



City of Somerville

## PLANNING, PRESERVATION & ZONING

City Hall 3<sup>rd</sup> Floor, 93 Highland Avenue, Somerville MA 02143

**TO:** Mayor Ballantyne and Councilor Pineda Neufeld  
**FROM:** Sarah Lewis – Director of Planning, Preservation, & Zoning  
**DATE:** June 17, 2022  
**RE:** Zoning Board of Appeals Membership

This memo is to request the appointment of Katherine E. Garavaglia from an Alternate Member on the Zoning Board of Appeals (ZBA) to a Full Member.

Ms. Garavaglia was interviewed and recommended to the Mayor by the Appointments Advisory Committee in 2019. After which she was interviewed and recommended by the Confirmation of Appointments and Personnel Matters Committee of the City Council and then confirmed by the full City Council. As expected, she has served consistently, professionally, and fairly over the past three years.

With the retirement of one member and the stepping down of another, the ZBA has been facing quorum issues over the past number of months. Ms. Garavaglia has gone beyond her role of an alternate and has been functioning as a full member to ensure that applicants can be heard per the required public process. She has also been serving as Clerk to the board in the absence of a full member to fill that role, even though an alternate cannot be voted into an officer position.

If I can answer any questions, please do not hesitate to contact me for more information.

Katherine E. Garavaglia

11 Sherman Court  
Somerville, MA 02145

kgaravaglia@gmail.com  
(318) 560-4975

**Bar Certifications:** Massachusetts State Bar

Admitted November 2012

**Education:**

**Suffolk University Law School**

Boston, MA

Juris Doctor, May 2012

GPA: 3.34

Honors: Dean's List 2010-2012

Activities: International Law Society, Environmental Law Society, Women's Bar Association

**Boston University**

Boston, MA

Bachelor of Arts, *cum laude*, Psychology, May 2008

GPA: 3.55

Honors: Honors Program Member, University Scholarship Recipient: 2004-2008

Activities: Boston University Pre-Law Review: Two published articles.

Habitat for Humanity, Volunteer at Hebrew Senior Life- Alzheimer's and Dementia Ward.

**Experience:**

**First American Title Insurance Company- National Commercial Services**

Boston, MA

*Underwriting Counsel*

November 2017-Present

- Underwriting title insurance policies for complex commercial transactions and developments throughout the country and US Territories including reviewing zoning codes and opinions to issue insurance that properties are compliant.
- Providing guidance regarding curative measures for title issues.
- Maintaining client relationships while negotiating appropriate coverage through risk evaluation.

**Stewart Title Guaranty Company**

Waltham, MA

*Claims Counsel*

April 2016-November 2017

- Investigated and rendered coverage determinations for claims in all New England states and Florida while maintaining compliance with insurance regulations for the appropriate jurisdiction.
- Maintained in depth knowledge of statutes, case law and local practices in all New England states and Florida.
- Negotiated the purchase and assignment of a variety of secured instruments and drafting all documents required for enforcement and transfer of the same in compliance with federal and state guidelines.

**Russell & Associates**

Needham, MA

*Real Estate and Litigation Attorney*

December 2012-April 2016

- Performed title examinations, rendered title opinion letters, and finalized title policies.
- Negotiated, prepared, and conducted residential and commercial real estate transactions from the purchase and sales agreement through disbursements.
- Conducted trainings for attorneys and brokers regarding TRID/RESPA compliance.
- Conducted legal research and drafted litigation documents including complaints, answers, motions, responses to motions, interrogatories, answers to interrogatories, document production requests, responses to document production requests, and appeals and tried cases involving real estate title matters and transactional disputes

**Investor Advocacy Clinic at Suffolk Law School**

Boston, MA

*3:03 Certified Student Attorney*

August 2011-May 2012

- Represented clients regarding pre-paid forward contracts, annuities, and Real Estate Investment Trusts.
- Analyzed account statements to determine potential damages by examining factors such as investment suitability and potential churning evidence balanced against market patterns.
- Conducted legal and investment research to aid in determination of damages in order to draft 93A demand letters, FINRA claims and motions pertaining to forgery, fraud, unsuitability, and breach of fiduciary duty.

**Law Office of Marc E. Canner**

Needham, MA

*Law Clerk/ Supervisor*

May 2010 – August 2010

- Conducted title examinations.
- Drafted and obtained curative title documents such as 5B affidavits, subordinations, assignments and discharges.
- Drafted Deeds, Purchase and Sale Agreements, Title Commitments and HUDs.
- Supervised and examined work of other interns in the office to ensure quality work product.

**Personal:** Gourmet cook, Voracious Reader, Entrepreneurial Spirit