



Boards & Commissions Committee

Monday, April 6, 2026, 6:40 PM
 City Council Chamber, 1st Floor
 562 Main Street, Melrose, MA 02176

MINUTES

I. CALL TO ORDER

Kimberly Vandiver	Vice Chair
Cal Finocchiaro	
Elizabeth Kowal	
Christopher Park	
William Bradley Freeman	President, Ex Officio Member
Ryan Williams	Chair

Meeting was called to order by Chair Williams at 6:40 PM

Attendee Name	Title	Status	Arrived
Kimberly Vandiver	Vice Chair	Present	
Cal Finocchiaro	Ward 6	Present	
Elizabeth Kowal	At-Large	Present	
Christopher Park	Ward 3	Present	
William Bradley Freeman	President, Ex Officio Member	Present	
Ryan Williams	Chair	Present	

II. MINUTES APPROVAL

Boards & Commissions Committee Meeting March 30, 2026 6:45 PM

Motion to Approve minutes by unanimous consent without reading made by Chair Williams
 All were in favor and motion passed

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Cal Finocchiaro, Elizabeth Kowal, Christopher Park, Kim Vandiver, Ryan Williams, Bradley Freeman

III. PUBLIC COMMENT

When: Apr 6, 2026 06:40 PM Eastern Time (US and Canada)
 Topic: Boards & Commissions Meeting

Join from PC, Mac, iPad, or Android:
<https://cityofmelrose-org.zoom.us/j/96234665160?pwd=c7qqlaDjP5Dw7gvpWlvPUA5l8mGO9H.1>
 Passcode:508869
 Webinar ID: 962 3466 5160

Motion to Open public comment made by Chair Williams at 6:41 PM
 There were no comments on the floor or via Zoom.
 Motion to Close public comment made by Chair Williams at 6:41 PM

IV. APPOINTMENTS/REAPPOINTMENTS

- A. **(ID # 2026-356):** Reappointment of Cathy Gulino, 25 Apple Hill Road, to the Melrose Board of Assessors for a three-year term set to expire on the last day of February 2029.

Motion to Recommend made by Councilor Finocchiaro
 Seconded by Councilor Kowal
 All were in favor and motion passed

RESULTS:	PASSED [UNANIMOUS]
TO:	City Council
AYES:	Cal Finocchiaro, Elizabeth Kowal, Christopher Park, Kim Vandiver, Ryan Williams, Bradley Freeman
NAYS:	None

Comments and Discussion:
 -Cathy Gulino discussed her work experience in the real estate field and enjoys working with the Board of Assessors. Having additional funding for education opportunities, like assessor classes, would be helpful.

- B. **(ID # 2026-354):** Reappointment of Cathie Mercier, 466 Pleasant Street, to the Melrose Library Board of Trustees for a three-year term, said term to expire the last day of February 2029.

Motion to Recommend made by Councilor Finocchiaro
 Seconded by President Freeman
 All were in favor and motion passed

RESULTS:	PASSED [UNANIMOUS]
TO:	City Council
AYES:	Cal Finocchiaro, Elizabeth Kowal, Christopher Park, Kim Vandiver, Ryan Williams, Bradley Freeman
NAYS:	None

- C. **(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 Recommend made by Councilor Park
Seconded by Councilor Finocchiaro
All were in favor and motion passed

RESULTS:	PASSED [UNANIMOUS]
TO:	City Council
AYES:	Cal Finocchiaro, Elizabeth Kowal, Christopher Park, Kim Vandiver, Ryan Williams, Bradley Freeman
NAYS:	None

V. ADJOURNMENT

The City of Melrose does not discriminate based on disability and is committed to hosting accessible meetings and events. Individuals with disabilities who need auxiliary aids and services for effective communication, written materials in alternative formats, or reasonable modifications in policies and procedures, in order to access the programs and activities of the City of Melrose or to attend meetings, should contact the City's ADA Coordinator, Polina Latta platta@cityofmelrose.org.

Motion to Adjourn made by Councilor Vandiver at 6:46 PM
Seconded by President Freeman
All were in favor and meeting was adjourned

Cathy A. Gulino
25 Applehill Road
Melrose, MA 02176

Experience

- 1998 - City of Melrose, Melrose, MA
present Board of Assessors
Oversee and direct the policies and procedures of the City of Melrose Assessors office.
- 1998 - City of Melrose, Melrose, MA
2010 Member of the Property Valuation Board:
Oversee sale of City owned property.
- 2008- Melrose-Wakefield Hospital, Melrose, MA
present Point of Care Coordinator
Oversee all laboratory testing performed outside the laboratory at Point of Care.
- 1994 - Melrose-Wakefield Hospital, Melrose, MA
2008 Medical Laboratory Technologist
Rotate through blood bank, hematology, chemistry and processing departments.
- 1991 - Fleet Bank, Nashua, N.H.
1994 Commercial & Residential Real Estate Review Appraiser
- 1988- Patriot Properties, Inc., Marblehead, MA
1991 Commercial real estate appraiser and revaluation work.
- 1985- Eastern Appraisal Services, Beverly, MA
1988 Residential and commercial real estate appraiser

Education

- Merrimack College, North Andover, MA
Bachelor of Arts Degree, May 1990, Magna Cum Laude
- Mass Bay Community College, Wellesley, MA
Associate's Degree in Science, June 1979
Medical Laboratory Technician Program
- Massachusetts Association of Assessing Officers
Course 101: Introduction to Assessment Administration:
Laws, Procedures, and Valuation. 1998

February 2026

List of accomplishments of **Cathie Mercier** as a Library Trustee

- Trustee of the Melrose Public Library, Melrose, Massachusetts. April 2016-present.
- Collaborated with MPL Director on five-year strategy plan, June 2018-October 2019.
- Trustee delegate to the Melrose Building Committee, June 2023-April 2025.
- Revision of the Trustees By-Laws, 2024-25.
- Elected Chair in April 2025 and re-elected in January 2026.

Statement of accomplishments
Tim Bailey, Planning Board

I am writing to confirm my interest in being reappointed to the Melrose Planning Board. It has been a privilege to serve since my appointment in 2021, and I would be honored to continue contributing to the City's planning efforts.

During my tenure on the Board, I have been actively engaged in reviewing and deliberating on the 29 cases that have come before us. In addition, I participated in the review and approval of both the Housing Production Plan and the 2022 Open Space Plan, documents that play a critical role in shaping Melrose's long-term growth, housing strategy, and preservation priorities.

I have also taken part in 13 Design Review Subcommittee meetings, helping to evaluate and guide development proposals to ensure they align with the City's standards and broader community goals. Some of my other accomplishments include involvement with the following;

- Assisting the Board in revising the Rules and Regulations.
- Updating the application forms and fees associated with our cases.
- Reviewed drafts of the recodified zoning ordinance.
- Attended a training session led by a land use attorney focused on zoning laws and permitting.

I remain committed to serving the residents of Melrose and contributing thoughtful, well-informed decision-making to the Planning Board. Thank you for considering my reappointment. Please let me know if you need any further information.

Sincerely,
Tim Bailey, AIA, LEED AP