-394-2270

✉ [mayorcarlo.demaria@ci.everett.ma.us](mailto:mayorcarlo.demaria@ci.everett.ma.us)

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March 19, 2025

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

**RE: Resolution C0066-25**

Dear Honorable Members:

I am in receipt of the above-referenced resolution. The language of the resolution is very general in nature, so I will respond as best I can with the information that has been provided.

The City of Everett is fortunate to have private organizations that work to support our residents. We are grateful for all organizations that seek to support our residents. We have worked to expand our outreach to organizations by making information about programs, services, and opportunities available in multiple languages. With respect to funding opportunities, the Administration works to have applications prepared so that they are easily discernible to organizations at all stages of growth from newly established to long-standing organizations and those with limited staff members to those with staff dedicated to finding funding and revenue opportunities.

The City does not have the capacity to meet all the demands for support that it receives from community groups and organizations. However, there is a commitment to support as many organizations as possible.

If the Council would like to further refine the information that was being sought by this resolution, I would be happy to provide a further response.

Thank you.

Respectfully submitted,

Carlo DeMaria  
Mayor



C0072-25

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**To:** Mayor and City Council

**From:** Councilor Peter Pietrantonio

**Date:** March 10, 2025

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**Agenda Item:**

That the city purchasing agent appear at the next meeting to discuss the Wellness RFP

**Background and Explanation:**

**Attachments:**

**CITY OF EVERETT  
PURCHASING DEPARTMENT**

***CONTRACT FOR THE  
OPERATION AND MANAGEMENT OF THE CITY  
OF EVERETT'S WELLNESS CENTER***

**REQUEST FOR PROPOSAL  
OPERATION OF  
EVERETT WELLNESS CENTER  
*REQUEST FOR PROPOSAL #25-27***

**Proposal Submittal Date: February 25, 2025 at 11:00 a.m.**

**CITY OF EVERETT  
PURCHASING DEPARTMENT  
REQUEST FOR PROPOSALS #25-27**

The City of Everett (City) invites sealed proposals from Contractors for:

**OPERATION AND MANAGEMENT OF THE EVERETT WELLNESS  
CENTER**

The City of Everett is soliciting proposals for the operation of the EVERETT WELLNESS CENTER ("Wellness Center") by a private operator under a three-year contract, **beginning March 1, 2025 through February 28, 2028**. Two (2) additional 1-year extensions may be sole discretion of the CITY.

The major components of the desired services include management, maintenance, and operation of WELLNESS CENTER as a wellness Center and gym in accordance with a formal management agreement.

Proposal documents containing definitions of required services, evaluation criteria, and other pertinent information may be obtained on the City's website at [Purchasing - Everett, MA - Official Website](#) or at the Purchasing Department, Room 14, Everett City Hall, 484 Broadway, Everett, Massachusetts 02149, at **9:00 a.m., February 10, 2025**.

Award will be made to the most advantageous proposer for **services** based on proposer's responses to Required Technical Questions, meeting Minimum Criteria, Comparative Criteria evaluations, and price. Two proposal submissions are required: (1) a Price Proposal, and (2) a Technical or Non-Price Proposal.

Proposals must be submitted in separate sealed envelopes, one an **original** and containing **four (4) copies** and **one (1) digital copy** of the Technical Proposal marked "**RFP #25-27 - Technical Proposal - Wellness Center Operation Services**" and one envelope containing **one (1) copy** of the price proposal marked "**RFP #25-27 - Price Proposal - Wellness Center Operation Services**" shall be submitted. Proposers must also submit a digital copy of their Technical and Price Proposals. The name of the proposer must be on both envelopes. Proposals should be addressed to Allison Jenkins, *Chief Procurement Officer*, City of Everett, Everett City Hall Room 14, 484 Broadway, Everett, Massachusetts, 02149, and must be received prior to **11:00 a.m., February 25, 2025**.

1. **A list of proposers submitting proposals will be scanned and posted as soon as practicable after the opening.**

**A proposal deposit of five thousand dollars (\$5,000) must be submitted with the proposal.**

This proposal has been issued by the authority granted to the City by Massachusetts General Law, Chapter 30B, Uniform Procurement Act, Section 6. Proposers should familiarize themselves with the provisions of this Act.

Each respondent to this RFP must ensure that in their Technical Proposal Cover Sheet they acknowledge they have received any and all Addenda for this RFP (*see Attachment B*).

The Chief Procurement Officer has determined that in order to select the most advantageous offer to operate the Everett WELLNESS CENTER, evaluation criteria set forth in this request for proposals must be considered in addition to price. It is essential that the City of Everett retain the services of a management firm with adequate background to operate the Everett WELLNESS CENTER so that the residents of Everett will be assured they will be provided a gym facility that is professionally managed and expertly maintained.

Therefore, the RFP process will enable the City to provide higher ratings to management firms whose experience in Wellness Center operation and whose key personnel have more than the minimally adequate number of years of experience in the operation of a wellness center.

The successful proposer must demonstrate the ability to deliver services that adhere to the specifications outlined in this document and provide references as to where similar services have been successfully provided. The contract will be awarded to the responsive and responsible proposer submitting the most advantageous proposal taking into consideration both the results of the comparative evaluation and price. The City of Everett reserves the right to reject any and all proposals as determined to be in the best interests of the City.

The City will reject any and all proposals in accordance with the above-referenced General Laws.

In addition, the City reserves the right to waive minor informalities in any or all proposals, or to reject any or all proposals (in whole or in part) if it be in the public interest to do so.

Allison Jenkins  
*Chief Procurement Officer*  
February 10, 2025

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Notice of Request for Proposal

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**ATTACHMENTS**

ATTACHMENT A: PRICE BID PROPOSAL

ATTACHMENT B: TECHNICAL PROPOSAL

ATTACHMENT C: NON-COLLUSION & TAX COMPLIANCE CERTIFICATIONS

ATTACHMENT D: PROPOSED CONTRACT AGREEMENT

**END OF SECTION**

**I. PURPOSE**

On behalf of the City of Everett is soliciting the services of interested and qualified Wellness Center operators to manage and maintain the Everett WELLNESS CENTER. The services to be provided are managing, maintaining, and operating the Wellness Center as a gym in accordance with a formal management agreement.

**II. SCHEDULE**

Key Dates for This Proposal:

**February 10, 2025 @ 9:00 a.m.** - RFP Issued

**February 25, 2025 @ 11:00 a.m.** - Proposal due date

**III. CURRENT SITUATION**

The WELLNESS CENTER is currently being operated by Playfit. This agreement is due to expire on February 28, 2025.

**IV. DECISION TO USE RFP PROCESS**

It is essential that the CITY retain the services of a management firm with the extensive background to operate the Wellness Center so that the residents of Everett will be assured they will be provided with a professionally managed and expertly maintained facility. Since the most advantageous management company will be based on factors other than price, the CITY has elected to use a Request For Proposal (RFP) process. Under the RFP procurement, a proposer's response to the RFP consists of everything responsive to the RFP other than price, called the Technical Proposal and the Price Proposal. The proposers' Technical Proposals will first be evaluated and ranked. The evaluation results will be delivered to the CPO, who will open the Price Proposals and make recommendations to the Mayor as to which proposer is the most advantageous, considering the Technical and Price Proposals.

**V. SCOPE OF WORK:**

The City of Everett will accept proposals from qualified wellness center operations and management firms interested in assisting the City of Everett in completing the tasks outlined in this RFP. The City of Everett is prepared to enter into Contractual Agreements for specific assistance as described below.

The Wellness Center hours of operations are from 5am to 8pm Monday through Friday, 6am- 2 pm with the option to extend to 5pm on the weekends depending on customer demand. The tasks of this RFP are broken down into three categories:

1. Management
2. Front Desk Operations
3. Custodial Operations
4. Fitness Classes and Additional Guest Services

**Management Duties**

- Maintain overall management of wellness center, including, but not limited to
  - Oversight of gym and custodial staff working directly for the consultant
  - Work with the City of Everett to offer employment opportunities to Everett residents qualified

- and able to perform applicable job duties for positions
- Demonstrated understanding of a wellness center operations
- Respond to customer complaints and provide resolution
- Ensure gym equipment, which are assets of the City, are functional and make recommendations to the City regarding the need to service or repair new equipment
- Ability to provide services within the proposed budget for staff and programs
- Ability to create and implement wellness center programs for all ages, post pandemic
- Responsible for ensuring weights and accessories are returned to proper locations
- Provide tours of the facility to prospective members if required
- Any other duties and responsibilities that would pertain to the management and operations of a wellness center that is not listed here

#### **Front Desk Operations**

- Meet and greet members upon arrival
- Ensure no issues upon check in
- Answer and resolve any membership issues, including but not limited to billing and bank account issues
- Customer Service skills required, both in person and over the phone
- Any other duties and responsibilities that would pertain to front desk operations of a wellness center that is not listed here
- Assigning multi-lingual staff to staff the front desk is desirable
- Daily staffing requirements
  - 1 employee on the desk from 5am- 8am
  - 2 employees on the desk from 8am- 8pm

#### **Custodial Operations**

- Responsible for the overall cleanliness of gym floor only; bathrooms and locker rooms to be cleaned by the City of Everett Facilities Department
- Ensure all gym equipment has been disinfected and wiped clean after each member has used it consistent with applicable COVID prevention guidelines promulgated by the Commonwealth of Massachusetts and/or the Everett Health Department; every hour or as employee sees fit
- Restock gym floor paper towel dispensers
- Restock hand and any other floor sanitizers or disinfectants
- Any other duties and responsibilities that would pertain to custodial operations of a wellness center that is not listed here
- Custodial staffing requirements
  - Minimum of 1 employee on the floor throughout the entire time that the wellness center is in operations
  - COVID-19 certified

#### **Fitness Classes and Additional Member Services**

The consultant may offer individualized fitness training services and group fitness classes to Wellness Center members. Such offerings shall be considered optional services and not a condition of a Wellness Center membership. The payment and collection of any fees associated with these classes shall be between the consultant and the Wellness Center member.

The consultant may offer Wellness Center members childcare services while the member is present onsite using the Center facilities. Such offering shall be considered optional services and not a condition of a Wellness Center membership. The payment and collection of any fees associated with child care services shall be between the

consultant and the Wellness Center member.

The consultant will verify that any of its employees or individuals/organizations that it contracts with to offer individualized fitness training services, group fitness classes or childcare services have the requisite professional qualifications or licenses and have completed an agreement that indemnifies the City of Everett for any losses or damages incurred due to the offering of such services. Under no circumstances is the consultant authorized to charge any employee, individual or organization any rent or fee for the use of space to offer classes or services at the Wellness Center.

The consultant must provide to the City of Everett's Treasurer or his designee a list of any fitness training services, group fitness class instruction and childcare services proposed, including the name of the individual or organization providing the service; the scope of the service(s); and the costs to be charged to the members for approval prior to offering any additional services to Wellness Center members.

No proposal in response to this RFP should be predicated on any projected income from the offering of optional fitness or member services.

### **Work Plan**

Final review and approval by the City of Everett of a detailed description of work submitted by the consultant in the RFP will take place before execution of a contract.

The consultant will detail a daily operations and cleaning plan as part of the RFP response.

The prospective consultant will be evaluated not only on their ability to perform the individual tasks, but also their ability and proposal for creating a comprehensive plan for success.

All employees working at the Wellness Center may be required to undergo the following background checks:

CORI: Criminal Offender Record Information

SORI: Sex Offender Registry Information

Employees will need to provide government issued photo identification and sign a release form allowing the CITY to run the required background checks.

CORI checks may be performed pursuant to Mass. General Laws, Chapter 6, Section 172, and consistent with guidelines promulgated by the Executive Office for Health and Human Services, and/or the Commonwealth's Department of Public Health. SORI checks may be performed pursuant to Mass. General Laws, Chapter 6, Sections 178(J) & 178(K).

## VI. INSTRUCTIONS TO BIDDERS

1. **Issuing Office.** This RFP is issued by the City.

Inquiries involving procedural or technical matters must be received prior to February 18, 2025 at 12:00 p.m. and directed in writing to [Allison.jenkins@ci.everett.ma.us](mailto:Allison.jenkins@ci.everett.ma.us). Please put in the email subject line "25-27 Request for Clarification".

An Addendum will be issued in order to clarify any questions that may arise.

2. **Proposal Deposit.** Each Technical Proposal must be accompanied by either a certified check payable to the "City of Everett", or a bid bond from an authorized surety company authorized to do business in the Commonwealth of Massachusetts, in the amount of **Five Thousand & no/100s Dollars (\$5,000)**. All deposits shall be returned upon final execution of a contract or, if no contract is executed, at the expiration of ninety (90) calendar days from the date set for opening of the proposals. If the successful proposer fails to perform its agreement to furnish a properly executed contract, including the required security for performance within ten (10) days after an award is made to it, or within such additional time as the CITY may authorize in writing, the proposal deposit shall become the property of the CITY as liquidated damages; however, in case of death or disability of the Proposer, the deposit shall be returned to it after submission of a sworn affidavit to, and acceptance by, the City.
3. A responsive proposal shall consist of two parts: (i) a Technical Proposal made up of one (1) original, four (4) paper copies and one (1) digital copy and (ii) one (1) paper copy of a Price Proposal. The Technical Proposal and the Price Proposal shall be submitted in separate sealed envelopes.

The one original and four copies of the TECHNICAL PROPOSAL and the one PRICE PROPOSAL must be submitted in **SEPARATE SEALED ENVELOPES**.

Envelopes shall be marked:

**"TECHNICAL PROPOSAL - RFP #25-27 "OPERATION OF THE EVERETT  
WELLNESS CENTER"**

and

**"PRICE PROPOSAL - RFP #25-27 "OPERATION OF THE EVERETT WELLNESS  
CENTER"**

along with your firm's name on both envelopes. If a Price Proposal is included in the Technical Proposal, the proposal may be rejected.

- A. **Technical Proposal.** The technical proposal shall consist of documentation that the proposer satisfies the Minimum Criteria of this RFP #25-27 together with the proposer's response to the Comparative Criteria and technical Proposal Cover Sheet" (**Attachment B**).
  - B. **Price Proposal.** Proposers shall use **Attachment A** to this RFP #25-27 Form of Price Proposal in submitting the price proposal.
4. **Proposal Acceptance and Rejection.** Notice of the acceptance of the proposal will be given to the successful proposer delivery of a Wellness Center Management Agreement ("Agreement") between the CITY of Everett and the Contractor from the CPO. The Contractor shall deliver the Agreement, duly signed, and properly executed, within ten (10) calendar days of receipt. If the successful proposer fails to execute the Agreement within such time period, the CITY of Everett may accept another proposal and exercise its right under the bid bond. The failure of any proposer to examine the Agreement documents shall not relieve it from the

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RFP #25-27 Operation of the Everett WELLNESS CENTER

obligations it will incur if its proposal is accepted.

The CITY of Everett reserves the right to reject any or all proposals, or any part(s) thereof, if in the best interest of either the City to do so, and to amend any contract to the extent permitted by law and as the CITY of Everett deems to be in their best interest. The CITY of Everett reserves the right to waive any mistakes or informalities in the proposals received and may request supplementary information from any particular proposer if it is determined that the granting of such waiver or the receipt of such additional information would be in the best interest of the CITY of Everett. Each "Out-of-State" proposer shall furnish with its proposal a certification from the Office of the Secretary of State verifying that it is legally authorized to do business in the Commonwealth of Massachusetts.

Any proposal which fails to include any material information or documentation specified in the proposal submission requirements is non-responsive and will be rejected.

5. **Incorporation of Proposal Content.** All or part of the successful proposal submitted shall become incorporated into the final contract documents.
6. **Expenses.** Expenses for developing the proposals are entirely the responsibility of the proposer and shall not be chargeable in any manner to the CITY of Everett. All costs of meeting the requirements of this RFP and any resulting contracts, including those for insurance, professional services, or licensure, shall likewise be the exclusive responsibility of the proposer and not the CITY of Everett.

**Proposer Review of Existing Operation.** The Wellness Center can be inspected by contacting

Angelo Febbo, at [angelo.febbo@ci.everett.ma.us](mailto:angelo.febbo@ci.everett.ma.us)

8. **Contract and Term.** After selection of the successful proposal, a written contract containing the terms of this RFP #25-27 and the successful proposer's response, together with any changes to the service plan negotiated by the parties shall be executed by the successful proposer and the CITY of Everett. Such contract shall not take effect until signed by both parties and approved by the Mayor of the City of Everett. The term of the contract is three years, it shall extend from **day of contract execution through March 1, 2026**. The provisions of the contract, except as expressly modified by the provisions of this RFP #25-27 shall also be included in the contract to be executed by the management firm and the CITY of Everett.

9. **Insurance Requirements.** During the term of any Agreement, the Contractor shall maintain in full force and effect at its own cost and expense the following minimum insurance coverage:

**General Liability**

Bodily Injury Liability	\$1,000,000 per occurrence
Property Damage Liability	\$ 500,000 per occurrence
(or combined single limit)	\$1,000,000 per occurrence

**Automobile Liability**

Bodily Injury Liability	\$1,000,000 per occurrence
Property Damage Liability	\$ 500,000 per occurrence
(or combined single limit)	\$1,000,000 per occurrence

**Workers' Compensation Insurance**

Coverage for all employees in accordance with Massachusetts General Laws

**Professional Liability Insurance**

Minimum Coverage \$1,000,000 per occurrence The CITY of Everett, and the Contractor shall be named as insured on all policies obtained by the management firm and certificates of insurance shall be furnished to the CITY of Everett by the Contractor.

All policies shall be obtained from companies licensed to conduct business in the Commonwealth of

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RFP #25-27 Operation of the Everett WELLNESS CENTER

Massachusetts.

Insurance coverage in amount and form shall not be deemed acceptable until approved by Everett's City Solicitor. The CITY of Everett reserve the right to require increased insurance coverage if the present statutory cap on tort liability of municipalities is increased during the term of the Agreement.

10. **Utilities.** All utility expenses such as water, sewer, electricity, gas, waste disposal, telephone, cable television service, etc., which are or may be required to operate the Wellness Center, will be borne by the CITY, including relocation of utilities, permits, connection fees, etc.
11. **Records and Audits.** The Contractor shall submit a detailed description of the method to be used to insure the accountability for all revenues generated at the Wellness Center, which method is subject to review by the CITY of Everett. The Contractor shall keep the books of accounts and records of all operations and establish a system of bookkeeping and accounts in a manner considered to be good accounting practice according to the American Institute of Certified Public Accountants and satisfactory to the CITY of Everett and shall permit inspection of said books and records by the CITY of Everett as often as deemed necessary in the opinion of the CITY of Everett in form submitted by the CITY of Everett. The Contractor shall submit at the end of each year a certified, audited annual report, as acceptable to the CITY of Everett.
12. **Hours and Days of Operation.** The primary operating period shall be daily seven days per week each year of the agreement. Changes to the operating schedule can be made only with the written approval of the CITY of Everett.
13. **Maintenance.** The Contractor will accept all properties, facilities, and equipment "as is" in their presently existing condition. The City will make all repairs necessary to maintain City- owned equipment, buildings, and structures, and has total responsibility for building maintenance to include, but not limited to, repair and replacement all the respective CITY of Everett-owned Wellness Center properties, fixtures, plantings, furniture and related equipment and the heating, utility, and plumbing systems. The Contractor will not make any alterations, additions, or improvements to the Wellness Center and facilities without the prior consent of the CITY of Everett. All alterations, additions, and improvements, whether temporary or permanent in character, shall at all times be deemed to be the property of the City and shall remain upon the premises at the termination of the agreement.



14. **Minimum Staffing.**

a. **On-Site Manager.** The individual proposed to serve as on-site manager of the Wellness Center must have full authority to act for and bind the Contractor in all respects with regard to the operation of the Wellness Center, including but not limited to, supervising, hiring and firing employees, authorizing work orders and authorizing payments on behalf of the management firm. The individual proposed shall have served in the capacity of an on-site manager with the above described level of independent authority for a minimum of five years. A higher rating will be assigned to firms who propose that the on-site manager is a principal in the Contractor.

The Contractor shall warrant that the on-site manager is experienced and qualified to supervise all aspects of the operation, maintenance and administration of the Wellness Center. The on-site manager or a designated assistant manager shall be present on-site at all times during which the Wellness Center is in operation.

The on-site manager shall also attend CITY of Everett meetings as requested and prepare any reports requested by the CITY of Everett regarding the Wellness Center.

The Contractor and the on-site manager shall not use Wellness Center premises for conduct of any other enterprise or business other than Everett WELLNESS CENTER business.

The CITY of Everett is committed to maintaining good relations with the neighborhoods surrounding the Wellness Center, as well as with the patrons of the Center. To that end, the on-site manager shall be responsible for receiving and responding to any complaints or problems the residents surrounding the Wellness Center or patrons have regarding the Center's operation. The on-site manager shall at all times be courteous to residents of the neighborhoods surrounding the Wellness Center and patrons, and shall be guided by the CITY of Everett with regard to the resolution of complaints.

Any change from this staffing will be required in writing by the CITY of Everett.

- b. **Front Desk.** The Contractor shall employ, on a year-round, full-time basis, two employees to maintain the front desk and operation at the center.
  - c. **Capital Improvements by the CITY of Everett.** The CITY of Everett has established an ongoing program of Wellness Center and building improvements. Additional improvements are anticipated in the future. The Contractor acknowledges that it does not have any claim against the CITY of Everett, their agents, or contractors for interference in business or damages for interruption of services or interference in the operation of the Wellness Center, as a result of any improvements made by the CITY of Everett. The CITY of Everett agrees to use its best efforts to minimize such interruptions or interference in business without waiving its right to make improvements to the Wellness Center or its buildings.
- 15. **Faithful Performance Bond.** The Contractor will, at or before the execution of the Agreement, furnish to the City an acceptable corporate Performance Bond of four hundred thousand dollars (\$400,000.00), or equivalent security, as security for faithful performance and non-negligent performance of the Agreement. The bond shall be in force at all times during the term of the Agreement.
  - 16. **Force Majeure.** Neither the City, the CITY of Everett nor the Contractor shall be deemed in breach of any contract which may result from this proposal submission if it is prevented from performing any of the obligations hereunder by reason of Acts of God, acts of the public enemy, acts of superior governmental authority, strikes or labor disputes, floods, riots, rebellion, sabotage, or any similar other circumstances not within their reasonable control.
  - 17. **Termination.** The Contractor shall peaceably and immediately give up and surrender to the CITY of Everett the premises and every part thereof at the termination of the agreement.



18. **Non-discrimination/Equal Opportunity.** The Contractor shall comply with all local, state and federal laws and regulations pertaining to non-discrimination and equal opportunity in the areas of employment, subcontracting, and use of City facilities.
19. **Assignment.** The Contractor shall not assign or subcontract any portion of the operation without written approval from the CITY of Everett.
20. **Independent Contractor.** The Contractor and its employees will operate as an independent contractor and are not considered to be CITY of Everett or City employees.
21. **Assignment of Authority.** The Contractor shall be in charge of public play on the Wellness Center. The Contractor shall be authorized to enforce applicable ordinances, rules, and regulations which are not superseded by any agreement or contract resulting from this proposal.
22. **Special City Events and Contributions.** The City shall have the right to use the Wellness Center for special City events.
23. **Signs.** The Contractor shall not place any sign or advertisement upon any property of the City or upon any vehicle used by the firm directly for the concession under any contract or agreement which may result from this proposal without written approval of the CITY of Everett.
24. **Noise Ordinance.** The Contractor must comply with the City's Noise Ordinance, which currently restricts the Contractor from running motorized equipment before the hours of 7:00 a.m. weekdays and 9:30 a.m. on weekends and holidays and after 8:00 p.m. any day of the week. The Contractor will be required to comply with any lawful amendments to the current ordinance.
25. **Community Engagement.** The Contractor will cooperate with efforts of the City to engage the community in programmatic wellness opportunities involving youth, women and residents over the age of 55.

**END OF SECTION**

**VII. TECHNICAL PROPOSAL - MINIMUM CRITERIA**

Any proposer submitting a proposal for Wellness Center management services must satisfy all the **Minimum Criteria** listed below.

**Proposals that do not demonstrate compliance with the Minimum Criteria may not be further considered.**

1. Five (5) years' experience by the proposer in the area of Wellness Center management, PUBLIC or PRIVATE.
2. Proposer must have at least one (1) Wellness Center presently under its management.
3. Five (5) years' experience by the individual who will be the on-site manager of the Everett WELLNESS CENTER in managing a Wellness Center.
4. Provide the required Proposal Deposit.
5. Provide specified staffing levels and equipment requirements.
6. Provide completed and signed Bidder's Qualifications And References Form
7. Provide completed and signed Certificate of Tax Compliance
8. Provide completed and signed Certificate of Non-Collusion
9. Provide completed and signed Debarment Letter
10. Provide completed and signed IRS Form W-9

THIS SPACE INTENTIONALLY LEFT BLANK

**VIII. TECHNICAL PROPOSAL - COMPARATIVE EVALUATION CRITERIA AND STANDARDS**

Proposals that meet or exceed the minimum criteria will be evaluated and rated on the basis of the following comparative criteria. To the extent that a criterion is based on the evaluation of a proposer's plan, the proposer shall provide a plan that will allow for a meaningful evaluation of that plan. The city reserves the right to ask any proposer to provide additional supporting documentation in order to verify its response.

Ratings of Highly Advantageous (HA); Advantageous (A); Not Advantageous (NA); or Unacceptable (U) will be given to each of the following criteria for each proposer. A composite rating will then be determined. A composite rating of Highly Advantageous or Advantageous may be assigned only if a proposal has received at least one such rating among the criteria listed below.

To the extent that an Evaluation Criterion requires the certification of fact and this RFP does not require otherwise, a proposer's certification as to that fact shall be an adequate response provided, however, that on request the proposer shall provide such evidence as the City may request to support that fact.

	<b>Highly Advantageous</b>	<b>Advantageous</b>	<b>Not Advantageous</b>
<b>I. Plan of Services</b> Ratings will be based on the daily schedule of operations. Particular attention will be given to the methods by which the candidate plans to complete all items in the Scope of Work.	Proposal includes a detailed, logical, and highly efficient scheme for addressing all of the required daily operations and cleaning tasks.	Proposal includes a credible scheme for addressing all of the required daily operations and cleaning tasks.	Proposal is not sufficiently detailed to fully evaluate, or does not contain components necessary to address all the required daily operations and cleaning tasks.
<b>II. General Qualifications of Firm</b> Particular attention will be paid to evidence of successful past performance running a similar sized wellness center.	Candidate has successfully operated similar sized wellness centers for the past five years.	Candidate has successfully operated similar sized wellness centers for the past three years.	Candidate has experienced difficulty in operating similar sized wellness centers.
<b>III. Personnel &amp; Resources to be Utilized</b> Rating will be based on evidence that adequate qualified personnel are assigned to the wellness center and that sufficient resources are available for a seven day a week operation.	At least one manager, one front desk employee and one custodial employee from the proposed project staff has substantially contributed to the success of operating a similar size wellness center. Several Multi-lingual employees.	At least one individual from the proposed project staff has contributed to, or has experience operating a similar size wellness center. One multi-lingual employee.	None of the project staff has substantially contributed to the operation of a similar size wellness center. No multi-lingual employees.

<b>IV. Experience with similar projects.</b> Rating will be based on experience providing wellness center operations and management.	The firm has at least five years of experience operating and managing a similar sized wellness center.	The firm has at least three years of experience operating and managing a similar sized wellness center.	The firm has less than three years of experience operating and managing a similar sized wellness center..
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#### IX. EVALUATION OF PROPOSALS AND AWARD OF CONTRACT

The contract will be awarded to the *responsive and responsible* proposer deemed to be most advantageous determined by the CITY of Everett, taking into consideration both the Technical and Price Proposals. Any proposals which submit a price that is abnormally low or high, as determined by the CITY of Everett, may be rejected as not responsible. All proposals shall remain firm for ninety (90) calendar days after the proposal opening.

As used herein, the terms "responsive" and "responsible" shall have the meanings given to such terms in M.G.L. c. 30B, §2.

Proposers may be investigated by the CITY of Everett or their designated representative to determine if they are qualified to perform the Agreement. The investigation will seek to determine whether the proposer is adequate in size, is authorized to do business in the City, possesses comparable previous experience and whether the proposer's available equipment and financial resources are adequate to assure the City that the contract will be completed in accordance with the terms thereof.

In evaluating Proposals, the CITY of Everett will consider the qualifications of only those proposers whose proposals are in compliance with the requirements set forth in this RFP. The CITY of Everett reserve the right to reject any proposal if the evidence submitted by, or the subsequent investigation of such proposer fails to satisfy the CITY of Everett that the proposer is properly qualified to carry out the obligations of the Agreement.

**X. PROPOSAL SUBMISSION REQUIREMENTS**

1. **Price Proposal.** to be paid by the CITY of Everett shall be submitted on **Attachment A**. This completed form shall be signed by an authorized representative of the proposer and placed in a separate sealed envelope marked "Price Proposal - Wellness Center Operation Services."
2. **Technical Proposal.** Management firm's technical proposal shall be signed by a duly authorized representative of the proposer and submitted under **Attachment B** and shall include narrative descriptions for each Evaluative Criteria. Each narrative description shall be typewritten on a separate page with the item number and category at the top and the name of the proposer at the bottom:

**Attachment B** and the narrative descriptions shall be placed in a separate sealed envelope marked "Technical Proposal - Wellness Center Operation Services."

Proposers must acknowledge any/all Addenda for this RFP on the first page of their Technical Proposal Cover Sheet.

3. **Certification of Non-Collusion and Tax Attestation.**

Each proposal must include a signed Certificate of Non-Collusion and Tax Attestation in the forms attached hereto as **Attachment C**. These documents should be included in the envelope containing the Technical Proposal.

**XI. EVALUATORS**

The City's Chief Procurement Officer shall designate members of the CITY of Everett to evaluate the proposals.

**END OF SECTION**

**EXHIBIT I****CITY OF EVERETT, MASSACHUSETTS****AGREEMENT**

THIS AGREEMENT made this \_\_\_\_ day of \_\_\_\_\_, 2025 by and between the CITY of EVERETT, a municipal corporation duly organized under the laws of Massachusetts and having a usual place of business at 484 Broadway, Everett, Massachusetts, hereinafter referred to as the "CITY", and \_\_\_\_\_, a \_\_\_\_\_ corporation having a usual place of business at \_\_\_\_\_, hereinafter referred to as the "CONTRACTOR".

**WITNESSETH:**

WHEREAS, the CITY invited the submission of proposals for the purchase and delivery of \_\_\_\_\_, hereinafter the "Project"; and

WHEREAS, the CONTRACTOR submitted a Proposal to perform the work required to complete the Project; and

WHEREAS, the CITY has decided to award the contract therefor to the CONTRACTOR.

NOW, THEREFORE, the CITY and the CONTRACTOR agree as follows:

1. **CONTRACT DOCUMENTS.** The Contract Documents consist of this Agreement, the Invitation to Bid, Instructions to Bidders, and the CONTRACTOR's Proposal. The Contract Documents constitute the entire Agreement between the parties concerning the work, and all are as fully a part of this Agreement as if attached hereto.
2. **THE WORK.** The Work consists of \_\_\_\_\_, as more fully described in the Contract Documents as defined above.
3. **TERM OF CONTRACT.** This Agreement shall be in effect from \_\_\_\_\_ and shall expire on \_\_\_\_\_, unless terminated earlier pursuant to the terms hereof.
4. **COMPENSATION.**
  - A. The CITY shall pay the CONTRACTOR as full compensation for the performance of the work outlined in Section 2 above the contract sum of \$ \_\_\_\_\_.
  - B. The acceptance by the CONTRACTOR of final payment for items and/or services provided shall be deemed a release of the CITY from any and all claims and liabilities under this Agreement.
  - C. Neither the CITY's review, approval, or acceptance of, nor payment for any of the items and/or services provided shall be construed to operate as a waiver of any rights of the CITY under the Agreement or any cause of action arising out of the performance of the Agreement.
  - D. The CITY shall cancel this Agreement if funds are not appropriated or otherwise made available to support continuation of performance in any fiscal year succeeding the current fiscal year as required by G.L. c. 30B, sec. 12(c)(3).
5. **PAYMENT OF COMPENSATION.** The CITY shall make payments within thirty (30) days after its receipt of Invoice.

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RFP #25-27 Operation of the Everett WELLNESS CENTER

6. LIABILITY OF THE CITY. The CITY's liability hereunder shall be to make all payments when they shall become due, and the CITY shall be under no further obligation or liability. Nothing in this Agreement shall be construed to render the CITY or any elected or appointed official or employee of the CITY, or their successors in office, personally liable for any obligation under this Agreement.
7. INDEPENDENT CONTRACTOR. The CONTRACTOR acknowledges and agrees that it is acting as an independent contractor for all work and services rendered pursuant to this Agreement, and shall not be considered an employee or agent of the CITY for any purpose.
8. INDEMNIFICATION. The CONTRACTOR shall indemnify, defend, and hold the CITY harmless from and against any and all claims, demands, liabilities, actions, causes of actions, costs and expenses, including attorney's fees, arising out of the CONTRACTOR's breach of this Agreement or the negligence or misconduct of the CONTRACTOR, or the CONTRACTOR's agents or employees. This obligation shall survive the termination or expiration of this Agreement.
9. INSURANCE.

A. The CONTRACTOR shall obtain and maintain in full force and effect during the term of this Agreement the insurance coverage in companies licensed to do business in the Commonwealth of Massachusetts, and acceptable to the CITY, as set forth below:

General Liability	
Bodily Injury Liability	\$1,000,000 per occurrence
Property Damage Liability	\$ 500,000 per occurrence
(or combined single limit)	\$1,000,000 per occurrence
Automobile Liability	
Bodily Injury Liability	\$1,000,000 per occurrence
Property Damage Liability	\$ 500,000 per occurrence
(or combined single limit)	\$1,000,000 per occurrence
Workers' Compensation Insurance	
Coverage for all employees in accordance with Massachusetts General Laws	
Professional Liability Insurance	
Minimum Coverage	\$1,000,000 per occurrence

- B. All policies shall identify the CITY as an additional insured (except Workers' Compensation) and shall provide that the CITY shall receive written notification at least 30 days prior to the effective date of any amendment or cancellation. Certificates evidencing all such coverages shall be provided to the CITY upon the execution of this Agreement. Each such certificate shall specifically refer to this Agreement and shall state that such insurance is as required by this Agreement. Failure to provide or to continue in force such insurance shall be deemed a material breach of this Agreement and shall be grounds for immediate termination.

10. ASSIGNMENT. The CONTRACTOR shall not assign, sublet, or otherwise transfer this Agreement, in whole or in part, without the prior written consent of the CITY, and shall not assign any of the moneys payable under this Agreement, except by and with the written consent of the CITY.



11. **TERMINATION.** A. **Termination for Cause.** If at any time during the Mayor of this Agreement the CITY determines that the CONTRACTOR has breached the terms of this Agreement by negligently or incompetently performing the work, or any part thereof, or by failing to perform the work in a timely fashion, or by failing to perform the work to the satisfaction of the CITY, or by not complying with the direction of the CITY or its agents, or by otherwise failing to perform this Agreement in accordance with all of its terms and provisions, the CITY shall notify the CONTRACTOR in writing stating therein the nature of the alleged breach and directing the CONTRACTOR to cure such breach within ten (10) days. The CONTRACTOR specifically agrees that it shall indemnify and hold the CITY harmless from any loss, damage, cost, charge, expense or claim arising out of or resulting from such breach regardless of its knowledge or authorization of the actions resulting in the breach. If the CONTRACTOR fails to cure said breach within ten (10) days, the CITY may, at its election at any time after the expiration of said ten (10) days, terminate this Agreement by giving written notice thereof to the CONTRACTOR specifying the effective date of the termination. Upon receipt of said notice, the CONTRACTOR shall cease to incur additional expenses in connection with this Agreement. Upon the date specified in said notice, this Agreement shall terminate. Such termination shall not prejudice or waive any rights or action which the CITY may have against the CONTRACTOR up to the date of such termination, and the CONTRACTOR shall be liable to the CITY for any amount which it may be required to pay in excess of the compensation provided herein in order to complete the work specified herein in a timely manner. Upon such termination, the CONTRACTOR shall be entitled to compensation for all satisfactory work completed prior to the termination date, as determined by the CITY.

B. **Termination for Convenience.** The CITY may terminate this Agreement at any time for convenience by providing the CONTRACTOR written notice specifying therein the termination date which shall not be sooner than ten days from the issuance of said notice. Upon receipt of said notice, the CONTRACTOR shall cease to incur additional expenses in connection with this Agreement. Upon such termination, the CONTRACTOR shall be entitled to compensation for all satisfactory work completed prior to the termination date, as determined by the CITY, such payment not to exceed the fair value of the services provided hereunder.

12. **INSPECTION AND REPORTS.** The CITY shall have the right at any time to inspect the work of the CONTRACTOR, including the right to enter upon any property owned or occupied by CONTRACTOR, whether situated within or beyond the limits of the CITY. Whenever requested, CONTRACTOR shall immediately furnish to the CITY full and complete written reports of its operation under this Contract in such detail and with such information as the CITY may request.
13. **ROYALTIES AND PATENTS.** The CONTRACTOR shall pay all applicable royalties and license fees. In addition, the CONTRACTOR hereby represents that it is duly authorized to use any process or other intellectual property rights held by third parties in the performance of this Agreement, it shall defend all suits or claims for infringement of any patent or other intellectual property rights and shall indemnify and hold the CITY harmless from loss on account thereof.
14. **SUCCESSOR AND ASSIGNS.** This Agreement is binding upon the parties hereto, their successors, assigns and legal representatives. Neither the CITY nor the CONTRACTOR shall assign or transfer any interest in the Agreement without the written consent of the other.
15. **COMPLIANCE WITH LAWS.** The CONTRACTOR shall comply with all Federal, State, and local laws, rules, regulations and orders applicable to the work provided pursuant to this Agreement, such provisions being incorporated herein by reference, and shall be responsible for obtaining all necessary licenses, permits, and approvals required for the performance of such work.
16. **NOTICE.** Any and all notices, or other communications required or permitted under this Agreement, shall be in writing and delivered by hand or mailed postage prepaid, return receipt requested, by registered or certified mail or by other reputable delivery service, to the parties at the addresses set forth on Page 1 or furnished from time to time in writing hereafter by one party to the other party. Any such notice or correspondence shall be deemed given when so delivered by hand, if so mailed, when deposited with the U.S. Postal Service or, if sent by private overnight or other delivery service, when deposited with such delivery service.



17. **SEVERABILITY.** If any Mayor or condition of this Agreement or any application thereof shall to any extent be held invalid, illegal, or unenforceable by the court of competent jurisdiction, the validity, legality, and enforceability of the remaining terms and conditions of this Agreement shall not be deemed affected thereby unless one or both parties would be substantially or materially prejudiced.
18. **GOVERNING LAW.** This Agreement shall be governed by, construed, and enforced in accordance with the laws of the Commonwealth of Massachusetts and the CONTRACTOR submits to the jurisdiction of any of its appropriate courts for the adjudication of disputes arising out of this Agreement.
19. **ENTIRE AGREEMENT.** This Agreement, including all documents incorporated herein by reference, constitutes the entire integrated agreement between the parties with respect to the matters described. This Agreement supersedes all prior agreements, negotiations and representations, either written or oral, and it shall not be modified or amended except by a written document executed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first above written.

**CONSULTANT:**

\_\_\_\_\_  
Date Signed

**CITY OF EVERETT, MA:**

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Allison Jenkins  
Chief Procurement Officer  
Date Signed

I certify that an appropriation is available in the amount of this Contract.

\_\_\_\_\_  
Eric Demas  
City Auditor/Chief Financial Officer  
Date Signed

Approved as to form

\_\_\_\_\_  
Colleen Mejia, Esq.  
City Solicitor  
Date Signed

RFP #25-27 Operation of the Everett WELLNESS CENTER

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Carlo DeMaria  
Mayor

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Date Signed

**Minimum Contents of Request for Proposals for Wellness Center  
Operator**

- a. Ensure the continuation of the good relations with the neighborhood.
- b. That the Wellness Center be run as a public center, with the CITY of Everett determining all rules, regulations and policies related to the operation of the Wellness Center;
- c. That a public liability insurance policy covering the operation of the Wellness Center
- d. That the Operator shall submit to the CITY of Everett monthly financial statements, the form and content of these statements to be established by the CITY of Everett;
- e. That the CITY of Everett and/or Operator shall comply with all federal, state and local laws and ordinances applicable to the operation of the Wellness Center or any facilities located thereon.

### CERTIFICATION OF TAX COMPLIANCE

Pursuant to M.G.L. c.62C, §49A and requirements of the City, the undersigned acting on behalf of the Contractor certifies under the penalties of perjury that the Contractor is in compliance with all laws of the Commonwealth relating to taxes including payment of all local taxes, fees, assessments, betterments and any other local or municipal charges (unless the Contractor has a pending abatement application or has entered into a payment agreement with the entity to which such charges were owed), reporting of employees and Contractor s, and withholding and remitting child support.\*

\_\_\_\_\_  
 \*\*Signature of Individual  
 or Corporate Contractor or (Mandatory)

\_\_\_\_\_  
 \*\*\* Contractor 's Social Security Number  
 (Voluntary) or Federal Identification Number

Print Name: \_\_\_\_\_

By: \_\_\_\_\_  
 Corporate Officer  
 (Mandatory, if applicable)

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

\* The provision in this Certification relating to child support applies only when the Contractor is an individual.

\*\* Approval of a contract or other agreement will not be granted until the City receives a signed copy of this Certification.

\*\*\* Your social security number may be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended.

**CITY OF EVERETT, MASSACHUSETTS**  
**PERFORMANCE BOND**

Know All Men By These Presents:

That we, \_\_\_\_\_, as PRINCIPAL, and \_\_\_\_\_, as SURETY, are held and firmly bound unto the City of Everett as Oblige, in the sum of **Four Hundred Thousand Dollars (\$400,000.00)** to be paid to the Obligee, for which payments well and truly to be made, we bind ourselves, our respective heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Whereas, the said PRINCIPAL has made a Contract with the Obligee, bearing the date of \_\_\_\_\_ for the **Operation of the Everett WELLNESS CENTER** in Everett, Massachusetts.  
 (Project Title)

Now, the condition of this obligation is such that if the PRINCIPAL and all Sub-contractors under said contract shall well and truly keep and perform all the undertakings, covenants, contracts, terms and conditions of said contract on its part to be kept and performed during the original term of said contract and any extensions thereof that may be granted by the Obligee, with or without notice to the SURETY, and during the life and any guarantee required under the contract, and shall also well and truly keep and perform all the undertakings, covenants, contracts, terms and conditions of any and all duly authorized modifications, alterations, changes or additions to said contract that may hereafter be made, notice to the SURETY of such modifications, alterations, changes or additions being hereby waived, then this obligation shall become null and void; otherwise, it shall remain in full force, virtue and effect.

In the event, that the contract is abandoned by the PRINCIPAL, or in the event that the Obligee terminates the employment of the PRINCIPAL or the authority of the PRINCIPAL to continue the work said SURETY hereby further agrees that said SURETY shall, if requested in writing by the Obligee, take such action as is necessary to complete said contract.

In Witness Whereof, the PRINCIPAL and SURETY have hereto set their hands and seals this \_\_\_\_ day of \_\_\_\_\_ 2021.

PRINCIPAL

SURETY

\_\_\_\_\_

\_\_\_\_\_

BY \_\_\_\_\_  
 (SEAL)

BY \_\_\_\_\_  
 (ATTORNEY-IN-FACT) (SEAL)

\_\_\_\_\_  
 (Title)

ATTEST: \_\_\_\_\_

ATTEST: \_\_\_\_\_

RFP #25-27 Operation of the Everett WELLNESS CENTER

**Attachment - A**

**Everett WELLNESS CENTER**  
***Price Bid Proposal***

*This form must be completed and placed in a sealed envelope marked:*

*RFP #25-27 Price Proposal - Wellness Center Operation Services*

Name of Firm or Individual Submitting Bid: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Above Bidder Proposes perform the operation for \$ \_\_\_\_\_

Written Amount

Signature of Bidder: \_\_\_\_\_

Name of Bidder: \_\_\_\_\_

Address of Bidder: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Telephone / Fax / E-mail: \_\_\_\_\_

**Attachment B**

**Everett WELLNESS CENTER**  
***Technical Proposal Cover Sheet***

*This form and accompanying materials must be completed and placed in a sealed envelope marked  
Technical Proposal - Wellness Center Operation Services*

**Proposer acknowledges Addendum** , , , ,

Name of Bidder: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone/FAX: \_\_\_\_\_

Signature of Duly Authorized Representative of Bidder:

\_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**END OF SECTION**

**A. TECHNICAL PROPOSAL - MINIMUM CRITERIA**

**Any proposer submitting a proposal must satisfy the Minimum Criteria above in order for its proposal to be considered. In partial satisfaction of this requirement, proposers must supply information showing the following:**

1. Five (5) years' experience or its equivalent, by the management firm, or its principal, managing a regulation Wellness Center.

List Name of Facility, Years Managed, Location and Reference to contact. Supply resume.

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2. Management firm must have one (1) or more Wellness Centers under its management.

List name and phone number of each Wellness Center under management and reference.

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3. Five (5) years' experience or its equivalent, by the individual who will be the full time on-site manager of the Everett WELLNESS CENTER.

List name of proposed On-Site Manager, Facilities Managed, Location, Reference.

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4. Can you provide the required performance bond or equivalent security?

Yes: \_\_\_\_\_ No: \_\_\_\_\_

If to be provided by bonding company, please identify surety.

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5. Can you provide the required insurance?

Yes:

No:

#### B. TECHNICAL PROPOSAL - COMPARATIVE EVALUATION CRITERIA AND STANDARDS

**Proposers must submit responses to the Evaluation Criteria and Standards above. The responses should clearly identify which evaluative criterion is being addressed. Please use additional pages as necessary to complete your proposal. DO NOT INCLUDE ANY PRICE INFORMATION IN YOUR RESPONSE AND BE SURE TO INCLUDE THESE ADDITIONAL PAGES IN THE ENVELOPE MARKED "TECHNICAL PROPOSAL WELLNESS CENTER OPERATION SERVICES."**

LEGISLATION ENACTED BY THE COMMONWEALTH OF MASSACHUSETTS, EFFECTIVE JULY 1, 1983, REQUIRES THAT THE ATTESTATION BELOW BE SIGNED AND RETURNED WITH ATTACHMENT B, TECHNICAL PROPOSAL.

#### ATTESTATION

Pursuant to MG c. 62C, § 49A, the undersigned acting on behalf of the Contractor, certifies under the penalties of perjury that, to the best of the undersigned's knowledge and belief, the Contractor is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.\*

\_\_\_\_\_  
\*\*Signature of Individual  
or Corporate Contractor (Mandatory)

\_\_\_\_\_  
\*\*\* Contractor's Social Security Number  
(Voluntary) or Federal Identification Number

By: \_\_\_\_\_  
Corporate Officer  
(Mandatory, if applicable)

Date: \_\_\_\_\_

\* The provision in the Attestation relating to child support applies only when the Contractor is an individual.

\*\* Approval of a contract or other agreement will not be granted unless the applicant signs this certification clause.

\*\*\* Your social security number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended. This request is made under the authority of GL c. 62C, § 49A.

\*\*\*\*\*

Massachusetts General Laws, Chapter 30B, § 10, requires that each bidder must certify as follows:

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this paragraph, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity or group of individuals.

\_\_\_\_\_  
(Name of person signing bid or proposal) \*Please sign do not  
print or type\*\*\*\*\*

\_\_\_\_\_  
(Name of business)

RFP #25-27 Operation of the Everett WELLNESS CENTER

## **ATTACHMENT C**

### **CERTIFICATE OF NON-COLLUSION**

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee club, or other organization, entity, or group or individuals.

\_\_\_\_\_  
(Signature of individual)

\_\_\_\_\_  
Name of Business

### CERTIFICATION OF TAX COMPLIANCE

The undersigned acting on behalf of the Contractor certifies under the penalties of perjury that the Contractor is in compliance with all laws of the Commonwealth relating to taxes including payment of all local taxes, fees, assessments, betterments and any other local or municipal charges (unless the Contractor has a pending abatement application or has entered into a payment agreement with the entity to which such charges were owed), reporting of employees and contractors, and withholding and remitting child support.\*

\_\_\_\_\_  
 \*\*Signature of Individual  
 or Corporate Contractor (Mandatory)

\_\_\_\_\_  
 \*\*\* Contractor's Social Security Number  
 (Voluntary) or Federal Identification Number

Print Name: \_\_\_\_\_

By: \_\_\_\_\_  
 Corporate Officer  
 (Mandatory, if applicable)

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

\* The provision in this Certification relating to child support applies only when the Contractor is an individual.

\*\* Approval of a contract or other agreement will not be granted until the City receives a signed copy of this Certification.

\*\*\* Your social security number may be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended.

**Michael Mangan**

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**From:** Erin Deveney  
**Sent:** Monday, March 24, 2025 11:54 AM  
**To:** Peter Pietrantonio; Robert VanCampen  
**Cc:** Sergio Cornelio; Michael Mangan; David Flood; John Russolillo  
**Subject:** C0072-25 Wellness Center RFP  
**Attachments:** 25-27-RFP-Operation-and-Managemnet-Final.pdf

Hello-

The Chief Procurement Officer is not in the office today. In lieu of Ms. Jenkins appearance at the Council meeting this evening, I wanted to share the following information with the Council regarding the most recent procurement for the operation of the Wellness Center.

The City of Everett issued an RFP for the Operation and Management of the Wellness Center. The RFP was posted on February 2, 2025 and responses were due by 11 AM on February 25, 2025. A copy of the RFP document is attached for your reference. The City received one response by the deadline. A second response was submitted, but it was rejected by the City because it was not delivered by the posted deadline.

A 3-person selection team was appointed to review the one bid that was accepted. That team has presented their scoring and evaluation of the technical proposal to the CPO. Next steps will be determined based on the scoring and evaluation of the technical, non-price proposal.

If there are additional questions that you would like answered on this topic, please let us know.

Thank you,  
-Erin



C0073-25

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**To:** Mayor and City Council

**From:** Councilor Peter Pietrantonio

**Date:** March 10, 2025

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**Agenda Item:**

That a representative from National Grid appear at the next meeting to explain the power outages we had in Everett recently.

**Background and Explanation:**

**Attachments:**



C0078-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins, Councilor Guerline Alcy Jabouin, Councilor Holly D. Garcia, Councilor Katy L. Rogers, Councilor Michael K. Marchese, Councilor Peter Pietrantonio, Councilor Robert J. Van Campen, Councilor Stephanie V. Smith

**Date:** March 4, 2025

---

**Agenda Item:**

That the DeMaria Administration immediately implement enhanced safeguards and controls in the City's finance department by separating the positions of Auditor and Chief Financial Officer, and comply with all other recommendations as stated in the letter of findings and recommendations issued by the Office of the Inspector General on February 27, 2025

**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](mailto:mayorcarlo.demaria@ci.everett.ma.us)

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March 5, 2025

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

**RE: Resolution C0078-25**

Dear Honorable Members:

I am in receipt of the above-referenced resolution requesting that my Administration take steps to modify the City's internal controls by segregating the duties of Auditor and Chief Financial Officer.

Please be advised that I am willing to present to the City Council for its consideration recommendations for the necessary legislative action to implement such a change. However, this issue is too important and warrants more serious consideration than to rush to meet a deadline imposed on my Administration with less than 24-hours-notice.

In the interim, I wanted to acknowledge that I am in receipt of this resolution and that I will be sharing with the City Council recommendations on how to best implement such a change in a sound, strategic manner that is in the best interest of the residents of Everett.

Thank you.

Respectfully submitted,

Carlo DeMaria  
Mayor



**CARLO DeMARIA**  
**MAYOR**

***CITY OF EVERETT - OFFICE OF THE MAYOR***

*484 Broadway Everett, Massachusetts 02149*

☎ 617-394-2270

✉ [mayorcarlo.demaria@ci.everett.ma.us](mailto:mayorcarlo.demaria@ci.everett.ma.us)

March 5, 2025

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

**RE: Resolution C0076-25**

Dear Honorable Members:

Attached please find a response from counsel to Mayor DeMaria in response to the above-referenced resolution.

I am furnishing this information to you at the request of Attorney Paik to meet the Council deadline.

Thank you.

Respectfully submitted,

Erin Deveney  
Chief of Staff

Enclosure



**Paik Deal LLP**  
**6 Beacon St., Suite 305**  
**Boston, MA 02108**  
**781-819-3494**

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

Dear Honorable Members:

Please accept this response to the above-referenced resolution demanding return of money based upon a review and report by the Office of the Massachusetts Inspector General (OIG).

The City Council's request is based upon a letter issued by the OIG on February 27, 2025, which followed a review during which the Mayor and the administration fully and voluntarily cooperated. The OIG reviewed documents and conducted interviews but did not provide the administration with any ability to provide meaningful input, to confront witnesses, to provide analysis, or to contest the conclusions prior to issuance of the report.

The Mayor and the Administration welcome an impartial review that provides due process, including the ability to review the evidence, to address issues, and to confront accusers. If the final decision of an adjudicatory body orders the Mayor to take remedial steps he will of course abide by that decision.

For these reasons, together with the reasons given in my statement on behalf of the Mayor before the City Council on March 4, 2025, the Mayor will not act on the proposed request until he is given an opportunity for due process.

Young Paik

Counsel to the Mayor



**CARLO DeMARIA**  
**MAYOR**

**CITY OF EVERETT - OFFICE OF THE MAYOR**

484 Broadway Everett, Massachusetts 02149

☎ 617-394-2270

✉ [mayorcarlo.demaria@ci.everett.ma.us](mailto:mayorcarlo.demaria@ci.everett.ma.us)

March 19, 2025

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

**RE: Resolution C0078-25**

Dear Honorable Members:

I am providing you with a further update on action I have taken in response to the above-referenced resolution.

My office has submitted to the City Solicitor proposed language for an order to amend the City of Everett's Administrative Code to separate the positions of CFO and City Auditor. The City Solicitor, who has been using pre-approved PTO, will review the draft upon return to the office. Once the form and the content of the proposed ordinance is approved by the City Solicitor, I will submit an order to you.

In the meantime, I would like to remind the members of this council of the existing visibility you have into municipal finances. My Administration and I make financial information available to you on an ongoing basis. You have and will continue to have the ability to review financial documents and information. An example of this existing ability exercised by the City Council is the Ways and Means Committee's quarterly review of city financials. As we have in the past, we will continue to share this information with you and answer questions you may have.

Thank you.

Respectfully submitted,

Carlo DeMaria  
Mayor



C0079-25

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**To:** Mayor and City Council  
**From:** Councilor Anthony DiPierro  
**Date:** March 10, 2025

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**Agenda Item:**

A resolution requesting the administration work with the MBTA to eradicate the public safety issues caused at the intersection of Elm Street and Washington Avenue when multiple buses are present

**Background and Explanation:**

**Attachments:**



C0085-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie V. Smith

**Date:** March 10, 2025

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**Agenda Item:**

That Administration provides the City Council with all invoices and/or a financial summary by matter paid to Paik Deal, LLP and Greenberg Traurig, LLP from 2016 to 2025 by the second meeting in March

**Background and Explanation:**

**Attachments:**

Michael J. Mangan  
Legislative Aide  
[Michael.mangan@ci.everett.ma.us](mailto:Michael.mangan@ci.everett.ma.us)

John W. Burley  
Clerk of Committees  
[John.burley@ci.everett.ma.us](mailto:John.burley@ci.everett.ma.us)

**Item Number 40**  
David R. Flood  
Research/Systems Specialist  
[David.flood@ci.everett.ma.us](mailto:David.flood@ci.everett.ma.us)



**Everett City Council Office**

City Hall, 484 Broadway, Third Floor, Room 38  
Everett, Massachusetts 02149  
Telephone Number (617) 394-2237

**The following attachment is a sample of the response received for this item. The entire 113 page response is heavily redacted, making it non responsive to the request for information. The sample was provided to illustrate this point.**

**However, if anyone is interested in seeing the entire response, please contact the City Council Office as listed above and we will send you an electronic copy of the entire response.**

**The Everett City Council Office Staff**



**City of Everett**  
**Office of the City Solicitor**  
484 Broadway Everett, Massachusetts 02149

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To: Honorable Members of Everett City Council  
From: Colleen M. Mejia, Esq., City Solicitor  
CC: Carlo DeMaria, Jr., Mayor  
Erin Deveney, Esq., Chief of Staff  
Re: Resolution C0085-25  
Date: March 12, 2025

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In the above-referenced resolution, Councilors Smith and Pietrantonio requested that, "Administration provides the City Council with all invoices and/or a financial summary by matter paid to Paik Deal, LLP and Greenberg Traurig, LLP from 2016 to 2025 by the second meeting in March."

In summary, Greenberg Traurig has represented the City in matters with the United States Attorney's Office, the EEOC and the Inspector General's Office. Details on invoices for review are only seen by me. Greenberg Traurig separates the details from the page which is submitted for payment. I review each detail of each invoice before invoices are submitted for payment. The subject matter referenced on the invoices is a general subject. It may not have been changed from invoice to invoice as a clerical error, but the details in each invoice reflect the actual work performed by the firm. Subject matter references can be looked at as privileged and if it was not redacted, that would have been an oversight and does not in any way waive any privileges the client may have.

Paik Deal, LLP has represented an employee, 2 councilors and the mayor in the investigation involving the Office of the Inspector General's investigation regarding longevity.

Following this memo, please find copies of invoices paid to the aforementioned law firms and the related expenditure reports as requested. Please note the invoices from Paik Deal LLP dated March 11, 2025 have not been processed yet, so, they do not appear on the expenditure report.


**City of Everett**  
**Vendor History with Invoice Date & Description**  
**From 07/01/2016 to 06/30/2025**

**Run Date: 03/10/2025**


Account Number	Effective	Post	Invoice #	Invoice Date	D/C	Tran/Type	Warr #	Check #	Uncum Amount	Expended Amount
Vendor# - Name 99975 - PAIK DEAL, LLP										
01-945-2-5748	06/15/2023	06/15/2023	533	INVOICE 533	04/01/2023	D APWAR	23-246v	610558	0.00	23827.00
01-151-2-5302	06/30/2023	08/15/2023	572	572	08/02/2023	D APWAR	23-277v	612152	0.00	2555.00
01-151-2-5302	05/14/2024	05/14/2024	729	729	05/02/2024	D APWAR	24-217v	619385	0.00	17585.00
01-151-2-5302	06/27/2024	06/27/2024	767	767	06/03/2024	D APWAR	24-247v	620636	0.00	550.00
<b>Detail Total</b>									<b>0.00</b>	<b>44,517.00</b>
<b>Report Total</b>									<b>0.00</b>	<b>44,517.00</b>

ACCOUNT	P.D.	INVOICE	DESCRIPTION	AMOUNT
Warrant 23-246v	Invoice # 533	Payee PAIK, BREWINGTON & DEAL, LLP	Amount 23,827.00	
check: 610558	Total Amount:	\$23,827.00	Dated: 06/15/2023	Paid To: PAIK, BREWINGTON & DEAL, LLP

610558

 **THE CITY OF EVERETT**  
484 BROADWAY  
EVERETT, MA 02149

**VOID VOID**

 **Eastern Bank**  
53-179/113

610558

DATE	CHECK NO.	AMOUNT
06/15/2023	610558	\$23,827.00

\*\*\* TWENTY THREE THOUSAND EIGHT HUNDRED TWENTY SEVEN AND 00/100 DOLLARS \*\*\*

PAY  
TO THE  
ORDER OF

PAIK, BREWINGTON & DEAL, LLP  
6 BEACON STREET  
SUITE 305  
BOSTON, MA 02108

COPY - NOT NEGOTIABLE  
**VOID**  
AUTHORIZED SIGNATURE

⑆ 610558 ⑆ ⑆ 011301798 ⑆ 0010224297 ⑆



**Paik, Brewington & Deal, LLP**

8 Beacon Street, Suite 305  
 Boston, Massachusetts 02108  
 United States

**INVOICE**

Invoice # 533  
 Date: 05/22/2023  
 Due On: 06/21/2023

2023-03-00149

Type	Date	Notes	Quantity	Rate	Total
Service	03/01/2023	YP: Call with client	0.40	\$500.00	\$200.00
Service	03/02/2023	YP: Text communications with client, [REDACTED]	0.10	\$500.00	\$50.00
Service	03/09/2023	YP: Call with client and notes thereon	0.25	\$500.00	\$125.00
Service	03/10/2023	YP: Email correspondence with [REDACTED]	0.10	\$500.00	\$50.00
Service	03/15/2023	YP: Review of notes; call with [REDACTED]	0.60	\$500.00	\$300.00
Service	03/16/2023	YP: Call with [REDACTED] re: [REDACTED]	0.60	\$500.00	\$300.00
Service	03/25/2023	YP: Email correspondence with [REDACTED] re: [REDACTED]	0.20	\$500.00	\$100.00
Service	03/28/2023	YP: Email correspondence with [REDACTED] and download of documents provided by [REDACTED]	0.15	\$500.00	\$75.00
Service	03/29/2023	YP: Call with [REDACTED] re: [REDACTED] call with M. Perez re: [REDACTED]	1.55	\$500.00	\$775.00
Service	03/29/2023	MP: call with YP re: [REDACTED]	0.30	\$400.00	\$120.00
Service	03/31/2023	YP: Emails to M. Perez re: client meeting; call with client re: meeting and updates	0.20	\$500.00	\$100.00
Service	04/04/2023	YP: Email correspondence [REDACTED]	0.20	\$500.00	\$100.00
Service	04/05/2023	YP: Email correspondence with [REDACTED] re: [REDACTED] review of notes and document	0.90	\$500.00	\$450.00

Invoice # 533 - 05/22/2023

		provided by [REDACTED]			
Service	04/16/2023	YP: Review of documents and related information provided by [REDACTED]	1.80	\$500.00	\$900.00
Service	04/07/2023	YP: Call with MP re: [REDACTED] [REDACTED] review of documents provided by [REDACTED]	1.05	\$500.00	\$525.00
Service	04/07/2023	MP: call with YP re: case background	0.50	\$400.00	\$200.00
Service	04/08/2023	YP: Review of documents provided by [REDACTED]; email to M. Perez re: same	2.60	\$500.00	\$1,300.00
Service	04/10/2023	YP: Call with [REDACTED] and M. Perez re: [REDACTED] [REDACTED] email correspondence with [REDACTED] re: relevant documents; review of documents provided by [REDACTED]	3.00	\$500.00	\$1,500.00
Service	04/10/2023	MP: common-interest communication, call with YP re: same and scheduling; review background docs shared by YP; email to YP with [REDACTED]	1.50	\$400.00	\$600.00
Service	04/11/2023	YP: Email correspondence [REDACTED] [REDACTED]	3.75	\$500.00	\$1,875.00
Service	04/12/2023	YP: Meeting with client; email correspondence with [REDACTED] and C. Mejia re: [REDACTED] [REDACTED] email correspondence with client and M. Perez re: [REDACTED]	4.80	\$500.00	\$2,400.00
Service	04/12/2023	MP: client prep session	2.50	\$400.00	\$1,000.00
Service	04/13/2023	YP: [REDACTED] [REDACTED]	0.10	\$500.00	\$50.00
Service	04/18/2023	YP: Review of notes, online articles, and documents provided [REDACTED] email to client re: 2016 emails; Zoom call with [REDACTED] re: [REDACTED] [REDACTED] email correspondence with M. Perez re: same	3.30	\$500.00	\$1,650.00
Service	04/19/2023	YP: [REDACTED]	0.10	\$500.00	\$50.00
Service	04/20/2023	YP: Call with [REDACTED] re: [REDACTED]	0.30	\$500.00	\$150.00
Service	04/21/2023	YP: [REDACTED] [REDACTED]	0.20	\$500.00	\$100.00
Service	04/24/2023	YP: Call with [REDACTED] re: [REDACTED] [REDACTED]	0.85	\$500.00	\$425.00

Invoice # 533 - 05/22/2023

Service	04/25/2023	YP: Review of [REDACTED] [REDACTED] Zoom meeting with client and M. Perez; calls with [REDACTED] email to and follow-up call with client	2.90	\$500.00	\$1,450.00
Service	04/25/2023	MP: client prep session	1.70	\$400.00	\$680.00
Service	04/26/2023	YP: Call with [REDACTED]	0.15	\$500.00	\$75.00
Service	04/27/2023	YP: [REDACTED]	3.50	\$500.00	\$1,750.00
Service	04/27/2023	MP: mtg with [REDACTED]	3.20	\$400.00	\$1,280.00
Expense	04/27/2023	Reimbursable expenses: Parking fee for [REDACTED] meeting	1.00	\$42.00	\$42.00
Service	04/28/2023	YP: Call with [REDACTED] and M. Perez re: [REDACTED] email correspondence with [REDACTED] re: same	0.80	\$500.00	\$400.00
Service	04/28/2023	MP: common-interest communication	0.60	\$400.00	\$240.00
Service	05/09/2023	MP: drafting memo [REDACTED]	6.10	\$400.00	\$2,440.00

Time Keeper	Quantity	Rate	Total
Young Paik	34.45	\$500.00	\$17,225.00
Young Paik	16.4	\$400.00	\$6,560.00
		Total	\$23,827.00

**Detailed Statement of Account****Current Invoice**

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
533	06/21/2023	\$23,827.00	\$0.00	\$23,827.00
			Outstanding Balance	\$23,827.00
			Total Amount Outstanding	\$23,827.00

Please make all amounts payable to: Paik, Brewington &amp; Deal, LLP

**City of Everett**  
 Administrative Offices  
 484 Broadway  
 Everett MA 02149



# **PURCHASE ORDER**

**PURCHASE ORDER**
**65071**
**Issue Date**
**05/31/2023**
**INVOICE IN DUPLICATE TO THE BOOKKEEPING DEPT. AT THE ADDRESS ABOVE**

Vendor No.	Requisition No.	Department
99975	68265	PROPERTY/ LIABILITY INSURANCE

**ISSUED TO:**

PAIK, BRIEWINGTON & DEAL, LLP  
 6 BEACON STREET  
 SUITE 303  
 BOSTON, MA 02108

**BILL TO:**

CITY OF EVERETT  
 SOLICITOR  
 484 BROADWAY, ROOM 21  
 EVERETT, MA 02149

**SHIP TO:**

CITY OF EVERETT  
 SOLICITOR  
 484 BROADWAY, ROOM 21  
 EVERETT, MA 02149

FOR MORE INFORMATION CONTACT THE PURCHASING DEPARTMENT

TELEPHONE NO - 617-394-2296

Item	Quantity	Description	Account Number	Unit Price	Extended Price
1	1	INVOICE 533	01-9452-5748	INSURANCE DEDUCTIBLES	\$23,827.00

MASS. SALES TAX EXEMPT  
 PURCHASER CERTIFICATE NO.  
 E046-001-386

**TOTAL OF PURCHASE ORDER \$23,827.00**

THE PURCHASE ORDER NUMBER ABOVE MUST APPEAR ON ALL  
 SHIPPING LABELS, PACKING SLIPS, INVOICES AND  
 CORRESPONDENCE. ALL SHIPMENTS SHALL BE MADE PREPAID

**CHIEF PROCUREMENT OFFICER**



City of  
**Everett**  
Massachusetts

C0088-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** March 10, 2025

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**Agenda Item:**

That Chief Strong and/or the administration share the steps that are being taken to address roof leak issues at the Police Station.

**Background and Explanation:**

**Attachments:**





Stephanie Martins



**CARLO DeMARIA**  
**MAYOR**

***CITY OF EVERETT - OFFICE OF THE MAYOR***

*484 Broadway Everett, Massachusetts 02149*

☎ 617-394-2270

✉ [mayorcarlo.demaria@ci.everett.ma.us](mailto:mayorcarlo.demaria@ci.everett.ma.us)

March 19, 2025

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

**RE: Resolution C0088-25**

Dear Honorable Members:

The following is information in response to the above-referenced resolution that requested a written response about steps being taken in the wake of weather-related leaks this winter at the Everett Police Station.

Ice dams formed on the roof of the station this winter, which resulted in leakage. The Facilities Maintenance Department responded to the site and remediated the water in the building, which resulted in minor damage requiring ceiling tiles to be replaced. That work was performed by our team. Our Facilities Maintenance team also took steps to minimize the potential for additional leaks due to the contracting of materials on the existing roof caused by fluctuations in temperature.

In addition to responding to this incident, the Facilities Maintenance Department has been requesting quotes from contractors to obtain best estimates of the work needed to replace the roof in a project of the appropriate scope and magnitude of a building that is not slated to be a long-term asset for the city, but one that needs to remain in service for multiple years. Such a project would be subject to prevailing wage requirements, which is work that not all potential contractors are interested in pursuing. This results in more work having to be done to obtain estimates.

Once sufficient information is obtained to estimate the cost of the work, funding will be request for capital in FY26 for the repairs to be procured.

The Facilities Maintenance Department will continue to support the Everett Police Department with any needs they have in the meantime.

Thank you.



Sincerely,

Angelo Febbo  
Director of Facilities Maintenance

cc: Mayor DeMaria  
Chief Paul Strong, EPD



C0093-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** March 10, 2025

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**Agenda Item:**

An order requesting approval to appropriate \$500,000 from the Capital Stabilization account for the costs of design services and related ancillary costs associated for the potential reuse of additional space at the former Everett High School

**Background and Explanation:**

**Attachments:**



**CARLO DeMARIA**  
**MAYOR**

**CITY OF EVERETT - OFFICE OF THE MAYOR**

484 Broadway Everett, Massachusetts 02149

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March 5, 2025

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

**RE: Resolution C0075-25**

Dear Honorable members:

I hereby submit for your consideration an order to appropriate **\$500,000** from the Capital Stabilization account for the costs of design services and related ancillary costs associated for the potential reuse of additional space at the former Everett High School.

Based on the input from residents and members of this City Council at a recent community meeting to discuss the proposed reuse of the former Everett High School for additional academic space, I am submitting this request for funds to hire a vendor to prepare actual designs for the reuse of that space. These designs would provide information as to costs for reuse of this space, in addition to the information already shared with you in the feasibility study that has been conducted.

The current balance in the Capital Stabilization as of March 5, 2025 is **\$7,260,256**.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria  
Mayor



March 5, 2025  
**City of Everett, Massachusetts**  
**CITY COUNCIL**

Offered By: \_\_\_\_\_  
Stephanie Martins, as President

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

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

To appropriate **\$500,000** from the Capital Stabilization account  
for the costs of design services and related ancillary costs  
associated for the potential reuse of additional space at the  
former Everett High School.

The current balance in the Capital Stabilization account is  
**\$7,260,256.**

#3 - C0093-25

Ways and Means Committee  
March 20, 2025

The Committee on Ways and Means met on Thursday, March 20, 2025 at 6:00pm in the City Council Chambers at City Hall.

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

Members present were Councilor Stephanie Smith, presiding; Councilors John Hanlon and Pietrantonio. Member absent was Councilor Anthony DiPierro.

Communication received from Councilor DiPierro that he would be unable to attend due to a prior commitment.

The Committee met on an Order from Councilor Stephanie Martins, as President: An Order requesting the approval to appropriate \$500,000 from the Capital Improvement Stabilization fund for the costs of design services and related ancillary costs associated with the potential reuse of additional space at the former Everett High School.

Mayors Chief of Staff Erin Deveney was also present.

Councilor Hanlon remarked that it seemed that all the City Council was doing lately is putting money into the old Everett High School building. Ms. Deveney mentioned the recent Community meeting that was held on the old EHS building in which it was requested for the Administration to provide more definitive costs and as a result the City is taking the next step to obtain more substantive and solidified costs through an extensive design process if the City is to use that building. Councilor Pietrantonio asked who came up with the design cost of \$500,000 and Ms. Deveney explained that it was based on the projected overall construction cost of \$72 million which they feel is sufficient to cover the design cost. Councilor Pietrantonio inquired to how much was paid to the Mt Vernon Group to perform their feasibility study and Ms. Deveney noted that this cost was paid by the School Department. Councilor Pietrantonio asked if some of the surplus ARPA funds from the roof repair could be applied to the Design work and Ms. Deveney agreed to look into. Chairperson Smith asked what would happen if the City doesn't expend the full amount of the ARPA funds allotted for the project knowing that December 31, 2024 was the date all ARPA funds had to be assigned. Ms. Deveney stated that the City would do everything it can to assure the funding is not lost and she agreed to look into the matter further. Chairperson Smith asked if this appropriation was for one round of design or multiple designs and Ms. Deveney informed the Committee that there would be an opportunity to provide feedback once the preliminary design was available. Councilor Pietrantonio suggested holding off in passing the appropriation until it was determined if the ARPA funds could be used.

The Committee voted: to report back to the City Council with No recommendation pending a determination if surplus ARPA funds could be utilized for the design instead.

Respectfully Submitted,

John W. Burley  
Clerk of Committees



**CARLO DeMARIA**  
**MAYOR**

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**TO:** Councilor Peter Pietrantonio  
Councilor Stephanie Smith

**CC:** Council President Stephanie Martins  
Sergio Cornelio, City Clerk  
Michael Mangan, Legislative Aide  
David Flood, Legislative Research Specialist

**FROM:** Erin Deveney  
Chief of Staff

**DATE:** April 9, 2025

**RE:** **Order C0093-25**

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During prior Council consideration on Order C0093-25 (An order requesting approval to appropriate \$500,000 from the Capital Improvement Stabilization Fund for the costs of design services and related ancillary costs associated with the potential reuse of additional space at the former Everett High School), you requested a response on whether the City could use ARPA funding for the cost of design services for potential reuse of additional space at the former Everett High School in lieu of using the Capital Improvement Stabilization Fund.

The Administration posed the question to Accenture (formerly known as ANSER) to see if the ARPA rules would allow for a portion of the \$10M in ARPA funding that was approved by the City Council to replace the roof of the former Everett High School to cover the costs for services to develop designs and provide detailed cost estimates for possible additional classroom space.

Accenture has advised that ARPA funds can not be used for the design services. The following information includes the reasons why this project is not eligible:

“This does not align with the scope outlined in the [Interagency Agreement Memorandum of Understanding] IAAMOU, making it an invalid use of excess funds. Additionally, since the design scope was not under contract before

December 31, 2024, it cannot be treated as a new obligation or reclassified for funding. Item Number 42

As previously mentioned, recipients cannot re-obligate or obligate additional SLFRF funds after December 31, 2024. However, they can replace contracts or subawards made before this date if:

1. The contractor or subrecipient defaults, goes out of business, or cannot perform.
2. Both parties mutually agree to terminate for convenience.
3. The contract or subaward was improperly awarded, with clear evidence and documentation.

After the deadline, recipients may reclassify excess funds to other eligible projects if the original obligation was made by December 31, 2024. “

Since the ARPA funds may not be used for this purpose, the Administration asks the City Council to consider favorable action on the request to use Capital Improvement Stabilization Funds for design services for the potential reuse of the former Everett High School for additional classroom space.

Thank you.



C0102-25

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**To:** Mayor and City Council  
**From:** Councilor Holly D. Garcia  
**Date:** March 24, 2025

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**Agenda Item:**

That contractors that work in the city have a designated staging area for their equipment and construction materials when they are going to be working in a designated area for more than three days

**Background and Explanation:**

**Attachments:**





C0103-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** March 24, 2025

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**Agenda Item:**

That the administration provide a copy of any proposed host agreements with Jupiter Battery Storage

**Background and Explanation:**

**Attachments:**



**CARLO DeMARIA**  
**MAYOR**

**CITY OF EVERETT - OFFICE OF THE MAYOR**  
484 Broadway Everett, Massachusetts 02149  
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April 9, 2025

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

**RE: C0103-25**

Dear Honorable Members:

I am receipt of your request for a copy of any proposed host agreements with Jupiter Battery Storage.

Please be advised that while conversations are taking place with Jupiter Power, no agreement terms have been reached.

Thank you.

Respectfully submitted,

A handwritten signature in black ink that reads "Carlo DeMaria". The signature is written in a cursive style.

Carlo DeMaria  
Mayor



C0116-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie V. Smith

**Date:** April 14, 2025

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**Agenda Item:**

That the City shall reinstate the seasonal overflow trash collection service in both the Fall and Spring, as was customarily done in previous years. In order to discourage illegal dumping and ensure the efficient use of City resources, the City shall implement an online request system whereby residents may obtain a limited number of designated stickers per household to be used during this period

**Background and Explanation:**

**Attachments:**



C0117-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins, Councilor Stephanie V. Smith, Councilor Holly D. Garcia

**Date:** April 14, 2025

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**Agenda Item:**

That the head of the Communications Department and the Administration appear at the next meeting to discuss the Communications Department resources being used exclusively for the Mayor.

**Background and Explanation:**

**Attachments:**



City of  
**Everett**  
Massachusetts

C0127-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins, Councilor Katy L. Rogers, Councilor Peter Pietrantonio, Councilor Robert J. Van Campen, Councilor Holly D. Garcia, Councilor Stephanie V. Smith

**Date:** April 14, 2025

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**Agenda Item:**

That a representative from the Kraft group appear at the first meeting in May to provide a presentation on the renderings and site plans for the soccer stadium

**Background and Explanation:**

**Attachments:**



C0129-25

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**To:** Mayor and City Council

**From:** Councilor Holly D. Garcia

**Date:** April 14, 2025

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**Agenda Item:**

That the administration considers adding visual communication boards to both the Parlin and Shute libraries

**Background and Explanation:**

**Attachments:**



C0133-25

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**To:** Mayor and City Council

**From:** Councilor Stephanie Martins

**Date:** April 14, 2025

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**Agenda Item:**

Executive Session pursuant to G.L. c. 30A, s. 21, purpose (7) as the chair declares- to discuss a request for the approval to appropriate \$100,000 from the General Fund Budgetary Fund Balance (Free Cash) to the Litigation/Professional Services account where details of invoices cannot be made public, privileged discussion and response to same; votes may be taken.

**Background and Explanation:**

**Attachments:**



C0143-25

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**To:** Mayor and City Council

**From:** Councilor Robert J. Van Campen

**Date:** April 14, 2025

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**Agenda Item:**

That the City of Everett submit the question of whether to build a professional soccer stadium on lower Broadway to the voters of Everett during the City's biennial municipal election which is to be held in November of 2025.

**Background and Explanation:**

**Attachments:**



