AGENDA PACKET

REGULAR MEETING OF THE CITY COUNCIL
MONDAY, DECEMBER 08, 2025 7:00 PM

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

AGENDA

REGULAR MEETING OF THE CITY COUNCIL
MONDAY, DECEMBER 08, 2025 7:00 PM

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

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC PARTICIPATION

APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Minutes of the Special Meeting of the City Council of 9/25/2025

Minutes of the Regular Meeting of the City Council of 10/14/2025

COMMUNICATIONS FROM HIS HONOR THE MAYOR

1. **C0366-25** Order/s/ Councilor Stephanie Martins, as President

   An order requesting the confirmation of the re-appointment of Holly Garcia to the Youth Commission for a term of three (3) years expiring December 8, 2028

2. **C0369-25** 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 Suffolk Construction (Integrated @ Works, LLC) in support of the City of Everett's Homecoming Celebration

3. **C0370-25** Order/s/ Councilor Stephanie Martins, as President

   An order requesting approval to accept and expend a grant from the Executive Office of Public Safety in the amount of $469,030.80 for the Everett Fire Department to be utilized for equipment, training and overtime with a nexus to hazmat operations within and for the city

4. **C0375-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept a donation from Everett Supply and True Value Hardware of the use of a U-Haul Rental Truck for the purpose of picking up toys purchased for the City's Annual Toy Drive. The value of this donation is $100.00

5. **C0384-25** Order/s/ Councilor Stephanie Martins, as President

   An order requesting approval to appropriate by borrowing the amount of $2,000,000.00 for the construction of the Boathouse.

6. **C0385-25** Resolution/s/ Councilor Stephanie Martins, as President

   A resolution to invite Sergeant Joseph Gaff of the Everett Police Department and Chair of the Everett Traffic Commission and City Parking Director Adriana Indrisano before the City Council to present updates for the 2026 Residential Parking program

PETITIONS AND LICENSES

7. **C0367-25** Petition/s/ Councilor Stephanie Martins, as President

   A petition requesting the renewal of a redemption center license to Le Redemption Center at 74 Spring St

8. **C0368-25** Petition/s/ Councilor Stephanie Martins, as President

   A petition requesting the renewal of a redemption center license for Dan's Redemption Center at 107 Hancock St

9. **C0371-25** Petition/s/ Councilor Stephanie Martins, as President

   A petition requesting the renewal of a class two motor vehicle dealer license for European Motors Auto Sales at 511 Second St

10. **C0372-25** 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

11. **C0374-25** Petition/s/ Councilor Stephanie Martins, as President

    A petition requesting the renewal of a class two motor vehicle dealer license for Auto-Tech Pro at 146 Main St

12. **C0376-25** Petition/s/ Councilor Stephanie Martins, as President

    A petition requesting the approval of a special one-day alcoholic beverage license for the City of Everett to serve at the Reception for the Mayor's Inaugural Ball occurring on January 10th, 2026 from 6:00pm – 11:00pm at the Connolly Center, 90 Chelsea Street

COMMITTEE REPORTS

13. **C0364-25** Order/s/ Councilor Stephanie Martins, as President

    An order requesting approval to accept and expend a grant from the Massachusetts Department of Conservation and Recreation in the amount of $100,000 to be used for watering trees

14. **C0365-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting the approval of additional amount of $455,000.00 be appropriated by borrowing for the Everett Police station roof improvement project

15. **C0362-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting the confirmation of the appointment of Elizavette Cordero, to the Food Policy Council for a term of three (3) years, expiring November 30, 2028

16. **C0363-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting the confirmation of the re- appointment of Kristina Nies, to the Food Policy Council for a term of three (3) years, expiring November 30, 2028

UNFINISHED BUSINESS

17. **C0263-25** Resolution/s/ Councilor Stephanie Martins

That the administration provide information on the process to ensure ARPA funds distributed to local organizations are being properly advertised and distributed in accordance with each application and intent

18. **C0305-25** Resolution/s/ Councilor Stephanie V. Smith

That the administration and the traffic commission provide answers to the attached lists of questions in regards to the newly installed speed bumps

19. **C0328-25** Resolution/s/ Councilor Stephanie V. Smith, Councilor Holly Garcia

That the administration provides an update for when the overflow trash day this year will be, as discussed during budget hearings

NEW BUSINESS

20. **C0373-25** Resolution/s/ Councilor Wayne Matewsky

That the police chief authorize the use of the orange safety cones at the intersection of the Broadway and Hampshire St crosswalk for the safety of residents and children

21. **C0377-25** Resolution/s/ Councilor Anthony DiPierro

A resolution requesting the traffic commission to consider the attached petition to make the housing authority's portion of Russell Street a one-way

22. **C0378-25** Resolution/s/ Councilor Anthony DiPierro

A resolution requesting that the Department of Public Works and Everett Public Schools install a bicycle rack at the Webster School

23. **C0379-25** Resolution/s/ Councilor Wayne A. Matewsky

That the city accept the eagle carving by Gerald Frew dedicated to Edward Everett, and to be placed at an appropriate location in the city

24. **C0380-25** Resolution/s/ Councilor Stephanie Martins, Councilor Peter Pietrantonio, Councilor Stephanie V. Smith

    That the facilities maintenance director provide an update on the status of the old EHS roof project and when tenants will be back in building

25. **C0381-25** Resolution/s/ Councilor Stephanie V. Smith, Councilor Peter Pietrantonio

    That the Assistant Director of YDE provide an update on the status of the gym at old EHS. When will it re-open, how will it be cleaned, staffed and funded?

26. **C0382-25** Resolution/s/ Councilor Stephanie V. Smith

    That Encore provides an update of the number of Everett residents employed, the number of sub-contractors retained with local businesses (including women-owned and minority owned) in Everett and and itemized report with the amounts of vouchers and gift certificates purchased from Everett businesses as per the Community Host Agreement Section 2 Subsection B and C

27. **C0383-25** Resolution/s/ Councilor Stephanie V. Smith

    That Encore provides a report for the number of local cultural and arts programs it has hosted as per the Community Host Agreement Section 5 Subsection C

ADJOURMENT

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

MEETING MINUTES

SPECIAL MEETING OF THE CITY COUNCIL
MONDAY, SEPTEMBER 29, 2025 6:30 PM

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

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

UNFINISHED BUSINESS

1. **C0292-25** Resolution/s/ Councilor Stephanie Martins

   That the forensic auditor from MDD present the current findings of the audit in compliance with the Office of The Inspector General's recommendations

   Attorney Christopher Petrini provided an overview of the events since the Inspector General's report 7 months ago that found overpayments to the mayor totaling $180,000 and other improprieties. He outlined the 7 recommendations from the IG report and steps the council has taken to address each one, including appropriating funds for an audit, demanding repayment from the mayor, providing information to the State Ethics Commission, eliminating longevity payments to elected officials, requiring ethics training, strengthening financial controls, and separating the CFO and auditor positions.

   Kevin Flaherty from MDD Forensic Accountants then presented the findings of their independent audit. Key findings included:
   - Total non-salary payments to the mayor from 2016-2024 of $260,964
   - Inconsistencies in how longevity payments were recorded in the payroll vs accounting systems

- Two $20,000 manual longevity checks issued outside the normal payroll system in 2020 and 2021
- A $31,664 "supplemental earnings" payment in 2023 said to be for prior unpaid cost of living adjustments
- The mayor's credit card charges totaled $25,000 in 2023, substantially higher than prior years

Mr. Flaherty provided the city's explanations for the highlighted transactions. Councilors asked various questions about the findings and expressed concerns about lack of controls, concealment of payments, and improper transactions.

Attorney Petrini advised that options for the council are limited since the mayor sued the IG and rejected council requests for funding to intervene in that suit or take separate legal action. The IG's findings are still under review by the State Ethics Commission and possibly other agencies.

Councilors made statements condemning the improper payments, lack of transparency, and broken controls. They requested the administration provide explanations for various questions raised by the audit. Motions were made and passed to refer the audit results to various oversight agencies, request a supplemental appropriation to allow the council to intervene in the mayor's lawsuit against the IG, and request funding for an internal controls audit. A motion was also made to request the city stop using its credit cards.

MOTION:	Refer
MOVER:	Peter Pietrantonio
SECONDER:	Holly Garcia
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

ADJOURNMENT

Meeting adjourned at 8:00 PM

MOTION:	Adjourn
MOVER:	Stephanie Smith
SECONDER:	Katy Rogers
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

MEETING MINUTES

REGULAR MEETING OF THE CITY COUNCIL
TUESDAY, OCTOBER 14, 2025 7:00 PM

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

ROLL CALL

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

PLEDGE OF ALLEGIANCE

PUBLIC HEARINGS

1. **C0279-25** Public Hearing/s/ Councilor Stephanie Martins, as President

   A petition from National Grid requesting permission to install approximately 10 feet of 2-4" conduit from pole #3365-1 to a private property at 376 Third Street to accommodate and provide a permanent underground service

   Items 1 and 2 were taken collectively. Jose Luis Isertia from National Grid explained they are requesting to install a new pole on Third Street across from the existing pole to provide permanent underground service for the new residential building at 376 Third Street.

MOTION:	Favorable Action
MOVER:	Robert Van Campen
SECONDER:	John Hanlon
RESULT:	**Passed [8 TO 1]**
AYES:	Alcy Jabouin, Garcia, Hanlon, Matewsky, Pietrantonio, Smith, Van Campen, Martins
NAYS:	Rogers
AWAY:	DiPierro, Marchese

2. **C0300-25** Public Hearing/s/ Councilor Stephanie Martins, as President

A petition from National Grid requesting permission to install 1 JO pole (#3365-1) to accommodate and provide a permanent underground service at 376 Third Street

MOTION:	Favorable Action
MOVER:	Robert Van Campen
SECONDER:	John Hanlon
RESULT:	**Passed [8 TO 1]**
AYES:	Alcy Jabouin, Garcia, Hanlon, Matewsky, Pietrantonio, Smith, Van Campen, Martins
NAYS:	Rogers
AWAY:	DiPierro, Marchese

3. **C0302-25** Public Hearing/s/ Councilor Stephanie Martins, as President

A petition from National Grid requesting permission to install 1 JO pole (#2056-1) to alleviate the leaning pole conditions on McKinley Street

Jose Luis Isertia from National Grid explained they need to install a pole on the other side of the sidewalk from the leaning pole and anchor it to pull the leaning pole straight. This is the only solution to fix the current loading on the pole which is causing it to lean. Replacing the existing pole would not fix the issue. Councilor Pietrantonio expressed concern about setting a precedent of adding poles to anchor leaning poles, but the petitioner explained this is a one-time scenario due to the existing overhead cable design that is no longer used.

MOTION:	Favorable Action
MOVER:	Anthony DiPierro
SECONDER:	Holly Garcia
RESULT:	**Passed [7 TO 1]**
AYES:	DiPierro, Garcia, Hanlon, Pietrantonio, Smith, Van Campen, Martins
NAYS:	Rogers
AWAY:	Alcy Jabouin, Marchese, Matewsky

PUBLIC PARTICIPATION

COMMUNICATIONS FROM HIS HONOR THE MAYOR

4. **C0306-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept and expend donations totaling $250.00 from City of Everett employees during the months of August and September for the Fire Victims Fund

MOTION:	Favorable Action
MOVER:	Anthony DiPierro

SECONDER:	Holly Garcia
RESULT:	**Passed [10 TO 0]**
AYES:	DiPierro, Garcia, Hanlon, Marchese, Matewsky, Pietrantonio, Rogers, Smith, Van Campen, Martins
NAYS:	
AWAY:	Alcy Jabouin

5. **C0310-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept and expend donations in support of the City of Everett's Homecoming Celebration from Malden Trans, Inc in the amount of $5,000 and Team Work Cleaning Concepts in the amount of $100

MOTION:	Favorable Action
MOVER:	Anthony DiPierro
SECONDER:	Holly Garcia
RESULT:	**Passed [10 TO 0]**
AYES:	DiPierro, Garcia, Hanlon, Marchese, Matewsky, Pietrantonio, Rogers, Smith, Van Campen, Martins
NAYS:	
AWAY:	Alcy Jabouin

6. **C0313-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept and expend a donation in the amount of $7,000 from Local 143 International Association of Firefighters – Everett Fire Department for the Fire Victims Fund

MOTION:	Favorable Action
MOVER:	Anthony DiPierro
SECONDER:	Holly Garcia
RESULT:	**Passed [10 TO 0]**
AYES:	DiPierro, Garcia, Hanlon, Marchese, Matewsky, Pietrantonio, Rogers, Smith, Van Campen, Martins
NAYS:	
AWAY:	Alcy Jabouin

7. **C0316-25** Order/s/ Councilor Stephanie Martins, as President

An order confirming the appointment of Erika Corbeli to the position of Commissioner of Veterans Services for a one (1) year term ending November 1, 2026

Refer item 7 to the Committee on Legislative Affairs and Elections

MOTION:	Refer
MOVER:	Robert Van Campen
SECONDER:	Holly Garcia

RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

8. **C0322-25** Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept and expend funds from the Mass Gaming Commission in the amount of $475,000 to fund improvements to Everett Square

The original order was edited to remove the amount requested for Everett Square improvements. A new itemized version includes only police and fire items. Councilor Van Campen made a motion to amend the amount in the order to $475,000 based on the letter from the administration dated October 9th.

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

PETITIONS AND LICENSES

9. **C0303-25** Petition/s/ Councilor Stephanie Martins, as President

A petition requesting a new tire repair license for Mel's Tire & Auto Service at 1865 Revere Beach Pkwy

Refer items 9 and 10 to the Committee on Business Development

MOTION:	Refer
MOVER:	Robert Van Campen
SECONDER:	Holly Garcia
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

10. **C0304-25** Petition/s/ Councilor Stephanie Martins, as President

A petition requesting a new mechanical repair license for Mel's Tire & Auto Service at 1865 Revere Beach Pkwy

Refer items 9 and 10 to the Committee on Business Development

MOTION:	Refer
MOVER:	Robert Van Campen
SECONDER:	Holly Garcia
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

11. C0311-25 Petition/s/ Councilor Stephanie Martins, as President

A petition requesting the renewal of a class two motor vehicle dealer license for Ferry St Service & Auto Sales at 464 Ferry St

MOTION:	Favorable Action
MOVER:	Robert Van Campen
SECONDER:	John Hanlon
RESULT:	**Passed [10 TO 0]**
AYES:	DiPierro, Garcia, Hanlon, Marchese, Matewsky, Pietrantonio, Rogers, Smith, Van Campen, Martins
NAYS:	
AWAY:	Alcy Jabouin

COMMITTEE REPORTS

12. C0238-25 Order/s/ Councilor Stephanie Martins, Councilor Stephanie V. Smith, Councilor Holly D. Garcia, Councilor Robert J. Van Campen, Councilor Michael Marchese, Councilor Guerline Alcy Jabouin

An order recommending the acceptance of Massachusetts General Laws Chapter 59, Section 5O.- Good Landlord Tax Exemption

This item is coming out of committee with a favorable recommendation. In 2023, a tax incentive was approved at the state level to offer landlords renting below market an incentive. The first step is to accept the statute, then the council can work together on the amount of the exemption, annual household income limit, affordable housing rent rate, owner requirements and other restrictions. Councilor Alcy Jabouin was added as a co-sponsor via amendment.

MOTION:	Favorable Action
MOVER:	Stephanie Martins
SECONDER:	Holly Garcia
RESULT:	**Passed [11 TO 0]**
AYES:	Alcy Jabouin, DiPierro, Garcia, Hanlon, Marchese, Matewsky, Pietrantonio, Rogers, Smith, Van Campen, Martins

NAYS:	
AWAY:	

13. C0293-25 Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept and expend a grant from the Massachusetts Executive Office of Health and Human Services, Department of Mental Health in the amount of $90,000 to support an outreach Clinician position to help deliver services to the community in conjunction with police personnel

This item was in committee earlier and was sent out with no recommendation because no information had been received at the time. The Elliott company cannot find a person to fill the clinician position, so it will be submitted through the city's HR department to find a social worker to help Officer O'Donnell at the police department. The position will be advertised to the community at large through the HR department. Favorable action to accept the committee report.

MOTION:	Accept Committee Report
MOVER:	Anthony DiPierro
SECONDER:	John Hanlon
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

14. C0295-25 Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to appropriate $185,000.00 from the Capital Stabilization account for three DPW one-ton pickup trucks

This item was sent out of committee with no recommendation because no information had been received at the time. A response regarding maintenance reports on the trucks being replaced was received from DPW late in the day before the meeting. Councilors requested to see the information before voting.

MOTION:	Postpone
MOVER:	Anthony DiPierro
SECONDER:	Holly Garcia
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

15. C0297-25 Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to appropriate the amount of $2,000,000.00 by borrowing for Streets and Sidewalk construction throughout the City

Mr. Swanson from DPW informed the committee that the funding would cover work on Francis Street, Paris Street, Lewis Street, Chatham Road, Edith Street, and Shute Street from Ferry to Edith Street. The work would commence as soon as possible upon passage of the funding. The committee reported it back with a favorable recommendation. Councilor Matewsky spoke in favor of passing the funding immediately to get the long-delayed projects in his ward completed.

MOTION:	Favorable Action
MOVER:	John Hanlon
SECONDER:	Anthony DiPierro
RESULT:	**Passed [9 TO 1]**
AYES:	DiPierro, Garcia, Hanlon, Marchese, Matewsky, Rogers, Smith, Van Campen, Martins
NAYS:	Alcy Jabouin
AWAY:	Pietrantonio

16. C0298-25 Petition/s/ Councilor Stephanie Martins, as President

A petition requesting a new auto repair license for Romero Auto Repair at 2081 Revere Beach Pkwy

MOTION:	Favorable Action
MOVER:	Robert Van Campen
SECONDER:	Holly Garcia
RESULT:	**Passed [11 TO 0]**
AYES:	Alcy Jabouin, DiPierro, Garcia, Hanlon, Marchese, Matewsky, Pietrantonio, Rogers, Smith, Van Campen, Martins
NAYS:	
AWAY:	

UNFINISHED BUSINESS

17. C0253-25 Order/s/ Councilor Stephanie Martins, as President

An order requesting approval to accept and expend funds from the Mass Gaming Commission in the amount of $2,453,500 to fund programs and services provided by Fire, Police, Planning and Transportation

A revised order was submitted to accept and expend $1,978,500 from the Mass Gaming Commission to fund programs and services provided by police, fire, planning

and transportation.

MOTION:	Favorable Action
MOVER:	Robert Van Campen
SECONDER:	Katy Rogers
RESULT:	**Passed [10 TO 1]**
AYES:	Alcy Jabouin, DiPierro, Garcia, Marchese, Matewsky, Pietrantonio, Rogers, Smith, Van Campen, Martins
NAYS:	Hanlon
AWAY:	

18. **C0262-25** Resolution/s/ Councilor Stephanie Martins, Councilor Guerline Alcy Jabouin

That the administration provide a status on the Business ARPA grant application decisions and information on the committee

MOTION:	Postpone
MOVER:	Holly Garcia
SECONDER:	Michael Marchese
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

19. **C0263-25** Resolution/s/ Councilor Stephanie Martins

That the administration provide information on the process to ensure ARPA funds distributed to local organizations are being properly advertised and distributed in accordance with each application and intent

Councilors expressed frustration with the administration's repeated failure to provide requested information in a timely manner for inclusion in the agenda.

MOTION:	Postpone
MOVER:	Robert Van Campen
SECONDER:	Holly Garcia
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

NEW BUSINESS

20. C0301-25 Resolution/s/ Councilor Wayne A. Matewsky

That the traffic commission consider restoring the blinking stop light, and add an additional stop sign at the intersection of Bow St and Beacham St

Councilor Matewsky described a recent accident he witnessed at this intersection and noted the blinking light has now been repaired and additional stop signs installed. However, residents are requesting speed bumps on Bow Street. He amended the item to remove the blinking light request and instead ask the traffic commission to install at least one speed bump on Bow Street. Refer item to Traffic OCmmission for action.

MOTION:	Refer
MOVER:	Wayne Matewsky
SECONDER:	Katy Rogers
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

21. C0305-25 Resolution/s/ Councilor Stephanie V. Smith

That the administration and the traffic commission provide answers to the attached lists of questions in regards to the newly installed speed bumps

Councilor Smith read a list of questions regarding the temporary speed bumps recently installed, including how many were installed on which streets, costs of installation and removal, purpose, criteria for determining locations, and involvement of the engineering department. Councilor Hanlon added a question on when they will be reinstalled after winter removal. Referred item to the Traffic COmmission for a response at the first Council meeting in November.

MOTION:	Refer
MOVER:	Stephanie Smith
SECONDER:	John Hanlon
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

22. C0307-25 Resolution/s/ Councilor Guerline Alcy Jabouin, Councilor Peter Pietrantonio

A resolution requesting that the director of elections come to our next council meeting to explain to the community how someone can get up-to-date information regarding the November 4th election without having to come into City Hall. What other plans are in the works as far as visibility throughout the city for the upcoming elections

Councilor Alcy Jabouin said there is little visible indication around the city about the upcoming election and asked the director of elections to come explain how people, especially those who cannot come to City Hall, can get election information. The item was amended to add Councilor Pietrantonio as a co-sponsor. He suggested banners could be hung in 3 locations and added a question on whether the state will assist with the election.

MOTION:	Postpone
MOVER:	Guerline Alcy Jabouin
SECONDER:	Peter Pietrantonio
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

23. C0308-25 Order/s/ Councilor Guerline Alcy Jabouin

An order requesting that the City Council Rules be amended to adopt a limit of 20 items max to be listed on any future city council agendas

Councilor Alcy Jabouin proposed limiting council agendas to a maximum of 20 items, suggesting councilors submit items until the limit is reached, after which items would go on the next agenda. Councilor DiPierro opposed the idea, saying it is unfair and reflects a deeper problem of underutilizing the committee structure, where most of the work should be done. He made a motion to refer the item back to the sponsor. Councilor Alcy Jabouin defended her proposal, saying councilors could simply vote for or against it. Councilor Pietrantonio agreed with Councilor DiPierro that deciding which items make the agenda could cause conflict.

MOTION:	Refer Back to Sponsor(s)
MOVER:	Anthony DiPierro
SECONDER:	Holly Garcia
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

24. C0309-25 Resolution/s/ Councilor Peter Pietrantonio

That the directors of Inspectional Services, Engineering, & DPW appear at the next meeting to discuss 23 Rich St curb cut and apron

Councilor Pietrantonio amended the item to add questions on who took out the curb to make a driveway, the cost for city workers to do it, who paid the contractor to restore the curb and sidewalk, and if there were permits.

MOTION:	Postpone
MOVER:	Peter Pietrantonio
SECONDER:	Wayne Matewsky
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

25. C0312-25 Resolution/s/ Councilor Katy L. Rogers

Requesting an update from the city's state legislative delegation on the status of using rodenticides in Massachusetts

Councilor Rogers has been following state-level work on the use of rodenticides and concerns about their environmental impacts. She made a motion to invite Senator Sal DiDomenico to appear at the next council meeting to provide a status update on the rodenticides bill. The item was amended to also invite State Representatives Joe McGonagle, Garcia, and Dan Ryan to contribute to the discussion.

MOTION:	Postpone
MOVER:	Katy Rogers
SECONDER:	John Hanlon
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

26. C0314-25 Resolution/s/ Councilor Stephanie Martins

That the administration and procurement office provide the winning bids and the expenses incurred by the old high school roof renovation project to date

To postpone item 26 to the next meeting and request the procurement officer appear with the requested informatio.

MOTION:	Postpone
MOVER:	Robert Van Campen
SECONDER:	Wayne Matewsky
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

27. C0315-25 Resolution/s/ Councilor Wayne A. Matewsky

That the city engineer provide an update for the construction project at Paris St & Lewis St, and are there any delays with this project

Councilor Matewsky said he got the information he needed with the earlier passage of $2 million to complete this project.

MOTION:	Refer Back to Sponsor(s)
MOVER:	Wayne Matewsky
SECONDER:	Robert Van Campen
RESULT:	**[0 TO 0]**
AYES:	
NAYS:	
AWAY:	

28. C0317-25 Order/s/ Councilor Stephanie Martins, as President

An order calling for all polling places to be fitted and opened for the City of Everett 2025 municipal election

MOTION:	Favorable Action
MOVER:	Robert Van Campen
SECONDER:	John Hanlon
RESULT:	**Passed [11 TO 0]**
AYES:	Alcy Jabouin, DiPierro, Garcia, Hanlon, Marchese, Matewsky, Pietrantonio, Rogers, Smith, Van Campen, Martins
NAYS:	
AWAY:	

29. C0318-25 Order/s/ Councilor Stephanie Martins, as President

An order to call for the 2025 City of Everett municipal election

The city clerk provided details on the upcoming election, including early in-person voting dates and times at City Hall and the elections office phone number for any questions or issues. He clarified that mail-in ballots can only be obtained by application and that any problems like receiving an incorrect ballot should be reported to the elections department. Very few mail ballots have been requested so far this year.

MOTION:	Favorable Action
MOVER:	Robert Van Campen
SECONDER:	John Hanlon
RESULT:	**Passed [11 TO 0]**
AYES:	Alcy Jabouin, DiPierro, Garcia, Hanlon, Marchese, Matewsky, Pietrantonio, Rogers, Smith, Van Campen, Martins
NAYS:	

AWAY:	

30. C0319-25 Resolution/s/ Councilor Michael K. Marchese, Councilor Katy Rogers, Councilor Holly Garcia

That the city establish rules & regulations for using the bike lanes

Councilor Marchese expressed frustration with motorized vehicles using the bike lanes and sidewalks recklessly. He wants to prohibit anything with an engine from the bike lanes and sidewalks. The item was amended to add Councilors Garcia and Rogers as co-sponsors. A motion was made to refer the item to the city solicitor for an opinion on the city's authority to regulate this and to provide a definition of bike lanes, as well as to the Active Transportation Advisory Committee for information.

MOTION:	Refer
MOVER:	Michael Marchese
SECONDER:	Holly Garcia
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

31. C0321-25 Resolution/s/ Councilor Michael K. Marchese

That the City of Everett declare the month of October Italian Heritage Month

Councilor Marchese spoke about the importance of Italian American heritage, saying Italian Heritage Month should not be replaced and asked to declare recognize October as Italian Heritage Month.

MOTION:	Favorable Action
MOVER:	Michael Marchese
SECONDER:	Holly Garcia
RESULT:	**Passed [0 TO 0]**
AYES:	
NAYS:	
AWAY:	

ADJOURNMENT

Meeting adjourned at 9:50 PM

MOTION:	Adjourn
MOVER:	Anthony DiPierro
SECONDER:	Holly Garcia

RESULT:	**Passed [0 TO 0]**	Item Number {{item.number}}
AYES:		
NAYS:		
AWAY:		

City of Everett Massachusetts

C0366-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: December 8, 2025

Agenda Item:
An order requesting the confirmation of the re-appointment of Holly Garcia to the Youth Commission for a term of three (3) years expiring December 8, 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

November 19, 2025

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

Re: Re-Appointment of Youth Commission Member

Dear Honorable Members:

Please be advised that in accordance with Section 3-3 of the City Charter and, Section M (II)(a)(b) of the City of Everett Administrative Code, I hereby re-appoint, subject to confirmation by the City Council, Holly Garcia to the Youth Commission for a term of three (3) years expiring December 8, 2028.

Thank you for your favorable consideration in this matter.

Respectfully Submitted,

Carlo DeMaria
Mayor

November 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:

re-appointment of Holly Garcia to the Youth Commission for a term of three (3) years expiring December 8, 2028.

City of Everett Massachusetts

C0369-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: December 8, 2025

Agenda Item:
An order requesting approval to accept and expend a donation in the amount of $1,000.00 from Suffolk Construction (Integrated @ Works, LLC) in support of the City of Everett's Homecoming Celebration

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

November 25, 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 Suffolk Construction (Integrated @ Works, LLC) in support of the City of Everett's Homecoming Celebration.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria
Mayor

November 25, 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 $1,000.00 from Suffolk Construction (Integrated @ Works, LLC) in support of the City of Everett's Homecoming Celebration

City of Everett Massachusetts

C0370-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: December 8, 2025

Agenda Item:
An order requesting approval to accept and expend a grant from the Executive Office of Public Safety in the amount of $469,030.80 for the Everett Fire Department to be utilized for equipment, training and overtime with a nexus to hazmat operations within and for 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

November 26, 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 Executive Office of Public Safety in the amount of $469,030.80 for the Everett Fire Department to be utilized for equipment, training and overtime with a nexus to hazmat operations within and for the city.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria
Mayor

November 26, 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 Executive Office of Public Safety in the amount of $469,030.80 for the Everett Fire Department to be utilized for equipment, training and overtime with a nexus to hazmat operations in the city

City of Everett Massachusetts

C0375-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: December 8, 2025

Agenda Item:
An order requesting approval to accept a donation from Everett Supply and True Value Hardware of the use of a U-Haul Rental Truck for the purpose of picking up toys purchased for the City's Annual Toy Drive. The value of this donation is $100.00

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

December 2, 2025

Honorable City Council
484 Broadway
Everett, MA 02149

Dear Honorable Members:

I hereby submit for your consideration an order to accept a donation from Everett Supply and True Value Hardware of the use of a U-Haul Rental Truck for the purpose of picking up toys purchased for the City's Annual Toy Drive. The value of this donation is $100.00.

Thank you for your favorable consideration.

Respectfully submitted,

Carlo DeMaria
Mayor

December 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 a donation to the City of Everett from Everett Supply and True Value Hardware of the use of a U-Haul Rental Truck for the purpose of picking up toys purchased for the City's Annual Toy Drive. The value of this donation is $100.00.

City of Everett Massachusetts

C0384-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: December 8, 2025

Agenda Item:
An order requesting approval to appropriate by borrowing the amount of $2,000,000.00 for the construction of the Boathouse.

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

December 3, 2025

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

Dear Honorable Members:

I hereby request the amount of **$2,000,000.00** be appropriated by borrowing for the construction of the Boathouse. A presentation will be provided by the Planning department regarding this project.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria
Mayor

December 3, 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 City hereby appropriates the amount of Two million dollars ($2,000,000.00) to be funded by borrowing for the construction of a boathouse, including the payment of all other costs incidental and related thereto, and that to meet this appropriation the Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §8 or pursuant to any other enabling authority, and to issue bonds and notes therefore, provided, that any premium received upon the sale of any bonds or notes approved by this Order, less any such premium applied to the payment of the costs of such issuance of bonds or notes, may be applied to the payment of costs approved by this order in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; and to take any other action relative thereto.

City of Everett Massachusetts

C0385-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: December 8, 2025

Agenda Item:
A resolution to invite Sergeant Joseph Gaff of the Everett Police Department and Chair of the Everett Traffic Commission and City Parking Director Adriana Indrisano before the City Council to present updates for the 2026 Residential Parking program

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

December 3, 2025

Honorable City Council
484 Broadway
Everett, MA 02149

Dear Honorable Members:

I hereby submit for your consideration a resolution to invite Sergeant Joseph Gaff of the Everett Police Department and Chair of the Everett Traffic Commission and City Parking Director Adriana Indrisano before the City Council to present updates for the 2026 Residential Parking program.

Both Sergeant Gaff and Director Indrisano would like to inform the members of the changes that are being introduced as part of the continuing efforts to mitigate residential parking issues across the city.

I recommend your favorable consideration of this resolution.

Respectfully submitted,

Carlo DeMaria
Mayor

December 3, 2025

City of Everett, Massachusetts

CITY COUNCIL

Offered By: _____

Councilor Stephanie Martins, as President

Bill Number:
Bill Type:
Resolution

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

To invite Sergeant Joseph Gaff of the Everett Police Department and Chair of the Everett Traffic Commission and City Parking Director Adriana Indrisano before the Council to offer a presentation on the 2026 Residential Parking program.

City of Everett Massachusetts

C0367-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: December 8, 2025

Agenda Item:
A petition requesting the renewal of redemption center license to Le Redemption Center at 74 Spring St

Background and Explanation:

Attachments:

City of Everett Massachusetts

C0368-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: December 8, 2025

Agenda Item:
A petition requesting the renewal of a redemption center license for Dan's Redemption Center at 107 Hancock St

Background and Explanation:

Attachments:

City of Everett Massachusetts

C0371-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: December 8, 2025

Agenda Item:
A petition requesting the renewal of a class two motor vehicle dealer license for European Motors Auto Sales at 511 Second St

Background and Explanation:

Attachments:

City of Everett Massachusetts

C0372-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: December 8, 2025

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:

City of Everett Massachusetts

C0374-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: December 8, 2025

Agenda Item:
A petition requesting the renewal of a class two motor vehicle dealer license for Auto-Tech Pro at 146 Main St

Background and Explanation:

Attachments:

City of Everett Massachusetts

C0376-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: December 8, 2025

Agenda Item:
A petition requesting the issuing of a special one-day alcoholic beverage license to the City of Everett to serve at the Reception for the Mayor's Inaugural Ball occurring on January 10th, 2026 from 6:00pm – 11:00pm at the Connolly Center, 90 Chelsea Street

Background and Explanation:

Attachments:

City of Everett Massachusetts

C0364-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: November 24, 2025

Agenda Item:
An order requesting approval to accept and expend a grant from the Massachusetts Department of Conservation and Recreation in the amount of $100,000 to be used for watering trees

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

November 17, 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 Department of Conservation and Recreation in the amount of $100,000 to be used for watering trees.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria
Mayor

November 17, 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 Department of Conservation and Recreation in the amount of $100,000 to be used for watering trees.

From: Stephanie Smith
To: John Burley; Michael Mangan; David Flood; David Flood
Subject: Fwd: Questions regarding tree watering
Date: Monday, December 1, 2025 11:05:20 AM

FYI

Begin forwarded message:

From: Jacob StLouis <Jacob.StLouis@ci.everett.ma.us>
Date: December 1, 2025 at 9:14:33 AM EST
To: Stephanie Smith <Stephanie.Smith@ci.everett.ma.us>, Stephanie Martins <Stephanie.Martins@ci.everett.ma.us>
Subject: RE: Questions regarding tree watering

Good morning, Stephanie Smith, Stephanie Martins,

1. the main question was the location of the trees, whether they are the newly planted ones at Gateway or the trees along route 16 and Santilli Circle,

The trees to be watered are public shade trees along City streets. It includes some recently planted trees such as those along Franklin Street and some planned Spring plantings such as Lexington Street. It may include trees planted at Gateway Mall but street trees are the priority with this funding.

2. why is this being paid for where we haven't heard of a tree watering charge in the past

Watering has been paid for with Grant funding in the past, it's typically included in "tree planting and maintenance".

3. Is this a new grant or do we get it every year? If it is not a new grant, who is in charge of the grant distribution now? Is it the DPW?

The City of Everett has received the Grant during FY 24, 25 and 26. The grant is managed by the Department of Planning and Development, DPW does not manage the grant distribution.

4. Is this a matching grant or is it free and clear?

This is a reimbursement grant, we expended the funds with internal money and then submit invoices for reimbursement to the state grant administrator.

5. How will it be tracked?

Periodic reimbursement requests are submitted to the state grant administrator with invoices for charges.

6. What is the $100K for?

For watering City owned trees including contractors, staff and approved equipment.

7. Is this for water charges or OT charges for the DPW employees?

We are primarily intending to hire contractors. City staff watering is much cheaper than contracted so some funds may be used for DPW overtime watering, if equipment and staff are available.

8. What trees are going to be watered under this grant? Is it all trees in the City? Is it Gateway Plaza or State-road specific? Is it just trees or does it include islands?

Trees on City streets such as those planted on Franklin Street this fall and trees planned to be planted on Lexington Street next Spring. Only trees capable of shading and cooling the City are eligible for watering under this grant.

9. How are trees in the City watered and paid for now?

Watering has been closed for the season. This year City trees were watered on overtime by DPW staff with grant funds and by State staff under their Greening the Gateway Cities Program.

10. How is this $100K going to be tracked?

Periodic reimbursement requests are sent to the state grant administrator along with invoices for services.

Thank you,

Jacob St.Louis | Tree Warden
City of Everett | 617-394-2334

From: Stephanie Smith <Stephanie.Smith@ci.everett.ma.us>
Sent: Sunday, November 30, 2025 7:18 PM
To: Stephanie Martins <Stephanie.Martins@ci.everett.ma.us>; Jacob StLouis <Jacob.StLouis@ci.everett.ma.us>

Subject: Re: Questions regarding tree watering

Hi Jacob,

Additionally

- Is this a new grant or do we get it every year? If it is not a new grant, who is in charge of the grant distribution now? Is it the DPW?
- Is this a matching grant or is it free and clear? How will it be tracked? What is the $100K for? Is this for water charges or OT charges for the DPW employees?
- What trees are going to be watered under this grant? Is it all trees in the City? Is it Gateway Plaza or State-road specific? Is it just trees or does it include islands?
- How are trees in the City watered and paid for now now?
- How is this $100K going to be tracked?

Thanks,
Stephanie

From: Stephanie Martins <Stephanie.Martins@ci.everett.ma.us>
Date: Saturday, November 29, 2025 at 11:02 AM
To: Jacob StLouis <Jacob.StLouis@ci.everett.ma.us>
Cc: Stephanie Smith <Stephanie.Smith@ci.everett.ma.us>
Subject: Re: Questions regarding tree watering

Good morning Jacob,

Thank you so much for your prompt response.

I'm copying the chair of the Committee on Ways and Means, Councilor Smith.

From what I recall, the main question was the location of the trees, whether they are the newly planted ones at Gateway or the trees along route 16 and Santilli Circle, and why is this being paid for where we haven't heard of a tree watering charge in the past. -though this is a grant and we definitely appreciate it.

Have a great weekend!

Stephanie Martins

On Nov 25, 2025, at 1:51 PM, Jacob StLouis <Jacob.StLouis@ci.everett.ma.us> wrote:

Good afternoon, Council president Stephanie Martins, Wayne Matewsky, Peter Pietrantonio,

It sounds like there are some questions regarding the DCR grant for tree watering. From the meeting, I picked up that there is a question about where the trees that we intend to water are located. Where there any other questions that I can be prepared to answer during the upcoming Ways and Means Committee?

Thank you,

5. C036425 Order/s/ Councilor Stephanie Martins, as President
An order requesting approval to accept and expend a grant from the Massachusetts Department of Conservation and Recreation in the amount of $100,000 to be used for watering trees

5. C0364-25 Order/s/ Councilor Stephanie Martins, as President
An order requesting approval to accept and expend a grant from the Massachusetts Department of Conservation and Recreation in the amount of $100,000 to be used for watering trees
REFERRED TO THE WAYS & MEANS COMMITTEE

Jacob St.Louis | Tree Warden
City of Everett | 617-394-2334

#1 - C0364-25

Ways and Means Committee
December 1, 2025

The Committee on Ways and Means met on Monday, December 1, 2025 at 6pm 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, Anthony DiPierro and Peter Pietrantonio.

The Committee met on an Order offered by Councilor Stephanie Martins, as President: An Order requesting approval to accept and expend a grant from the Massachusetts Department of Conservation and Recreation in the amount of $100,000 to be used for watering trees.

Tree Warden Jacob St. Louis was also present.

The Committee was in receipt of an email response from Mr. St. Louis to a number of questions submitted by Chairperson Smith (attached).

Mr. St. Louis explained that the trees with high priority being watered were newer trees along City streets while the newer trees in parks and along the Gateway mall area were considered a lower priority when it came to watering. He noted that approximately 80 new trees were planted in the City. He informed the Committee that the trees were being watered by outside contractors.

The Committee voted: to report back to the City Council with a recommendation Favorable action.

Respectfully Submitted,

John W. Burley
Clerk of Committees

City of Everett Massachusetts

C0365-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: November 24, 2025

Agenda Item:
An order requesting the approval of additional amount of $455,000.00 be appropriated by borrowing for the Everett Police station roof improvement project

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

November 18, 2025

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

Dear Honorable Members:

I hereby request the additional amount of **$455,000.00** be appropriated by borrowing for the Everett Police station roof improvement project.

In an effort to provide an accurate estimate of the cost of this work, the Facilities Maintenance Department had requested preliminary quotes of what the projected costs would be. However, following a comprehensive assessment of the existing roof system and updated cost projections (see attached) the scope was revised to capture additional issues not included in the preliminary assessment.

I recommend your favorable passage of this order.

Respectfully submitted,

Carlo DeMaria
Mayor

November 18, 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 City hereby appropriates the amount of Four Hundred Fifty-Five Thousand Dollars ($455,000.00) to be funded by borrowing for roof improvements at the Police Station, located at 45 Elm Street, including the payment of all other costs incidental and related thereto, and that to meet this appropriation the Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §8 or pursuant to any other enabling authority, and to issue bonds and notes therefore, provided, that any premium received upon the sale of any bonds or notes approved by this Order, less any such premium applied to the payment of the costs of such issuance of bonds or notes, may be applied to the payment of costs approved by this order in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; and to take any other action relative thereto.

November 17, 2025

Kiara M. Freeman, MCPPO
Chief Procurement Officer
City of Everett
484 Broadway, Room 14
Everett, MA 02149
617-394-2288
Kiara.Freeman@ci.everett.ma.us

RE: Everett Police Department Roof Repair

Dear Kiara,

Please find attached, ARM Consultants revised Roof Replacement Study report for the Everett Police Department. This version of the report now includes the garage roof and an estimated cost of construction. STV has also evaluated sub-consultant costs previously submitted and will hold those values for the revised scope.

Everett Police Department Roof - Total Project Cost Estimate

Design and Construction Administration Services	ARM Consultants	$	33,743	*
Owners Project Manager/On-Site Representative	STV Inc.	$	29,806	*
Industrial Hygienist	TBD	$	6,000	
Structural Engineering	Alternate #1: Not to exceed	$	16,100	
Estimated Cost of Construction		$	511,500	
Construction Contingency (5%)		$	25,575	
Subtotal				$622,724
Owner's Project Contingency (5%)		$	31,136	
Total				$653,860

* Previously submitted - no change

Also attached is a revised project schedule that constrains the start of work to mid-April to avoid the cost premium and quality concerns associated with cold weather work. Once approved to proceed, STV & ARM Consultants will begin preparing the project for bid in January.

Please do not hesitate to call us if you have any questions or need any further information.

Respectfully,

Rudy Barajas, CSL, MCPPO
Senior Project Manager

Cc: M. Godse, T. MacKay
Attachments:

ARM Consultants LLC

Roof Replacement Study for Everett Police Department

45 Elm Street
Everett, MA 02149

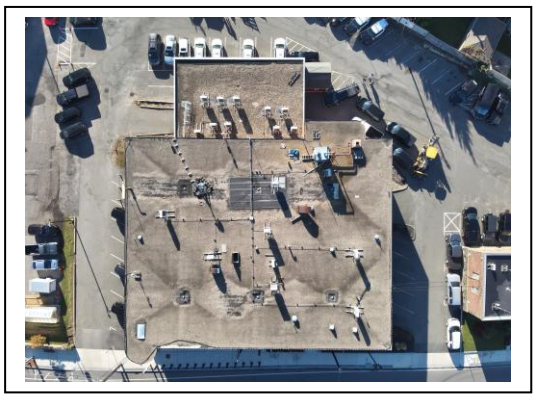
City of Everett

November 17, 2025

Everett Police Department
Massachusetts

ARM Consultants
PO Box 4, Chester NH 03036
603-234-6030

November 17, 2025



Everett Police Station
45 Elm Street
Everett, MA 02149
Attn: Kiara Freeman
Facilities Project Manager

RE: Everett Police Department

Building Description:

The Everett Police Station was constructed circa 1980 and consists of a main two-story building with an attached 1-story garage at the rear of the building. The main building consists of exterior load bearing concrete masonry unit (CMU) walls with a brick veneer, and an interior steel frame (columns, beams and bar joists) supporting the roof. This report supersedes the initial report issued on October 22nd, 2025. It has been amended to include the garage roof.

Based on drawings provided by City of Everett which were created by E.C. Park & Company dated May 29, 1979, the building is approximately 16,750 square feet. The (upper) main roof system is approximately 12,600 square feet while the (lower) garage roof system is approximately 4,150 square feet. The original R-value of the existing upper roof system is +/- R-19.5.

Investigation Scope:

On Saturday, October 18, 2025, STV and ARM were on site to conduct a full roof investigation of the upper roof area. This included measurement confirmations, test cuts, material sampling, aerial drone photo survey, roof drain inspections and roof penetration coordination. Included with this investigation was an infrared scan, which is used to detect moisture in the layers below the roof membrane. The results of the scan be seen in "Appendix A" of this report. Our findings are as follows:

Edge Test Cuts (+/- R-20.8)

Gravel surface 3-Ply Built up roof membrane	(R-.34)
Fiberboard Tapered Edge (Perimeter only)	(R-1.3)
1" fiberglass insulation	(R-4.0)
2" polyisocyanurate insulation	(R-11.2)
1" fiberglass insulation	(R-4.0)
1-1/2" Type "B" structural steel decking.	

Field Test Cuts (+/- R-19.5)

ARM Consultants
PO Box 4, Chester NH 03036
603-234-6030

Gravel surface 3-Ply Built up roof membrane	(R-.34)
1" fiberglass insulation	(R-4.0)
2" polyisocyanurate insulation	(R-11.2)
1" fiberglass insulation	(R-4.0)
1-1/2" Type "B" structural steel decking.	

Cricket Location Test Cuts (+/- R-22.2)

Gravel surface 3-Ply Built up roof membrane	(R-.34)
Varied Thickness Perlite (Crickets only)	(R-2.7)
1" fiberglass insulation	(R-4.0)
2" polyisocyanurate insulation	(R-11.2)
1" fiberglass insulation	(R-4.0)
1-1/2" Type "B" structural steel decking.	

Discussions:

A **roof re-cover** involves removal of the existing membrane, installation of a new cover board or polyisocyanurate board over the existing assembly and installation of a new membrane over the newly installed cover/insulation board. It is important to note that an infrared or nuclear survey is conducted in attempt to salvage the existing insulation panels which are in place below the membrane. This option will allow for a considerably less expensive roof installation. Keeping the insulation assembly dry until replacement is a major consideration and somewhat of a challenge as the roof membrane deteriorates rapidly at the end of its life cycle. A roof re-cover is only feasible if the existing insulation assembly is re-useable, typically 70% or greater of dry insulation. If less than 70% of the insulation is wet and/or deteriorated the labor and material costs to replace the damaged insulation will negate the savings that would be observed with a roof re-cover. In that case, with no cost savings, it is more feasible to replace all new materials and meet current building code regulations. Please see "Appendix A" for preliminary moisture scan results, showing about 40% of the roof to contain wet insulation.

A **roof replacement** entails removal of all of the existing roof assembly down to the structural decking and replacement with materials that will meet current building code regulations.

The existing assembly contains fiberglass rigid board insulation which has a high susceptibility to moisture damage and tends to retain liquid within the air pockets of its structure. Once the fiberglass board is wet, its compressive strength is negligible and becomes deformed/compressed with minimal overburden pressure. Compressing fiberglass insulation significantly reduces it R-value and can result in thermal bridging in which greater heat loss is observed at these locations. That deformation can also result in "ponding water" which can deteriorate adhesive on seams, collect debris, add strain to the structure, among other issues pertaining to the longevity of the roof system.
Given the significant amount of moisture observed in the existing system it would be beneficial to inspect the condition of the steel decking that has been sitting in water for an unknown period of time. At the time of construction, any rusted, rotted, or deteriorated decking will be replaced and/or repaired

ARM Consultants
PO Box 4, Chester NH 03036
603-234-6030

during the roof replacement process. Furthermore, a roof replacement will allow for the R-value to be brought up to current building code regulations.

It is important to note that given the materials used during the original construction, there will be no significant change in height for the roof assembly to meet current building code requirements.

Recommendations:

Based on the above information and analysis of the existing conditions, it is ARM's recommendation that a roof replacement be pursued. Based on DCAMM certified projects of similar size, materials and accessibility in surrounding locations ARM estimates a full replacement cost of +/- $30 per square foot roofing scope of the project (Main Roof and Garage Roof).

Preliminary investigations revealed asbestos containing materials at the perimeter of the main roof as well as one patch in the field (+/- 50 SQFT). ARM estimates +/- 600 SQFT of asbestos remediation at approximately $15 per square foot.

Budgetary Numbers Summary

Roof Area	Square Footage (+/- SQFT)	Cost per Square Foot ($/SQFT)	Budget ($)
Main Roof	12,600	$30/SQFT	$ 378,000
Garage Roof	4,150	$30/SQFT	$ 124,500
Asbestos Remediation	600	$15/SQFT	$ 9,000
Total	17,350		$ 511,500

The above budget numbers are subject to the following:

- Tear-off/complete replacement based on new insulation to code in effect at the time of writing this report.
- All numbers based on building NOT being FM GLOBAL insured.
- Based on 2025 budget estimates using manufacturer and DCAMM certified and licensed contractors.

If you have any questions or cocnerns about the information provided, please feel free to reach out at your earliest convenience.

Sincerely,

Brian Toner

Brian Toner
Project Manager
ARM Consultants LLC
www.armroofs.com
978.518.1968
Brian@armroofs.com

APPENDIX “A”

WET AREA CHART			
AREA #	OVERALL DIMENSIONS	ACTUAL SQ.FT.	NUCLEAR GAUGE READING(S)
1	124' X 45'	2,796	29-97
2	124' X 40'	2,079	27-46

MOISTURE SURVEY RESULTS					
ROOF SECTION & TYPE	APPROX. SIZE (SF)*	NUMBER OF WET AREAS	AREA WET (SF)**	PERCENT WET	NUCLEAR GAUGE BASELINE(DRY) READINGS
MAIN ROOF (BUR)	12,464	2	4,875	39.1%	10-15

*ROOF SIZE IS APPROXIMATE AND IS PROVIDED SOLELY TO SHOW AMOUNT OF MOISTURE DAMAGE AS A PERCENTAGE OF THE ENTIRE ROOF AREA. CONTRACTORS ARE RESPONSIBLE FOR THEIR OWN MEASUREMENTS.
**FIGURES SHOWN ON THIS CHART REPRESENT THE ACTUAL DIMENSIONS OF WET AREAS AS MARKED ON THE ROOF AND SHOWN IN THIS DRAWING. FINAL REPLACEMENT FIGURES (SQUARED OFF DIMENSIONS) WILL BE HIGHER.

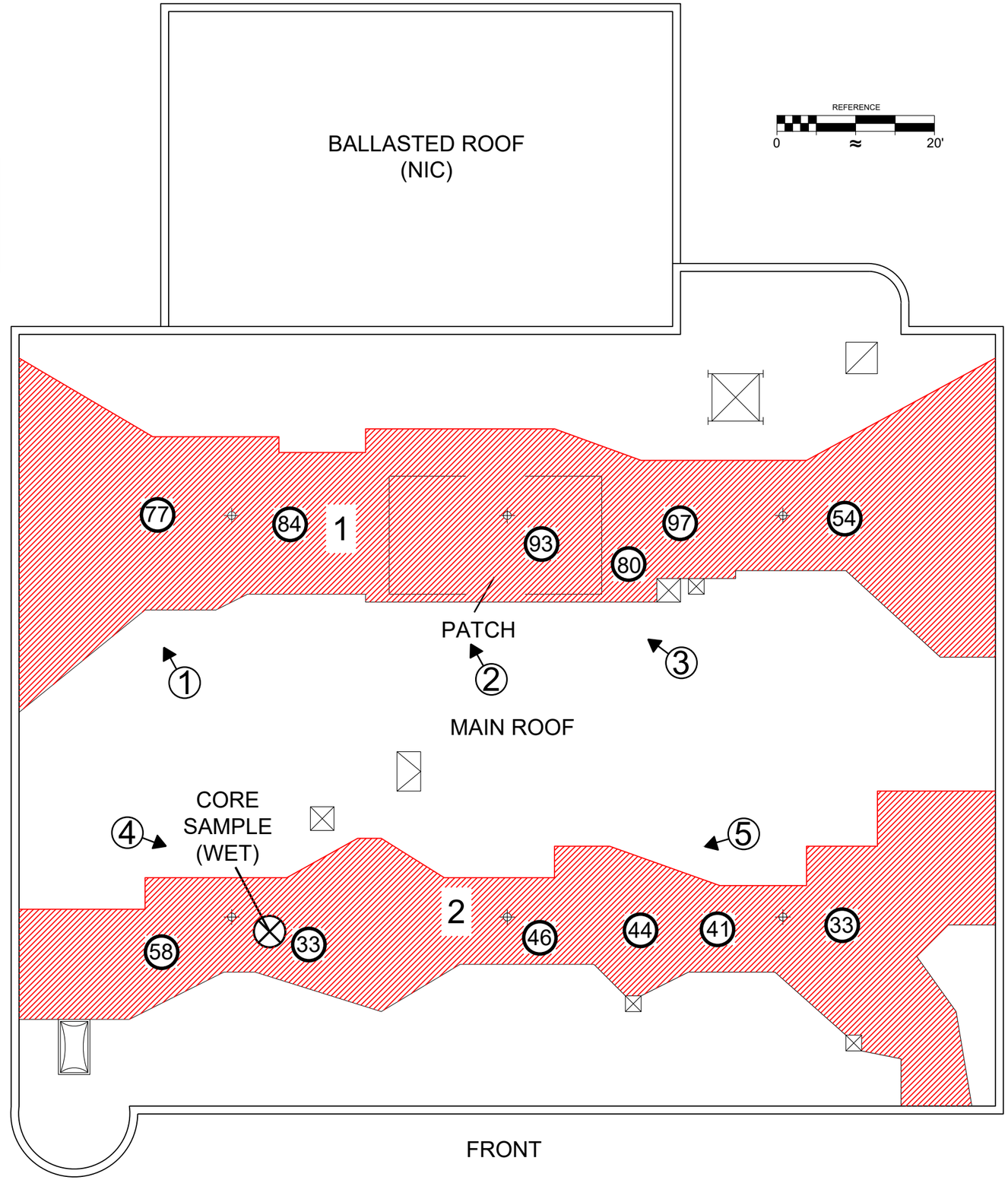
LEGEND:

- MOISTURE INDICATED
- 00 SPOT NUCLEAR READINGS
- CORE SAMPLE
- ROOF HATCH
- MECHANICAL EQUIP. (NOT ALL SHOWN)
- SKYLIGHT
- ROOF DRAIN
- PHOTO ORIENTATION

NOTES:

1. THE LARGE PATCH WITHIN AREA 1 IS HEAVILY BUILT-UP. THIS COULD HAVE CAUSED THE ELEVATED NUCLEAR READINGS RECORDED WITHIN THE PATCH. SINCE ELEVATED READINGS INDICATING MOISTURE WERE ALSO RECORDED SURROUNDING THE PATCH, IT IS LIKELY THAT THE PATCH ALSO CONTAINS MOISTURE.

2. ELEVATED NUCLEAR READINGS MAY BE CAUSED BY CONDITIONS OTHER THAN MOISTURE, INCLUDING THE PRESENCE OF WOOD, CONCRETE AND EXCESS BITUMINOUS MATERIAL.



ARM Consultants LLC
P.O. Box 4
Chester, NH 03036
(603) 234 6030

#	DATE	BY	DESCRIPTION

PROJECT NAME: EVERETT POLICE DEPARTMENT
PROJECT LOCATION: 46 ELM STREET EVERETT, MA 02149
SHEET TITLE: INFRARED MOISTURE ANALYSIS REPORT

DRAWN BY: BT
CHECKED BY: TEA
DATE ISSUED: 10/88/2025
SCALE: N.T.S.
SITE #: 25-1
DRAWING: IR-1

APPENDIX “B”

Crystal Analytical LLC
55 Accord Park Drive, Suite 2D
Rockland, MA 02370
T: (781) 347-3936

October 21, 2025

Axiom Partners
50 Salem St., Bldg B - Suite 103
Lynnfield, MA

Project Address:	**45 Elm St., Everett, MA**
Project Name:	**Everett Police Department**
Laboratory ID:	**2501001706**
Client Project #:	**01137-368**

To Matthew Buccella

Enclosed are the results for your project at 45 Elm St., Everett, MA.

These samples were analyzed for asbestos via Calibrated Visual Estimation (CVE) following the U. S. Environmental Protection Agency (EPA) Interim Method for the Determination of Asbestos in Bulk Insulation Samples (EPA 600/M4-82-020) as found in 40 CFR, Part 763, Appendix E to Subpart E and supplemental methods such as U. S. EPA Method for the Determination of Asbestos in Bulk Building Materials (EPA/600/R-93/116, July 1993) as necessary.

Sample analysis was completed on **October 21, 2025**

The detection limit for testing methods using Calibrated Visual Estimation(CVE) is <1% asbestos, which is determined via polarized light microscopy. Material containing 1% or more asbestos fibers by weight is considered to be asbestos-containing (ACM).

Thank you for your business and we look forward to working with you again.

Christine Cleveland

MA DLS - License # AA000259
CT DPH - Registration # PH-0838
RI DoH - Certification # PLM00163
NVLAP - Lab Code 600387-0

SUPPLIER DIVERSITY OFFICE
CERTIFIED
SDO Client ID: 20250163
mass.gov/sdo

LABORATORY ID: 2501001706

Project Address: 45 Elm St., Everett, MA
Project Name: Everett Police Department
Client Project #: 01137-368

Date(s) Sampled: 10/20/25
Date Accepted: 10/20/25
Date(s) Analyzed: 10/21/25
Date Reported: 10/21/25

Contact Name: Matthew Buccella
Client Name: Axiom Partners
Client Location: 50 Salem St., Bldg B - Suite 103, Lynnfield, MA

Test Report for the Analysis of Asbestos in Bulk Materials - Calibrated Visual Estimation via Polarized Light Microscopy

Client ID	Item ID	Description & Location	Physical Attributes	Non-Asbestos Fibrous Components	Asbestos %
102025-06-01A.1	0001	Edge, Tar Layer on End, Test Cut #1	Black Non-Fibrous Homogeneous		3% Chrysotile
102025-06-01A.2	0002	Edge, Insulation Layer, Test Cut #1	Yellow/Black Semi-Fibrous Heterogeneous	25% Fiberglass	None Detected
102025-06-01B.1	0003	Edge, Tar Layer, Test Cut #3	Black Non-Fibrous Homogeneous		None Detected
102025-06-01B.2	0004	Edge, Insulation Layer, Test Cut #3	Yellow/Black Semi-Fibrous Heterogeneous	25% Fiberglass	None Detected
102025-06-01B.3	0005	Edge, Center Section, Test Cut #3	Black/Yellow Semi-Fibrous Heterogeneous	5% Cellulose 10% Fiberglass	2% Chrysotile
102025-06-02A.1	0006	Main Field, Tar Layer, Test Cut #2	Black Non-Fibrous Homogeneous		None Detected
102025-06-02A.2	0007	Main Field, Center Section, Test Cut #2	Black/Yellow Semi-Fibrous Heterogeneous	10% Fiberglass	None Detected
102025-06-02B.1	0008	Main Field, Tar Layer on End, Test Cut #4	Black Non-Fibrous Homogeneous		2% Chrysotile
102025-06-02B.2	0009	Main Field, Tar Layer in Middle, Test Cut #4	Black Non-Fibrous Homogeneous		None Detected
102025-06-02B.3	0010	Main Field, Center Section, Test Cut #4	Black/Yellow Semi-Fibrous Heterogeneous	15% Fiberglass	None Detected

LABORATORY ID: 2501001706

Project Address: 45 Elm St., Everett, MA
Project Name: Everett Police Department
Client Project #: 01137-368

Date(s) Sampled: 10/20/25
Date Accepted: 10/20/25
Date(s) Analyzed: 10/21/25
Date Reported: 10/21/25

Contact Name: Matthew Buccella
Client Name: Axiom Partners
Client Location: 50 Salem St., Bldg B - Suite 103, Lynnfield, MA

Test Report for the Analysis of Asbestos in Bulk Materials - Calibrated Visual Estimation via Polarized Light Microscopy

Client ID	Item ID	Description & Location	Physical Attributes	Non-Asbestos Fibrous Components	Asbestos %
102025-06-03A.1	0011	Flashing Sealant, Tar Layer, Test Cut #5	Black Non-Fibrous Homogeneous		None Detected
102025-06-03A.2	0012	Flashing Sealant, Center Section, Test Cut #5	Black Semi-Fibrous Heterogeneous	10% Cellulose	**3% Chrysotile**
102025-06-03B.1	0013	Flashing Sealant, Tar Layer, Test Cut #6	Black Non-Fibrous Homogeneous		None Detected
102025-06-03B.2	0014	Flashing Sealant, Center Section, Test Cut #6	Black Semi-Fibrous Heterogeneous	10% Cellulose	**3% Chrysotile**
102025-06-04	0015	Pitch Pocket Sealant, Test Cut #7	Black/Gray Non-Fibrous Homogeneous		None Detected

The above test results only relate to the samples submitted by the client to the laboratory, which were received in good condition unless otherwise noted in the sample comments section(s). Crystal Analytical, LLC. has no responsibility for any actions taken or interpretations made by the client or client's customer based upon the above test results. Liability regarding test result(s) is limited to the amount paid by the customer. Crystal Analytical, LLC. is not responsible for analytical uncertainty stemming from the limitations inherent in analytical methods or from sample collection activities. Client samples will be retained for a period of 90 days.

Analyst
Will Cleveland

Approved Signatory
Christine Cleveland

AXIOM PARTNERS
50 SALEM STREET
SUITE 103B
LYNNFIELD, MA 01940
PHONE: 781.213.9198

LABORATORY ORDER #: 250100[illegible]
Item Number 14
Sample(s) received in good condition? [Y] [N]
Discernable field blank submitted? [Y] [N]

Asbestos Analysis – Chain of Custody Form

Sampled by:	*Samples were collected by the client – ARM Roofing Consultants*	**Date Collected:**	*10/20/25*
Project Name:	*Everett Police Department*		
Project Site:	*45 Elm Street, Everett, Massachusetts*		
Project ID/Number:	*01137-368*		
Special Lab Instructions:	***NO POSITIVE STOP**; email results to mbuccella@axiomenv.com & axiomlab@axiomenv.com*		

TURNAROUND TIME – If turnaround time is not chosen standard turnaround time applies (6 + Days)

☐ Rush	☐ 6 Hours	☐ 12 Hours	☒ 24 Hours	☐ 48 Hours	☐ 72 Hours	☐ 4 Days	☐ 5 Days	☐ 6-10 Days

TYPE OF ASBESTOS ANALYSIS: EPA 600/R-93/116

SAMPLE NUMBER	SAMPLE LOCATION	SAMPLE DESCRIPTION
102025-06-01A	Test Cut #1	Edge
102025-06-01B	Test Cut #3	Edge
102025-06-02A	Test Cut #2	Main Field (Composite Sample)
102025-06-02B	Test Cut #4	Main Field (Composite Sample)
102025-06-03A	Test Cut #5	Flashing Sealant
102025-06-03B	Test Cut #6	Flashing Sealant
102025-06-04	Test Cut #7	Pitch Pocket Sealant

Relinquished:	[signature]	**Date:**	10/20/25	**Time:**	
Received:	[signature]	**Date:**	10/20/25	**Time:**	4:00pm

Crystal Analytical LLC
55 Accord Park Drive, Suite 2D
Rockland, MA 02370
T: (781) 347-3936

ARM Consultants
PO Box 4
Chester, NH 03036

Laboratory ID: **2501001824**
Project Address: **45 Elm Street, MA**

To Brian Toner

Enclosed are the results for your project at 45 Elm Street, MA.

These samples were analyzed for asbestos via Calibrated Visual Estimation (CVE) following the U. S. Environmental Protection Agency (EPA) Interim Method for the Determination of Asbestos in Bulk Insulation Samples (EPA 600/M4-82-020) as found in 40 CFR, Part 763, Appendix E to Subpart E and supplemental methods such as U. S. EPA Method for the Determination of Asbestos in Bulk Building Materials (EPA/600/R-93/116, July 1993) as necessary.

Sample analysis was completed on **November 5, 2025**

The detection limit for testing methods using Calibrated Visual Estimation(CVE) is <1% asbestos, which is determined via polarized light microscopy. Material containing 1% or more asbestos fibers by weight is considered to be asbestos-containing (ACM).

Thank you for your business and we look forward to working with you again.

Christine Cleveland

MA DLS - License # AA000259
CT DPH - Registration # PH-0838
RI DoH - Certification # PLM00163
NVLAP - Lab Code 600387-0

SUPPLIER DIVERSITY OFFICE
CERTIFIED
SDO Client ID: 20250163
mass.gov/sdo

LABORATORY ID: 2501001824

Project Address: 45 Elm Street, MA

Crystal Analytical

Date(s) Sampled: 11/02/25
Date Accepted: 11/03/25
Date(s) Analyzed: 11/05/25
Date Reported: 11/06/25

Contact Name: Brian Toner
Client Name: ARM Consultants
Client Location: PO Box 4, Chester, NH 03036

Test Report for the Analysis of Asbestos in Bulk Materials - Calibrated Visual Estimation via Polarized Light Microscopy

Client ID	Item ID	Description & Location	Physical Attributes	Non-Asbestos Fibrous Components	Asbestos %
TC-4A	0001	Field,	Black/Yello Semi-Fibrous Heterogeneous	10% Fiberglass	None Detected
TC-4B	0002	Field,	Black/Yello Semi-Fibrous Heterogeneous	20% Fiberglass	None Detected
TC-4C	0003	Field,	Black/Yellow Semi-Fibrous Heterogeneous	25% Fiberglass	None Detected
TC-4D	0004	Field,	Black/Yellow Semi-Fibrous Heterogeneous	30% Fiberglass	None Detected
TC #11	0005	Rising Wall,	Black Non-Fibrous Homogeneous		None Detected
TC #12	0006	Edge,	Black Non-Fibrous Homogeneous		None Detected

The above test results only relate to the samples submitted by the client to the laboratory, which were received in good condition unless otherwise noted in the sample comments section(s). Crystal Analytical, LLC. has no responsibility for any actions taken or interpretations made by the client or client's customer based upon the above test results. Liability regarding test result(s) is limited to the amount paid by the customer. Crystal Analytical, LLC. is not responsible for analytical uncertainty stemming from the limitations inherent in analytical methods or from sample collection activities. Client samples will be retained for a period of 90 days.

Analyst
Sandhya Gunasekara

Approved Signatory
Christine Cleveland

Crystal Analytical

Lab use only

Item Number 14

Laboratory ID:	2501001824
Samples Acceptable:	☑ Yes ☐ No
Checked by:	WC

CHAIN OF CUSTODY: BULK ASBESTOS

Client Information

Client Name:	ARM CONSULTANTS
Contact Person:	BRIAN TONER
Address:	PO BOX 4 CHESTER, NH 03036
Address (cont):	
Email:	BRIAN@ARMROOFS.COM
Phone: 978.518.1968	Fax:

Turn Around Time

☐ Rush (<3hr)
☐ Same Day
☐ Next Day
☐ 2 Day
☒ 3 Day
☐ 1 Week

3 Day TAT will be assigned if TAT is not specified. ***TAT Begins when project is received by lab personnel during normal business hours.***

☐ Results by Noon
☐ After Hours

Project Information

Project Name:	EVERETT POLICE DEPARTMENT
Project ID#:	
Project Location:	45 ELM STREET
Project State:	MASSACHUSETTS
PO #:	
Report To:	BRIAN TONER

Asbestos Analysis

☒ Bulk PLM - Calibrated Visual Estimation (CVE)
☐ Bulk PLM - Point Count: ☐ 400 ☐ 1000
☐ Bulk PLM - Qualitative Analysis
☐ Vermiculite PLM - Qualitative Analysis
☐ Soil PLM - Qualitative Analysis
☐ Positive Stop

Sample Information

Sample Number	HA	Material Description	Material Location
TC-4A			FIELD
TC-4B			FIELD
TC-4C			FIELD
TC-4D			FIELD
TC #11			RISING WALL
TC #12			EDGE

Relinquished By	Date/Time	Received by:	Date/Time
			11/3/25 12PM

PLM-FRM-010 ver. 1.2

Page 1 of 1

Crystal Analytical, LLC. • 55 Accord Park Dr., Ste. 2D; Rockland, MA 02370 • (781) 347-3936

MAIN ROOF EDGE TEST CUTS

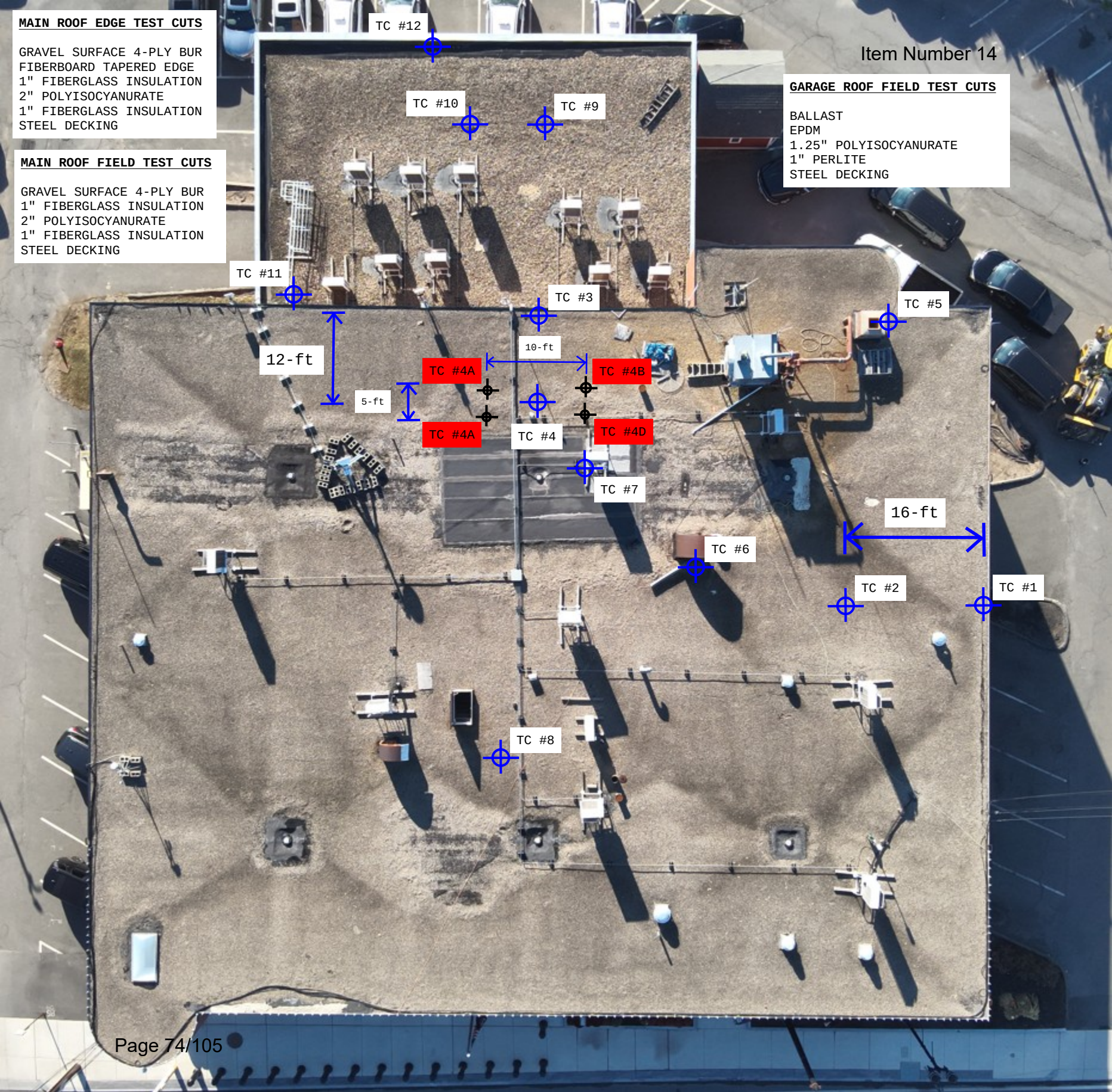
GRAVEL SURFACE 4-PLY BUR
FIBERBOARD TAPERED EDGE
1" FIBERGLASS INSULATION
2" POLYISOCYANURATE
1" FIBERGLASS INSULATION
STEEL DECKING

MAIN ROOF FIELD TEST CUTS

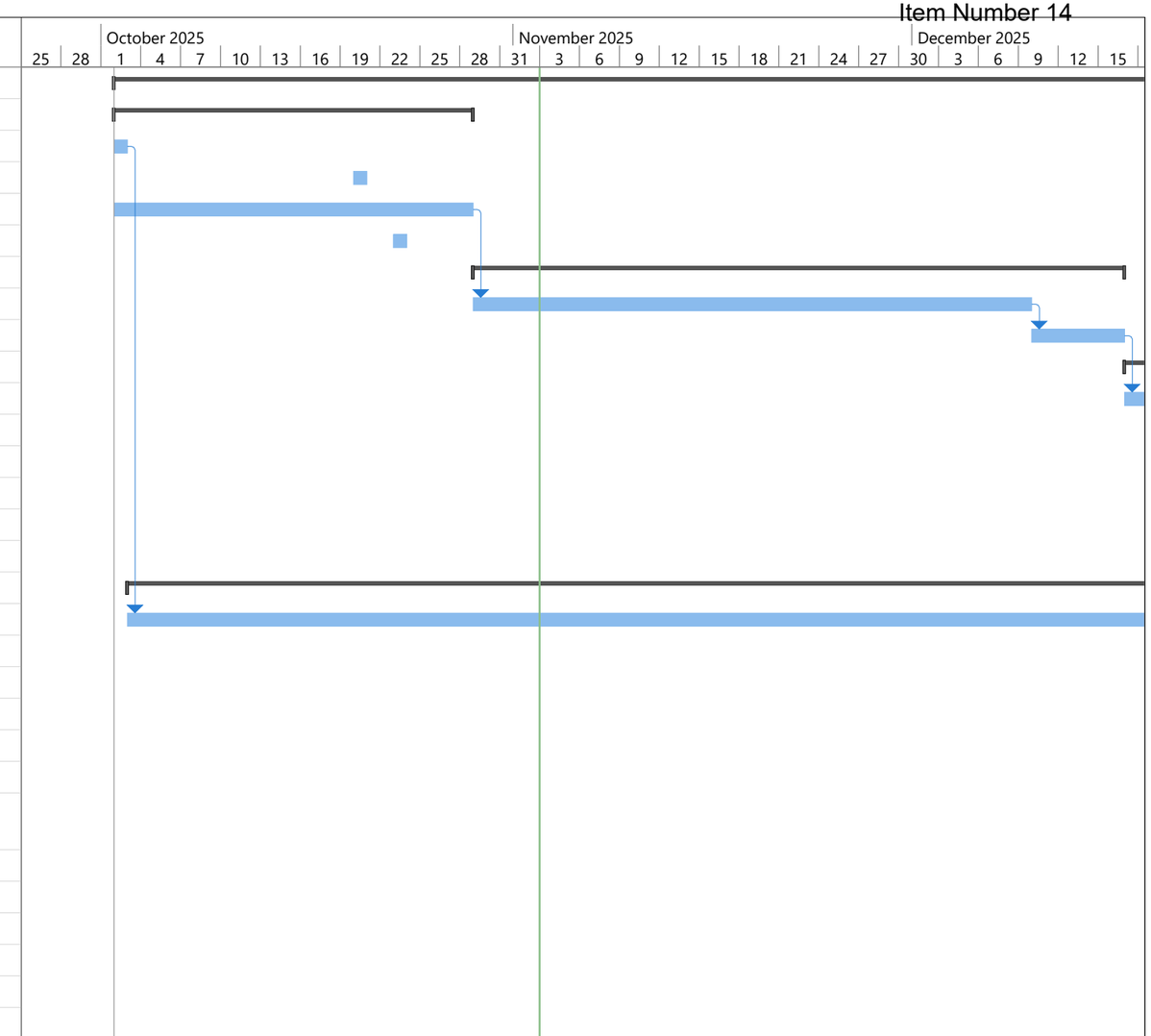
GRAVEL SURFACE 4-PLY BUR
1" FIBERGLASS INSULATION
2" POLYISOCYANURATE
1" FIBERGLASS INSULATION
STEEL DECKING

GARAGE ROOF FIELD TEST CUTS

BALLAST
EPDM
1.25" POLYISOCYANURATE
1" PERLITE
STEEL DECKING

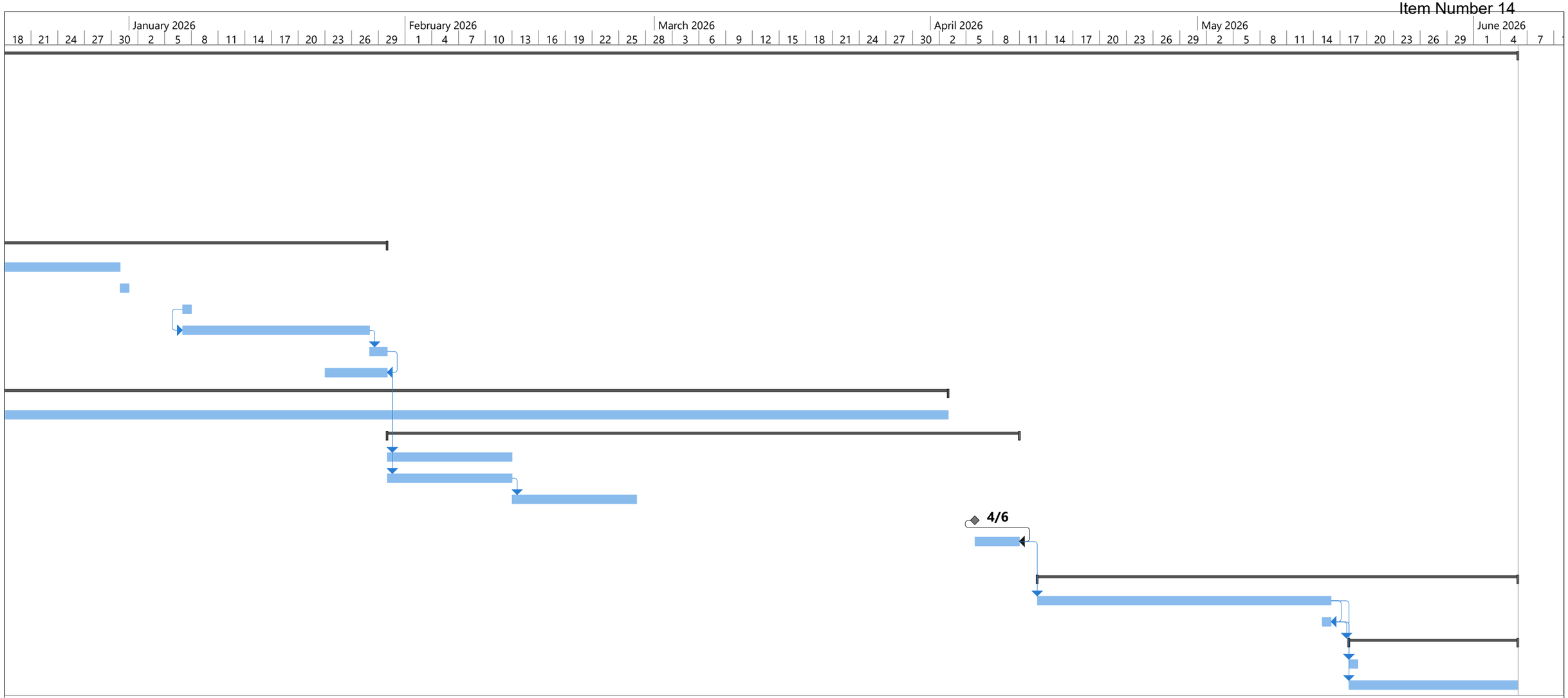


ID		Task Mode	Task Name	Duration	Start	Finish	Predecessors
1			**Project Summary**	**177 days**	**Thu 10/2/25**	**Fri 6/5/26**	
2			**Preliminary Planning**	**19 days**	**Thu 10/2/25**	**Tue 10/28/25**	
3			ARM & STV Site visit	1 day	Thu 10/2/25	Thu 10/2/25	
4			Logistics planning Meeting	1 day	Mon 10/20/25	Mon 10/20/25	
5			Pre-eliminary site investigation	19 days	Thu 10/2/25	Tue 10/28/25	
6			Roof investigation report	1 day	Thu 10/23/25	Thu 10/23/25	
7			**Design**	**35 days**	**Wed 10/29/25**	**Tue 12/16/25**	
8			Design Development	6 wks	Wed 10/29/25	Tue 12/9/25	5
9			Review and Approve CD set	1 wk	Wed 12/10/25	Tue 12/16/25	8
10			**Bidding and Award**	**32 days**	**Wed 12/17/25**	**Thu 1/29/26**	
11			CDs and Bid-documents	2 wks	Wed 12/17/25	Tue 12/30/25	9
12			Submit Advertisment to Central Register	1 day	Wed 12/31/25	Wed 12/31/25	
13			Ad goes live in Central Register	1 day	Wed 1/7/26	Wed 1/7/26	
14			Bid Period	3 wks	Wed 1/7/26	Tue 1/27/26	13SS
15			Bid Evaluation	2 days	Wed 1/28/26	Thu 1/29/26	14
16			Award Contract	1 wk	Fri 1/23/26	Thu 1/29/26	15FF
17			**FAA**	**130 days**	**Fri 10/3/25**	**Thu 4/2/26**	
18			Relocate antenna	26 wks	Fri 10/3/25	Thu 4/2/26	3
19			**Pre-construction**	**51 days**	**Fri 1/30/26**	**Fri 4/10/26**	
20			Permit for roof work	2 wks	Fri 1/30/26	Thu 2/12/26	16
21			Submittals (Prepare and submit)	2 wks	Fri 1/30/26	Thu 2/12/26	16
22			Submittals (Review and Approve)	2 wks	Fri 2/13/26	Thu 2/26/26	21
23			Start of Work constraint (Weather)	0 days	Mon 4/6/26	Mon 4/6/26	
24			Mobilization (includes stair tower installation)	1 wk	Mon 4/6/26	Fri 4/10/26	23SF
25			**Construction**	**40 days**	**Mon 4/13/26**	**Fri 6/5/26**	
26			Construction Start Date	5 wks	Mon 4/13/26	Fri 5/15/26	24
27			Substantial completion	1 day	Fri 5/15/26	Fri 5/15/26	26FF
28			**Project Closeout**	**15 days**	**Mon 5/18/26**	**Fri 6/5/26**	**27**
29			Final Inspection	1 day	Mon 5/18/26	Mon 5/18/26	27
30			Submit Warranties and As-builts	3 wks	Mon 5/18/26	Fri 6/5/26	26



Project: Everett PD Roof Repair Master Schedule (Draft).
Date: Mon 11/3/25

Task | Split | Milestone | Summary | Project Summary | Inactive Task | Inactive Milestone | Inactive Summary | Manual Task | Duration-only | Manual Summary Rollup | Manual Summary | Start-only | Finish-only | External Tasks | External Milestone | Deadline | Progress | Manual Progress



Project: Everett PD Roof Repair Master Schedule (Draft).
Date: Mon 11/3/25

Task		Project Summary		Manual Task		Start-only		Deadline	
Split		Inactive Task		Duration-only		Finish-only		Progress	
Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
Summary		Inactive Summary		Manual Summary		External Milestone			

#2 - C0365-25

Ways and Means Committee
December 1, 2025

The Committee on Ways and Means met on Monday, December 1, 2025 at 6pm 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, Anthony DiPierro and Peter Pietrantonio.

The Committee met on an Order offered by Councilor Stephanie Martins, as President: An Order requesting the approval of additional amount of $455,000 be appropriated by borrowing for the Everett Police Station roof improvement project.

Director of Facilities Angelo Febbo and Procurement Officer Kiara Freeman were also present.

Councilor Hanlon inquired about the bonding process and Ms. Freeman explained that this was something that was done by the City Treasurer but still provided an overview of the process to the Committee. Councilor Pietrantonio expressed concern over the additional costs noting that the building was way past its useful life. Mr. Febbo explained that they originally tried to go with a less expensive option noting the age of the building but found through a roofing consultant that the work needed was far more extensive than originally estimated. In addition the garage roof was now being included in the project resulting in a total roof replacement that would now also require a lot of the equipment on the roof to be disconnected and reconnected. He remarked that the roof was not going to wait until a new Police Station was constructed. Councilor Pietrantonio asked if there was any interior damage and Mr. Febbo responded that his Department had remediated some interior leaks and that there was nothing major or structural preventing the building from being occupied. Ms. Freeman noted that once the City Council approves the Order then she would put it out to bid in January.

The Committee voted: to report back to the City Council with a recommendation Favorable action.

Respectfully Submitted,

John W. Burley
Clerk of Committees

City of Everett Massachusetts

C0362-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: November 24, 2025

Agenda Item:
An order requesting the confirmation of Elizavette Cordero, to the Food Policy Council for a term of three (3) years, expiring November 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

November 17, 2025

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

Re: Appointment of Food Policy Council Member

Dear Honorable Members:

Please be advised that in accordance with Section 3-3 of the City Charter and, Section T (II)(a) of the City of Everett Administrative Code, I hereby appoint, subject to confirmation by the City Council, Elizavette Cordero, to the Food Policy Council for a term of three (3) years, expiring November 30, 2025.

Thank you for your favorable consideration in this matter.

Respectfully Submitted,

Carlo DeMaria
Mayor

November 17, 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 Elizavette Cordero to the Food Policy Council for a term of three (3) years expiring November 30, 2028.

City of Everett Massachusetts

C0363-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: November 24, 2025

Agenda Item:
An order requesting the confirmation of the appointment of Kristina Nies, to the Food Policy Council for a term of three (3) years, expiring November 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

November 17, 2025

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

Re: Re-Appointment of Food Policy Council Member

Dear Honorable Members:

Please be advised that in accordance with Section 3-3 of the City Charter and, Section T (II)(a) of the City of Everett Administrative Code, I hereby re-appoint, subject to confirmation by the City Council, Kristina Nies, to the Food Policy Council for a term of three (3) years, expiring November 30, 2025.

Thank you for your favorable consideration in this matter.

Respectfully Submitted,

Carlo DeMaria
Mayor

November 17, 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 Kristina Nies to the Food Policy Council for a term of three (3) years expiring November 30, 2028.

City of Everett Massachusetts

C0263-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: August 11, 2025

Agenda Item:
That the administration provide information on the process to ensure ARPA funds distributed to local organizations are being properly advertised and distributed in accordance with each application and intent

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

October 14, 2025

The Honorable City Council
484 Broadway
Everett, Massachusetts 02149

RE: C0263-25 That the administration provide administration on the process to ensure ARPA funds distributed to local organizations are being properly advertised and distributed in accordance with each application and intent

Dear Honorable Members:

Enclosed please find a sample Quarterly Monitoring and Reporting Template that is used to ensure that recipients of ARPA funds are meeting the terms and conditions of their funding award.

Also attached is a copy of a Frequently Asked Questions (FAQ) document that was prepared and shared with funding recipients.

Please be advised that subrecipients are in the process of undergoing another round of quarterly reviews presently. These compliance efforts are ongoing and will continue throughout the remainder of this program.

Thank you for your interest in this matter.

Respectfully submitted,

Erin Deveney
Chief of Staff

Enclosures

From: Erin Deveney
To: Michael Mangan; David Flood; Sergio Cornelio
Cc: Stephanie Martins
Subject: FW: Items re: C0263-25
Date: Monday, November 24, 2025 3:53:56 PM
Attachments: C0263-25 Council Request on ARPA Funds Compliance.docx
image001.png
250521 Kick-Off Meeting Notes 4 PM (005).pdf
250522 Kick-Off FAQ on Compliance Items.pdf

Good afternoon-

I am resharing with you the information that the Administration previously provided to the Council in response to this item to confirm that organizations that received ARPA funds are required to participate in quarterly compliance meetings.

No questions have been received from any member of the City Council since it was shared initially. If there are questions the Council would like answered, please feel free to share them.

Thank you.

Erin C. Deveney
Chief of Staff
Office of Mayor Carlo DeMaria
Direct: 617- 944-0255

From: Erin Deveney
Sent: Tuesday, October 14, 2025 6:39 PM
To: Michael Mangan <Michael.Mangan@ci.everett.ma.us>; David Flood <david_flood@comcast.net>; David Flood <David.Flood@ci.everett.ma.us>; Sergio Cornelio <Sergio.Cornelio@ci.everett.ma.us>
Cc: Stephanie Martins <Stephanie.Martins@ci.everett.ma.us>
Subject: Items re: C0263-25

Good evening-

My apologies for unexpectedly not being able to make this evening's meeting as planned.

Attached are written documents instead to respond to Item #19 on this evening's agenda. These are sample documents of the information that ARPA recipients need to provide to the city on a quarterly basis to demonstrate compliance with the terms of the program. The most recent quarterly review process is underway currently.

Thank you.

Erin C. Deveney
Chief of Staff
Office of Mayor Carlo DeMaria
Direct: 617- 944-0255

CITY OF
EVERETT

May 22, 2025

RE: Subrecipient Grant Program

Assistance Listing Number (ALN): 21.027

Compliance & Monitoring

Frequently Asked Questions

Q: What types of costs are considered ineligible under this grant?

The ARPA SLFRF program has strict guidelines on how funds can be used. The following costs are not allowed and will be considered ineligible:

- **Unrelated or disproportionate activities**: Expenses that have no clear connection to the COVID-19 public health emergency or are excessive in relation to the harm experienced.
- **Rainy day or reserve funds**: Contributions to financial reserves, stabilization funds, or similar accounts are not permitted.
- **Debt payments**: You cannot use funds to pay principal or interest on existing debt.
- **Religious activities**: Funding cannot support inherently religious activities such as worship services, religious instruction, or proselytizing.
- **Political activities**: This includes lobbying, campaign support, or any political advocacy.
- **Non-local beneficiaries**: Programs or services that do not directly benefit residents of the City of Everett are ineligible.
- **Unapproved uses**: Funds must be used strictly for the purposes outlined in your approved grant application. Any deviation requires prior written approval.

Q: Is this limited to Everett Residents?

Yes, programs or services funded through the Subrecipient Grant Program must directly benefit residents of the City of Everett.

Q: How can an organization verify a beneficiary's income eligibility before providing services?

There are several common methods to verify income eligibility:

- Tax Return Review: Use a copy of the beneficiary's most recent tax return to assess total household income.
- Standardized Income Calculation: Apply a consistent method to calculate annual income based on various income sources such as wages, benefits, and other earnings.
- Self-Certification: Have the beneficiary complete and sign a form declaring their income when other documentation is not available.
- Qualified Census Tract (QCT) Verification: Confirm the beneficiary lives in a designated low-income area using HUD tools.

Q: What happens if we don't comply with the requirements?

Non-compliance can result in repayment of funds, disallowed costs, or other enforcement actions.

Q: Can an organization request reimbursement for expenses incurred before the official start date listed in their agreement, if those expenses fall within a broader program coverage period?

No, reimbursement can only be requested for expenses incurred during the official performance period outlined in the organization's agreement. While the broader program may have an earlier start date, only costs within the approved agreement period and aligned with the submitted budget are eligible for reimbursement.

Q: What is program income, and how should it be applied under the grant—through deduction, addition, or cost-sharing?

Program income is the revenue generated directly from activities supported by a federal award. This includes, but is not limited to, fees for services performed, rental income from property acquired with federal funds, and interest earned on loans made using federal award dollars. It does not include interest on advances of federal funds, rebates, credits or discounts.

Under the ARPA State and Local Fiscal Recovery Funds (SLFRF) program, subrecipients must carefully manage program income. This includes tracking it in a separate account, reporting it quarterly to the recipient, and using it exclusively for eligible SLFRF purposes. Subrecipients are also expected to implement internal controls, including written policies that define allocation methods, accounting standards, and compliance monitoring procedures.

In accordance with 2 CFR § 200.307 and the terms of this grant, the deduction method applies. This means any program income must be subtracted from the total allowable costs before calculating the reimbursement amount. The reimbursement request form is structured to reflect this approach.

Q: Is program income limited to funds received directly from the specific activity for which reimbursement is being requested?

Yes, program income only includes revenue generated from the specific activities funded by the grant and tied to the reimbursement request. General revenue, such as membership fees or unrelated income, does not qualify as program income.

Q: What procurement rules apply to us?

Subrecipients must follow the Uniform Guidance (2 CFR 200) procurement standards, including competitive bidding and conflict of interest policies.

Q: Can we issue subawards to other organizations?

Yes, but you must follow proper subrecipient monitoring and ensure compliance with federal requirements.

Q: Will we be monitored or audited?

Yes, subrecipients are subject to monitoring by the pass-through entity and may also be audited under the Single Audit Act if they expend more than $750,000 in federal funds in a fiscal year.

Q: For programs focused on health-related services, is collecting income information still required for eligibility verification?

If your program falls under an enumerated eligible use in the Human Services category, you are required to verify beneficiary income before providing services – please refer to the Notice of Funding Availability for Public Health Subrecipient Grant Program. The only exceptions are health-related programs explicitly listed under Violence Prevention, Behavioral and Mental Health Care, Substance Abuse, and COVID-19 Testing/Vaccination, which income verification is not required.

Q: If two organizations are collaborating on the same project, can one representative attend the quarterly meeting on behalf of both?

Yes, one representative may attend the quarterly meeting on behalf of both organizations. However, it is recommended that both organizations participate in the initial meeting to ensure alignment on compliance expectations, reporting responsibilities, and communication protocols. This helps establish a shared understanding and smooth coordination moving forward.

Q: When will we receive the second half of our allocated funds? Is it triggered by a reimbursement request, and what's the expected timeline? Do we need to spend all the initial funds before receiving the second allocation?

Yes, the initial funds must be fully expended, and all required financial and performance reports–along with supporting documentation–must be submitted and approved before the remaining funds can be disbursed.

The second half of your program's allocation will be provided on a **reimbursement basis**. To receive these funds, you must submit all required documentation, which is reviewed on a quarterly basis, in accordance with the terms and conditions outlined in your subrecipient agreement.

City of Everett Massachusetts

C0305-25

To: **Mayor and City Council**

From: **Councilor Stephanie V. Smith**

Date: October 14, 2025

Agenda Item:
That the administration and the traffic commission provide the following in regards to the newly installed speed bumps

Background and Explanation:

Attachments:

From: Stephanie Smith
To: Michael Mangan; David Flood; David Flood
Subject: Item for agenda
Date: Saturday, September 27, 2025 10:59:38 PM

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that the administration and the traffic commission provide the following:
- how many temporary speed bumps were installed
.. on what streets and how many per street?
- the cost of installing the speed bumps (unit cost or total cost)
- the cost of removing the speed bumps in November before the winter
- the purpose of installing the speed bumps
- how the City is determining they are working to curtail the speed on each respective street departments
- who determined the locations? and what was the criteria to install speed bumps? was the engineering department contacted?
- why was determined to install two speed bumps on Foster Street and then immediately pull them up to redo the street?

Thanks,
Stephanie

City of Everett Massachusetts

C0328-25

To: **Mayor and City Council**

From: **Councilor Stephanie V. Smith**

Date: October 27, 2025

Agenda Item:
That the administration provides an update for when the overflow trash day this year will be, as discussed during budget hearings

Background and Explanation:

Attachments:

City of Everett Massachusetts

C0373-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins**

Date: December 8, 2025

Agenda Item:
That the police chief authorize the use of the orange safety cones at the intersection of Broadway and Hampshire St crosswalk for the safety or residents and children

Background and Explanation:

Attachments:

City of Everett Massachusetts

C0377-25

To: **Mayor and City Council**

From: **Councilor Anthony DiPierro**

Date: December 8, 2025

Agenda Item:
A resolution requesting the traffic commission to consider the attached petition to make the housing authority's portion of Russell Street a one-way

Background and Explanation:

Attachments:

We, the undersigned, would like to petition the City of Everett's Traffic Commission to make Russell Street a 1-way.

Name	Address	Signature
Rose Rosemond	97 Russell St	
Katherine Flores	95 russell St.	
Marie Moreu	95R Russell	
Kamalaks A	93 Russell	
Dulce Tavares	87 Russell	
Gladys Avila	83 Russell	
[illegible]	118 Russell	
Deidre Walters	110 Russell St	
LEm LEm Hamil	140 Russell St	
Asia Edwards	148 Russell St	
Jennifer Pisano	100 Russell St	
[illegible]	152 Russell St	
[illegible]	13 Russell St	
[illegible]	154 Russell St	

We, the undersigned, would like to petition the City of Everett's Traffic Commission to make Russell Street a 1-way.

Name	Address	Signature
Pat Smith	126 Russell	Pat Smith
Lynda Avakian	128 Russell St	Lynda Avakian
Judith Medeiros	116 Russell St	Judith Medeiros
Doreen Butera	130 Russell St	Doreen Butera
Nissine Rabbar	132 Russell st	[illegible]
Melissa Michel	125 Russell St	Melissa M
Tatiana Lopes DaSilva	120 Russell St	[illegible]
Sonya Fuentes	110 Russell St	[illegible]
Samantha Ribbans	108 Russell St	[illegible]
[illegible]	102 Russell St	[illegible]
[illegible]	114 Russel St	[illegible]
Lisa Mercuri	115 Russell St	Lisa Mercuri
Marie Rose	173 Russell St	Marie Rose Santos
Serena Gibbs	127 C Russel St	Serena Gibbs

We, the undersigned, would like to petition the City of Everett's Traffic Commission to make Russell Street a 1-way.

Name	Address	Signature
Mary Teixeira	174 Russell St	Mary Teixeira
Denesha Copeland	163 Russell st	[illegible]
Marilyn Fournier	194 Russell St	[illegible]
Marylen Evans	202 Russell St	Marylen Evans

City of Everett Massachusetts

C0378-25

To: **Mayor and City Council**

From: **Councilor Anthony DiPierro**

Date: December 8, 2025

Agenda Item:
A resolution requesting that the Department of Public Works and Everett Public Schools install a bicycle rack at the Webster School

Background and Explanation:

Attachments:

City of Everett Massachusetts

C0379-25

To: **Mayor and City Council**

From: **Councilor Wayne A. Matewsky**

Date: December 8, 2025

Agenda Item:
That the city accept the eagle carving by Gerald Frew dedicated to Edward Everett, and to be placed at an appropriate location in the city

Background and Explanation:

Attachments:

City of Everett Massachusetts

C0380-25

To: **Mayor and City Council**

From: **Councilor Stephanie Martins, Councilor Peter Pietrantonio, Councilor Stephanie V. Smith**

Date: December 8, 2025

Agenda Item:
That the facilities maintenance director provide an update on the status of the old EHS roof project and when tenants will be back in building

Background and Explanation:

Attachments:

City of Everett Massachusetts

C0381-25

To: **Mayor and City Council**

From: **Councilor Stephanie V. Smith, Councilor Peter Pietrantonio**

Date: December 8, 2025

Agenda Item:
That the Assistant Director of YDE provide an update on the status of the gym at old EHS. When will it re-open, how will it be cleaned, staffed and funded?

Background and Explanation:

Attachments:

City of Everett Massachusetts

C0382-25

To: **Mayor and City Council**

From: **Councilor Stephanie V. Smith**

Date: December 8, 2025

Agenda Item:
That Encore provides an update of the number of Everett residents employed, the number of sub-contractors retained with local businesses (including women-owned and minority owned) in Everett and and itemized report with the amounts of vouchers and gift certificates purchased from Everett businesses as per the Community Host Agreement Section 2 Subsection B and C

Background and Explanation:

Attachments:

City of Everett Massachusetts

C0383-25

To: **Mayor and City Council**

From: **Councilor Stephanie V. Smith**

Date: December 8, 2025

Agenda Item:
That Encore provides a report for the number of local cultural and arts programs it has hosted as per the Community Host Agreement Section 5 Subsection C

Background and Explanation:

Attachments: