



City Council
Regular Meeting

Monday, March 2, 2026, 7:45 PM
City Council Chamber, 1st Floor
562 Main Street, Melrose, MA 02176

MINUTES

I. CALL TO ORDER

Jason Chen
Cal Finocchiaro
Maya Jamaledine
Manjula Karamcheti
Elizabeth Kowal
John Obremski
Christopher Park
Devin Romanul
Kimberly Vandiver
Ryan Williams
Brad Freeman, President

Pledge of Allegiance

Meeting was called to order by President Freeman at 7:45 PM
Councilor Jamaledine attended remotely.

Attendee Name	Title	Status	Arrived
Jason Chen	At-Large	Present	
Cal Finocchiaro	Ward 6	Present	
Maya Jamaledine	At-Large	Present Remote	
Manjula Karamcheti	Ward 1	Present	
Elizabeth Kowal	At-Large	Present	
John Obremski	Ward 2	Present	
Christopher Park	Ward 3	Present	
Devin Romanul	Ward 7	Present	
Kimberly Vandiver	Ward 5	Present	
Ryan Williams	At-Large	Present	
William Bradley Feeman	President	Present	

II. MINUTES APPROVAL

A. City Council Regular Meeting February 26, 2026 7:45 PM

Motion to Approve the minutes without reading made by Councilor Romanul
Seconded by Councilor Karamcheti
All were in favor and minutes were approved

RESULT:	APPROVED [UNANIMOUS]
AYES:	Jason Chen, Cal Finocchiaro, Bradley Freeman, Maya Jamaledine, Manjula Karamcheti, Elizabeth Kowal, John Obremski, Christopher Park, Devin Romanul, Kim Vandiver, Ryan Williams

III. PUBLIC COMMENT

When: Mar 2, 2026 07:45 PM Eastern Time (US and Canada)
Topic: City Council Meeting

Join from PC, Mac, iPad, or Android:
<https://cityofmelrose-org.zoom.us/j/97269189204?pwd=g8ebdHsZH4u02g5ba21pTkjqcl4Gbb.1>
Passcode:414299
Webinar ID: 972 6918 9204

Motion to Open public comment made by Councilor Vandiver at 7:49 PM
Seconded by Councilor Finocchiaro
All were in favor and motion passed

RESULT:	PASSED [UNANIMOUS]
AYES:	Jason Chen, Cal Finocchiaro, Bradley Freeman, Maya Jamaledine, Manjula Karamcheti, Elizabeth Kowal, John Obremski, Christopher Park, Devin Romanul, Kim Vandiver, Ryan Williams

There were no comments on the floor or via Zoom

Motion to Close public comment made by Councilor Finocchiaro at 7:50 PM
Seconded by Councilor Karamcheti
All were in favor and motion passed

RESULT:	PASSED [UNANIMOUS]
AYES:	Jason Chen, Cal Finocchiaro, Bradley Freeman, Maya Jamaledine, Manjula Karamcheti, Elizabeth Kowal, John Obremski, Christopher Park, Devin Romanul, Kim Vandiver, Ryan Williams

IV. COMMUNICATIONS FROM THE HONORABLE MAYOR & OTHER CITY OFFICIALS

V. NEW BUSINESS

- A. Filings by the Honorable Mayor
 - i. Appointments/Reappointments

1. **(ID # 2026-308):** Reappointment of Charlie McCabe, 14 Orient Avenue, Melrose to the Conservation Commission for a term of three years, said term to end the last day of February 2029.

Motion to Refer to Boards & Commissions Committee made by President Freeman.

RESULT:	ASSIGN TO COMMITTEE
TO:	Boards & Commissions

2. **(ID # 2026-380):** Reappointment of Ellen Cobau, 79 Otis Street, Melrose to the Melrose Council on Aging for a three-year term, said term to expire on the last day of February 2029.

Motion to Refer to Boards & Commissions Committee made by President Freeman.

RESULT:	ASSIGN TO COMMITTEE
TO:	Boards & Commissions

3. **(ID # 2026-448):** Reappointment of Jason Jancaitis, 16 Tappan Street, to the Melrose Conservation Commission for a three-year term, said term to expire on the last day of February 2029.

Motion to Refer to Boards & Commissions Committee made by President Freeman.

RESULT:	ASSIGN TO COMMITTEE
TO:	Boards & Commissions

4. **(ID # 2026-454):** Reappointment of Tim Bailey, 62 Glen St., to the Planning Board for a five-year term; said term to expire on the last day of February 2031.

Motion to Refer to Boards & Commissions Committee made by President Freeman.

RESULT:	ASSIGN TO COMMITTEE
TO:	Boards & Commissions

B. Filings by members of the Honorable City Council

C. Orders

- i. **(ID # 2026-475):** That the Melrose City Council vote to dissolve the Melrose Redevelopment Authority

Motion to Refer to Legal & Legislative Committee made by President Freeman.

RESULT:	ASSIGN TO COMMITTEE
TO:	Legal & Legislative

VI. UNFINISHED BUSINESS

A. Appointments/Reappointments

Motion to Conjoin Item ID's 2026-381, 2026-445, 2026-446, 2026-456, and 2026-476 made by Councilor Williams.

Seconded by Councilor Romanul
All were in favor and motion passed

RESULT:	PASSED [UNANIMOUS]
AYES:	Jason Chen, Cal Finocchiaro, Bradley Freeman, Maya Jamaledine, Manjula Karamcheti, Elizabeth Kowal, John Obremski, Christopher Park, Devin Romanul, Kim Vandiver, Ryan Williams
NAYS:	None

Motion to Approve as conjoined Item ID's 2026-381, 2026-445, 2026-446, 2026-456, and 2026-476 made by Councilor Williams
Seconded by Councilor Finocchiaro
All were in favor and motion passed

RESULT:	PASSED [UNANIMOUS]
AYES:	Jason Chen, Cal Finocchiaro, Bradley Freeman, Maya Jamaledine, Manjula Karamcheti, Elizabeth Kowal, John Obremski, Christopher Park, Devin Romanul, Kim Vandiver, Ryan Williams
NAYS:	None

- i. **(ID # 2026-381):** Appointment of Diana Weinburg, 94 Maple Street, Melrose to the Commission on Women for a term of three-years, said term to expire the last day of February, 2029.

Motion to Approve as conjoined made by Councilor Williams
Seconded by Councilor Finocchiaro
All were in favor and motion passed

RESULT:	PASSED [UNANIMOUS]
AYES:	Jason Chen, Cal Finocchiaro, Bradley Freeman, Maya Jamaledine, Manjula Karamcheti, Elizabeth Kowal, John Obremski, Christopher Park, Devin Romanul, Kim Vandiver, Ryan Williams
NAYS:	None

- ii. **(ID # 2026-445):** Appointment of Joseph Swithin Shortlidge, 132 Bay State Road, Melrose, to the Melrose Human Rights Commission for a term of three years, said term to expire the last day of February 2029.

Motion to Approve as conjoined made by Councilor Williams
Seconded by Councilor Finocchiaro
All were in favor and motion passed

RESULT:	PASSED [UNANIMOUS]
AYES:	Jason Chen, Cal Finocchiaro, Bradley Freeman, Maya Jamaledine, Manjula Karamcheti, Elizabeth Kowal, John Obremski, Christopher Park, Devin Romanul, Kim Vandiver, Ryan Williams
NAYS:	None

- iii. **(ID # 2026-446):** Appointment of Laurie Chomko, 14 Botolph Street, Melrose, to the Melrose Human Rights Commission, for a term of three years, said term to expire on or before the last day in February, 2029.

Motion to Approve as conjoined made by Councilor Williams
Seconded by Councilor Finocchiaro
All were in favor and motion passed

RESULT:	PASSED [UNANIMOUS]
AYES:	Jason Chen, Cal Finocchiaro, Bradley Freeman, Maya Jamaledine, Manjula Karamcheti, Elizabeth Kowal, John Obremski, Christopher Park, Devin Romanul, Kim Vandiver, Ryan Williams
NAYS:	None

- iv. **(ID # 2026-456):** Appointment of Paul Cusolito, 63 Stratford Road, Melrose to the Cemetery Commission for a term of three years, said term to expire the last day of February 2029.

Motion to Approve as conjoined made by Councilor Williams
Seconded by Councilor Finocchiaro
All were in favor and motion passed

RESULT:	PASSED [UNANIMOUS]
AYES:	Jason Chen, Cal Finocchiaro, Bradley Freeman, Maya Jamaledine, Manjula Karamcheti, Elizabeth Kowal, John Obremski, Christopher Park, Devin Romanul, Kim Vandiver, Ryan Williams
NAYS:	None

- v. **(ID # 2026-476):** Appointment of Dawn Jacobs, 462 East Foster Street, Melrose to the Board of Health for a term of three years, said term to expire on or before the last day of February, 2029.

Motion to Approve as conjoined made by Councilor Williams
Seconded by Councilor Finocchiaro
All were in favor and motion passed

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Jason Chen, Cal Finocchiaro, Bradley Freeman, Maya Jamaledine, Manjula Karamcheti, Elizabeth Kowal, John Obremski, Christopher Park, Devin Romanul, Kim Vandiver, Ryan Williams
NAYS:	None

B. Grants

- i. **(ID # 2026-455):** Acceptance of EOEEA Cooling Corridors Grant for \$48,000

Motion for Passage made by Councilor Romanul
Seconded by Councilor Karamcheti
All were in favor and motion passed

RESULT:	PASSED [UNANIMOUS]
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AYES:	Jason Chen, Cal Finocchiaro, Bradley Freeman, Maya Jamaledine, Manjula Karamcheti, Elizabeth Kowal, John Obremski, Christopher Park, Devin Romanul, Kim Vandiver, Ryan Williams
NAYS:	None

- ii. **(ID # 2026-477):** Acceptance of the BSAS MassCALL3B Grant by the Health & Human Services Department

Motion for Passage made by Councilor Romanul
 Seconded by Councilor Karamcheti
 All were in favor and motion passed

RESULT:	PASSED [UNANIMOUS]
AYES:	Jason Chen, Cal Finocchiaro, Bradley Freeman, Maya Jamaledine, Manjula Karamcheti, Elizabeth Kowal, John Obremski, Christopher Park, Devin Romanul, Kim Vandiver, Ryan Williams
NAYS:	None

C. Petitions

- i. **(ID # 2026-73):** WR # 31135450 4 Glendale Ave - Joint Pole Installation

Motion to Place on File made by Councilor Vandiver
 Seconded by Councilor Finocchiaro
 All were in favor and motion passed

RESULT:	PLACED ON FILE [UNANIMOUS]
AYES:	Jason Chen, Cal Finocchiaro, Bradley Freeman, Maya Jamaledine, Manjula Karamcheti, Elizabeth Kowal, John Obremski, Christopher Park, Devin Romanul, Kim Vandiver, Ryan Williams
NAYS:	None

VII. REPORTS FROM COMMITTEES

VIII. EXPIRIES

IX. RULE 36 REPORTS

X. ADJOURNMENT

Motion to Adjourn made by Councilor Williams at 7:56 PM
 Seconded by Councilor Finocchiaro
 All were in favor and meeting was adjourned.

RESULT:	ADJOURNED [UNANIMOUS]
AYES:	Jason Chen, Cal Finocchiaro, Bradley Freeman, Maya Jamaledine, Manjula Karamcheti, Elizabeth Kowal, John Obremski, Christopher Park, Devin Romanul, Kim Vandiver, Ryan Williams
NAYS:	None

Charlie McCabe
14 Orient Avenue
Melrose, MA 02176

January 8, 2026

Mayor Jen Grigoraitis
City of Melrose
Via email

Mayor Grigoraitis,

I would like to request reappointment to the City of Melrose Conservation Commission. I have served my first three-year term, having been nominated by Mayor Brodeur and confirmed by the Melrose City Council in 2023. Since my appointment, I'm pleased to have participated in regular meetings, weighing on decisions required by the state and city conservation regulations, and managing the ponds and open space owned by the city. I also took advantage of trainings offered to conservation commission members by state officials and the Massachusetts Association of Conservation Commissions.

Following the unexpected death of our conservation agent, Eric Devlin in December of 2022, the committee kept the work of the committee moving forward, filling in aspects of the agent's role. We also switched to meeting in person for monthly meetings going forward at City Hall.

In addition to the regulatory work that the conservation commission has accomplished since my appointment, I am pleased to have contributed to the following:

We completed three years of water chestnut harvesting on Ell Pond by a contractor through funding from city funds and a state grant in 2024. Beginning in 2023, we organized additional volunteer workdays to remove hard to reach water chestnuts in shallow areas of the pond, asking volunteers to bring kayaks and canoes to help gather and remove water chestnuts. I have coordinated the volunteer workdays since 2023, averaging 2 volunteer workdays of 3 hours each with approximately 18 volunteers each year. Since 2024, volunteers are solely responsible for ongoing water chestnut monitoring and removal.

In 2024, Melrose residents donated two kayaks to the Conservation Commission for use for water chestnut removal and other pond management activities. I store those kayaks when not in use in my garage and bring them out for clean-ups and other activities on Ell Pond, Towners Pond and Swains Pond.

I helped our conservation agent, Ingrid Winkler survey invasive species in and around

(over, please)

(Continued from page 1)

Towners and Swains Ponds, using our donated kayaks to access portions of the ponds and shoreline not readily accessible by public access.

I've led a series of volunteer workdays in the fall of 2025 to manage invasive vines and plants growing in and around Ell Pond Park. We'll continue to work to manage invasive species there and we're looking to extend our efforts in city parks and open space surrounding Towners Pond and Swains Pond in the coming year.

I look forward to continuing to serve for a new 3-year term on the Conservation Commission.

Yours truly,

Charlie McCabe

Cc: Ingrid Winkler, Conservation Agent

Melrose Council of Aging
Board of Directors
Member Ellen Cobau

February 2023- February 2026 Accomplishments

Served as Board Clerk for 2+ years

UMB Community Assessment

Community outreach re importance of completing survey

Identified community members for focus groups

Ongoing review of UMB Assessment and Recommendations

Self-assigned to committee that addresses Programming.

Self-assigned to committee that addresses Transportation.

Completed training to be a Certified Shine Volunteer. Volunteers provide free, unbiased, and confidential health insurance counseling to Massachusetts Medicare beneficiaries and their caregivers. Assigned to Mystic Valley (Malden) to counsel and assist Medicare recipients during Fall 2025 Open Enrollment Period and Winter 2026 during Medicare Advantage Open Enrollment Period.



CITY OF MELROSE

OFFICE OF PLANNING AND COMMUNITY DEVELOPMENT

City Hall, 562 Main Street
Melrose, Massachusetts 02176
Telephone - (781) 979-4190

LORI MASSA, AICP
Director & City Planner

MEMORANDUM

TO: Melrose City Council

FROM: Lori Massa, Director & City Planner

CC: Mayor Jennifer Grigoraitis
Kerriann Golden, CFO/Auditor
Shannon Phillips, City Solicitor
Lauren Grymek, Chief of Staff
Maya Noviski, Senior Planner
Jane Pitts, Accounting Manager

DATE: February 17, 2026

RE: Melrose Redevelopment Authority Vote to Dissolve

The Melrose Redevelopment Authority (MRA) has voted to submit the question of its dissolution to the City Council. The MRA has been inactive for many years, and the Office of Planning and Community Development has initiated the housekeeping item of officially dissolving the Authority with the final use of the Authority's funds for a project within their original area of focus in the Urban Review Plan.

Massachusetts General Law requires that the City Council vote to submit its request to the State Secretary to certify a Redevelopment Authority's dissolution.

The project for which the remaining funds will be used is the restoration/beautification project at Milano Park at the corner of Main and Grove Streets, which will take place this spring. The majority of the funding for the project was obtained through an earmark that the City received from the State; however, more funds are necessary to complete the project and since the work directly relates to the goals of the MRA, it is a logical use of the funds.

BACKGROUND

Established in 1959, the Melrose Redevelopment Authority (MRA) was created to take advantage of the federal Urban Renewal Program. Under the program, public funding was provided for the revitalization of disinvested and underutilized neighborhoods, and the redevelopment of substandard and blighted open areas for residential, commercial, industrial, business, governmental, recreational, educational, hospital or other uses. While the federal

government subsidized most of the costs of projects administered by Redevelopment Authorities, the State contributed significant financial resources, as well. Redevelopment Authorities, which could expend their funds without municipal approval, worked alongside municipal officials to achieve the goals and missions of cities and towns.

As such, in 1978, the MRA created an Urban Renewal Plan for the Friends Block in Downtown Melrose, which was bounded by Main Street, East Foster, Leonard Road, and Grove Street, after a fire created a blighted area spanning over 100,000 sf. With the State's approval of the plan, State and federal funds were dispersed to support the project. The plan had the following goals:

- Providing focus for public investment and private reinvest into downtown Melrose;
- Providing a unified combination of urban residential and commercial uses in a mix of older renovated and newly constructed buildings;
- Providing attractive off-street parking; and
- Improving the visual and aesthetic appearance by the provision of comprehensive design and landscape improvements.

One of the more visible outcomes from this effort was the renovation of the Prince Building, which is currently home to Eastern Bank. The creation of the plan, which expired in 2008, and the renovation of the Friend's Block were the MRA's last significant undertakings, and it has been largely inactive since.

DISSOLUTION

With the closeout of the federal Urban Renewal Program in the 1970s, Redevelopment Authorities lost a key funding source and became obsolete. Many were absorbed by municipalities' planning departments. In Melrose, according to the City's Administrative Code Article 3, Section 310-Planning and Community Development Department, administrative control of the MRA was assumed by the Director of Planning and Community Development and all monies and assets were credited to the Planning and Community Development account.

According to Massachusetts General Laws Chapter 121B, if a Redevelopment Authority determines that there is no further need for its existence, it may submit the question of its dissolution to the City Council. If council votes to approve such dissolution, the vote is submitted to the State Secretary for certification, and the Redevelopment Authority is officially dissolved. At its meeting on February 3, 2026, Philip Kukura, Joan Cassidy, and James Oosterman, the Members of the MRA, voted to submit a request to the City Council to approve the dissolution of the Melrose Redevelopment Authority due to its purposes being realized and the lack of assets and outstanding obligations.

Thank you for your consideration.

Check
open position
left

Diana Weinburg
94 Maple Street
Melrose, MA 02176

September 3, 2025

Mayor Jennifer Grigoraitis
Melrose City Hall
562 Main Street
Melrose, MA 02176

Dear Mayor Grigoraitis.

I am writing to apply for a position on the Commission on Women to support women and girls in our community. I have a particular interest in those pursuing business and leadership opportunities.

Throughout my career, I mentored women and provided career counseling across a range of industries and roles. I have continued that work in retirement through SCORE, where I have enjoyed working with women entrepreneurs. I also co-founded our chapter's Annual Women's Business Summit to foster connection, learning, and visibility for women in business.

In addition, I served as Board President of the Melrose Farmers' Market, where I helped establish a governance model, led outreach and fundraising efforts, and secured funding to expand food access through the SNAP Match Program. These roles reflect my broader commitment to service, inclusion, and practical support for community-based initiatives.

I would welcome the opportunity to contribute to the Commission's work and bring my experience in mentoring, outreach, and strategic leadership to its mission.

Thank you for considering my interest.

Sincerely,

Diana Weinburg
Diana Weinburg

Diana Weinburg

Melrose, MA

dweinburg@verizon.net

978-314-8130

Summary

Strategic and service-driven leader with experience in organizational management across finance, operations, and human resources. Skilled in leading cross-functional teams and driving organizational change. Post-retirement, actively engaged in mentoring small business owners and nonprofit leaders, with a focus on outreach to raise awareness and support local initiatives.

Professional Experience

Vertex Pharmaceuticals – Director, Enterprise Business Systems, 2012–2018

Led Human Resources and Legal technology portfolios, including global payroll implementation across fifteen countries and deployment of Workday Human Resources Management System. Directed change management, process analysis, and systems integration.

Fidelity Investments – Director, Process Improvement & Project Management, 2007–2012

Directed enterprise Human Resources initiatives and talent management platform rollout. Introduced Agile methodology, managed cross-functional teams, and led reporting redesign for broker-dealer portal.

Hop Brook Company, LLC – Principal, 2000–2007

Founded and led consulting firm specializing in Human Resources systems and operations. Delivered Oracle HRMS and Kronos implementations, developed integration models for acquisitions, and redesigned payroll processes. Clients included: Fidelity, Rockland Trust, Digitas, Thermo Electron, The Mentor Network

Earlier Roles

- Jones & Bartlett Publishers – Director of Human Resources
- Goodwin Proctor – Human Resources/Benefits Manager
- Product Knowledge Systems, Inc. – Director, Finance & Human Resources
- Sudbury Systems, Inc. – Vice President, Finance & Human Resources, 1981–1995

Community Leadership & Volunteerism *Building on a lifelong dedication to volunteerism, my recent leadership roles reflect a continued commitment to service and civic engagement.*

SCORE

Associate District Director, Massachusetts/Rhode Island 2024–Present

Chapter Chair, Northeast MA, 2019–2024

Certified Counselor, 2018–Present

Mentored entrepreneurs and nonprofit leaders; managed operations for 50+ volunteers; launched Women's Annual Business Summit; led fundraising efforts and community outreach to build awareness and strengthen regional collaboration.

Melrose Farmers' Market – Board President, 2016–2022

Provided board-level leadership as President, establishing a governance model, and leading outreach and fundraising efforts—including securing funding for the SNAP Match Program to expand food access in the community.

Education & Technology Proficiency

Lesley University – Bachelor of Arts, Organizational Behavior

Fluent in current business and Human Resources technologies, project management methodologies, and digital collaboration platforms.



JOSEPH SWITHIN SHORTLIDGE

132 Bay State Road, Melrose, MA 02176
[REDACTED]

RESUME - November 10, 2025

Data Collaborative *(recently retired from the company)*

Database application integration specialist. 20 years 11 months
Arlington, Massachusetts, United States

Specialties: *Database application programming, API integrations
Quality Control Systems, Business Operations Management, School Operations, Customer
Relationship Management Systems (CRM), High-volume Email Newsletter Systems, Content
Management Systems (CMS)*

Teach Quickbase *(recently closed down)*

Quickbase Teacher, Expert Builder, and Integrator

*While hands-on building is what I spent the most of my hours on for clients,
teaching them the magic of Quickbase was far more valuable. More valuable
both for my clients and for me. My clients' mastery of Quickbase fundamentals
raised the quality of all the work we did together.*

Other Avocations

Blue of a Kind *(recently disbanded)*

Tenor 1

2006 - Present (19 years)

*Blue of a Kind was a men's a cappella ensemble that presented lively
arrangements of songs exploring the genres of jazz, blues, gospel, sea
chanteys, folk, spirituals and popular music. Based north of Boston, Blue of
a Kind consisted of approximately 17 voices (split between Tenor 1, Tenor 2,
Baritone, and Bass) that shared a passion for performing and blending their
voices as one, enriching audiences and singers alike.*

Ethos RoundTable

Co-Convener

*The Ethos RoundTable was an informal group of people interested in
1) measuring and extending ethos, and 2) using technology for positive social
change. We met monthly, in Harvard Square
(Cambridge, Massachusetts, USA) for discussions and presentations.*

Boston College Center for Corporate Citizenship

Manager of Technology Strategy and Systems

February 2006 - December 2008

(2 years 11 months)

Documented complex database migration. Met with all Boston College stakeholders in the project. Set expectations and worked with college-wide security audit team to maintain integrity of the implementation and maintenance of non-standard (to BC) technology. Executed 10-phase migration, within budget. Trained 30 users on the new system.

Netmarquee Inc which was acquired by **Circle.com** which was acquired by **Euro RSCG**

Senior Technical Architect

December 1995 - October 2004 (9 years)

One of the most profitable divisions of Havas / Euro RSCG Worldwide. Marketing officers of Symantec, Lexmark and Royal Caribbean Cruise Lines relied extensively on my tools for marketing programs.

- Discovered client-driven technical requirements for CMS, CRM, and email broadcast. Subsystems included versioning, workflow, customer list management, multi-lingual translations (double-byte), approval queues, WYSIWYGs, and campaign metrics

- Architected, and oversaw routine use of a high-volume email system that broadcast 5 million emails per month across wide range of clients and marketing requirements.

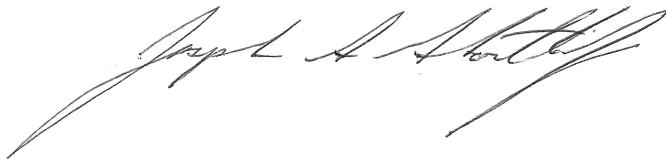
Education

Harvard College, Harvard University

BA, Visual and Environmental Studies · (1978 - 1983)

Babson F.W. Olin Graduate School of Business

Master of Business Administration - MBA, Entrepreneurship/Entrepreneurial Studies · (August 1994 - May 2003)



Joseph (Josh) S. Shortlidge



JOSEPH SWITHIN SHORTLIDGE

132 Bay State Road, Melrose, MA 02176
781 724 1326 josh@swithin.com

November 10, 2025

Dear Lizzy, Melrose Human Rights Commission Team Members, and City of Melrose Officers,

I wish to become a member of the Melrose Human Rights Commission (MHRC).

Ever since I saw George Floyd get killed on May 25th 2020 I have been working to understand what I previously did not actively even recognize as a part of my world. How can I wake myself / ourselves up to be anti-racists? I plan to continue opening that blind spot in my ongoing life's education.

The Melrose Unitarian Universalist Church (MUUC) has an "Anti Racism Team" (MUUC-ART) which I led for three years during COVID, and am still an active participant of. One reason I want to join the Melrose's Human Rights Commission (MHRC) is to link your group more solidly with MUUC-ART.

Also, for the last four years I have been helping revive Melrose's "Martin Luther King Jr Day of Service". Melrose is disproportionately white, and there are some really important lessons that our community would benefit from learning about that trait. For instance, we had slaves in Melrose. Who knew... and is that important for us to become aware of?

I have sat in on multiple MHRC meetings, and am very impressed by the large changes the group has recently undergone. I met the people who led that change, some of whom have since left the group, and the new people that have come to fill those roles in our City. I want to join that team of Melrosians.

Thank You

Joseph (Josh) S. Shortlidge

Laurie Chomko

Melrose, MA 02176 ■ [REDACTED]

STRENGTHS AND ACHIEVEMENTS

Marketing leader with 20+ years in financial services, known for building strong partnerships with advisors, client associates and sales teams to understand their needs and deliver innovative solutions that drive client engagement and business growth. Brings B2B and B2C experience across brokerage, retail banking, wealth/asset management, wealth management banking & lending, and segment marketing (structured lending, business owner, family office, philanthropy, retirement). Experienced in collaborating across cross-functional teams to develop marketing programs that enhance client awareness, satisfaction, and business performance.

Proven track record in delivering marketing strategies that drive both top-line and bottom-line results, with flawless execution across channels to maximize ROI. Holds Series 7 and 63 licenses, providing a deep understanding of the financial services landscape.

EXPERIENCE

BANK OF AMERICA, Boston, MA

March 2008 - Present

Senior Vice President, Data, Digital & Global Marketing

Data, Digital & Global Marketing

Ultra High Net Worth (UHNW) Digital Acquisition Marketing (March 2024 - Present)

Lead the development of the UHNW digital acquisition framework, driving net new client growth through strategic, data-driven and scalable multi-channel lead-generation and nurture programs. Execute targeted digital and email campaigns, personalized experiences and behavior-based engagement strategies supported by continuous test-and-learn optimization and measurement to improve acquisition, engagement and net client growth.

- Strategic Architect: Built and executed lead-generation and nurture campaigns delivering 57 new UHNW relationships totaling \$250MM (avg. win size \$5M), ensuring the right message reaches the right audience in the right channel.
- Data-Driven Optimization: Use insights and behavioral analysis to refine strategies; conduct A/B tests to improve design, messaging and engagement.
- Scalable Frameworks: Develop repeatable processes to build and activate UHNW target populations efficiently and consistently.

Wealth Management Banking, Lending & Rewards lead (July 2022 - Present)

Led a team responsible for showcasing the full banking and investing value proposition to Wealth Management clients. Partner closely with the business to shape strategy and develop integrated marketing plans that drive acquisition and deepening, including direct-to-client programs, advisor-level marketing tools and specialist support.

- Translate banking priorities into Wealth Management marketing strategies across Banking, Lending & Rewards.
- Led Wealth Management marketing workstream for the New Bank of America App.
- Influenced adoption of always-on participation in Consumer Card, Preferred Rewards and Digital Marketing indirect messaging across BofA digital channels.
- Launched the Merrill Tiered Checking Offer, generating 6,000+ new checking accounts and driving assets to both BofA and Merrill.
- Led marketing strategy for enhanced incentives for Premium Rewards & Premium Rewards Elite Cards, resulting in 3,700+ new cardholders.
- Developed a multi-channel Preferred Rewards Lifestyle Benefits strategy that boosted Offers logins to 2,600+, a 500% increase in a single day.

Ultra High Net Worth (UHNW) Segment Marketing (September 2020 – June 2022)

Led the strategic integration of Wealth Management Banking for Private Bank (PB), driving deeper UHNW client engagement through a focused go-to-market strategy, brand alignment and client-centric banking and investing experiences. Oversaw a portfolio of marketing strategies supporting sales and service across the Family Office, Business Owner, and Diverse Communities segments.

- Preferred Rewards Launch: Introduced the Preferred Rewards loyalty program into PB, developing the marketing strategy, positioning, program language, visual identity and PB-specific advisor communication and education.
- Premium Rewards Elite Card Launch: Directed the PB launch of the Premium Rewards Elite credit card, integrated with Preferred Rewards to enhance UHNW engagement. Built UHNW-aligned strategy, positioning, messaging and advisor support materials.

BANK OF AMERICA (CONT .)

Enterprise, Consumer and Global Wealth Investment Management Marketing

Ultra High Net Worth (UHNW) Segment Marketing (October 2016 – August 2020)

Strategic partner to Merrill UHNW channels, including Merrill Private Wealth Management (PWM), catering to clients with \$10mm+ under management. Responsible for the PWM's national coverage to ensure strong strategies are built to drive acquisition, growth and deepening while supporting the brand, business and adding capacity back into our advisors' day.

UHNW Thought Leadership Marketing (January 2014 – October 2016)

Led Merrill Private Wealth Management's Thought Leadership program, catering to clients with \$10mm+ under management.

Thought Leadership Segment Marketing (January 2012 – January 2014)

Managed budget and team to amplify Bank of America Private Bank's Thought Leadership program by featuring the latest thinking to demonstrate the firm's expertise by optimizing and leveraging a variety of delivery channels to clients with \$3mm+ under management.

Institutional Investments & Philanthropic (II&PS) Solutions Marketing (June 2009 – January 2012)

Led II&PS marketing, which included advisor enablement, thought leadership, sponsorships and events, advertising and research through multiple lines of business.

Institutional Retirement Strategic Marketing (March 2008 – June 2009)

Built and executed institutional retirement marketing strategies that drove brand positioning and growth.

FIDELITY INVESTMENTS, Boston, MA

March 1998 - December 2007

Fidelity Capital Markets (October 2006 - December 2007)

Senior Director, Program Marketing

National Financial, a Fidelity Investments Company (October 2000 - October 2006)

Director, Broker Marketing (January 2005 - October 2006)

Director, Marketing (July 2002 - January 2005)

Senior Communications Manager (October 2000 - July 2002)

Fidelity Employer Services Company (March 1998 - October 2000)

Communications Consultant

Education

CENTRAL CONNECTICUT STATE UNIVERSITY, New Britain, CT

Bachelor of Science, Industrial Technology Graphic Design/Management and Marketing

FINRA Licenses: General Securities Representative License Series 7 and States Securities License 63

Statement of Interest**Laurie Chomko**

Members of the Melrose Human Rights Commission,

I am writing to express my interest in serving as a Commissioner on the Melrose Human Rights Commission for a three-year term. I support the Commission's mission to make Melrose one community that is open, inclusive, and respectful of all, and I would be honored to contribute to efforts that promote equity, inclusion, and civic engagement across our city. I am committed to thoughtful collaboration and responsible service in support of positive local change.

Attached is my resume for reference.

Laurie Chomko

PAUL CUSOLITO

Mechanical Specialist • New England

Email: [REDACTED]

PROFESSIONAL SUMMARY

Mechanical Specialist with over 20 years of experience in the building materials and mechanical systems industry. Proven success in contractor relations, technical sales, value engineering, and key account management. Recognized for strong negotiation skills, HVAC expertise, and the ability to drive business growth across the New England region.

PROFESSIONAL EXPERIENCE

ASC ENGINEERED SOLUTIONS — NEW ENGLAND

Mechanical Specialist (August 2017 – Present)

- Provide technical support, product solutions, and value-engineered alternatives for specifying engineers, contractors, and distributors.
- Manage territory growth, customer relationships, and key accounts in the mechanical trades.

TYCO MECHANICAL PRODUCTS — NEW ENGLAND

Territory Manager (June 2012 – August 2017)

- Managed regional sales for mechanical and HVAC-related product lines.
- Built and maintained strong contractor and distributor relationships.
- Drove sales growth through strategic planning, presentations, and product training.

TOWER HILL SALES

Manufacturers Representative (January 2000 – May 2012)

- Represented multiple manufacturers across the mechanical and industrial sectors.
- Developed and maintained long-term customer relationships.
- Supported contractors and engineers with product selection and system recommendations.

February 12, 2026

Dear Mayor Grigoraitis,

I am writing to express my interest in serving on the Cemetery Commission for the City of Melrose. As a committed resident, I value the importance of preserving and maintaining our community's cemetery as a place of remembrance, history, and dignity.

I am prepared to contribute my time, attention, and thoughtful perspective to help ensure this important piece of our local history and heritage remains dignified, accessible, and sustainable for future generations. I would be honored to support the Commission's work in maintaining this important community space.

Thank you for your consideration.

Sincerely,

Paul Cusolito



Dawn C. Jacobs BSN, MPH

Melrose, MA 02176 | [REDACTED]

PROFESSIONAL PROFILE

MPH-credentialed Clinical Research Leader with over 20 years of experience directing large-scale, multi-center **Maternal Child Health (MCH)** and epidemiological studies. Proven expert in orchestrating national clinical operations across **30 NICU sites**, managing cohorts of **50,000+ subjects**, and leading diverse multi-disciplinary teams. Combines deep clinical nursing roots in the **NICU and Pediatrics** with advanced expertise in **IRB oversight**, federal grant administration, and public health crisis response.

CORE COMPETENCIES

- **Clinical Operations:** Multi-site Study Coordination, Protocol Development, Site Recruitment.
- **Regulatory & Compliance:** IRB Submissions (Smart-IRB), HIPAA, GCP Certification, Patient Consent.
- **Data & Research:** Epidemiology, Survey Design, Adverse Event Monitoring, REDCap.
- **Leadership:** Grant Writing (NIH/HRSA), Budget Estimation, Staff Mentorship, Cross-Functional Collaboration.
- **Public Health:** Emergency Preparedness, Vaccine Mobilization, Community Outreach.

PROFESSIONAL EXPERIENCE

SLONE EPIDEMIOLOGY CENTER AT BOSTON UNIVERSITY | Boston, MA

Project Coordinator – Maternal & Child Health Research | 2000–2021

- **Multi-Site Leadership:** Spearheaded operations for national observational research (SAFE PREP) across **30 NICUs**, managing complex workflows between multi-disciplinary teams and site investigators.
- **Large-Scale Data Integrity:** Directed a premier multi-center epidemiologic study of birth defects involving **50,000+ subjects**, evaluating the safety profiles of medication exposures during pregnancy.
- **Regulatory Oversight:** Managed the end-to-end **IRB submission and renewal process**, ensuring 100% compliance with federal regulations and institutional contracts.

- **Grant & Budget Administration:** Partnered with Principal Investigators to secure funding by developing **comprehensive budget estimates** and drafting technical components for federal grant applications.
- **Team Management:** Recruited and mentored high-performing research staff, fostering a culture of precision in data collection and adherence to **AAP guidelines**.

CATALDO AMBULANCE SERVICES | Multiple Sites, MA

Vaccine Clinic Nurse / Public Health Response | 2021–2024

- **Mass Mobilization:** Administered COVID-19 vaccines at high-volume public clinics including **Fenway Park** and **Hynes Convention Center**.
- **Vulnerable Population Outreach:** Provided clinical care and routine "Vaccines for Children" (VFC) within shelter systems and community-based schools.

BOSTON UNIVERSITY ALZHEIMER'S DISEASE CENTER | Boston, MA

Clinical Research Coordinator | 2016–2018

- **Subject Advocacy:** Managed recruitment and enrollment for Alzheimer's disease clinical trials; performed eligibility screenings and obtained informed consent.
- **Safety Monitoring:** Conducted rigorous monitoring for adverse events and ensured trial protocol adherence.

NEW ENGLAND MEDICAL CENTER | Boston, MA

Clinical Research Coordinator – Pediatric Infectious Disease | 1998–2000

- **Vaccine Trials:** Coordinated a variety of pediatric vaccine clinical trials, managing patient follow-up and pharmaceutical sponsor monitoring activities.

BOSTON CHILDREN'S HOSPITAL | Boston, MA

Research Nurse – HIV Clinic / Staff Nurse | 1977–1998

- **Clinical Leadership:** Provided specialized assessment for HIV-infected children and enrolled patients in national **ACTG protocols**.

- **NICU Expertise:** Served as a Nurse Monitor for Adverse Drug Reaction studies in the **Newborn ICU (NICU)** and as a Staff Nurse in **Pediatric Oncology**.

CONSULTING & PUBLIC HEALTH LEADERSHIP

CITY OF MELROSE HEALTH DEPARTMENT | Melrose, MA

Public Health Consultant | 2004–2005

- **Emergency Preparedness:** Developed the **Infectious Disease Emergency Plan** for the Mystic Valley Bioterrorism Coalition, identifying resources for vulnerable populations.
- **Program Planning:** Assisted the Substance Abuse Prevention Coalition with grant writing and community needs assessments.

EDUCATION & CREDENTIALS

- **Master of Public Health (MPH):** Maternal & Child Health | **Boston University School of Public Health**
- **Bachelor of Science in Nursing (BSN):** **Excelsior University**
- **Registered Nurse (R.N.) Diploma:** **Boston Children's Hospital School of Nursing**
- **TESOL Certificate:** **Boston University School of Education**
- **Licensure:** Registered Nurse (RN), Commonwealth of Massachusetts

COMMUNITY ENGAGEMENT

- **Visiting Moms Program:** Peer Support Volunteer | **Jewish Family and Children's Service**
- **The Food Drive:** Food Security Logistics Volunteer | **Melrose, MA**
- **Medical Reserve Corps:** COVID-19 Vaccine Clinic Nurse | **Cape Ann, MA**

February 13, 2026

Mayor Jennifer Grigoraitis
Melrose City Hall
562 Main St
Melrose , MA 02176

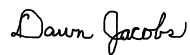
Dear Mayor Grigoraitis:

I am writing to express my interest in serving on the Melrose Board of Health. I am eager to contribute my time, skills and commitment to supporting the health and well-being of our community.

I have many years experience in healthcare and believe strong public health leadership is essential to maintain a safe and thriving city. I would welcome the opportunity to assist in advancing policies , initiatives and community outreach efforts that promote public health and safety in Melrose.

Thank you for your consideration. My resume is attached. I would be pleased to discuss my interest and qualifications at your convenience.

Sincerely,



Dawn Jacobs



Melrose



Cc: Anthony Chui
Director Health and Human Services City of Melrose



CITY OF MELROSE

DEPARTMENT OF PUBLIC WORKS

Administration–Engineering–Water–Sewer–Facilities
Parks–Forestry–Highway–Sanitation–Cemetery–Fleet

Jay Coy, P.E., PMP
Acting City Engineer

**City Hall, 562 Main Street
Melrose, Massachusetts 02176
Telephone – (781) 979-4172
E-mail: jcoy@cityofmelrose.org**

To: Mayor Jennifer Grigoraitis
Melrose City Council

From: Jay Coy, Acting City Engineer

cc: Kerriann Golden, CFO/Auditor
Lauren Grymek, Chief of Staff
Elena Proakis Ellis, Director of Public Works
James Troup, Deputy DPW Director – Administration & Finance

Date: February 10, 2026

Re: Executive Office of Energy and Environmental Affairs Cooling Corridors Grant Acceptance

We are requesting City Council acceptance of a grant from the Commonwealth of Massachusetts Executive Office of Energy and Environmental Affairs (EEA) through their Cooling Corridors program. The \$48,000 allocated to Melrose from this grant will flow from EEA through the Mystic River Watershed Association (MyRWA), to the City of Melrose.

This project, in partnership with MyRWA, enables the city to plant and maintain new trees to reduce the urban heat island effect in the hottest neighborhoods of our city. The City of Melrose is committed to establishing a healthy and diverse urban tree canopy to benefit all of our residents. This project will help achieve that goal by planting and maintaining trees in areas currently lacking canopy coverage. These new plantings will enhance neighborhood aesthetics, improve air quality, and promote public health across the city.

In addition, this project will support Melrose's climate resilience strategy by targeting urban heat island hot spots in neighborhoods disproportionately affected by rising temperatures. Strategic tree planting in these areas will help lower surface temperatures, reduce cooling-related energy demands, and advance environmental equity by prioritizing underserved communities.

The City will complete installation of trees under this grant by June 30, 2026 using our on-call tree planting contractor. There is no cost match requirement for the grant, and expenses for this project will be reimbursed by MyRWA via the EEA Grant in the amount of \$48,000.

We hereby request the City Council's acceptance of \$48,000 from this EEA Cooling Corridors grant allocated to the City of Melrose, passing through MyRWA. The grant Memorandum of Understanding with MyWRA is attached for your reference. The funds will be expended from a dedicated project account set up by the CFO/Auditor and reimbursed by EEA via MyRWA as funds are expended. Thank you for your consideration of this request.



January 22, 2026

City of Melrose
562 Main Street
Melrose, MA
02176
ATTN: Jay Coy

Re: Cool Corridors FY26-27 Grant Award

To whomever it may concern:

I am pleased to inform you that the Mystic River Watershed Association (“MyRWA”) has awarded a grant of \$48,000 to the City of Melrose. These funds are designated for tree planting and watering as per the grant planting plan.

The enclosed Grant Agreement describes the terms and conditions of this grant. **Please review this document carefully, sign and return to us as soon as possible. Please also attach a W9 from your organization if the Mystic River Watershed Association does not already have your tax documentation on-file.** We recommend keeping a copy of the grant agreement for your records.

If you have any questions regarding the purpose, terms, conditions, reporting requirements, payment, or timing of this grant, do not hesitate to contact our Project Manager, Karina Ramos at karina.ramos@mysticriver.org.

We are delighted to collaborate on this important project, and we look forward to celebrating its progress.

Sincerely,

Patrick Herron, Executive Director

GRANT AGREEMENT

Grant Awardee: City of Melrose

Grant Name: Cool Corridors FY26-27 Grant Award

Grant Purpose: Tree planting and watering maintenance

Grant Amount: \$48,000 (**Attachment D**)

Grant Expiration Date: Trees to be planted by June 2026 and watering through June 2027

Grant Source: Commonwealth of Massachusetts Executive Office of Energy and Environmental Affairs (EEA)

This agreement (the “Grant Agreement”) contains the terms and conditions of the subaward to the Grant Awardee from the Grant Source to the Mystic River Watershed Association. This subaward is for achievement of the Grant Purpose. If you wish to accept the terms and conditions, please sign the Grant Agreement below.

We anticipate that this grant will be paid on the following schedule:

Scheduled Date: Payable in a lump sum upon completion of the Grant Purpose, by June 30, 2026.

The following outlines the City of Melrose’s required contingencies to be eligible for reimbursement from the Mystic River Watershed Association, as per the Conditions of Award (**Attachment A**) from the Grant Source (EEA):

1. Plant 61 trees in EJ neighborhoods/ hotspots, per the approved planting plan and species list by June 30th, 2026 (**Attachment C**).
2. Adhere to DCR’s Specifications for Tree Planting and Care guide (**Attachment A & B**).
3. Submit photos of a Massachusetts Certified Arborist (MCA) or International Society of Arboriculture (ISA) Certified Arborist providing on-site supervision of tree planting work performed.
4. After planting is complete, provide tree location data as either a shapefile or Esri file geodatabase with the following attributes included:
 - a. Tree species (variety/cultivar if applicable)
 - b. Date planted
 - c. Street name or nearest building address
 - d. Indicate private or public property
5. Provide tree watering log including trees watered, dates, and associated labor costs of tree planting through June 30th, 2027.

MyRWA’s responsibilities:

1. Project and financial management of deliverables.

2. A list of tree species and locations provided to EEA Tree Planting Manager before any trees are planted or purchased.
3. Aggregate all reimbursement documentation and submit at the end of FY26 and 27.
4. Complete and submit required quarterly and final reports.

Tax-Exemption: [The Grant Awardee is a municipal subdivision of the Commonwealth and use of the funds will be consistent with the public sector/non-profit purpose of the grant.]

Use of Grant Funds (the “Grant Purpose”):

Attachment C is referred to as the Grant Purpose.

Under United States law, the Mystic River Watershed Association’s grant funds, and any income earned on the funds, may be only used for charitable, religious, scientific, literary or educational purposes. Consistent with the foregoing, grant funds can only be used for the Grant Purpose. Documentation of use of funds is needed.

Grant funds may not be used to carry on propaganda or otherwise attempt to influence the outcome of any election for public office or to carry on, directly or indirectly, any voter registration drives. This grant is not earmarked for lobbying activity or influencing legislation within the meaning of Section 4945(e) of the Code and the accompanying Treasury Regulations, and the Mystic River Watershed Association and the Grant Awardee have made no agreement, oral or written, to that effect.

You confirm that you are familiar with the U.S. Executive Orders and laws prohibiting the provision of resources and support to individuals and organizations associated with terrorism and the terrorist-related lists promulgated by the U.S. government. You will use reasonable efforts to ensure that you do not support or promote terrorist activity, related training or money laundering.

You hereby certify that no goods or services were provided to the Mystic River Watershed Association in exchange for or in consideration of this grant.

Grant Modifications, No-Cost Extensions and Unexpended Grant Funds: Requests for substantive changes to the scope/purpose of the grant must be submitted in advance for approval from the Mystic River Watershed Association. To request a grant modification, please contact the MyRWA representative named in the Cover Letter to the Grant Agreement. Grant modifications may be made at the discretion of the Mystic River Watershed Association staff.

If additional time past the Grant Expiration Date is needed to complete the work, you can request a no-cost extension. To request a no-cost extension, the MyRWA representative

named in the Cover Letter to the Grant Agreement. No-cost extensions may be granted only at the discretion of the Mystic River Watershed Association staff.

Mystic River Watershed Association maintains the right to retain unexpended grant funds that are no longer needed by the Grant Awardee to achieve the Grant Purpose. If the Grant Awardee foresees this occurring, please submit a written request to the MyRWA representative named in the Cover Letter to the Grant Agreement identifying an appropriate grant disbursement amount to achieve the Grant Purpose.

Termination and Return of Grant Funds to the Mystic River Watershed Association:

The Mystic River Watershed Association has the right at its discretion to terminate or suspend the grant or withhold payment if (a) it is necessary to comply with any requirements of the law, (b) the Grant Awardee fails to comply with any of the terms or conditions of this Grant Agreement, or (c) Grant Awardee has substantially failed to progress in a manner consistent with the timelines for achieving the Grant Purpose, has used the funds for a purpose other than the Grant Purpose, or otherwise breached the terms and conditions of the grant. The Grant Awardee is also required to immediately repay the Mystic River Watershed Association any portion of the grant funds that are not used for the purpose of the grant.

Miscellaneous:

Liability Release

You agree to release and the Mystic River Watershed Association from and against any and all liability, loss, and expense (including reasonable attorney's fees and expenses) or claims for injury or damages arising out of or resulting from, or that are alleged to arise out of or result from, the actions or omissions by you or any of your directors, officers, agents, volunteers, employees, subgrantees, contractors or subcontractors with respect to the grant. You agree that any activities by the Mystic River Watershed Association in connection with the grant, such as its review or proposal of suggested modifications to the grant, will not modify or waive the Mystic River Watershed Association's rights under this paragraph. This paragraph shall survive the termination of the Grant Agreement.

Entire Agreement: Severability and Amendment

This Grant Agreement is our entire agreement and supersedes any prior oral or written agreements or communications by the Mystic River Watershed Association or by you regarding its subject matter. The provisions of this Grant Agreement are severable so that if any provision is found to be invalid, illegal or unenforceable, or any provision is revised or amended and approved by the Mystic River Watershed Association, such finding, revision or amendment shall not affect the validity, construction or enforceability of any remaining provisions. This Grant Agreement may be amended only by a mutual written agreement of the parties.

Assignment

This Grant Agreement or any of the rights or obligations under this Grant Agreement may not be assigned without the Mystic River Watershed Association’s prior written consent. An assignment includes (a) any transfer of the grant, (b) an assignment by operation of law, including a merger or consolidation, or (c) the sale or transfer of all or substantially all of your assets.

Leadership Transition

You are responsible for notifying the Mystic River Watershed Association if or when there is a transition of the Leader and/or Primary Contact within the organization. Please send the new contact information to the Operations Manager named in the Cover Letter to the Grant Agreement.

Counterparts

This Grant Agreement, including any amendments, may be executed in counterparts which, when taken together, will constitute one Grant Agreement. Faxed or emailed copies of this Grant Agreement will be as equally binding as originals.

CERTIFICATION:

The following individual, certified to be a responsible officer of the named organization, accepts and agrees to the foregoing terms of this Agreement by signing and returning it. By signing electronically, this person acknowledges that their electronic signature will serve as and have the same legal effect as an actual signature of the document.

City of Melrose

Mystic River Watershed Association

x _____

x _____

Jay Coy
City Engineer

Patrick Herron
Executive Director

City of Melrose

The City of Melrose is proposing to plant 61 trees on the proposed streets in *Table 2* and *Figure 4*. New plantings are centralized in and around the ‘hotspots’ as identified through MassGIS data and Environmental Justice populations, as shown in *Figure 5*. The species list as shown in *Table 3* has been approved by the Melrose Director of Public Works. *Figure 6* illustrates the high pedestrian traffic areas—near walking routes to neighborhood assets (e.g. bus stops, schools, daycare centers).

Table 2: Approved Proposed Street and Park Plantings in Melrose, MA.

Total	Quantity	Ward	Street Number	Street Name	Overhead Wires
3	3	1-2	8	Ashland St	Yes
4	1	3-2	13	Circuit St	Yes
6	2	3-2	73	Cottage St	No
7	1	4-1	96-98	Emerson West St	Yes
8	1	4-1	104	Emerson West St	Yes
10	2	4-1	108-114	Emerson West St	Yes
11	1	6-1	11-15	Foster West St	Yes
12	1	6-1	166	Foster West St	Yes
13	1	1-2	25-27	Greenwood Rd	No
14	1	1-2	33	Greenwood Rd	Yes
16	2	6-1	-	Grove St	No
19	3	6-1	9	Herbert St	Yes
22	3	3-2	13	Hurd St	No
28	6	4-1	561 & 585	Main St	Yes on Upham No on Main St
30	2	6-1	403-407	Main St	No
40	10	7-1	-	Main St	No
41	1	4-1	590	Main St	No
42	1	6-1	49	Myrtle St	Yes
44	2	6-1	40	Myrtle St	Yes
46	2	5-1	515	Pleasant St	Yes
49	3	1-2	129	Tremont St	Yes
50	1	4-1	3	Vine St	Yes
51	1	4-1	13-15	Vine St	No
52	1	5-1	2	Washington St	Yes
53	1	6-1	27	Willow St	Yes

54	1	3-2	85	Wyoming West Av	Yes
55	1	3-2	80	Wyoming West Av	No
56	1	3-2	89	Wyoming West Av	Yes
59	3	3-2	56	Wyoming West Av	No
61	2	1-2	350	Lynn Fells Pkwy	No

Figure 4. Tree Planting Locations in Melrose, MA. Locations are of proposed plantings from Table 2.

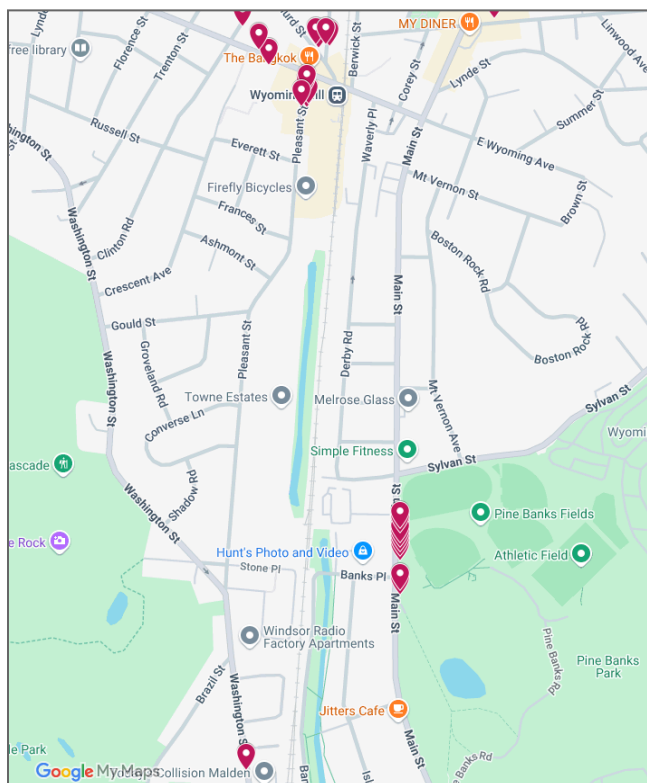
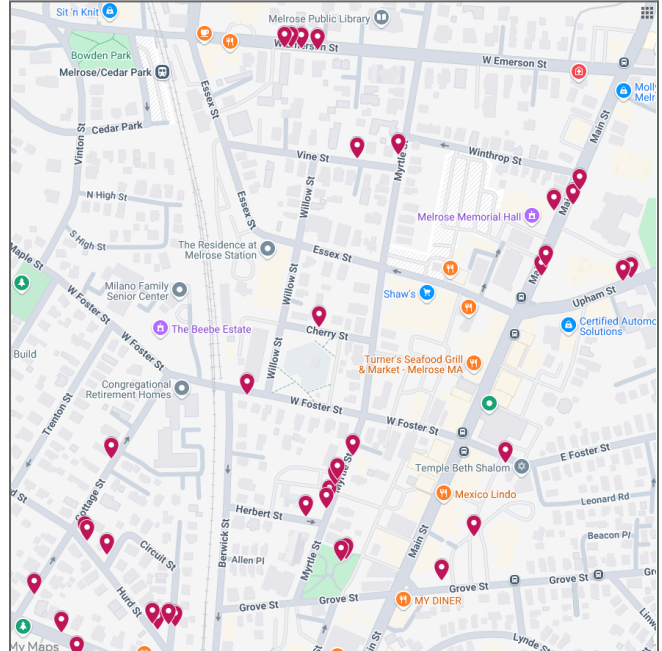
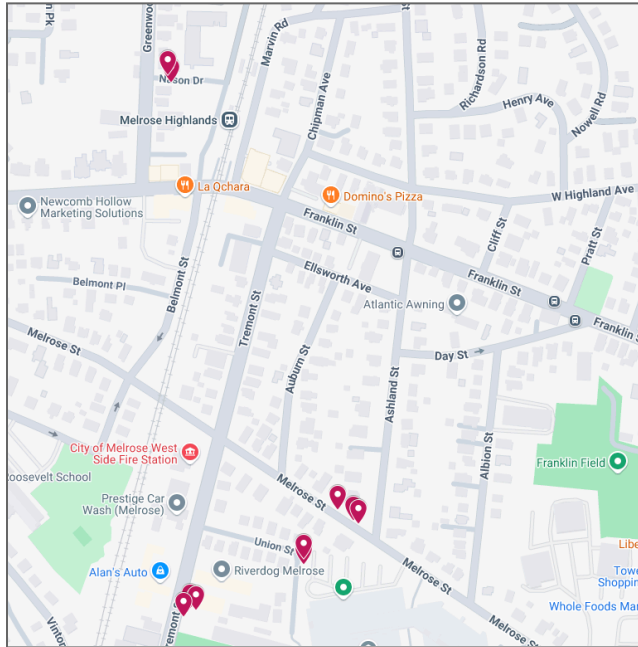
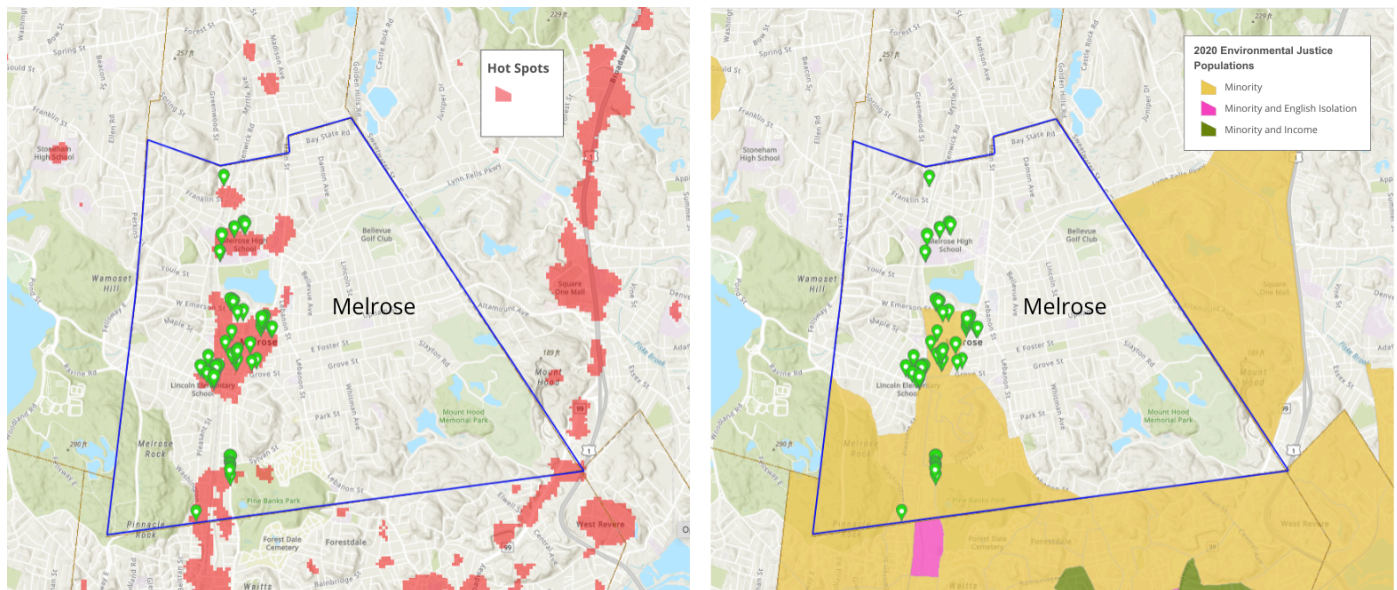


Table 3: Approved species list for the proposed tree plantings from the City of Melrose, species selection will be determined with "right tree right place".

Scientific Name	Common Name
<i>Acer rubrum</i>	October Glory Red Maple
<i>Prunus cerasifera</i> 'Thundercloud'	Thundercloud Purpleleaf Plum (underwire)
<i>Syringa reticulata</i> 'Ivory Silk'	Ivory Silk Japanese Tree Lilac (underwire)
<i>Malus</i> 'Spring Snow'	Spring Snow Flowering Crab (underwire)
<i>Gleditsia tricanthos</i> var. <i>inermis</i> 'Shademaster'	Thornless Honeylocust
<i>Tilia Cordata</i> 'Small-leaved Linden'	Littleleaf Linden
<i>Cornus Kousa</i>	Kousa Dogwood
<i>Prunus serrulata</i> 'Kwanzan'	Kwanzan Cherry
<i>Prunus x yedoensis</i> 'Akebono'	Yoshino Cherry (underwire)
<i>Cercis Canadensis</i>	Eastern Redbud (underwire)
<i>Styphnolobium japonicum</i>	Japanese Pagoda Tree
<i>Amalanchier Sanguinea</i>	Round Leaf Serviceberry (underwire)

Figure 5. Hotspots and Environmental Justice Populations in Melrose. Proposed planting locations (green pins) in "hotspots" (left) and environmental justice communities (right).

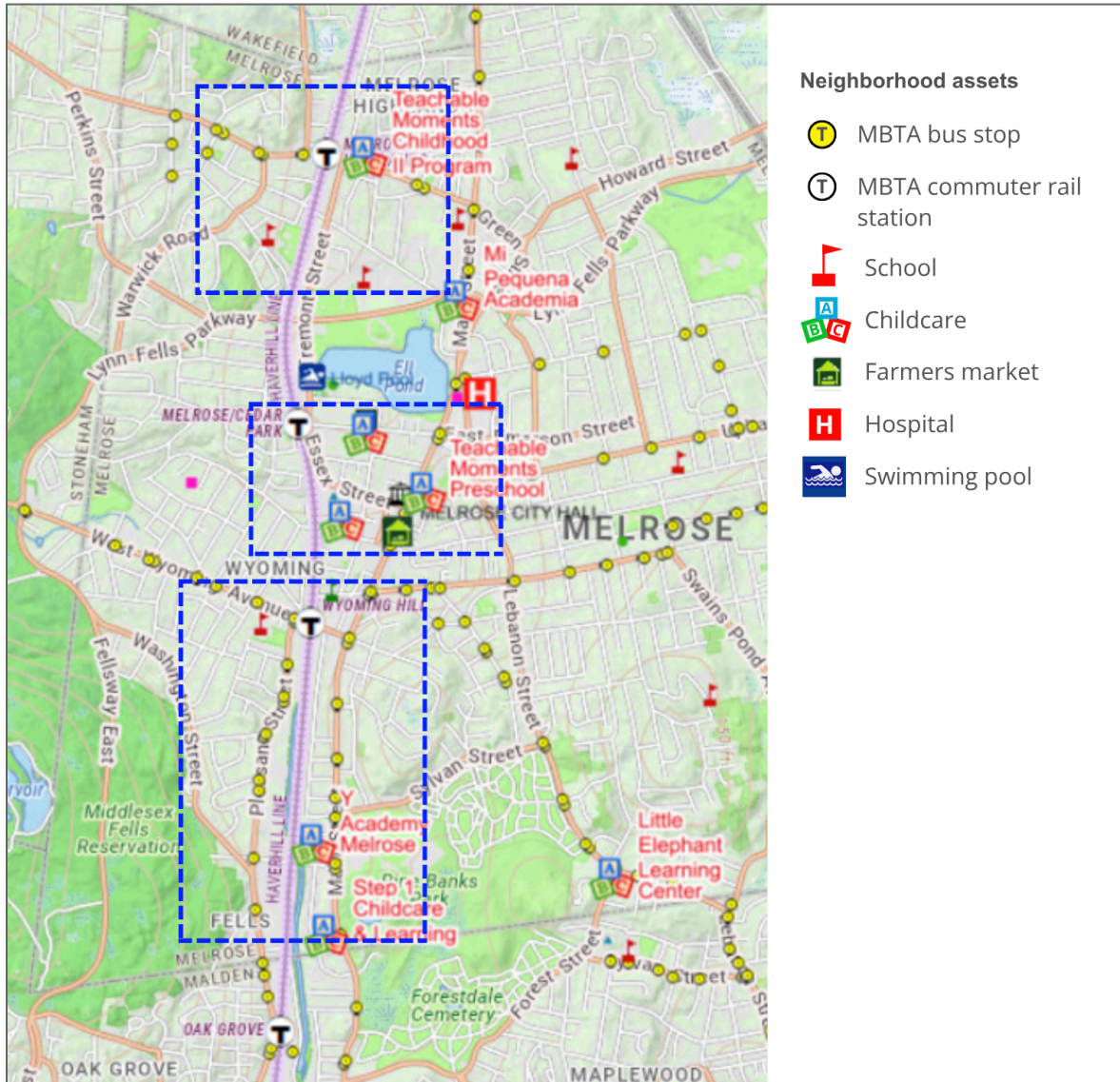


Data: MassGIS

MA 2020 EJ Populations map viewer: <https://www.mass.gov/info-details/massgis-data-2020-environmental-justice-populations#downloads->

Hot Spots map viewer: <https://mass-eoeaa.maps.arcgis.com/apps/mapviewer/index.html?layers=6ef24687f7bf443085e22a1b65017354>

Figure 6. Tree Locations and Walking Routes. Locations of planted trees (blue dashed boxes) in Melrose are within walking routes to schools, MBTA stops, etc.



City of Melrose

26-0320

CITY OF MEDFORD
GRANT AGREEMENT
26-0320
MassCALL3B FY26 Medford & Melrose Subcontract

THIS GRANT AGREEMENT between the CITY of Medford, a municipal corporation organized and existing under the laws of the Commonwealth of Massachusetts, hereinafter referred to as the "CITY", and City of Melrose, a Massachusetts municipal corporation having a usual place of business at 562 Main Street, Melrose, MA 02176 hereinafter referred to as the "GRANTEE".

WITNESSETH:

WHEREAS, the CITY is the lead municipality under the Bureau of Substance Addiction Services (BSAS) MassCALL3B Grant (the "Grant"); and

WHEREAS, the City seeks to further the Grant purpose to prevent and reduce substance use disorders and related issues by contracting with sub-grantees to undertake Grant-funded prevention programs; and

WHEREAS, the GRANTEE is able to undertake such a program.

NOW, THEREFORE, the CITY and the GRANTEE agree as follows:

1. **GRANT AGREEMENT DOCUMENTS.** The Grant Agreement Documents consist of this the Grant Agreement and the written scope of work. The Grant Agreement Documents constitute the entire Agreement between the parties concerning the work, and all are as fully a part of this Agreement as if attached hereto.
2. **THE WORK.** The Work consists of youth substance use prevention strategies and capacity building in service of the Grant, as more fully described in the Grant Agreement Documents as defined above.
3. **TERM OF GRANT AGREEMENT.** This Agreement shall be in effect from 7/1/25 and shall expire on 6/30/26, unless terminated earlier pursuant to the terms hereof.
4. **COMPENSATION.**
 - A. The CITY shall distribute to the GRANTEE funds pursuant to the Grant as full compensation for the performance of the work outlined in Section 2 above the sub-grant sum of \$7,750.00
 - B. The CITY shall cancel this Agreement if funds are not available through the Grant.
5. **PAYMENT OF COMPENSATION.** The CITY shall make disbursements of Grant funds to the GRANTEE within forty-five (45) days after its receipt of Invoice.

City of Melrose

26-0320

6. **LIABILITY OF THE CITY.** The CITY's liability hereunder shall be to make all disbursements pursuant to Paragraph 5 of this Grant Agreement, and the CITY shall be under no further obligation or liability. Nothing in this Grant Agreement shall be construed to render the CITY or any elected or appointed official or employee of the CITY, or their successors in office, personally liable for any obligation under this Grant Agreement.
7. **INDEPENDENT STATUS.** The GRANTEE acknowledges and agrees that it is acting in a capacity independent from the City for all work and services rendered pursuant to this Grant Agreement.
8. **INDEMNIFICATION.** The GRANTEE shall indemnify, defend, and hold the CITY harmless from and against any and all claims, demands, liabilities, actions, causes of actions, costs, and expenses, including attorney's fees, arising out of the GRANTEE's breach of this Agreement or the negligence or misconduct of the GRANTEE, or the GRANTEE's agents or employees.
9. **RECORD KEEPING.** The GRANTEE shall keep such records with respect to the utilization of the Grant funds as are kept in the normal course of business and such additional records as may be required by the City. Should the GRANTEE have multiple funding sources, the GRANTEE shall track specific expenditures of the Grant funds separate from other funding sources. The City shall have full and free access to such records and may examine and copy such records.
10. **TERMINATION.** This Grant Agreement shall terminate upon the City's final disbursement of all Grant funds. In the event that the GRANTEE fails to fulfill its obligations under the terms of this Grant Agreement as determined by the City, the City shall have the right, in its sole discretion, to terminate this Grant Agreement upon written notice to the GRANTEE. Upon receipt of such notice, the GRANTEE shall refund all undisbursed Grant funds to the City.
11. **INSURANCE.** The GRANTEE agrees to indemnify, defend, and hold the City harmless from any and all claims, damages and liabilities, arising from the GRANTEE'S activities.
12. **SUCCESSOR AND ASSIGNS.** This Agreement is binding upon the parties hereto, their successors, assigns and legal representatives. Neither the CITY nor the GRANTEE shall assign or transfer any interest in the Agreement without the written consent of the other.
13. **COMPLIANCE WITH LAWS.** The GRANTEE shall comply with all Federal, State, and local laws, rules, regulations, and orders applicable to the work provided pursuant to this Agreement, such provisions being incorporated herein by reference, and shall be responsible for obtaining all necessary licenses, permits, and approvals required for the performance of such work.
14. **NOTICE.** Any and all notices, or other communications required or permitted under this Agreement, shall be in writing and delivered by hand or mailed postage prepaid, return receipt requested, by registered or certified mail or by other reputable delivery service, to the

City of Melrose

26-0320

parties at the addresses set forth below or furnished from time to time in writing hereafter by one party to the other party. Any such notice or correspondence shall be deemed given when so delivered by hand, if so mailed, when deposited with the U.S. Postal Service or, if sent by private overnight or other delivery service, when deposited with such delivery service.

The City: Fiona Maxwell
Chief Procurement Officer
Medford City Hall
85 George P. Hassett Drive
Medford, MA 02155

The GRANTEE: The City of Melrose
Health & Human Services Dept.
562 Main Street
Melrose, MA 02176

15. **SEVERABILITY**. If any term or condition of this Agreement or any application thereof shall to any extent be held invalid, illegal, or unenforceable by the court of competent jurisdiction, the validity, legality, and enforceability of the remaining terms and conditions of this Agreement shall not be deemed affected thereby unless one or both parties would be substantially or materially prejudiced.
16. **GOVERNING LAW**. This Agreement shall be governed by, construed, and enforced in accordance with the laws of the Commonwealth of Massachusetts and the GRANTEE submits to the jurisdiction of any of its appropriate courts for the adjudication of disputes arising out of this Agreement.
17. **ENTIRE AGREEMENT**. This Agreement, including all documents incorporated herein by reference, constitutes the entire integrated agreement between the parties with respect to the matters described. This Agreement supersedes all prior agreements, negotiations, and representations, either written or oral, and it shall not be modified or amended except by a written document executed by the parties hereto.

(SIGNATURES ON NEXT PAGE)

City of Medford

26-0320

IN WITNESS WHEREOF, the parties hereto have executed this Grant Agreement on the day and year first above written.

CITY OF MEDFORD

Signed by:

Mayor Breanna Lungo-Koehn

Breanna Lungo-Koehn, Mayor

Date: 1/7/2026

THE CITY OF MELROSE

Signed by:

Jennifer Grigoraitis, Mayor of Melrose

Jennifer Grigoraitis, Mayor

jgrigoraitis@cityofmelrose.org

Date: 12/17/2025

APPROVED AS GRANT AGREEMENT
MANAGER

Signed by:

Fiona Maxwell

Fiona Maxwell, Chief Procurement Officer

Date: 12/23/2025

PO #263180

DocuSigned by:

MaryAnn O'Connor

MaryAnn O'Connor, Director of Public Health

Date: 12/23/2025

APPROVED AS TO FORM:

DocuSigned by:

Mark R. Reich, Esq.

Mark R. Reich, Esq. KP Law

Date: 1/6/2026

I CERTIFY THAT FUNDS HAVE BEEN ENCUMBERED IN THE AMOUNT OF: \$7,750.00
FOR THIS GRANT AGREEMENT.

APPROPRIATION NUMBER: 120-510-5310-0000-0000-572-2026-0000

Philliana Lima

Philliana Lima, Finance Director

Philliana Lima, Ass't Finance Director

Date: 12/30/25

Scope of Work (SOW)

City of Medford (Lead Municipality / Fiscal Agent) and City of Melrose (Subrecipient)

Grant Program: BSAS MassCALL3B

Funding Amount: \$7,750

Contract Term: FY26

Reporting Frequency: Quarterly

Payment Structure: Reimbursement-based upon submission of approved invoices and activity reports

Purpose

The City of Medford, as the lead municipality under the BSAS MassCALL3B grant, will subcontract with Mystic Valley Public Health Coalition communities to implement shared prevention goals. The purpose of this subcontract is to support the City of Melrose in carrying out evidence-based and capacity-building strategies that reduce youth substance use and promote positive youth development.

Allowable Activities

Melrose may expend subcontract funds on the following categories:

A. Prevention Strategies (minimum of 70% of subcontract funds)

Funds may be used to implement one or more of the following:

1. **RBS (Responsible Beverage Service) Training:** Support community or business-based trainings for alcohol servers/sellers to reduce underage and risky alcohol use.
2. **Compliance Checks:** Coordinate with the Alcoholic Beverages Control Commission (ABCC) and Melrose Police Department to conduct local compliance checks at licensed alcohol retailers.
3. **Restorative Practices:** Implement training for school staff and/or community partners on restorative practices and contribute to the development of school policies that embed restorative frameworks.
4. **Social Norms Marketing Campaign:** Participate in a regional social norms marketing campaign based on the *Science of the Positive* prevention framework to correct misperceptions about youth substance use and promote healthy community norms.

B. Capacity Building Activities (up to 30% of subcontract funds)

Funds may also be used for activities that strengthen local prevention capacity, including:

- Racial equity and inclusion efforts (e.g., training, consultation, or policy development)
- Mental Health First Aid (MHFA) training and implementation

- Youth leadership groups focused on prevention and mental health promotion
- Positive youth development initiatives
- Trauma-informed service provision training or integration efforts
- Education materials on health-related topics for youth and adults

Deliverables and Reporting

1. Quarterly Activity Reports

- Narrative summary of activities conducted, progress toward goals, and any barriers encountered.
- Documentation of outputs (e.g., number of participants trained, policies developed, campaigns implemented).
- Description of next quarter's planned activities.
- Due on October 10th (July – September); January 10th (October – December); April 10th (January – March); July 10th (April – June).

2. Quarterly Invoices

- Itemized invoice showing actual expenses incurred during the reporting period.
- Supporting documentation, as requested (e.g., receipts, payroll summaries, training invoices, etc.).
- Payment will be made on a reimbursement basis for verified expenditures only.
- Due on October 10th (July – September); January 10th (October – December); April 10th (January – March); July 10th (April – June).

Administration and Oversight

- **Fiscal Oversight:** The City of Medford will review all invoices and reports for completeness and alignment with approved activities.
- **Documentation:** Melrose agrees to maintain accurate records of all programmatic and fiscal activities for a minimum of 3 years and make them available for audit upon request.



City of Medford, MA

City Hall
85 George P. Hassett Drive
Medford, MA 02155
Phone: (781) 393-2465
Fax: (781) 393-2479

Purchase Order 263180

Created By: LUKED
Page 1 of 1
PO Date: 19-Nov-2025

Send all
Invoices to:

OFFICE OF PREVENTION/OUTREACH
85 GEORGE P. HASSETT DR.
ROOM 205
MEDFORD, MA 02155-0000

Ship To:

OFFICE OF PREVENTION/OUTREACH
85 GEORGE P. HASSETT DR.
ROOM 205
MEDFORD, MA 02155-0000

CITY OF MELROSE 024877-01
ATTN: HEALTH DEPT
562 MAIN STREET
MELROSE, MA 02176-0000

Qty	Unit	Item # / Description	Unit Price	Freight	Other	Line Total
Line #1		To further the Grant purpose to prevent and reduce substance use disorders and related issues by contracting with sub-grantees to undertake Grant-funded prevention programs. Contract #: 26-0320/1 End Date: 8/30/2026 GL Line # 1 120-510-5310-0000-0000-572-2026-0000 SUBCONTRACTOR	\$7,750.0000	\$0.00	\$0.00	\$7,750.00

- * Please include this PO number on all correspondence.
 - * Please notify us if you are unable to ship as specified.
 - * This PO is in accordance with stated prices, terms, delivery method and specifications as shown above, and specifications shown above.
 - * This PO is subject to the Terms & Conditions set forth in the City's Request for Bids or Quotations, or of the State-wide Contract reference above incorporated herein and made a part hereof. All other terms shall be superseded and void.
- White = Vendor | Pink = Purchasing | Green = Department

PO 263180 \$7,750.00

The balance in the above listed account(s) is sufficient to liquidate the amount of the purchase order * MUNICIPAL PURCHASES ARE TAX EXEMPT

Fiona Maxwell

Fiona Maxwell, Chief Procurement Officer

Robert Dickenson

Robert Dickenson, Finance Director

Internal Use Only	
Dept Group: HEALTH	Fiscal Year: 2026
PO Type: Z	Entered By: LUKED

City of Medford, MA is an equal opportunity employer and shall act in accordance with the Equal Employment Opportunity provisions of Section 202 of Part II of Presidential Executive Order 11246 as amended by EO 11375.

MEMO

To: Melrose City Council
From: Anthony Chui, Health and Human Services Director
Date: 02/12/2026
Subject: BSAS MassCALL3B Grant Subaward

The City of Medford, serving as the lead municipality and fiscal agent for the BSAS MassCALL3B grant, is subcontracting with Mystic Valley Public Health Coalition communities to support regional substance use prevention initiatives. Through this partnership, the City of Melrose has been awarded \$7,750 for Fiscal Year 2026 to implement evidence-based prevention and youth development strategies.

At least 70% of the funds awarded will support direct prevention strategies. These may include Responsible Beverage Service training for alcohol servers and retailers, coordination of alcohol compliance checks with the Alcoholic Beverages Control Commission and Melrose Police Department, implementation of restorative practices training for school and community partners, and participation in a regional social norms marketing campaign focused on reducing youth substance use and promoting positive community health behaviors.

Up to 30% of the funds may be used for capacity-building activities that strengthen local prevention infrastructure. Eligible activities include racial equity and inclusion initiatives, Mental Health First Aid training, youth leadership and positive youth development programming, trauma-informed service training, and development of health education materials for youth and adults.

Melrose is required to submit quarterly activity reports and invoices documenting expenditure, program outputs, and progress toward goals. Payments are provided on a reimbursement basis following approval by the City of Medford. The City must maintain program and fiscal records for at least three years for audit and compliance purposes.

This funding supports Melrose's ongoing efforts to reduce youth substance use, strengthen prevention capacity, and promote long-term community health outcomes.

OH POLE PETITION/PERMIT REQUEST

City

Town of MELROSE WR # 31135450

Install 1 JO Poles on 4 GLENDALE AVE

Remove JO Poles on

Relocate JO Poles on

Beginning at a point approximately 60feet North of the centerline

of the intersection of GLENDALE AVE

and continuing approximately N/A feet in a direction.

Install underground facilities:

Street(s) N/A

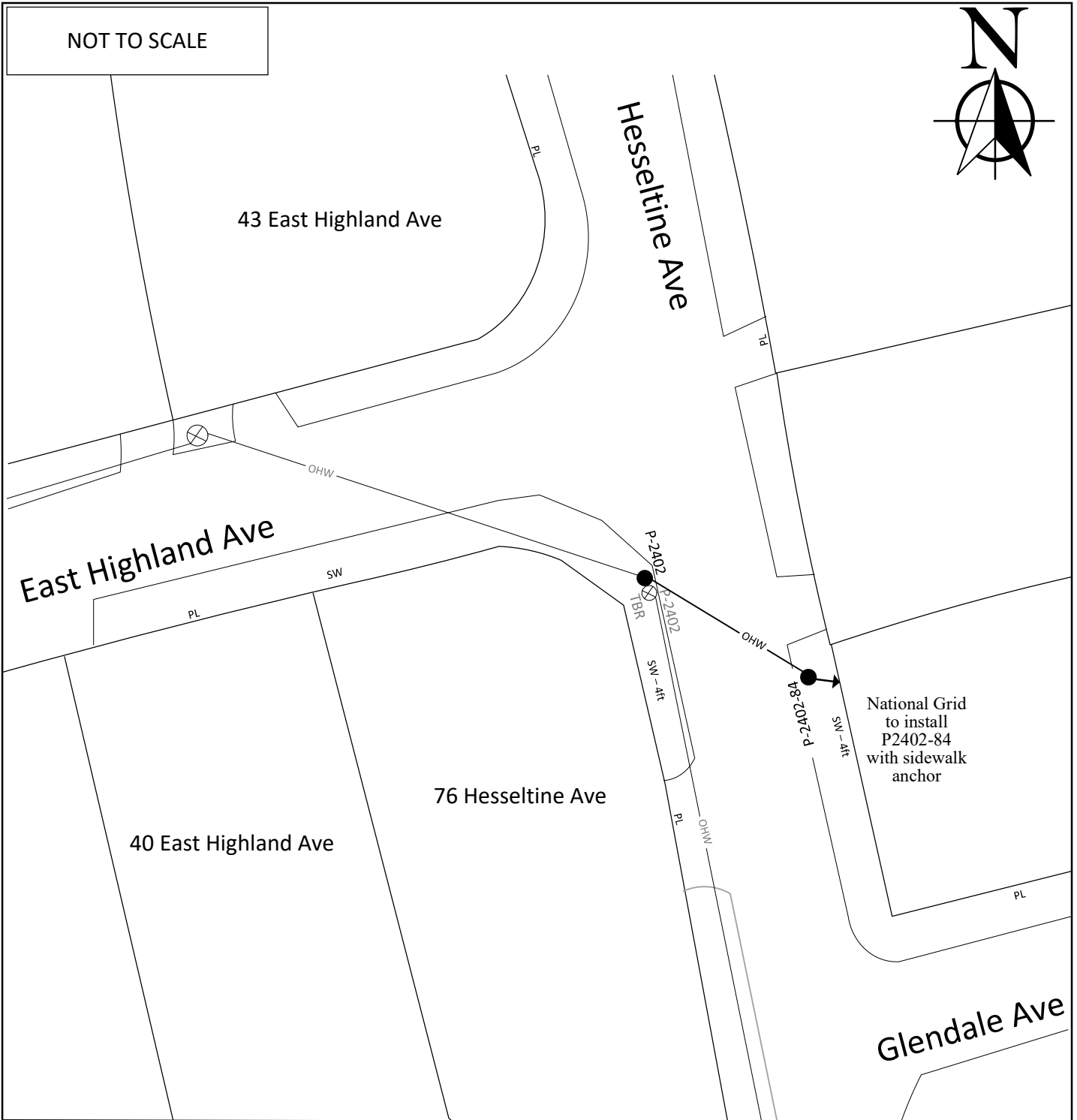
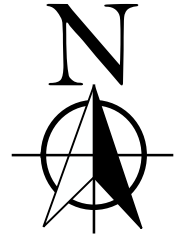
Description of Work:

INSTALL STUB POLE P 2402-84 WITH DOWN STRUT GUY AND ANCHOR TO PREVENT P2402 ON 76 HESSELTINE AVE, MELROSE FROM LEANING

ENGINEER ANJENA DASWANI

DATE 09/10/25

NOT TO SCALE



OH PETITION

WR # 31135450 – 76 Hesseltine Ave, Melrose

SKETCH TO ACCOMPANY PETITION:

Proposed Installation 35ft C3 (Class 3) JO (Jointly Owned) Pole # 2402-84 in the eastern sidewalk in front of 76 Hesseltine Ave and on the side of 4 Glendale Ave. St. This pole needs to be installed to guy the new P2402 45FT C2 (Class2) and prevent from leaning in front of house.

ABBREVIATIONS

EDGE OF PAVEMENT	EOP
JOINT OWNERSHIP	JO
OVERHEAD WIRE	OHW
PROPERTY LINE	PL
POLYVINYL CHLORIDE PIPE	PVC
SIDEWALK	SW
TO BE REMOVED	TBR
UNDERGROUND ELECTRIC	UGE

LEGEND

	EXISTING	PROPOSED
PROPERTY LINE	PL	PL
EDGE OF PAVEMENT	EOP	EOP
UNDERGROUND ELECTRIC	UGE	UGE
OVERHEAD WIRE	OHW	OHW
POLE WITH RISER WITH POLE NO.	P.1943	P.1943-1 P.1943 TBR




CITY OF MELROSE
DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

nationalgrid

OCT 2025

REV NO. 1

PLAN NO.
1.0



Remove existing P2402,
Replace with new 45 Ft C2
(Class 2)

Insert secondary pole
P2402-84, 35ft C3 (Class 3)
with a down guy anchor on
the side of 5 Glendale Ave
to prevent the new P2402
from leaning

S/NO.	ADDRESS	OWNER'S INFO	PROPERTY ID
1	4 GLENDALE AVE	NAME: BODNER ADAM, BODNER KATHERINE MAILING: 4 GLENDALE AVENUE, MELROSE, MA 02176	D120 128
2	79 HESSELTINE AVE	NAME: PODRADCHIK, ERIC J. DEBORAH A PODRADCHIK MAILING: 79 HESSELTINE AVE, MELROSE, MA 02176	D120 129
3	3 GLENDALE AVE	NAME: KENNEY, PHIL J MONIQUE J KENNEY HWTE MAILING: 3 GLENDALE AVE MELROSE, MA 02176	D120 125
4	76 HESSELTINE AVE	NAME: SAMPSON, ROLAND F JR, LAURA J SAMPSON HWTE MAILING: 76 HESSELTINE AVE, MELROSE MA 02176	D120 93



CITY OF MELROSE

DEPARTMENT OF PUBLIC WORKS

Administration-Engineering-Water-Sewer-Facilities
Parks-Forestry-Highway-Sanitation-Cemetery-Fleet

Jay Coy, P.E., PMP
Acting City Engineer

**City Hall, 562 Main Street
Melrose, Massachusetts 02176
Telephone - (781) 979-4172
E-mail: jcoy@cityofmelrose.org**

January 12, 2026

To: Melrose City Council
From: Jay Coy, P.E., Acting City Engineer
CC: Tanji Cifuni, City Clerk
Elena Proakis Ellis, P.E., DPW Director

Subject: Order #2026-73: Petition of Massachusetts Electric Company d/b/a National Grid and Verizon New England, Inc. to replace the existing Pole #P-2402 on the western sidewalk in front of 76 Hesseltine Ave and install one new Jointly Owned (JO) Pole #P 2402-84 with a down strut guy in the eastern sidewalk in front of 76 Hesseltine Ave (side of 4 Glendale Ave), Melrose MA.

The Department of Public Works has reviewed the above-referenced request by National Grid and has the following comments and recommended conditions:

- 1) The proposed work is intended for the new stub pole #P-2402-84 to support the replacement pole #P-2402 from leaning.
- 2) The petitioner(s) met with the City Engineer and/or their designee to select the exact location of the proposed pole and conduit and will need to obtain a Melrose Public Works Street Opening Permit for the work. The petitioner(s) will be responsible for strict adherence to all requirements set forth within the permit including permit fees, insurance and bonding requirements.
- 3) All existing utilities must be marked out and protected and any utilities damaged during construction shall be repaired by the applicant at their expense. NGRID shall call Dig Safe and the City's DPW Water and Sewer Division at least 72 hours prior to conducting the work.
- 4) Any new pole locations shall be in compliance with ADA standards.
- 5) Plans shall be made prior to issuance of a street opening permit and consequentially put in place during construction to address resident and pedestrian access and safety in and around the job site.
- 6) Police details shall be coordinated with the Melrose Police Department and are the responsibility of the Petitioner for both scheduling and payment.
- 7) NGRID shall notify property owners and businesses within 1/8 of a mile of the project at least 48 hours in advance of commencing work. If access to driveways is restricted, NGRID crews must coordinate with property owners to move vehicles in advance of work. A copy of the notice shall be provided to the Engineering Division in advance of distribution to the neighboring properties.

- 8) Any disturbed sidewalks shall require in-kind replacement. All restoration work shall be in accordance with the Melrose Design and Construction Standards and the permits issued by the Engineering Division. It is the responsibility of the petitioner to coordinate pavement restoration with the developer and/or property owner, with notification to the City in accordance with the Engineering Division permit for such work.

- 9) NGRID will clean up all debris to the satisfaction of the DPW.

Questions contact - Anjena Daswani anjena.daswani@nationalgrid.com

PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS

To the City Council
Of Melrose, Massachusetts

Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England, Inc requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

4 Glendale Ave - National Grid to install stub pole P2402-84 with down strut guy and anchor to prevent P2402 on 76 Hesseltine Ave, Melrose from leaning. Owner and neighbor opposed the stub pole. No stub pole will be installed. P2402 will be made thicker. Melrose, MA

Location approximately as shown on plan attached.

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked – 4 Glendale Ave - Melrose, Massachusetts.

No.# 31135450

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

Massachusetts Electric Company d/b/a
NATIONAL GRID *Nick Memmolo*

BY _____
Engineering Department

VERIZON NEW ENGLAND, INC.

BY _____
Manager / Right of Way

February 19, 2026

Questions contact – Anjena Daswani anjena.daswani@nationalgrid.com

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

To the Melrose City Council, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED: that Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 19th day of February, 2026.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – 4 Glendale Ave - Melrose, Massachusetts.

No.# 31135450

Filed with this order:

There may be attached to said poles by Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England Inc. such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

4 Glendale Ave - National Grid to install stub pole P2402-84 with down strut guy and anchor to prevent P2402 on 76 Hesseltine Ave, Melrose from leaning. Owner and neighbor opposed the stub pole. No stub pole will be installed. P2402 will be made thicker. Melrose, MA

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the
Of the City/Town of _____, Massachusetts held on the _____ day of _____ 20__ .

City/Town Clerk.
Massachusetts _____ 20__ .
Received and entered in the records of location orders of the City/Town of
Book _____ Page _____

Attest:
City/Town Clerk

I hereby certify that on _____ 20__ , at _____ o'clock, M

At _____ a public hearing was held on the petition of
Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND,
INC. for permission to erect the poles, wires, and fixtures described in the order herewith recorded,
and that we mailed at least seven days before said hearing a written notice of the time and place of
said hearing to each of the owners of real estate (as determined by the last preceding assessment
for taxation) along the ways or parts of ways upon which the Company is permitted to erect
Poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

.....
.....
.....
.....

Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of
hearing with notice adopted by the _____ of the City of
Massachusetts, on the _____ day of 20__ and recorded with the records of location
orders of the said City, Book _____, and Page _____. This certified copy is made under
the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:
City/Town Clerk

From: [Rafa Kerguelen](#)
To: [Cifuni, Tanji](#); [Anjena Daswani](#)
Cc: [Moore, Adriene](#)
Subject: RE: [EXTERNAL] Need a memo stating the update on the petition for Monday evening regarding 4 Glendale Ave
Date: Thursday, February 19, 2026 2:24:19 PM

Good afternoon

Tanji

A formal memo will take some time to have it from NGRID work support team; However, I want to explain what NGRID will do in this case. The only temporal solution that we can do in the case that we were not granted of location for the new pole, it's to straighten the pole by replacing it with a new beefier pole. This new pole will be stronger and can long straight before leaning again few more other years but will be better than the actual condition.

That's the reason that a petition is no needed because we are just going to maintain an existing pole, but we are still attending the petition hearing to solve any questions.

Kind regards,

Rafael Kerguelen

Senior Engineer Supervisor
Electrical Distribution Design
[nationalgrid](#)

Cell: +1 781 469 6837
Phone: +1 781 388 5101 - 83885101
Rafael.KerguelenRestrepo@nationalgrid.com
170 Medford St, Malden MA 02148

Specifications for Electrical Installations:

https://www.nationalgridus.com/media/pronet/constr_esb750.pdf

Underground Commercial Distribution (UCD): Installation and Responsibility Guide:

https://www.nationalgridus.com/media/pronet/shared_constr_esb759b.pdf

Underground Residential Distribution (URD): Installation and Responsibility Guide

https://www.nationalgridus.com/media/pronet/shared_constr_esb759a.pdf

From: Cifuni, Tanji <tcifuni@cityofmelrose.org>
Sent: Thursday, February 19, 2026 1:57 PM
To: Anjena Daswani <Anjena.Daswani@nationalgrid.com>; Rafa Kerguelen <Rafael.KerguelenRestrepo@nationalgrid.com>
Cc: Moore, Adriene <amoore@cityofmelrose.org>
Subject: RE: [EXTERNAL] Need a memo stating the update on the petition for Monday evening regarding 4 Glendale Ave

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe. If you suspect this email is malicious, please use the 'Report Phish' button.

The council would like to know what the plan is for the original petition that was presented. If it is squashed then please note that in the memo....

Tanji Joy Cifuni

City Clerk
Notary Public
Justice of the Peace

City of Melrose
562 Main Street
Melrose, MA 02176
781-979-4116

From: Anjena Daswani <Anjena.Daswani@nationalgrid.com>

Sent: Thursday, February 19, 2026 1:10 PM

To: Cifuni, Tanji <tcifuni@cityofmelrose.org>; Rafa Kerguelen
<Rafael.KerguelenRestrepo@nationalgrid.com>

Cc: Moore, Adriene <amoore@cityofmelrose.org>

Subject: RE: [EXTERNAL] Need a memo stating the update on the petition for Monday evening regarding 4 Glendale Ave

Hello Tanji,

Pardon me if I am wrong, but no memo would be required since there is nothing to petition for.

The meeting on the 23rd is because the notices were already sent out earlier this month to the neighbors, and they need to be aware of what is happening to the leaning pole.

Because the neighbors and owner have opposed to the initially proposed idea, the redesign does not have anything to petition for. As discussed on a separate email chain, the pole would be replaced with a thicker pole.

Please let me know if you have any questions.

Thank you,

Anjena Daswani

Distribution Designer

170 Medford St.,Malden, MA

Cell: 978-998-0697

[nationalgrid](#)

From: Cifuni, Tanji <tcifuni@cityofmelrose.org>

Sent: Thursday, February 19, 2026 12:25 PM

To: Rafa Kerguelen <Rafael.KerguelenRestrepo@nationalgrid.com>; Anjena Daswani <Anjena.Daswani@nationalgrid.com>

Cc: Moore, Adriene <amoore@cityofmelrose.org>

Subject: RE: [EXTERNAL] Need a memo stating the update on the petition for Monday evening regarding 4 Glendale Ave

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe. If you suspect this email is malicious, please use the 'Report Phish' button.

Can we get that Memo soon so that we can post our agenda by 3 pm today.

Thank you

Tanji Joy Cifuni

City Clerk

Notary Public

Justice of the Peace

City of Melrose

562 Main Street

Melrose, MA 02176

781-979-4116

From: Rafa Kerguelen <Rafael.KerguelenRestrepo@nationalgrid.com>

Sent: Thursday, February 19, 2026 10:50 AM

To: Cifuni, Tanji <tcifuni@cityofmelrose.org>; Anjena Daswani <Anjena.Daswani@nationalgrid.com>

Cc: Moore, Adriene <amoore@cityofmelrose.org>

Subject: RE: [EXTERNAL] Need a memo stating the update on the petition for Monday evening regarding 4 Glendale Ave

Good morning

Tanji

God bless you. Sure, thanks for letting me know. I will do it, and please share the link and we can connect with [@Anjena Daswani](#). She is the designer of the job.

Kind regards,

Rafael Kerguelen

Senior Engineer Supervisor
Electrical Distribution Design
nationalgrid

Cell: +1 781 469 6837

Phone: +1 781 388 5101 - 83885101

Rafael.KerguelenRestrepo@nationalgrid.com

170 Medford St, Malden MA 02148

Specifications for Electrical Installations:

https://www.nationalgridus.com/media/pronet/constr_esb750.pdf

Underground Commercial Distribution (UCD): Installation and Responsibility Guide:

https://www.nationalgridus.com/media/pronet/shared_constr_esb759b.pdf

Underground Residential Distribution (URD): Installation and Responsibility Guide

https://www.nationalgridus.com/media/pronet/shared_constr_esb759a.pdf

From: Cifuni, Tanji <tcifuni@cityofmelrose.org>

Sent: Thursday, February 19, 2026 10:17 AM

To: Rafa Kerguelen <Rafael.KerguelenRestrepo@nationalgrid.com>

Cc: Moore, Adriene <amoore@cityofmelrose.org>

Subject: [EXTERNAL] Need a memo stating the update on the petition for Monday evening regarding 4 Glendale Ave

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe. If you suspect this email is malicious, please use the 'Report Phish' button.

Rafa

We are requesting for you to please attend the hearing this upcoming Monday but if there is a snow storm we will hold the meeting via Zoom and ask that you please login.

At this time we need you to please send us a memo stating the updated direction that National Grid is going with the pole petition. We have to add it to the agenda item.

Thank you,

Tanji Joy Cifuni

City Clerk

Notary Public

Justice of the Peace

City of Melrose

562 Main Street
Melrose, MA 02176
781-979-4116

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Please ensure you have adequate malware protection before you open or detach any attachments or links from this transmission. National Grid plc and each of its direct and indirect affiliates, wherever organized or operating, shall have no liability for any malware, viruses, or other harmful code, or for loss, damage, disruption, or expense arising from or in connection with the same.

An email reply to this address may be subject to monitoring for operational reasons or lawful business practices – for more information on how we process your personal data please see our [UK Privacy Notice](#) (for UK individuals) or [US Privacy Notice](#) (for US individuals). ****CITY OF MELROSE PUBLIC RECORDS NOTICE: Please be advised that the Massachusetts Attorney General has determined that email is a public record unless the content of the email falls within one of the stated exemptions under the Massachusetts Public Records Laws.****

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