

From: Buzby, Maureen <mbuzby@CityofMelrose.org>
Sent: Jul 02, 2025 19:04:25.000000000 UTC
Subject: FW: FY26 Budget Contract
To: Depina, Zendilli M (DPH) <zendilli.m.depina@mass.gov>

UGH! Mayor won't be back until July 14. Please see below.
(Shannon Phillips mentioned in Lauren's email is our City Solicitor.)

From: Grymek, Lauren <lgrymek@CityofMelrose.org>
Sent: Wednesday, July 2, 2025 2:53 PM
To: Buzby, Maureen <mbuzby@CityofMelrose.org>
Subject: RE: FY26 Budget Contract

Hi Maureen,

Please let your contact know the paperwork will be executed on 7/14/25 when the Mayor returns; she can backdate to June 30, 2025. The paperwork package requires a signatory page, which Shannon Philips advised should only be signed by the Mayor.

I will keep everything on my desk and have the mayor sign everything on the 14th and then bring it to the Health Department.

Lauren

From: Buzby, Maureen <mbuzby@CityofMelrose.org>
Sent: Monday, June 30, 2025 4:24 PM
To: Grymek, Lauren <lgrymek@CityofMelrose.org>
Subject: RE: FY26 Budget Contract

Hi Lauren,

Just chatted with my MTCP contact. She said that will be fine. BUT the signature must be backdated to a June 2025 date. Can't be July.

Thanks again.

Hope you have a lovely evening.

Maureen

From: Grymek, Lauren <lgrymek@CityofMelrose.org>
Sent: Monday, June 30, 2025 3:51 PM
To: Buzby, Maureen <mbuzby@CityofMelrose.org>
Subject: RE: FY26 Budget Contract

Hi Maureen,

Please see below, in case you didn't see it when you came to the office.

I will show this to Kerri in the morning.

Lauren

From: Grymek, Lauren <lgrymek@CityofMelrose.org>
Sent: Monday, June 30, 2025 2:00 PM
To: Buzby, Maureen <mbuzby@CityofMelrose.org>
Subject: RE: FY26 Budget Contract

Hi Mauren,

The Mayor is on vacation returning on 7/14. Kerri Golden is not here today.

Can you please write back to your contact and state that given staffing schedules and that the original email to Anhtony Chui did not get to you, the City respectfully requests a one week extension to get this signed? Please let me know the response.

Thanks,
Lauren

From: Buzby, Maureen <mbuzby@CityofMelrose.org>
Sent: Monday, June 30, 2025 1:41 PM
To: Grymek, Lauren <lgrymek@CityofMelrose.org>
Subject: FW: FY26 Budget Contract

Hi Lauren,

Sorry about the short notice.

I need an authorized signature on this contract before the close of business today or my Tobacco Grant is cancelled for 2026. Is this something you can help me with? In that past either the mayor, auditor or city solicitor has signed.

From: Peng, Allysia (DPH) <Allysia.Peng@mass.gov>
Sent: Monday, June 30, 2025 1:30 PM
To: Buzby, Maureen <mbuzby@CityofMelrose.org>
Cc: Depina, Zendilli M (DPH) <Zendilli.M.Depina@mass.gov>; Gomez, Alex (DPH) <Alex.Gomez@mass.gov>
Subject: RE: FY26 Budget Contract
Importance: High

Hi Maureen,

It was sent to the vendor contact we had on file which was Anthony Chui. I haven't received any package or budget back. Attached is the original email.

Thank you,
Allysia

Allysia Peng

Contract Specialist

Massachusetts Department of Public Health
Purchase Of Service, 8th floor
250 Washington St
Boston, MA 02108
Email Allysia.peng@mass.gov
Phone (617) 831-5518

From: Buzby, Maureen <mbuzby@CityofMelrose.org>
Sent: Monday, June 30, 2025 1:16 PM
To: Peng, Allysia (DPH) <Allysia.Peng@mass.gov>
Cc: Depina, Zendilli M (DPH) <Zendilli.M.Depina@mass.gov>
Subject: FW: FY26 Budget Contract
Importance: High

CAUTION: This email originated from a sender outside of the Commonwealth of Massachusetts mail system. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Hi Allysia,
I don't see this Budget Contract in my inbox. It may have been sent to Anthony Chui, Melrose/Stoneham/Wakefield Health Director. Please re-send directly to me if that is possible and I can get it signed by his assistant.
Thank you!
Maureen

From: Depina, Zendilli M (DPH) <Zendilli.M.Depina@mass.gov>
Sent: Monday, June 30, 2025 11:18 AM
To: Buzby, Maureen <mbuzby@CityofMelrose.org>
Subject: Re: FY26 Budget Contract

Hi Maureen,

The budget package would have been sent to you or maybe your director from Allysia Peng (Allysia.Peng@mass.gov).

Zendilli Depina, MPH (she/her)
Senior Tobacco Prevention Programs Specialist
Massachusetts Tobacco Cessation and Prevention Program
Massachusetts Department of Public Health
250 Washington Street, Boston, MA 02108
zendilli.m.depina@mass.gov



[Book time to meet with me](#)

From: Buzby, Maureen <mbuzby@CityofMelrose.org>
Sent: Monday, June 30, 2025 11:16 AM

To: Depina, Zendilli M (DPH) <Zendilli.M.Depina@mass.gov>
Subject: Re: FY26 Budget Contract

CAUTION: This email originated from a sender outside of the Commonwealth of Massachusetts mail system. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Hi Zendilli,
Not sure what you are looking for.
Is it something that was sent to me previously? By you? By Alex? By Mary.
Sorry. And Thanks.
Sent from my iPhone

On Jun 30, 2025, at 11:04 AM, Depina, Zendilli M (DPH)
<Zendilli.M.Depina@mass.gov> wrote:

Hello Maureen,

POS has not yet received your signed package and it is due back before EOD. Do you have any knowledge on if it has been completed?

Zendilli Depina, MPH (she/her)
Senior Tobacco Prevention Programs Specialist
Massachusetts Tobacco Cessation and Prevention Program
Massachusetts Department of Public Health
250 Washington Street, Boston, MA 02108
zendilli.m.depina@mass.gov

<Outlook-
yquo2cix.png> [Book time to meet with me](#)

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