



Malden Community Preservation Committee

Remote Meeting

January 12, 2021 6:00 p.m.

Meeting Minutes

Committee Members in Attendance: Lisa Sulda, Chair; Inna Babitskaya, Monique Ching, Rachael Running, Cameron Layne, Frank Molis, Khalil Kaba, Kenneth Antonucci

Committee Members Absent: none

Roberta Cameron, CPA Administrator

Meeting Called to Order: Sulda called the meeting to order at 6:00 p.m., and read the provisions to hold a remote meeting pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law and provided instruction for how to participate in the meeting.

Approval of December Meeting Minutes

Antonucci noted that Kaba was listed as absent, but in fact he arrived late as noted further in the minutes.

It was moved by Antonucci, seconded by Running, and voted 8-0 to approve the 12/8/20 minutes as amended.

MRA/Roosevelt Park Update

A letter was sent to MRA requesting their attendance to ask questions. They replied that they would try to set up a meeting with Solicitor before they respond, but no meeting is set up yet. No other updates as of this time. Will try to invite them to come to next meeting or have official response by then. (Sulda recalled that the Committee previously requested to have more information about the cost of remediation so that Committee could know how to proceed.)

Molis requested that a copy of the letter with questions be shared again with the Committee.

Running asked whether it is possible to review older meeting packets. There was discussion about file management and whether it is possible to improve how committee members can access Committee files.

MRA/Emergency Rental Assistance Update

Sulda reported that questions have been submitted to MRA and the City Solicitor with questions to try to wrap up the program but we still have not heard back.

ABCD Grant Agreement/Project Modification

Sulda explained that the program was originally presented as a security deposit program, but we realized after discussion with ABCD that a security deposit program will be hard to implement because security deposits need to be returned after the lease ends, and it will not be possible to track and recover the funds. They asked instead that the program be modified in the way that is described in the grant agreement, that they pay for first and last month's rent for up to \$5,000 per household. The only problem with implementing this is to amend the grant agreement.

The total funding of the program remains the same – only the program description has changed. We have asked the Solicitor to inform us whether Council approval will be required to make this change. Sulda asked for the Committee to approve the program guidelines and to empower Cameron to arrange for the execution of the grant agreement.

Babitskaya pointed out that the size of the grant (\$100,000) and the maximum benefit of \$5,000 would limit the program's reach to 20 households. It would be preferable if the program could have a bigger impact. Sulda suggested that if this is successful ABCD can come back to apply for more funds to expand the program. Since nothing in this program has changed except the program description it is important to get this one started. To change the amount of money would definitely require a presentation to City Council.

Molis stated that he is glad that this has come back to the Committee to reaffirm. As a precedent it is important for projects to come back to the Committee for a vote whenever there are changes.

It was moved by Molis, seconded by Antonucci, and voted 8-0 to continue to support the program with the amended changes.

Sulda explained that the next remaining issue is to come to a consensus about the terms of the grant agreement between the City and ABCD, and that they are working with the City Solicitor and Finance Department to work this out. There is a chance that the CPC will need to have another meeting this month if it turns out that they need to have the change approved by City Council.

Payment Process Flow Chart Review

Roberta shared screen showing the draft flow chart with three scenarios for how checks will be distributed to applicants, including Direct Vendor Payment, which is how most of the CPC's projects have been organized to date, Reimbursement, and In Time or Forward-funding. The In-time scenario is what was requested by ABCD, but we need to work on consensus with the City about whether they can use this method.

Molis and Antonucci pointed out that the Artline project was partially disbursed by reimbursement. Cameron stated that in practice CPC projects have been funded in each of the three ways. The goal of preparing these flowcharts is to document what options are available so that they may be consistently applied as appropriate for projects going forward.

Molis pointed out that some organizations may not have funds up front and the Forward-funding method could best help them. Cameron said that it is up to the discretion of the City's Finance department whether this is allowable, based upon their interpretation of the law. Some communities do this, and some do not allow it. We have to work with Malden's finance department to determine which options they will accept. Molis asked to convey that the forward funding option can be important for some types of projects, and it is the CPC's goal to facilitate working with all sizes of organizations with eligible projects.

Plan Update – Review/Tentative Approval

Molis will send an update of the Housing section to Cameron this week.

Babitskaya offered some minor corrections to the narrative in the Historic Preservation section. She has reservations about the ineligibility of historic inventories. She feels that the state Historical Commission and Secretary of State ought to be the authority on tools for historic preservation. Sulda suggested that the Historical Commission reach out to the Community Preservation coalition and other interested groups to petition for the legislation or for a change in this interpretation of project eligibility.

Sulda would like to add an appendix that would be a list of potential projects by Ward. Reminded Committee members to reach out to Ward Councilors to ask for them to submit potential project ideas.

Running reviewed suggested edits to the open space section.

It was moved by Antonucci, seconded by Molis, and voted 8-0 to continue to approve the plan with additional minor edits as discussed.

Antonucci asked to clarify if the plan will be posted on the City's website. The final version will be posted on the City's website.

Review resubmitted Kierstead Tartikoff Application

Sulda explained that the application was submitted with a request for expedited decision due to the need to apply for a PARC grant this summer. The project scope has been refined and budget is slightly lower than before. This application is more refined and condensed, with a slightly lower request of CPA funds than the previous application.

It was moved by Molis, seconded by Layne, and voted 8-0 to continue to approve this application.

Date change to Wednesday

Running has preference for third Wednesday.

It was moved by Antonucci, seconded by Kaba, and voted 8-0 to change the monthly meeting time to the third Wednesday of every month.

Outreach update

Sulda thanked Cameron for sending out newsletter and recognized that Ching and Kaba are working on social media platforms. Kaba provided an update about content for Instagram, Facebook, and setting up a privately-hosted CPC website. There was discussion about the process of paying to maintain a domain name and hosting a website. Molis suggested that the domain name could in the interim point to the facebook page or city web page until a web page is set up. Sulda suggested that they use CPCMalden and MaldenCPC for domain names, with .org and/or .info as well.

Babitskaya suggested that the CPC's official documents can be included on the Committee's web page, and more fluid content can be posted on Facebook.

Sulda suggested using Twitter to advertise upcoming meetings.

Kaba said that they are working on creating a simplified viewer-friendly format to convey the application instructions. They will have some visual examples to be able share with the Committee for next meeting.

There was further discussion about the fact that a private page could be more user friendly and help to promote projects. Official meeting postings and documents are posted on the City's website. Each platform can be integrated and linked to the others (city web page, private web page, and social media.)

Sulda invited Committee members to provide updates if they had any about ongoing projects. Molis is working on scheduling a meeting to talk about Fellsmere Park.

Other business

Sulda announced the Affordable Housing Trust Community Meeting will be January 14 at 6 PM.

January 28 at 6:00 PM will be a meeting for Tartikoff Park. Questions should be directed to Councilors Winslow and Anderson. It is also posted on the CPC's Facebook page.

Adjournment

It was moved by Antonucci, seconded by Running, and voted 8-0 to adjourn the meeting at 7:13 PM.