



CITY COUNCIL
Regular Meeting

City Councillor Joseph A. DelGrosso
City Council Chamber – Revere City Hall
281 Broadway, Revere, Massachusetts 02151
Calendar
Monday, January 23, 2023, 6:00 PM

Salute to the Flag

1. **Roll Call of Members**
2. Approval of the Journal of the Regular Meeting of January 9, 2023
3. **23-010** 2023 City Council Sub-Committee Assignments
4. **22-328** Motion presented by Councillor Rizzo: That the City Clerk invite Northeast Regional Vocational School Committeeman, Anthony Caggiano, to appear before the Revere City Council to discuss the work currently being done at the Revere Society for Cultural and Historical Preservation as well as other proposed projects utilizing resources stemming from the Vocational School in Wakefield.

Public Hearings

5. **22-351** Hearing called as ordered on, An Ordinance Further Amending An Ordinance Relative to Meeting Times of Governmental Bodies Section 1. Section 2.03.050(E) Open Meetings of the Revised Ordinances of the City of Revere is hereby amended by ending the first sentence after the word “Sunday”, deleting the words: “, in matters deemed necessary by the presiding officer of the following: Board of Health, City Council Committee of the Whole and Sub-Committees, Conservation Commission, Commission on Disabilities, Human Rights Commission, Planning Board, Traffic Commission, Zoning Board of Appeals” and inserting in place thereof the following: “The following governmental bodies shall be exempt from this sub-section: School Committee, License Commission, and Council on Elder Affairs.”
6. **23-011** Hearing called as ordered on a petition submitted by National Grid to install a line of underground conduits across Thornton Street from existing pole #1920-1 to 60 Shirley Avenue, Revere, MA. (Plan # 30688356).

Executive Session in response to Council Order 22-246

The City Council will vote to enter into Executive Session pursuant to purpose No. 1 of the OML to discuss the reputation, character, physical condition, or mental health of Police Chief David Callahan.

Executive Session in response to Council Order 22-246

The City Council will vote to enter into Executive Session pursuant to purpose No. 3 of the OML to discuss the City's litigating position in the case of Griffin v. Massachusetts Civil Service Commission et al.

Communications

9. **23-012** Communication to the City Council regarding the Board of Health's approval of the City's Regulations on Biosafety and the Use of Regulated Biological Agents.
10. **23-013** Communication from the City CFO relative to long range financial planning
11. **23-014** Communication from the Mayor relative to an update regarding the Revere High School Construction Project
12. **23-015** Communication from the Mayor relative to the appointment of Dean Harris to the Affordable Housing Trust Fund Board of Trustees
13. **23-016** Communication from the Mayor relative to the appointment of Claire Inzerillo to the Affordable Housing Trust Fund Board of Trustees
14. **23-017** Communication from the Mayor relative to the appointment of Seth Rhoades to the Planning Board
15. **23-018** Communication from the Mayor relative to the appointment of Samantha Woodman to the Conservation Commission
16. **23-019** Communication from the Mayor relative to the appointment of Asha Waterhouse to the Public Art Commission
17. **23-026** Communication from the City CFO relative to FY2023 Capital Improvements Loan Orders

Motions

18. **23-020** Motion presented by Councillor Zambuto: That the City Council President be directed to attach correspondence relative to Council Order 22-342 (Revere High School Project Schematic Design - scope, schedule, and budget) to Council Order 22-342 which is currently in Ways & Means. Pursuant to Rule 18 of the City Council Rules of Order, all communications relating to matters which may be properly considered and reported on by a sub-committee of the City Council shall be referred thereto by the President.
19. **23-021** Motion presented by Councillor McKenna: That the Mayor request the DPW to renovate the rear entrance of the Rossetti-Cowan Senior Center to provide handicap accessibility. The rear entrance as it exists now is difficult and dangerous for seniors to use. This motion was previously approved on March 28, 2022 and signed by the Mayor on April 12, 2022.
20. **23-022** Motion presented by Councillor Visconti: That the Mayor request the DPW to pick up the debris and trash along the fence on Lucia Avenue.
21. **23-023** Motion presented by Councillor Zambuto: That the Mayor be requested to provide the City Council with all public records, including, but not limited to, correspondence, emails, text messages, photographs, plans, memoranda, opinions, notes, requests, or any other documents within the possession of the City of Revere and Perkins Eastman / Leftfield relating to the newly proposed \$499,976,065 schematic design budget for the new Revere High School.

22. **23-024** Motion presented by Councillor Rizzo: That the City Council sponsor an informational session to discuss coyote behavior and ways residents can avoid and reduce any intrusive interactions with these wild animals. The city of Malden has utilized the services of Chalis Bird, a Northeast District Wildlife Biologist at MassWildlife. (Chalis can be contacted at Chalis.Bird@mass.gov)

23. **23-025** Motion presented by Councillor Cogliandro: That the Mayor request the Traffic Commission to expand the hours of resident parking enforcement from 12:00AM - 6:00AM to 10:00PM - 8:00AM.



CITY COUNCIL
Regular Meeting

City Councillor
Joseph A. DelGrosso
City Council Chamber
Journal
Monday, January 9, 2023

Regular Meeting of the City Council was called to order at 6:00 PM. Councillor Gerry Visconti presiding.

Salute to the Flag

1 Roll Call of Members

Attendee Name	Title	Status	Arrived
Anthony Cogliandro	Councillor	Present	
Joanne McKenna	Councillor	Present	
Steven Morabito	Councillor	Present	
Ira Novoselsky	Councillor	Present	
John F. Powers	Councillor	Present	
Dan Rizzo	Councillor	Present	
Richard J. Serino	Councillor	Present	
Marc Silvestri	Councillor	Late	6:12 PM
Gerry Visconti	Councillor	Present	
Anthony T. Zambuto	Councillor	Present	
Patrick M. Keefe	President	Present	

2 Approval of the Journal of the Regular Meeting of December 19, 2022

RESULT: ACCEPTED

3 23-001 Election of 2023 City Council President.

The City Council moved to proceed with the election of the City Council President for 2023:

Councillor Cogliandro voting for Councillor Keefe
Councillor Keefe voting for Councillor Keefe
Councillor McKenna voting for Councillor Keefe
Councillor Morabito voting for Councillor Keefe
Councillor Novoselsky voting for Councillor Keefe
Councillor Powers voting for Councillor Keefe
Councillor Rizzo voting for Councillor Keefe
Councillor Serino voting for Councillor Keefe
Councillor Silvestri was absent
Councillor Zambuto voting for Councillor Keefe
Councillor Visconti voting for Councillor Keefe

Councillor Keefe was elected to serve as the 2023 City Council President.

The City Clerk immediately administered the Oath of Office to City Council President Keefe.

RESULT:	ORDERED - VOICE VOTE
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4 23-002 Election of 2023 City Council Vice-President.

The City Council moved to proceed with the election of the City Council Vice-President for 2023:

Councillor Cogliandro voting for Councillor McKenna
 Councillor McKenna voting for Councillor McKenna
 Councillor Morabito voting for Councillor McKenna
 Councillor Novoselsky voting for Councillor McKenna
 Councillor Powers voting for Councillor McKenna
 Councillor Rizzo voting for Councillor McKenna
 Councillor Serino voting for Councillor McKenna
 Councillor Silvestri voting for Councillor McKenna
 Councillor Zambuto voting for Councillor McKenna
 Councillor Keefe voting for Councillor McKenna

Councillor McKenna was elected to serve as the 2023 City Council Vice-President.

The City Clerk immediately administered the Oath of Office to City Council Vice-President McKenna.

RESULT:	ORDERED - VOICE VOTE
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Communications

5 23-003 Communication from the Mayor relative to an update regarding the Revere High School Construction Project

Mayor Arrigo, Superintendent Kelly, and Brian Dakin were in attendance to provide an update on the new Revere High School construction project. Mayor Arrigo reported that CFO Rich Viscay will be providing the City Council with in depth financial details for the next City Council meeting. Additionally, the MSBA indicated that its contribution to the cost of the new high school has increased by \$14 million. The School Building Committee will be meeting to review the design and look into where costs can be cut to working on driving the cost to the taxpayers down. Brian Dakin indicated that preliminary tests indicate good technical soil on the build site which could translate into savings as less support pilings may be needed.

RESULT:	PLACED ON FILE
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Late Motions

The City Council requested suspension of the Rules of Order for the purpose of taking up the late motion relative to the warming center at the Senior Center as there were several seniors in attendance.

- 6 23-008 Motion presented by Councillor Rizzo, Councillor Visconti: That the Mayor request Lauren Buck, Chief of Health & Human Services to appear before the City Council to discuss the details of the warming shelter for homeless individuals being established at the Senior Center.

Mayor Arrigo provided the following information to the City Council:

The Rossetti-Cowan Senior Center building at 25 Winthrop Ave was officially designated an emergency cooling and warming center in 2021. This year, we will be utilizing ARPA funds to facilitate an emergency warming center in the building. In anticipation of the questions you will likely receive from residents, please find some additional information below.

Population Served: The target population for the Emergency Warming Center is the unsheltered who don't have a safe, warm place to go in freezing winter temperatures. Those include residents that lose their power/heat during inclement weather.

Housing Families: Housing Families Inc. is a nonprofit organization that operates in the Greater Boston area and has been working with Revere to achieve the goal of making the Emergency Warming Center a safe and well-run operation. Housing Families Inc. responded to an RFP that was put out by the City of Revere this fall to operate the Emergency Warming Center.

Additional Details:

- The Emergency Warming Center is not a shelter. There are no beds. This is simply a space for people who are unsheltered to come at night to stay warm.
- We have been working closely with City agencies and departments (Fire, Police, Elder Affairs, Building and Health Department) and will continue to collaborate moving forward.
- Operations planning occurred with the input of Housing Families Inc., Revere Public Health Department, and the Revere Substance Use and Homelessness Initiatives Office.
- The Warming Center will run from January 14th - March 31st and provide a safe, temporary space for unsheltered homeless individuals 7pm-7am. The Warming Center will be staffed from 5pm-8am seven days per week and can accommodate up to 15 guests per night.
- The daily operations of the Rosetti-Cowan Senior Center will not be impacted by the Emergency Warming Center. Additionally, the space used on the second floor will be professionally cleaned and disinfected on a daily basis. Those utilizing the Warming Center will not have access to the first floor of the building.

Several members of the Senior Center addressed the City Council in opposition to the use of the Senior Center as an emergency warming center.

Maureen
Frank Schettino

Beverly Forgione
 Lucretia
 Frank Sarro
 Joanne Woods
 Dorothy D'Italia

The seniors do not feel that an emergency warming center at the Senior Center is an appropriate location for fear of the spread of diseases especially Covid. They expressed concerns over security and ability of the operator to disinfect the large bocce court area in a relatively short period time. In response to the concerns expressed by the seniors addressing the Council, Councillor Rizzo offered the following verbal motion: That the Mayor be requested to investigate an alternative location for the emergency warming center.

RESULT: PLACED ON FILE

7 23-009 Motion presented by Councillor Rizzo: That the Mayor be requested to investigate an alternative location for the emergency warming center.

RESULT: ORDERED - ROLL CALL [9 TO 2]
AYES: Cogliandro, McKenna, Morabito, Novoselsky, Powers, Rizzo, Visconti, Zambuto, Keefe
NAYS: Serino, Silvestri

Motions

8 23-004 Motion presented by Councillor Cogliandro: That the Mayor be requested to establish lines of communication with the City Council regarding motions that have been approved and subsequently signed by the Mayor. The City Council is not provided with any updates concerning approved motions and must re-file motions at the request of their constituents due to the lack of response from the Mayor's Office.

RESULT: PLACED ON FILE

9 23-005 Motion presented by Councillor Serino: That the Mayor instruct the City Solicitor to draft an ordinance within the City's purview and jurisdiction to regulate the use of drones in the City of Revere to the best of the City's legal ability. The rationale behind drafting such an ordinance would be to ensure public safety given that Amazon has begun deliveries via drones in two cities in California and Texas over the holidays, with plans to expand use of drone delivery throughout the country in due time.

RESULT: ORDERED - VOICE VOTE

10 23-006 Motion presented by Councillor Powers: That the Mayor be requested to direct the City Solicitor or outside legal counsel to address the City Council relative to the property status of 585 North Shore Road. The

same motion was submitted on August 22, 2022 and approved by the Mayor on September 7, 2022. To date, the City Council has not received any response regarding this matter.

RESULT: ORDERED - VOICE VOTE

11 23-007 Motion presented by Councillor Powers: That the Mayor request the DPW to repair several sections of fencing that have been damaged or removed at the following locations on Mills Avenue: at River Avenue, at Frank Avenue, and 31 Mills Avenue. This motion is filed in accordance with Rule 37. Residents already filed 311 requests for this work in early summer 2022.

RESULT: ORDERED - VOICE VOTE

Ordered adjourned at 8:27 PM.

Attest:

City Clerk

Minutes Acceptance: Minutes of Jan 9, 2023 6:00 PM (Salute to the Flag)

2023 City Council Sub-Committees

<u>Appointments & Personnel Administration Committee</u>		<u>Ways and Means Committee</u>
<i>Councillor Cogliandro, Chairman</i>		<i>Councillor Visconti, Chairman</i>
Councillor Morabito		Councillor Morabito
Councillor Novoselsky		Councillor Powers
Councilor Serino		Councilor Silvestri
Councillor Visconti		Councillor Zambuto
<u>Economic Development & Planning Committee</u>		<u>Youth & Parks and Recreation Committee</u>
<i>Councillor Serino, Chairman</i>		<i>Councillor Cogliandro, Chairman</i>
Councilor McKenna		Councillor Morabito
Councillor Morabito		Councillor Novoselsky
Councillor Rizzo		Councilor Visconti
Councillor Visconti		Councillor Zambuto
<u>Public Works Committee</u>		<u>Zoning Committee</u>
<i>Councillor Novoselsky, Chairman</i>		<i>Councillor Zambuto, Chairman</i>
Councillor Cogliandro		Councilor Novoselsky
Councillor McKenna		Councillor Powers
Councillor Rizzo		Councillor Silvestri
Councillor Zambuto		Councillor Visconti
<u>Elder Affairs Committee</u>		<u>Legislative Affairs Committee</u>
<i>Councillor Powers, Chairwoman</i>		<i>Councillor Morabito, Chairman</i>
Councilor McKenna		Councillor Novoselsky
Councillor Morabito		Councillor Powers
Councillor Rizzo		Councillor Serino
Councilor Silvestri		Councillor Silvestri
<u>Veterans Affairs Committee</u>		<u>Public Safety Committee</u>
<i>Councillor McKenna, Chairman</i>		<i>Councillor Rizzo, Chairman</i>
Councillor Novoselsky		Councillor Cogliandro
Councillor Powers		Councillor McKenna
Councillor Rizzo		Councillor Silvestri
Councillor Serino		Councillor Zambuto
<u>Health & Human Services Committee</u>		
<i>Councillor Silvestri, Chairman</i>		
Councillor Cogliandro		
Councillor Powers		
Councillor Serino		
Councillor Visconti		

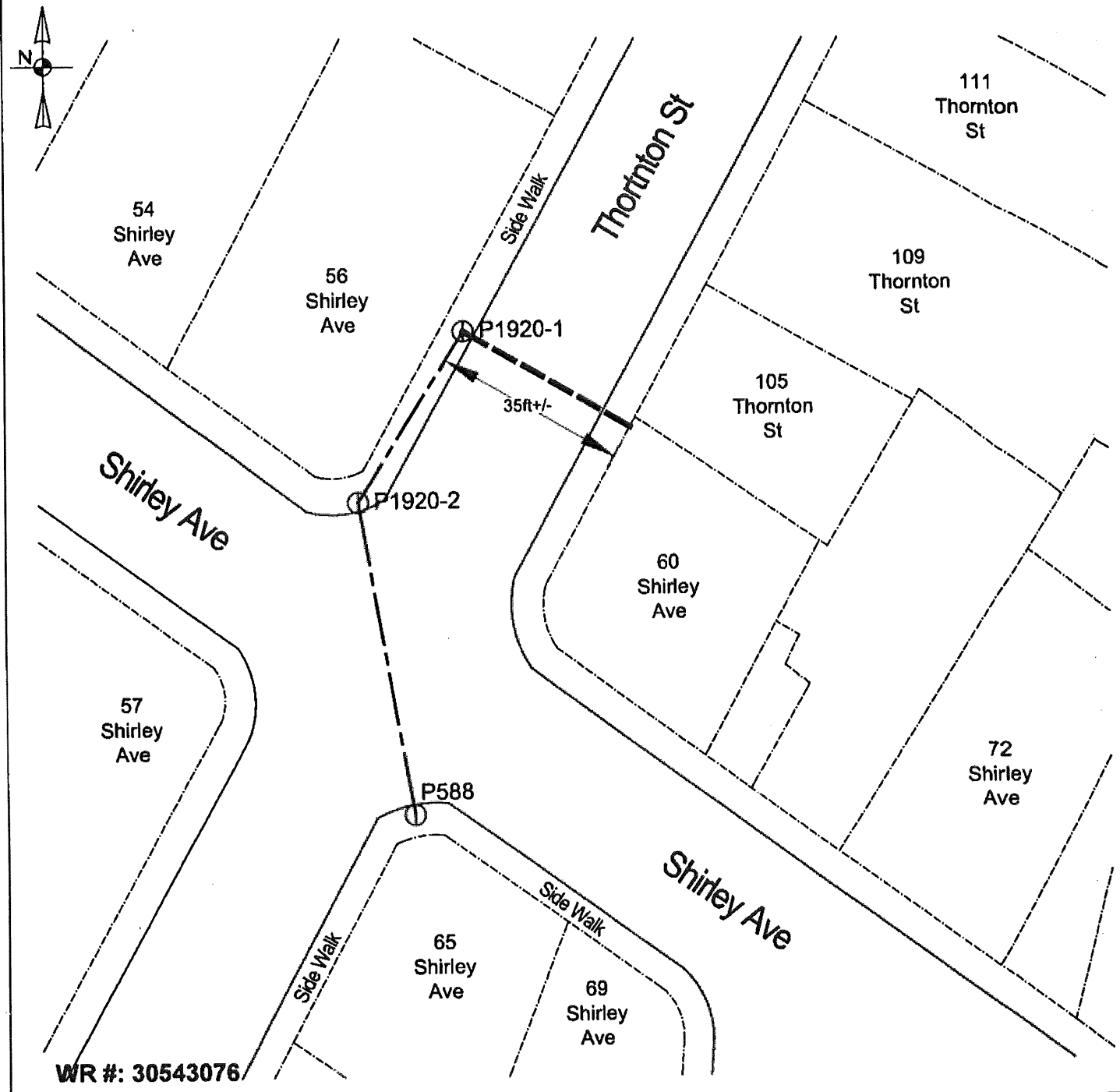
PUBLIC HEARING

Notice is hereby given, that the Revere City Council will conduct a public hearing on Monday evening, January 23, 2023 at 6:00 PM in the City Councillor Joseph A. DelGrosso City Council Chambers, Revere City Hall, 281 Broadway, Revere, MA 02151 on a petition submitted by National Grid to install a line of underground conduits across Thornton Street from existing pole #1920-1 to 60 Shirley Avenue, Revere, MA. (Plan # 30688356).

A copy of the aforementioned proposed plan and petition is on file and available for public inspection in the Office of the City Clerk, Revere City Hall, Revere, Massachusetts, Monday through Thursday from 8:15 A.M. to 5:00 P.M. and Friday from 8:15 A.M. to 12:15 P.M.

Attest:

Ashley E. Melnik
City Clerk



WR #: 30543076

UNDERGROUND PETITION

nationalgrid

Ⓜ POLE (EXISTING)
--- PROPOSED CONDUIT 2-4"
--- EXISTING OVERHEAD WIRES
<p>Job description</p> <p>- NGRID is Petitioning to Install Approximately 35ft of 2-4" ducts south-east from existing pole (P#1920-1) towards 60 Shirley Ave</p>
DISTANCES ARE APPROXIMATE

Date: 12/12/2022
WORK REQUEST: # 30688356
To The: City Of Revere
For Proposed: 2 - 4" PVC Conduit Location: 60 Shirley Ave
Drawn By: Moses Okokuro

Attachment: PH.NationalGridPetition60ShirleyAvenue (23-011 : National Grid Petition - 60 Shirley Avenue)

Questions contact – Moses Okokuro 781-388-5217

Petition of the Massachusetts Electric Company d/b/a National Grid
Of NORTH ANDOVER, MASSACHUSETTS
For Electric conduit Location:

To City Council of Revere, Massachusetts

Respectfully represents the Massachusetts Electric Company d/b/a National Grid of North Andover, Massachusetts, that it desires to construct a line of underground electric conduits, including the necessary sustaining and protecting fixtures, under and across the public way or ways hereinafter named.

Wherefore it prays that after due notice and hearing as provided by law, it be granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as it may find necessary for the transmission of electricity, said underground conduits to be located substantially in accordance with the plan filed here with marked: Thornton St - Revere - Massachusetts.

The following are the streets and highways referred to:
Plan # 30688356 Thornton St - National Grid to install beginning at a point approximately 80 feet northeast of the centerline of the intersection of Thornton St and Shirley Ave and continuing approximately 35 feet in a southeast direction. Install approximately 35ft of 2-4” ducts southeast from existing pole (P#1920-1) towards 60 Shirley Ave.

Location approximately as shown on plan attached

Massachusetts Electric Company d/b/a
NATIONAL GRID *Bob Coulter*
BY _____
Engineering Department

Dated: December 13, 2022

Attachment: PH-NationalGridPetition60ShirleyAvenue (23-011 : National Grid Petition - 60 Shirley Avenue)

ABUTTERS LIST

S/No.	ADDRESS	OWNER'S INFO	PARCEL ID
1	105 THORNTON ST	CERULLO LLC 1040-1048 NORTH SHORE RD REVERE, MA 02151	8-147-9
2	56 SHIRLEY AVE	VIASUS SOFIA 56 SHIRLEY AVE REVERE, MA 02151	8-148-1
3	60 SHIRLEY AVE	CERULLO LLC 1040-1048 NORTH SHORE RD REVERE, MA 02151	8-147-8
4	106 THORNTON ST	OWEN DANIEL H 106 THORNTON ST REVERE, MA 02151	8-148-32



Brian M. Arrigo
Mayor

City of Revere
Office of the City Solicitor
281 Broadway
Revere, MA 02151
O: 781-286-8166
www.revere.org

Paul Capizzi
City Solicitor
Daniel E. Doherty
Assistant City Solicitor
Sheryl A. Pelletier
Paralegal
Claire Inzerillo
Public Policy Writer

9.a

TO: The Honorable Revere City Council
FR: Claire Inzerillo, Policy Writer & Analyst
CC: Mayor Brian Arrigo
RE: Board of Health Meeting 12/22/22
DA: January 9, 2023

Dear Members of the Honorable City Council:

I write to inform the Councilors of the Revere Board of Health's unanimous approval of the new Regulations on Biosafety and the Use of Regulated Biological Agents. As you're all aware, extensive and collaborative research was led by the Department of Public Health and Inspectional Services, and subsequently presented to the Board of Health at their October meeting. Following the Board's approval in December, Director of Public Health Lauren Buck explained the City's next steps, including uploading the regulations into CitizenServe (the online service used for licensing). Any institution falling under the regulations will then have to submit the required documentation in addition to appearing before the Board of Health as part of their application.

Alongside the federal guidelines referenced in the regulations, the City of Revere now has in place strict standards governing the life sciences industry.

Please find attached the City of Revere's *Regulations on Biosafety and the Use of Regulated Biological Agents*. No action is needed from the Council at this time.

Attachment: CouncilCommunication_BOH_BiosafetyApproval (23-012 : BOH Approves Biosafety Regulations)



CITY OF REVERE: *REGULATIONS ON BIOSAFETY AND THE USE OF REGULATED BIOLOGICAL AGENTS*

Section 1.00 Purpose.

- A. In order to safeguard the health and welfare of the Citizens of Revere (the "City"), the City of Revere Board of Health (the "Board of Health") hereby promulgates this regulation governing the use of all regulated biological agents (defined herein) in the City. The use of regulated biological agents requiring Biosafety Level 1 (BSL-1) and Biosafety Level 2 (BSL-2) shall be permitted in the City of Revere. Such uses requiring Biosafety Level 3 (BSL-3) and Biosafety Level 4 (BSL-4) shall not be permitted in the City of Revere.
- B. Unless specifically exempted under this regulation, all research or manufacturing involving regulated biological agents, as defined below, in the City of Revere shall be undertaken only in strict conformity with the most recent edition or version of the National Institutes of Health Guidelines for Research ("NIH Guidelines"), the current edition of the Department of Health and Human Services' Centers for Disease Control (the "CDC") publication entitled "Biosafety in Microbiological and Biomedical Laboratories" ("BMBL"), and all other health regulations as the Board of Health may from time to time promulgate. For the purpose of this regulation, research or manufacturing will not include clinical or healthcare services or professional analytical services that directly support clinical or healthcare services.

Section 2.00 Definitions.

As used in this regulation, the following terms shall have the meanings indicated:

- A. "City" shall mean City of Revere.
- B. "Board of Health" ("BOH") shall mean the Board of Health of the City of Revere.
- C. "Director of Public Health" shall mean the current Director of Public Health of the City of Revere.
- D. "Laboratory" shall mean a building, room, or workplace designed and/or used for the development, conduct, or observation of scientific, including but not limited to the medical, chemical, physical, or biological disciplines, experimentation or research, including non-routine testing, analysis, experimentation, or other similar activities that involve the use or storage of hazardous materials. Specifically excluded from this definition are classroom laboratories, dark rooms, autoclave rooms, pharmacies, drug stores, physician's offices or the offices of other direct-care health care providers, hospital or health care dispensaries, or other facilities providing medication directly to patients.
- E. "Laboratory facility" shall mean a building or a portion of a building containing one or more laboratories operated by a single owner-operator.
- F. "Regulated Biological Agents" shall mean: any microorganisms including, but not limited to, mammals, plants, bacteria, viruses, fungi, rickettsia or protozoa, or any infectious substance, or

any naturally occurring, bioengineered, or synthesized component of any such microorganism or infectious substance that is:

1. Identified as any "Recombinant and Synthetic Nucleic Acid Molecule" in Section I-B (Definition of Recombinant DNA Molecules) of the most recently adopted version of the NIH Guidelines, defined below under "Guidelines," or,
 2. Classified as a Risk Group 3 through 4 Agent by NIH Guidelines (as defined below), or;
 3. Identified by the United States Department of Health and Human Services ("DHHS") or the United States Department of Agriculture ("USDA") as a "Select Agent" (as defined below).
- G. "Biosafety Level" or "BSL" means physical containment as defined in Appendix G-II (Physical Containment Levels) of the latest amendment of the NIH Guidelines and the latest edition of BMBL.
- H. "Biological Risk Group" means the Risk Group for any biological pathogen as defined in subsection II-A-1 (Risk Groups) of the latest amendment of the NIH Guidelines and as specified in the latest edition of the BMBL. This designation pertains to the natural risk to human health and the likelihood of transmission associated with the unaltered form of that biological agent.
- I. "BMBL" means the current edition of the Department of Health and Human Services' Center for Disease Control (CDC) Publication No. 21-1112, entitled "Biosafety in Microbiological and Biomedical Laboratories."
- J. "Institution" means an individual person or a group of persons, and/or a corporation, firm, partnership, association, executor, administrator, guardian, trustee, agent, organization and any other group acting as a unit responsible for compliance with the requirements set forth in this regulation.
- K. "Institutional Biosafety Committee" ("IBC") means a committee established in accordance with Subsection IV-B-2 (institutional biosafety committee or IBC) of the NIH Guidelines and any applicable requirements of this regulation. The IBC shall meet the requirements for membership as specified in the Guidelines and be the final arbiter within an institution with regard to the implementation of this regulation, with oversight by the Board of Health as described herein.
- L. "NIH Guidelines" ("Guidelines") means the National Institutes of Health Guidelines for Research Involving Recombinant DNA Molecules ("rDNA") published in the Federal Register of June 1, 1983, and any subsequent federal amendments thereto adopted by the Recombinant DNA Advisory Committee within the National Institutes of Health (NIH).
- M. "Select Agents" means any microbial and toxic agents listed at 42 Code of Federal Regulations (CFR) §73.3, 42 CFR §73.4, 42 CFR §73.5, 42 CFR §73.6, 7 CFR §331.3 and 9 CFR §121.4, and the rulings made by the CDC and the USDA relative thereto, as such regulations and rulings may be amended from time to time. However, Select Agent shall not include any de minimis amount of agents or toxins which are excluded from 42 CFR 73.00 et seq.

Section 3.00 Institutional Governance.

Institutions seeking a permit from the Board of Health shall establish an Institutional Biosafety Committee (IBC). The IBC shall be composed as described in the NIH Guidelines.

- A. This regulation requires that the IBC shall include as members: representatives of the institution, the Director of Public Health of the City of Revere or their designee, plus one additional community representative who is a resident of the City of Revere, is chosen by the Institution, and is approved by the Board of Health within 30 days.
- B. The IBC shall meet no less than once a year. All minutes of the IBC meetings shall be forwarded to the Board of Health within 30 days.
- C. The community member of the IBC and the Director of Public Health, or their designee, shall have no substantial undisclosed financial interest in the applying or permitted institution, or any other institution in competition therewith. Such representatives shall be bound to the same provisions as to non-disclosure and non-use of proprietary information and trade secrets as all other members of the IBC, except to the extent necessary to alleviate any public health hazard. As used in these regulations proprietary information and trade secrets shall be defined as set forth under the law of the Commonwealth of Massachusetts.
- D. In accordance with the NIH Guidelines, the IBC, acting on behalf of a permitted entity, shall review and approve all work involving rDNA for compliance with those Guidelines. This process shall include completion of a comprehensive risk assessment, as required by the Guidelines. The IBC will additionally be responsible for reviewing all work with other regulated biological agents to assure compliance with the standards set forth in the Guidelines as defined herein. A description of each project or protocol approved by the IBC, indicating the assigned biosafety containment level, and the rationale for designation of that BSL, and a statement certifying that the experiment conforms with the Guidelines shall be filed with the Board of Health.
- E. A complete roster of all IBC members, including names, home addresses, phone numbers, e-mail addresses and resumes or curriculum vitae (CVs), including institutional and community members, shall be maintained and submitted upon initial application or within 30 days after a submission of a completed application. An updated roster of IBC members, with resumes or CVs of new members (community or institutional) appointed to the IBC since the previous roster submission shall be provided with IBC minutes and other required annual documentation.

Section 4.00 Permit Requirements.

- A. Institutions seeking a permit from the Board of Health must submit a completed application form obtained from the Board of Health, accompanied by a non-refundable permit application fee, that will include the following:
 1. Company name and address.
 2. Name(s) of corporate officer(s) authorized to sign the application and full contact information for those individuals signing on behalf of the institution.
 3. State of incorporation.
 4. Name of the institution's designated official responsible for compliance with this regulation. This is most often the designated biosafety officer, as defined by NIH Guidelines.
 5. Designation of the appropriate biosafety levels (as defined in this regulation) for all laboratory areas, which are consistent with the NIH Guidelines or BMBL for all IBC-approved

- protocols. This designation should be reflected in the IBC minutes before work commences in the permitted facility or, at latest, no more than 30 days after that work commences.
6. A detailed table in a format provided by the Board of Health, including at a minimum: a listing of all organisms, the source of the organism, whether the organism is used in an exempt or non-exempt rDNA experiment, BSL, and standard decontamination procedures to be employed during proper decommissioning of laboratory areas.
 7. A protocol for strain verification of all potentially pathogenic organisms being used within the permitted facility or sufficient documentation to demonstrate that such a screening process has been completed by another laboratory, in order to insure that proper characterization of the virulence, replication competence, and extent of resistance to therapeutic antibiotics.
 8. Copy of a completed biosafety manual. Copies of updated biosafety manual(s) are to be submitted upon annual permit renewal.
 9. An emergency response plan for the purpose of orienting City representatives, including but not limited to, the Board of Health, Fire and Police Departments, to the physical plant and to procedures to be utilized in the event of an emergency. This documentation must include a floor plan showing the internal layout of the facility with specific biological containment and nonbiological laboratory areas, biological waste storage areas, and biological waste removal routes clearly indicated. Amendments to this plan must be submitted as they are incorporated.
 10. Medical surveillance agreement: this service may be provided through the institution's internal clinical resources or through an independent third-party provider. A letter indicating the completion of a contractual agreement for provision of occupational medicine and medical surveillance services shall be submitted upon application and whenever the clinical provider of these services has changed thereafter. Such services shall include, but shall not necessarily be limited to:
 - a. Oversight by an occupational health physician.
 - b. Consideration of workers from susceptible populations (e.g. pregnant or immunocompromised).
 - c. Reporting within 30 days to the IBC and Board of Health of a confirmed or suspect clinical result of any employee illness that is potentially related to Regulated Biological Agents.
 - d. Retention of medical and health records for 10 years. Medical or employee health records shall be made available for inspection.
 11. A plan for treatment or management of all biological waste that is consistent with the requirements of 105 Code of Massachusetts regulations (CMR) 480, Minimum Requirements for the Management of Medical or Biological Waste.
 12. A treatment and/or monitoring plan and signed vendor agreement for systematic pest control management in laboratories, contiguous facilities and food service establishments in any and all segregated buildings.
 13. Written authorization to allow inspection of facilities and pertinent records by the Board of Health, its agent(s) and employees, and any independent consultant(s) that may be retained by the Board of Health.

- B. The Board of Health shall review the institution's application for a permit and supporting documents. The BOH shall take final action on the permit application within 60 days after the application is filed electronically with the BOH, provided a date for an IBC meeting--including the Director of Public Health representative--is scheduled within that timeframe. The period within which final action shall be taken may be extended for a definite period by mutual consent of the Board of Health and the applicant. Should an IBC meeting fail to be held as scheduled, a permit will not be issued or renewed by the Board of Health and a Cease-and-Desist order for use of regulated biological agents may be issued until such time as the IBC meeting is held.
- C. The fee for a permit granted by the Board of Health, or annual renewal thereof, shall be \$500.
- D. Upon closing an institution that was permitted by the Board of Health under these regulations, the institution must submit a report to the Board of Health indicating that the facility was properly decommissioned including but not limited to: cleaning and sanitizing drain lines and tanks, removal of all hazardous materials and wastes, and removal of all biological material and waste. Upon receipt of this documentation, the BOH may conduct a final inspection of the facility.

Section 5.00 Inspection and Review.

- A. The Board of Health shall retain the authority to designate an independent consultant, professionally competent and paid for by the institution, to perform inspections and reviews. Frequency of inspections will be reasonably determined by the Board of Health in accordance with the risk associated with the regulated activity. These results shall be reported to the Board of Health and the institution involved.
- B. The Board of Health, its agent(s) and employees, and any independent consultant(s) that may be retained by the Board shall conduct no less than two inspections for the duration of one calendar year of the facilities, procedures, and practices of all institutions involved in the use of Regulated Biological Agents.
- C. In order to confirm compliance with this regulation, the Board of Health, its agent(s) and employees, and any independent consultant(s) that may be retained by the Board of Health shall be allowed to conduct unannounced inspections of the facilities, procedures, and practices of all institutions involved in the use of regulated biological agents.
- D. The Board of Health, its agent(s) and employees, and any independent consultant(s) shall maintain the confidentiality of all proprietary information released to them by reason of these regulations.
- E. The institution shall report within 24 hours to the Director of Public Health, followed by a written report within 15 days to the Board of Health, any significant accident or risk of illness or major release to the environment related to the use of regulated biological agents if that release constitutes a violation of 105 CMR 480 and/or involves the release of a viable and potentially infectious agent. An additional inspection of facilities and procedures may be deemed necessary by the Board of Health based upon its judgement of the nature and extent of the problem.

Section 6.00 Restrictions.

- A. Biological research, manufacturing, or processing that has been determined by the IBC to require BSL-3 and BSL-4 containment shall not be permitted in the City of Revere.
- B. Experiments for which containment levels are not prescribed in the Guidelines, must be assigned an appropriate containment level after the completion of a comprehensive risk assessment by the members of the IBC, either independently or in consultation with an outside agency or consultant.

Section 7.00 Penalties and Violations.

- A. Violation of these regulations shall subject the violator to a fine of \$500 per day and, in addition, the facility in which the violation occurs may be closed by the Board of Health. Each day of violation shall constitute a separate and distinct offense.
- B. If, in the opinion of the Board of Health, the use of regulated biological agents causes a nuisance or adversely affects the public health, safety and welfare in the City, the permit may be revoked. Once a permit has been issued it may be revoked by the Board of Health upon determination, after due notice and hearing, that the institution involved has materially failed to comply with these regulations, the permit agreements, or the guidelines.
- C. In addition to the foregoing penalties, the Board of Health shall have the right to enforce these regulations through an equitable action in a court of competent jurisdiction.
- D. Any institution, person, or entity aggrieved by the decision of the Board of Health in connection with the Board of Health's enforcement of this regulation may request a hearing by filing a written petition with the Board of Health within 10 days of action. The Board of Health shall set a time and place for such hearing no later than 60 days upon receipt of such petition. The Board of Health shall inform the petitioner and the institution of such hearing in writing. At the hearing, the petitioner shall be given an opportunity to be heard and to show cause why the Board of Health's decision was inconsistent with the requirements set forth in this regulation. The Board of Health, upon presentation of all evidence, shall issue a final decision in connection with relief sought.

Section 8.00 Variances.

- A. The Board of Health may vary the application of any provision of this regulation with respect to any particular case when the Board of Health finds the enforcement thereof would do manifest injustice and the applicant has provided that the same degree of protection required by this regulation can be achieved without strict application of the particular provision.
- B. Every request for a variance shall be submitted in writing to the Board of Health and shall set forth the specific variance sought and the reasons therefor.
- C. The Board of Health may establish additional conditions in connection with the granting of a variance where the interest of public health so requires.
- D. No determination with respect to a variance shall be binding unless issued in writing by the Board of Health. Copies of said variance shall be available to the public on the Board of Health's website.
- E. The institution shall post any variance granted by the Board of Health at the permitted facilities in a prominent location for the duration that the variance is in effect.

SECTION 9: EFFECTIVE DATE

This regulation shall be effective as of _____ December 22 _____, 2022.



Dr. Drew Bunker



Dr. Craig Castanza



Nezha Louaddi



City of Revere

CFO/City Auditor/Budget Director

281 Broadway
Revere, MA 02151
Tel: (781) 286-8131

Richard Viscay
CFO/City Auditor/Budget Director

January 19, 2023

The Honorable Revere City Council
Patrick Keefe, City Council President
Revere City Hall
281 Broadway
Revere, MA 02151

RE: Long Range Financial Plan presentation

Dear Council President,

Please allow for 30 minutes for a presentation to the Council on long range financial planning.

Thank you in advance for your consideration.

Best regards,

Richard Viscay
CFO

Cc: Brian Arrigo, Mayor

Attachment

Attachment: CFO Long Range Financial Planning Presentation 1-19-23 (23-013 : Long Range Financial Planning Presentation (CFO))

LONG RANGE FINANCIAL PLANNING

FY2023 AND BEYOND

RICHARD VISCAI – CHIEF FINANCIAL OFFICER/CITY AUDITOR/BUDGET DIRECTOR
JANUARY 23, 2023

1

WHAT IS LONG-RANGE FINANCIAL PLANNING

- **Long-Range financial planning** is the process of budgeting for operations and growth and renewal for buildings, infrastructure and land.
- It is characterized by uncertain **long**-term projections, resource management and tapping a wide **range** of expertise that requires both operational and **financial** experience.

2

WHAT IS THE DIFFERENCE BETWEEN BUDGETING AND LONG-RANGE FINANCIAL PLANNING?

- **Budgeting** deals with the here and now as well as the near future.
 - FY2023 annual budget was adopted in June.
- The focus of a **long-range financial planning** is not necessarily on the annual budget, but rather on illustrating strategies and actions for achieving desired long-range goals.
- To expand on that a bit, **long-range financial planning** is about figuring out where the organization wants to go and how to get there.
- The presentation tonight will focus on where the organization (the City) wants to go (creation of financial capacity) and how to get there.
 - The next slides will illustrate all of the different strategies that the City can consider for achieving the long-range goal of constructing the new High School.

3

HOW CAN WE BUILD FINANCIAL CAPACITY TO CONSTRUCT A NEW HIGH SCHOOL?

IT BEGINS WITH A LONG-RANGE PLANNING STRATEGY

- | | |
|---|--|
| <ul style="list-style-type: none"> • Revenues/Income: <ul style="list-style-type: none"> • Property Taxes • State Aid • Local Receipts • Enterprise Fund Revenue • Other Financing Sources | <ul style="list-style-type: none"> • Expenditures/Expenses <ul style="list-style-type: none"> • Cost of Construction – Revere High • Fixed Costs (Benefits, Pension, etc.) • Operating Budgets • Capital Budgets • Other Financing Uses |
|---|--|

4

REVENUE OPPORTUNITIES - PROPERTY TAX – NEW GROWTH

- New Growth: Dollar increase in the annual levy limit that reflects additions to the community's tax base since the previous year's tax levy.
- Value of new development is applied to the previous year's tax rate set by DOR.
- It is estimated that the HYM Development will generate \$46 million in new tax revenue via "new growth," however this is a 20-year forecast of the cumulative new growth.
- How rapidly this development progresses will be the KEY factor in the ability to finance the new High School.
- All other large developments will greatly help as well.

5

REVENUE OPPORTUNITIES - PROPERTY TAX – DEBT EXCLUSION

- An exclusion from Prop 2 ½ for the purpose of raising funds for debt service costs.
- Allows for assessment of taxes in excess of its levy limit for specified debt service costs.
- Requires voter approval.
- FY2023 Tax Levy Limit (set by DOR) = \$107,656,370
- FY2023 Tax Levy = \$107,623,293
- Excess taxing capacity = \$33,077
 - The City cannot exceed the Tax Levy Limit per Massachusetts General Law.
- If the residents voted favorably for a debt exclusion, for every \$1 million of excluded debt, the average single family tax bill would increase by \$47

6

REVENUE OPPORTUNITIES - PROPERTY TAX – COMMUNITY PRESERVATION ACT

- Community Preservation Act (CPA) is a state law that allows for a surcharge of not more than 3% on local property taxes.
- When combined with matching funds from the statewide Community Preservation Trust Fund, this dedicated fund can be used to build and rehabilitate parks, playgrounds, and recreational fields, protect open space, support local affordable housing development and preserve historic buildings and resources.
- Last year's match from the statewide Trust was 38%.
- If the residents voted favorably to adopt the CPA, for every 1% surcharge (\$1,076,233), the state would have matched \$408,969.
- These funds could be used to offset costs otherwise borne by annual operating budget.

7

REVENUE OPPORTUNITIES – FEDERAL AND STATE AID

- Fed/State/Local grant opportunities:
 - Congresswoman Katherine Clark – Democratic Whip, House of Representatives
 - Mayor Arrigo – President of the Massachusetts Mayor's Association – 2023
 - Dr. Dianne Kelly – President of the Massachusetts Association of School Superintendents – 2023
 - Stacey Rizzo – President of the Massachusetts Association of School Committees - 2023
- These key stakeholders must be relied upon to advocate for funding opportunities to make the new Revere High School a reality.

8

REVENUE OPPORTUNITIES – FEDERAL AND STATE AID

State Aid

- Chapter 70 & Student Opportunity Act
- How does the funding of Chapter 70 and the Student Opportunity Act affect the required appropriation to the Revere Public Schools (RPS)?
- Schedule 19 – annual expense reconciliation between the City and RPS:
 - A multi-year forecast of Schedule 19 (the funding agreement between the school and city) will need to be developed in order to ensure that the City continues to fund the Revere Public Schools at the minimum requirements set by the Department of Elementary and Secondary Education (DESE)

9

REVENUE OPPORTUNITIES – LOCAL RECEIPTS

- Review schedules of Fees/Fines/Licenses/Permits:
 - It makes a lot of sense for the City to review all of the above local receipts, to ensure we are keeping pace with our comparable communities.
 - Building permits (electrical/plumbing/fire) with all the large developments in the City.
- Local Options Tax – Rooms/Meals/Cannabis:
 - The City is maxed out on local option rooms tax (6%) and local option meals tax (0.75%).
 - The City has opportunities to raise recurring revenue with cannabis tax (local option tax and impact fees).
- Sale of Assets (one-time revenues):
 - Sales of assets can be contributed to the Revere High School Stabilization Trust Fund.

10

REVENUE OPPORTUNITIES – LOCAL RECEIPTS

- Cannabis local options tax and impact fees of local communities – FY2022 actual:
 - Salem: \$1.2m excise tax, \$2m impact fee
 - Brookline: \$1m excise tax, no impact fee
 - Arlington: \$340k excise tax, no impact fee
 - Melrose: \$300k excise tax, \$955k impact fee
 - Lynn: \$1.1m excise tax, no impact fee
 - Chelsea: \$300k excise tax, \$275k impact fee
- Revere has not realized any revenue from this local option tax.
- New recurring revenue streams could be a direct funding source for the Revere High School Stabilization Trust Fund that was recently adopted by the Council in November 2022.

11

REVENUE OPPORTUNITIES – ENTERPRISE FUNDS

- Enterprise Funds (existing).
 - Water/Sewer Enterprise Fund
 - Water/Sewer Enterprise Fund revenues cover all costs of Water/Sewer expenses.
 - Solid Waste Enterprise Fund (general fund subsidized)
 - General Fund subsidizes the Solid Waste Enterprise Fund with \$4m contribution (per FY23 recap).
 - Current Revenue generated via Solid Waste Enterprise Fund = \$400k
 - Any future revenue generated (i.e., non-resident monthly trash fee) would directly offset the amount of the general fund subsidy.

12

REVENUE OPPORTUNITIES – OTHER FUNDING SOURCES

- High School Stabilization Trust Fund (established November 2022).
 - What types of policies should we set to fund this?
 - Percentage of Free Cash
 - Percentage of Building Permits on new development
 - Percentage of income generated from local options taxes
 - Sale of Assets
- ARPA funds.
 - Both the City and Schools have received funds that can be used to help offset costs.

13

EXPENSES/COST SAVINGS OPPORTUNITIES – DECREASE COST OF CONSTRUCTION OF RHS

- At a recent City Council meeting, it was mentioned that the City should look to reduce the \$500m price to \$440m.
 - Our financial advisors are working on a debt module based upon this figure for comparison purposes, however, if \$440m was a reality, then:
 - Estimated cost to City after MSBA reimbursement = \$290m
 - Estimated debt payment – fully bonded = \$19m per year
 - How do our estimated costs for a new RHS benchmark against recent/current MSBA projects of similar size/scope?
- Also, any portion of Wonderland that can be available for private development that can ultimately create property tax revenue should be considered.
 - This may eliminate some of the fields, etc. that were in the original plan.

14

EXPENSE/COST SAVING OPPORTUNITIES – FIXED COSTS

- Health Insurance
 - A move from the self insurance trust that we currently have to the State's Group Insurance Commission (GIC) can save the City significant annual savings year over year.
 - Last estimates we received from our Health Insurance consultants were projected to realize approximately \$3m to \$5m annually.
 - Requires vote of the City Council adopting Chapter 32b, Sections 21-23 to allow for the option for the City to enter the GIC:
 - This vote by the Council allows for the PROCESS used to negotiate the option of joining the GIC
 - Once a vote is taken, the City would then meet with the Public Employee Commission (PEC) to begin negotiations

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EXPENSE/COST SAVING OPPORTUNITIES – FIXED COSTS

- Pension Obligation
 - Total pension system is 63.5% funded (\$193m of assets and \$111m of unfunded liability).
 - Unfunded liability is scheduled to be fully funded by 2033 (per actuary report).
 - This would free up over \$21m of capacity once fully funded, with the city paying only the "normal costs" of funding the pension system
 - These dollars would then be available for other expenses including debt service costs
 - Extension of funding schedule could free up capacity prior to 2034, if vote by the Revere Retirement Board.

16

EXPENSE/COST SAVING OPPORTUNITIES – ANNUAL OPERATING BUDGET

- To the extent that operating budget expenses can increase at a slower pace than the natural revenue increases in the City, it would create capacity for paying for debt service.
- To decrease operating budgets, we need to concentrate on:
 - Reducing or maintaining full time equivalent (FTE) wherever possible
 - Ensure all collective bargaining agreements negotiated are reasonable and affordable
 - Look to Privatize/Reduce/Eliminate Services for cost savings
 - Public Private Partnerships (PPP)
 - Look to Regionalize/Automate/Consolidate wherever possible

17

EXPENSE/COST SAVING OPPORTUNITIES – CAPITAL PLAN & ANNUAL CAPITAL BUDGET

- Capital Plan – the blueprint for planning the City's capital expenditures
- Capital Budget – annual budget that typically include large, infrequent expenses
 - Vehicles, Equipment, Information Technology
 - Parks, Open Space
 - Public Buildings and Facilities
 - Roadways, Sidewalks
- FY22-FY26 Capital Plan included \$223m share (42%) of debt in FY2026 for new RHS
- Modifications will have to be considered as the project costs increase
 - Prioritize capital budget expenditures with items funded with grants, available funds (reserves and trust funds) and pay-as-you-go appropriations (free cash and retained earnings certifications)

18

NEXT STEPS

- Receive feedback from this presentation.
- Looking to have the City Council vote on the updated/trimmed down total budget of the high school by March 1st so we don't lose any more time, which ultimately increases total costs.
- After City Council approval we would look to form subcommittees that would include City staff, City Council and School Committee members that would be tasked to do deeper dives into some of the tools we have in our toolbox to successfully build the high school without having to bring forward a debt exclusion vote to the residents.
- Plan the work and work the plan.



CITY OF REVERE

Brian M. Arrigo
Mayor

January 19, 2023

Honorable City Council
Revere City Hall
281 Broadway
Revere, MA 02151

Dear Members of the Honorable City Council:

I write to inform you that we will be providing the Council with an update regarding the Revere High School Construction Project.

Regards,

Brian M. Arrigo

Attachment: Revere High School Project Update Cover Letter 1-23-23 (23-014 : RHS Project Update January 23, 2023)



CITY OF REVERE

Brian M. Arrigo
Mayor

January 19, 2023

Honorable City Council
Revere City Hall
281 Broadway
Revere, MA 02151

Dear Members of the Honorable City Council:

I write to inform you of my appointment of Dean Harris to the Affordable Housing Trust Fund Board of Trustees in accordance with the City of Revere Revised Ordinance 2.90.010. Dean will serve a two-year term beginning on January 1, 2023, and expiring on January 1, 2025.

In Dean's current role as Executive Director at the Revere Housing Authority (RHA), he oversees RHA's extensive housing portfolio and manages his staff in compliance with all HUD, DHCD, and MassHousing regulations. Dean also brings with experience as a procurement specialist for the Massachusetts Department of Housing and Community Development. As a longtime resident and involved community member, I am fully confident in Dean Harris' capability and dedication to serve the City of Revere as an inaugural trustee of the Affordable Housing Trust Fund.

Regards,

Brian M. Arrigo

Attachment: Appointment of Dean Harris (AHTF) (with Resume) (23-015 : Dean Harris (Affordable Housing Trust Fund))

DEAN HARRIS

25 Stark Ave., Revere, MA

① (781) 853-7081 | ✉ deansports44@gmail.com |

PROFESSIONAL EXPERIENCE

REVERE HOUSING AUTHORITY, Revere MA

Executive Director

July 2022– Present

- Oversee the operation of the Housing Authority's housing portfolio of 897 public housing units and 478 Housing Choice Vouchers.
- Manage a staff of 30, to ensure the Revere Housing Authority follows all HUD, DHCD, and MassHousing regulations.
- Prepares the annual and 5-year plans and budgets for all RHA housing portfolios.

Director of Maintenance and Modernization

2017– 2022

- Manage a staff of 17 maintenance personnel. Management includes the direction of day-to-day operations, emergency situations, and on call matters.
- Prepare the state capital improvement plan.
- Coordinate additional funding, with the Department of Housing and Community Development, for capital projects.
- Facilitated the implementation of energy saving projects which lead to the interior and exterior of every RHA development to have LED lighting.
- Facilitated the installation of free new high efficiency heating systems at the 14-1 and 200-1 developments.
- Represented the RHA at City of Revere Steering Committee meetings. Reported topics discussed to both the Executive Director and the Board of Directors.

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (DHCD), Boston, MA

2015-2017

Procurement Specialist

- Provided Local Housing Authority (LHA) board member and staff training on the proper implementation of Commonwealth of Massachusetts procurement laws. Specifically in regard to M.G.L. c.149, M.G.L. c.30 §39M, M.G.L. c.30B§5, and M.G.L. c.30B§6.
- Prepared DHCD's Procurement Guidelines
- Prepared DCAMM waivers for Local Housing Authorities,
- Prepared Contracts and Bonds for all Local Housing Authority capital projects over \$50,000.
- Advised Architects and Designers regarding the online bidding process.

REVERE HOUSING AUTHORITY, Revere, MA

2011-2015

Director of Housing Management/State Housing Manager

- Managed a staff of 3, which prepared the annual recertifications of all RHA residents, enforced lease provisions, and leased units.
- Prepared the Capital Improvement Plan of state Housing Portfolio.
- Prepared the 5 Year Plan for the Federal Housing Portfolio.
- Prepared monthly vouchers for the Section 8 New Construction Portfolio. (Hyman Towers)
- Relocation Specialist of the RHA. Prepared and implemented relocation plan during the interior renovation of Liston towers.

HARRIS & KROON REALTY ASSOCIATES

2005-2011

Owner/Broker

JDL DEVELOPMENT, LLC

2003-2008

COMMONWEALTH PROPERTY AND DEVELOPMENT

2001-2003

Vice President

- Involved in the acquisition, sales and marketing of over 200 condominiums at Bedford Green Condominiums, Bedford, MA, Cotton House Lofts, Lowell, MA, Woodside Condominiums, Rowley, MA and 2121 Washington Street, Boston, MA.
- Established sales control system to efficiently track sales.
- Effectively negotiated all sales contracts, achieving a sales increase of over 1000% from 2001 through 2008.

ADDITIONAL CREDENTIALS

Technical Skills: Microsoft Office: Word, Excel, Outlook, Access, CPS, CIMS, HAB, CAP HUB.

Community Engagement: Revere Youth Baseball and Softball, Board of Directors, 2014-2017, Manager and Coach 2011-Present. City of Revere, Recreation Girls Travel Basketball Coach, 2014-2019.



CITY OF REVERE

Brian M. Arrigo
Mayor

January 19, 2023

Honorable City Council
Revere City Hall
281 Broadway
Revere, MA 02151

Dear Members of the Honorable City Council:

I write to inform you of my appointment of Claire Inzerillo to the Affordable Housing Trust Fund Board of Trustees in accordance with the City of Revere Revised Ordinance 2.90.010. Claire will serve a two-year term beginning on January 1, 2023, and expiring on January 1, 2025.

Claire currently serves as the Policy Writer and Analyst in the City of Revere Solicitor's Office where she primarily focuses on the research and composition of policies and procedures for the City. A recent graduate of Hamilton College with a dual concentration in Public Policy and Hispanic Studies, Claire has a demonstrated interest in policy work and crafting policy that will serve our residents well. I am fully confident in Claire Inzerillo's capability and dedication to serve the City of Revere as an inaugural trustee of the Affordable Housing Trust Fund.

Regards,

Brian M. Arrigo

Claire Inzerillo

Revere, MA

Experience

- **Policy Writer & Analyst**
City of Revere - Revere MA
Oct 2022 – Present
Reporting to the City Solicitor, I am primarily responsible for researching and composing policies and procedures for the City of Revere. I interact with department heads on policy initiatives, identify and address implementation prerequisites, and see policies through adoption and departmental administration. Policies falling under my position include those stemming from the City of Revere's Master Plan, those identified by the administration, those proposed by department heads, those put forward by or in concert with local, state, and federal stakeholders, as well as internal procedures relative to municipal operations. I utilize my experience and knowledge to evaluate risk, anticipate potential problems, and find solutions and mitigation strategies in advance.
- **Clinic Coordinator II**
Dana-Farber Cancer Institute - Boston MA
Sep 2021 – Oct 2022
Reported to the Practice Manager and worked with the Lead Clinic Coordinator, I: developed orientation and training for new hires, accurately scheduled complex appointment sets across disciplines for oncology patients in accordance with scheduling guidelines, monitored scheduling reports to ensure accuracy in patient scheduling and to ensure optimization of resource utilization, maintained confidentiality of Protected Health Information (PHI), stayed up to date on current healthcare guidelines and regulations, and managed email inboxes for 2 disease groups. I also led new hire orientation and training
- **Advancement and Development Intern**
The Winsor School - Boston, MA
May 2019 – Aug 2019
Updated Raiser's Edge database with registrations for different events, inserted case interview actions, and cross-checked the school's alumni database with their peer schools' communities. Also completed considerable research on giving platforms and our peer schools' boards which were then compiled into briefings for the Chief Advancement Officer and Annual Giving Coordinator, among many other administrative tasks.
- **Visitor Experience and Education Team Member**
Edward M. Kennedy Institute for the United States Senate - Boston, MA
May 2018 – Aug 2018
Ensured the success of programs led by the Education and Visitor Experience team, and examined existing Institute exhibits and interpretive materials, and research and update materials. Led private and public tours of the institute's museum. Also conducted clerical and administrative work as needed.

Education

- **Hamilton College**
Bachelor's degree, Public Policy
Bachelor's degree, Hispanic Studies
Capstone research: Language Framing of Immigration Policy in US Media
Capstone research (in Spanish): Health inequities in Argentina
2017 – 2021
- **Mystic Valley Regional Charter School**
Graduation: 2017
- **Recipient of Posse Scholarship:** merit-based academic award

Skills

Wealth Management Services – Epic Systems – Organization Skills – Public Health – Scheduling – Data Analysis
-Management – Communication – Research – Writing – Microsoft Office – Spanish fluency



CITY OF REVERE

Brian M. Arrigo
Mayor

January 19, 2023

Honorable City Council
Revere City Hall
281 Broadway
Revere, MA 02151

Dear Members of the Honorable City Council:

I write to inform you of my appointment of Dr. Seth Rhoades to the Planning Board. In accordance with MGL c. 41 s. 81A, I am appointing Seth to a three-year term beginning on February 8, 2021, and expiring on February 1, 2024, replacing the position vacated by James O'Brien.

Seth currently serves as Chief Technology Officer at Biome Inc. and holds a PhD in Pharmacology from the University of Pennsylvania. While his background is not in housing or zoning, I am fully confident in his abilities to conduct strong research and facilitate meaningful dialogue on the Planning Board.






Regards,

Brian M. Arrigo

Attachment: Appointment of Seth Rhoades (Planning) (with Resume) (23-017 : Seth Rhoades (Planning Board))

Seth Rhoades, PhD

Chief Technical Officer

-  484.948.5999
-  srhoades10@gmail.com
-  Boston, MA
-  www.linkedin.com/in/seth-rhoades-45a72225
-  www.sethrhoades.com

ATTRIBUTES

- Tech & Biotech Knowledge Breadth
- Hands-on Startup Experience
- Product Vision
- Analytical Mindset
- Process Implementation
- Personnel Task Allocation & Management
- Client/Vendor Engagement
- Contract Negotiation
- Customer Discovery
- IP Portfolio Development

DOMAINS

- Synthetic Biology
- Process Analytical Technologies
- Software/Hardware Integration
- Lab Automation
- Healthcare SaaS
- Tech (Data, Compute, Cloud)

EDUCATION

University of Pennsylvania
PhD, Pharmacology – 2017

Wake Forest University
BS, Biology - 2012

SUMMARY

Operator in multiple roles and industries at early-stage health tech and biotech companies, recently assuming startup CTO archetype with deep technical acumen, hands-on product development, and wearing many hats. Adept at rapidly learning new verticals and technologies, and an active participant in local biotech and synthetic biology ecosystems. Operational excellence by standard procedure implementation, and efficient resource allocation for both R&D and product development. Experience in company functions including hiring across the tech stack, customer discovery in nascent verticals, negotiating KPIs, competitive analysis, technical sales, and bolstering IP portfolio.

PROFESSIONAL EXPERIENCE

CTO | Bitome Inc | Boston MA | July 21-Present

Role Archetype: Startup CTO, Product Developer, Operations Manager

Joined company during transition period, bringing operational efficiency and product vision to cross-functional team of developers and hardware engineers, assuming day-to-day tasks from CEO. Delivered first functional product after pivot to automated software/hardware lab process analytical tools for biopharma and synthetic biology. Success achieved by simplifying hardware design and minimizing COGS while maximizing personnel and resource allocation in overhaul of build vs. buy framework. Met success criteria with largest customer, triggering expanded contract and serving as project leader and company representative. Negotiated performance metrics through competitor analysis. Lead generator for nascent verticals in food and cellular agriculture. Materials producer for patent filings, application notes, grants, and technical decks.

Metrics:

- *Product* - >20% performance increase, 15x COGS reduction relative to competitors
- *Revenue* - Expanded contract with largest customer yielding 140% YoY revenue increase
- *IP* - Two provisional patents, one as primary contributor

Lead Data Scientist, 1st Employee | Careignition LLC | Chicago IL | Aug 19-Mar 21

Role Archetype: VP Engineering, Data Modeler, Architect, Engineer, BI Developer

Design and implementation of value-based healthcare analytics with product delivery to self-insured and healthcare benefits market through SaaS and consulting strategies. MVP built through extensive knowledge mapping and translating of complex logic of care models to algorithms. Architected end-to-end data workflows, from inceptive data models to customer-facing BI Application. Translated customer objectives to requisite new analytics and dashboard features. Managed AWS cloud architecture vis-à-vis HIPAA and vendor/customer relationships to ensure data security and compliance. Hired and developed data engineer and application developer.

Metrics:

- *Product* - HIPAA-compliant SaaS, tracking \$500mil in health spend for 40,000 lives
- *Growth* - Tripling of product Users and 10% increase in lives and claims spend

Managing Member | Fulgens Consulting LLC | Boston MA | Sept 18-Present

Role Archetype: Technical and Scientific Consultant, Solutions Architect

Informatics solutions development for real-world, clinical, and high-throughput molecular datasets. Other consulting services include scoping new technologies and scientific guidance on experimental design and laboratory solutions. Clients span academic, drug discovery, longevity, and cellular agriculture. Beneficiary in constantly surveying technologies and competing services.

Founder & Independent Research | Robur Health | Mar 19-Dec 19

Computational drug discovery platform development through metabolic engineering approaches to characterize aging phenotypes with multi-omic flux analysis. Customer discovery in longevity and cellular agriculture, identifying pivot opportunities and necessary milestones to commercialize platform technology. Grant-writing, pitching, and research collaboration agreement development.



CITY OF REVERE

Brian M. Arrigo
Mayor

January 19, 2023

Honorable City Council
Revere City Hall
281 Broadway
Revere, MA 02151

Dear Members of the Honorable City Council:

I write to inform you of my appointment of Samantha Woodman to the Conservation Commission. In accordance with MGL c. 40 s. 8C, I am appointing Samantha to a three-year term expiring on May 6, 2023, replacing the position vacated by Heather Legere.

Samantha currently works as the Corporate Sustainability Specialist at Garden Remedies where she manages a plethora of projects focused on environmental regulatory compliance, ESG efforts, and analysis of energy and waste usage. A lifelong Revere resident and recent graduate from Emmanuel College with a concentration in Biology and minors in both Political Science and Sustainability, I am confident that Samantha possesses the experience and drive to serve our community well.

Regards,

Brian M. Arrigo

Samantha Woodman

samanthawoodman14@gmail.com

EDUCATION:

Emmanuel College, Boston, MA

May 2021

Bachelor of Sciences Biology degree

Minor: Political Science and Sustainability

Universitat Autònoma de Barcelona

Semester Abroad Spring 2019

WORK EXPERIENCE:

Garden Remedies, Newton, MA

May 2021-Present

Corporate Sustainability Specialist

- Propose solutions to reduce carbon emissions following an analysis of energy and waste usage within the cultivation and manufacturing facility and retail locations such as an approved proposal to retrofit high-pressure sodium fixtures to LEDs.
- Implementation of sustainability projects to reduce scope 3 emissions such as introducing single-stream recycling in all locations, increasing composting of organic materials, and replacing single-use PPE with machine washable coveralls.
- Lead ESG efforts by performing a materiality assessment, writing an ESG report, and presenting findings to employees.
- Research and propose alternative packaging solutions to eliminate single-use plastic containers in retail products.
- File necessary environmental permits in accordance with local, state, and federal law.
- Create a coalition of other cannabis companies who care about sustainability within the industry to foster ideas and make legislative changes to incentivize environmental sustainability.

MarketSource, Saugus, MA

September 2020-June 2021

Sales Representative

- Properly educate customers on different cellular plans in a full retail environment.
- Ensure customer satisfaction when activating phones and troubleshooting arising phone issues.

Our Climate, Boston, MA

January 2020-July 2020

Fellow

- Lobby state legislators about equitable, science-based, climate policy.
- Create media posts and op-eds to spread information and inspire others about the climate crisis.
- Develop a voter mobilization campaign consisting of voter registration teams and phone banking events.

Fenway Park Security, Boston, MA

September 2017-December 2020

Full Game Security Screener

- Analyze and tag bags as people enter the park to make sure they do not bring in any contraband.
- Accountable for the trophies and exits to make sure people do not touch or walk into restricted areas.

INTERNSHIP EXPERIENCE:

Environmental Voter Project, Boston, MA

September 2019-December 2019

Political Organizing Intern

- Canvass, text, and call inactive environmental voters to encourage them to Get-Out-the-Vote.
- Process data from voter contact and research methods to increase voter turnout.
- Research upcoming elections across the country, contact election offices, and organize information to target voters.

SERVICE-LEARNING EXPERIENCE:

Muddy Water Initiative, Boston, MA

2020

- Research organizations dedicated to water conservation in the surrounding area to find partner programs.
- Investigate water quality of the Muddy River and find the origins of the pollutants.
- Attend city council meetings and events related to the river to show support for ongoing conservation project.

PUBLIC WRITING EXPERIENCE:

The Friends of Belle Isle Marsh Newsletter: Our Climate – Story of Self

July 2020

EXTRACURRICULAR ACTIVITIES:

Denver Cannabis Sustainability Workgroup BMP team member (2022); Emmanuel College Sustainability Committee Member (2018-2020); Academic Dean's List Student (2017-2021); Friends Committee on National Legislation Spring Lobby Weekend (2020); NYC Climate March (2014)



CITY OF REVERE

Brian M. Arrigo
Mayor

January 19, 2023

Honorable City Council
Revere City Hall
281 Broadway
Revere, MA 02151

Dear Members of the Honorable City Council:

I write to inform you of my appointment of Asha Waterhouse to the Public Art Commission. In accordance with City of Revere Revised Ordinance 2.89.020, I am appointing Asha to a two-year term beginning on January 1, 2023, and expiring on January 1, 2025. The start date of this term complies with the inaugural appointment structure as outlined in the aforementioned ordinance.

Asha's extensive experience in digital media and the creative arts will serve the Commission and our community well. In his current role as Executive Producer at Harmony Healthcare, Inc., he manages the expansion of the company's production capabilities. Asha started his first small business as an independent digital artist and continue to craft his skillset. He grew up nearby in Quincy and has been living in Revere for the past three years. I am confident that Asha will be an invaluable asset to the Public Art Commission.

Regards,

Brian M. Arrigo

ASHA WATERHOUSE

EXECUTIVE PRODUCER

To
Revere Public Arts Committee

From
Asha Waterhouse
Executive Producer
650 Ocean Ave. Unit #738
Revere, MA 02151
617-980-3826
hello@ashawaterhouse.com

This letter is to express my interest in the open seat on the Revere Public Arts Committee. My experience in digital media and the creative arts makes me a strong candidate for this role. I am currently employed as an Executive Producer at Harmony Healthcare International, Inc., a healthcare consulting company that educates and trains over 35,000 caregivers nationwide. Since 2018, I've partnered with Harmony to produce and photograph their in-person events. After becoming a full-time team member in 2019, my role evolved; now I initiate and develop new relationships with clients, oversee and attend the contiguous United States healthcare trade show circuit, and manage the expansion of our production capabilities.

For over 15 years, I have enjoyed my journey as an artist. I began as a photographer and graphic designer in 2007. After about five years of honing my skills through various means, I started my first small business, where I learned the fundamentals of being an independent digital artist. From there, I went on to develop my skills in communications, sales, and marketing. A mixture of mentorship, self-education, and pursuing real-world opportunities helped me use my artistic expression outside of the classroom. During this time, I was not only able to earn a substantial living for myself through my passion for the arts, but I also figured out how to help others shine through my professional endeavors. I certainly hope to share some of the knowledge I've gained in these areas to positively impact my community.

I moved to Revere in June 2020. Before that, I had been a resident of Quincy, MA, since 1993. Throughout my adolescence, I've observed my hometown transform. My earliest memories of Quincy are of a quaint, coastal New England city that seemed to be stuck in time. While it still retains much of that charm and character today, there is no denying its rapid growth over the past two decades. I have a similar notion of Revere. While I've always admired the area, it wasn't until recently that I began to realize there was so much more potential for this city to be adored than its legendary beach. The people who live here are hard-working, passionate individuals who care about their cultures. Despite the various displays of culture scattered throughout the city, an effort could be made to make the true colors of this city stand out.

In my opinion, creativity and innovation separate the great from the extraordinary. It's important that we support our residents who are willing to take a chance on something new; these people will help us attract more businesses and investment into Revere. I want to work with the committee to create more relevant-quality content that highlights the best things about our city. I'm also interested in working with the committee to help foster an environment where residents can be more involved with the community through cultural arts.

One of my lifelong dreams is to have the opportunity to explore ways to improve a city's connection to its people through public art and cultural events. Hence, I believe my experiences accurately indicate my possession of the passion and skills necessary to contribute to your organization.

Thank you for your time and consideration,

Asha Waterhouse



City of Revere
CFO/City Auditor/Budget Director
 281 Broadway
 Revere, MA 02151
 Tel: (781) 286-8131

Richard Viscay
 CFO/City Auditor/Budget Director

January 19, 2023

The Honorable Revere City Council
 Patrick Keefe, City Council President
 Revere City Hall
 281 Broadway
 Revere, MA 02151

RE: Loan Orders – FY2023 Capital Improvements – Water/Sewer Enterprise Fund

Dear Council President,

Please find attached three (3) loan orders in the amount of \$7,875,000 in total for the purposes as follows:

- \$6,000,000 for the costs of constructing or reconstructing water mains
- \$1,500,000 for the costs of constructing improvements to citywide drainage system
- \$350,000 for the costs of designing and engineering services for drainage improvements

I will attend the January 23th Council meeting to answer any questions regarding this order and any related questions.

Best regards,


 Richard Viscay
 CFO

Cc: Brian Arrigo, Mayor
 Donny Ciaramella, Chief of Infrastructure
 Cathy Bowden, Treasurer/Collector
 Nick Rystrom, City Engineer

Attachment

City of Revere, Massachusetts

Suggested form of Loan Order from Hinckley Allen

Water Main Bonds

Ordered: That \$6,000,000 is appropriated to pay costs of constructing and reconstructing water mains, including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to Chapter 44, Section 8(5) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; and that the Mayor is authorized to take any other action necessary to carry out this project.

Further Ordered: That the Treasurer is authorized to file an application with the appropriate officials of The Commonwealth of Massachusetts (the "Commonwealth") to qualify under Chapter 44A of the General Laws any and all bonds of the City authorized to be borrowed pursuant to this loan order, and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.

City of Revere, Massachusetts

Suggested form of Loan Order from Hinckley Allen

Drainage System Bonds

Ordered: That \$1,500,000 is appropriated to pay costs of constructing improvements to the drainage system, including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; and that the Mayor is authorized to take any other action necessary to carry out this project.

Further Ordered: That the Treasurer is authorized to file an application with the appropriate officials of The Commonwealth of Massachusetts (the "Commonwealth") to qualify under Chapter 44A of the General Laws any and all bonds of the City authorized to be borrowed pursuant to this loan order, and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.

City of Revere, Massachusetts

Suggested form of Loan Order from Hinckley Allen

Drainage System Planning Bonds

Ordered: That \$350,000 is appropriated to pay costs of design and engineering services for the development of plans and specifications for improvements to the drainage system, including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7(7) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; and that the Mayor is authorized to take any other action necessary to carry out this project.

Further Ordered: That the Treasurer is authorized to file an application with the appropriate officials of The Commonwealth of Massachusetts (the "Commonwealth") to qualify under Chapter 44A of the General Laws any and all bonds of the City authorized to be borrowed pursuant to this loan order, and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.