



City of Melrose Finance Committee

Monday, February 2, 2026, 7:30 PM
City Council Chamber, 1st Floor
562 Main Street, Melrose, MA 02176

AGENDA

NOTE:

To watch this meeting live visit mmtv3.org or local cable station MMTV (Channels 3, 15, 22 on Comcast or Channels 37, 38, 39 on Verizon)

I. CALL TO ORDER

Christopher Park	Vice Chair
Jason Chen	
Maya Jamaledine	
John Obremski	
William Bradley Freeman	President, Ex Officio Member
Manjula Karamcheti	Chair

II. MINUTES APPROVAL

Finance Committee Meeting September 2, 2025 6:45 PM

III. PUBLIC COMMENT

When: Feb 2, 2026 07:30 PM Eastern Time (US and Canada)
Topic: Finance Committee Meeting

Join from PC, Mac, iPad, or Android:

<https://cityofmelrose-org.zoom.us/j/93811800155?pwd=vSIQZQbqpoAsGUdSlT9bcXcMTXz25a.1>

Passcode:982686

Webinar ID: 938 1180 0155

IV. ORDERS

A. (ID # 2026-174): Reappointment of Linda Reed, as Assistant City Clerk for a one year term, ending on the first Monday in February 2027.

V. ADJOURNMENT

The City of Melrose does not discriminate based on disability and is committed to hosting accessible meetings and events. Individuals with disabilities who need auxiliary aids and services for effective communication, written materials in alternative formats, or reasonable modifications in policies and procedures, in order to access the programs and activities of the

City of Melrose or to attend meetings, should contact the City's ADA Coordinator, Polina Latta
platta@cityofmelrose.org.

Linda Reed's accomplishments for 2025

Assisted the City Clerk with various daily tasks

Trained our new Senior Account Clerk, Kathy Maihack

Extensive research to implement all our new fees for Vital Records and City Licenses

Attended two City Clerk Association conferences

Trained on the new vital records platform MAVRIC

Trained on the new Civic Plus and assisted other departments in this process

Learned how to do all amendments for vital records

Assisted the Elections Administrator with all aspects of our November 2025 local election

Created new database for our dog registration

§ 56-10. Assistant City Clerk.

- A. The City Clerk shall, on or before the first Monday in February in each year, appoint an Assistant City Clerk, subject to confirmation by the City Council.
- B. The Assistant City Clerk may be removed by the vote of a majority of all the members of the City Council taken by roll call.
- C. In the absence of the City Clerk, the Assistant City Clerk shall perform all the duties of the office and shall perform such other duties as he/she may be called upon to perform by the City Clerk.

State law reference — Authority to appoint assistant city clerk, MGL c. 41, § 18.