



Malden Community Preservation Committee

Hybrid Committee Meeting

Malden City Hall, Room #108; Zoom

January 18, 2023 | 6:00 p.m.

Meeting Minutes

Committee Members in Attendance: Eric Henry, *Co-Chair*, Lisa Sulda, *Co-Chair*, Rachael Running, *Vice-Chair*, Cameron Layne, Monique Ching, Inna Babitskaya, Brenden Brett

Daniel Koff, CPA Administrator

Committee Members Absent: Khalil Kaba

1. Meeting Called to Order

Sulda called the hearing to order at 6:09 p.m. and read the provisions of the Governor allowing remote participation at the meeting.

2. Project Public Hearing

2.a) Affordable Housing Trust Fund

Evan Spetrini, Senior Planner and Policy Manager, and Kristina Tseng, Housing Program Coordinator, provided a 15 minute presentation about the Affordable Housing Trust Fund. They agreed to share the presentation after the meeting (here: [20230118 FY23 AHTF Application - CPC Presentation](#))

The Co-Chair invited comments and questions from the Committee.

Layne inquired how the vacant properties program may be used.

Spetrini clarified that the city has been maintaining a vacant property list for the past few years. They are looking for ways to get those properties back into active use, so they have set aside funding from ARPA to acquire vacant properties and bring them up to code.

Inna inquired as to what the CPC can require from the Trust Fund. She wanted to know if the funds would be used for several projects, so she requested what the purposes of the funding may be used for,

and who would be responsible for administering those programs. She inquired whether rental assistance would be part of the Trust's purview.

Spetrini replied that the Trust as a funding entity is beholden to respond to projects that come to the Trust. This helps streamline the process of applying for various sources of funding for affordable housing. Spetrini clarified that the Trust would fund either new construction, or pay for the acquisition of properties to be converted into Affordable Housing. Currently \$2m in ARPA funding is set aside for vacant property acquisition. If it is successful, the Trust Fund may be used for that program in the future.

Sulda inquired whether CDBG and HOME funds are part of the Trust. Spetrini clarified that all of those funds are under the purview of OSPCD, including the Trust, but those funds are not managed by the Trust. All of those funds would be considered through the one-stop application for Affordable Housing. That determination would be made based on the specific guidelines for each program. Each of those funding sources has their own governing body. HOME funds are managed by the NSC (for which Malden is the host).

Sulda inquired if the NSC and the Trust are related. Spetrini explained that The Affordable Housing Development Program makes recommendations for the use of each funding source. Granoff clarified that the NSC and Trust are separate funding programs, but the city has now created one portal where a developer can apply to all the different funding sources at the same time. She clarified that the Trust and NSC are not trading funds back and forth.

Babitskaya inquired how CPA funds would be managed separately from other funding sources in the Trust. Spetrini clarified that the funds would be accounted for separately to ensure that the funding would follow CPA guidelines. They are proposing quarterly updates on how the use of funds are being used. It is likely that the entire \$300,000 ask to CPC would go into one project which would make accounting, tracking, and reporting relatively easy.

Babitskaya inquired how properties acquired with Trust Funds would be given to people, and if it would be sold or rented. Spetrini clarified that the properties would be sold through a lottery process.

Babitskaya inquired what would happen if the person who purchased the property would earn more money, and whether they would stay in the property. Spetrini clarified that because they're talking about small properties, they are seeking to sell the properties since the City does not want to be a landlord. The City recognizes a need for affordable rental housing, so they can help a non-profit acquire a larger building.

Tseng clarified that this program caters to homeownership to help people acquire properties to create generational wealth.

Sulda inquired what programs would be created by the Trust.

Spetrini clarified that they are seeking a partnership between the Trust and CPC, for the CPC to provide funding for the Trust to help developers move more quickly.

Sulda requested a plan for how the funds would be spent, and that milestones are identified, rather than waiting for developers to pitch projects. Granoff clarified that there are a number of projects (Bread of Life, Salvation Army, Vacant Properties) that are in the pipeline.

Spetrini sought to clarify the difference between the Trust and OSPCD. OSPCD is actively trying to catalyze affordable housing projects in the city. The Trust's role is to wait for projects to be pitched. It is the role of the City to get projects in the pipeline, which is why those projects are not in the Trust's Action Plan. Granoff clarified that the projects in the pipeline fulfill the priorities of the Trust.

Sulda requested to see more strategies to explain the Trust's priorities. She cited Beverly, and other cities that have clear, measurable strategies laid out from the Trust. She supports the priorities, but wants to see more detailed plans for how to get there. Spetrini clarified that because the Trust is new, and doesn't have consistent revenue generated (inclusionary zoning that recently passed may help), it is difficult to anticipate what the priorities may be.

Sulda inquired as how inclusionary zoning helps create more affordable housing when developers can pay in lieu of creating housing themselves. Spetrini said that there is more interest from developers to build the units themselves. The option allows developers to provide funding for the Trust to pay for other programs (such as making projects even more deeply affordable).

Ching inquired what the application process looks like, whether there is a round of funding or whether the applications are rolling. Tseng clarified that the application is rolling. The application portal will allow City Staff to track the application through drafting, submittal, and recommendations to funding agencies.

Henry inquired how we can get to a "significant amount of money" when inclusionary zoning allows developers to pay \$325,000 for a unit, and CPC has \$300,000 in the Housing Reserve, yet each unit costs \$600,000. Spetrini clarified that they determined their ask for CPC based on what is in the Housing Reserve. Granoff recognizes that \$300,000 is a third of CPC's annual budget, but that it would be the equivalent of ½ the cost of an Affordable Housing unit. The Trust would create an extended timeline for developers to apply for funding when they need it.

Babitskaya inquired whether OSPCD looked at other communities when determining their programs, and whether low-income people would be able to afford Affordable Homeownership. Spetrini clarified that OSPCD has been running Affordable Housing programs in Malden for decades to ensure that housing costs no more than 30% of a person's income.

Spetrini clarified that there is room for the City to consider Affordable homeownership and rental projects. The vacant property program would be for homeownership. Other projects – like the Salvation Army – would be for Affordable Rental. Granoff clarified that the Trust would not run these programs but would help fund them.

Henry clarified that \$300,000 is 100% of CPC's revenue toward housing. \$320,000 is 100% of an in lieu payment for inclusionary zoning. It appears that these are the only two revenue streams that are not mature. Henry inquired as to the other revenue streams and asked for more clarity on the expected annual return.

Spetrini clarified that the Trust is still in a startup phase. The Rose Quarry payments are complete. Inclusionary zoning funds are sporadic. The intention is to revisit the request to CPC in next years' application to ensure that there is a stable revenue stream for the Trust. OSPCD is also looking into linkage fees – a fee on commercial development – that could go into the Trust. OSPCD has not yet calculated what the fee may be and how much money that may bring in. Similarly to inclusionary zoning,

funding from that source may be sporadic as it relies on development. Spetrini agrees that there is not enough money for affordable housing. The demand is much greater than the available resources.

Spetrini clarified that there is currently \$950,000 in the Trust. They are hoping to get to \$1.5 million in the next fiscal year, possibly \$300,000 from CPC, and one in lieu payment. At least one in lieu payment is expected, but won't be paid to the Trust until that project is completed.

Henry clarified that the developer considering in-lieu payments is only building 12 units. He inquired whether there are any larger projects that can increase those payments.

Spetrini said that they have heard interest to develop some projects that are larger than 12 units but it is hard to predict.

Henry clarified that CPC has funded housing assistance in the past, so he inquired how the CPC may respond if a similar project came before the CPC again, but the Housing Reserve had already been given to the Trust.

Spetrini clarified that the CPC would still not be precluded from funding that kind of program out of its General Reserve. The Trust could also consider funding those programs as well.

Henry pointed out that the median income for Greater Boston is nearly twice that of Malden. He inquired what the average rental is for Greater Boston given that the median income is nearly double. Spetrini does not have the exact figures, but did not believe that it was double. He pointed out that the differential in median income compared to less of a differential in median rent between Boston and Malden shows that it is even more likely that Malden residents are cost burdened. Granoff clarified that OSPCD is requesting the CPC's Housing Reserve so the Trust may leverage those funds, with the help of a board of experts, as opposed to CPC managing the funds on their own without the ability to support those projects in other ways.

Babitskaya inquired what options are available to rescind funds. Sulda clarified that an agreement between CPC and the Trust would be made, and if the program is not performing according to those guidelines, then the funds would be eligible for revocation.

Sulda clarified that Wellfleet is the other community she had in mind that has a strong Trust plan and recommended the Trust team check it out. She also recommended the Trust team talk to Mass Housing Partnership, specifically Shelley, could be very helpful. She emphasized that she wants Malden Trust Fund to be as effective as possible. and clarified that it is a worthy application and more than needed, but there is still not enough information to feel confident about its success. She requested to see the Policies and Procedures document. Spetrini clarified that it is still in draft form since this month's meeting had to be cancelled.

Brenden Brett joined at 7:31.

Sulda opened the floor for public comment. No comments were made in favor or against.

Sulda closed the hearing for the Affordable Housing Trust.

2.b) Kierstead Park Construction Phase 1

Kierstead Park is requesting \$400,000 for construction of a \$2.2 million park. This follows a CPC-funded master plan for Kierstead-Tartikoff Parks.

Alex Pratt, Community Development Director, joined as a panelist to offer a presentation about Kierstead Park at 7:35pm.

He promoted one more community meeting coming up in February 2023 to discuss the current design with the community.

Sulda opened the floor to the Committee to ask questions.

Layne inquired as to whether this field is part of the floodplain. He supported the plan to install grass, but inquired whether flooding is an issue in the area.

Pratt expressed his belief that it is not in a flood plain. As they are building the irrigation, they will also be developing a drainage plan with sloping to ensure that water won't pool. Adding 13 trees will also alleviate flooding. This park will help improve drainage storage capacity by ensuring that the soil is not compacted. He is not sure whether there will be underdrainage, but he can get an answer if desired.

Brett expressed that he has a lot of familiarity with the field and that it drains well. He inquired as to how high the future fence would be to keep baseballs out of the streets. Pratt clarified the fence is planned to be 12' high. Pratt clarified that they would flag a level of 4' so if a ball hits above that height, it would be considered as a home run. They are working with the Little League to determine those heights.

Henry thanked Pratt for his presentation. He inquired as to who would maintain the park after the \$2.2 million investment. Pratt clarified that the DPW is in charge of regular maintenance, but that they are making it low-maintenance by choosing play equipment that is easier to maintain and won't degrade quickly, including trash receptacles to eliminate trash removal, and the improved irrigation system may also help alleviate maintenance to the grass.

Sulda expressed deep appreciation for inclusion of the new trees, as well as the trash receptacles. She wishes there was less blacktop and more permeable surfaces, but understands the challenge with regards to ADA accessibility.

She inquired as to whether the community weighed in on the changes to the plan that have been made since the master plan. Pratt clarified that the purpose of the upcoming community meeting is to discuss these changes and to ensure that there is support for the current plans.

Sulda inquired if there would be a water bottle filling station in the park. Pratt clarified that this was not an issue that the Little League raised, so it is not in the plans. The sprinkler system discharges into the grass, and that in order to add a water bottle filler there would need to be another pipe added to support the water access which would increase costs.

Henry raised the issue that multiple baseball parks will be under construction at the same time, and inquired as to whether the capacity of remaining fields would be sufficient for the demand over this summer for children in Malden. Pratt clarified that he had a conversation with the Recreation Department and the Little League about the potential of fields at Devir Park, Trafton, and others being off line during construction. They were confident that there would be enough available fields to support

the existing programs for Malden. Phase II (the Application before CPC) is to fund renovations on other areas of the park. Bruce Field on Devir Park is still available during construction as well.

Brett clarified that he is on the board of the baseball league and that they're excited to see the parks being fixed. They can work with the remaining fields, especially if they convert existing softball fields at Pine Banks and Roosevelt Field into baseball fields. He clarified that fields, like the one at Kierstead Park, are in need of updating.

Sulda opened the floor to the public to comment in favor or against the project. There were no public comments. Sulda closed that section of the hearing.

2.c) Early Learning Center Improvement

Sulda opened the presentation by clarifying that the application to CPC for ELC is for \$550,000 for a park that would cost a total of \$900,000.

Alex Pratt provided a presentation about the Early Learning Center application for \$550,000 to fund construction of a \$900,000 improved play area. If the funds are approved, they would seek to go out to bid in the spring.

Sulda inquired as to the changes that may occur in the next 75% design. Pratt clarified that he and the public may not notice much of a difference. Items to decide include the colors of the play equipment, types of trees to plant, etc.

Brett inquired as to whether the asphalt would be new or existing. Pratt clarified that the entire area is currently asphalt and that he is not sure whether the existing conditions are good enough to remain or whether it will need to be resurfaced. He clarified that grass is not ADA accessible, and that it would not grow so close to the building, so they couldn't include more grass.

Sulda inquired if there is a permeable surface that is ADA. Pratt clarified that they looked into it, and that it requires more maintenance and a lot of drainage underneath which would have been cost prohibitive in this circumstance.

Sulda expressed that she is supportive of the additional trees but expressed an interest in having less blacktop. Pratt clarified that trees could not be placed closer to the school. They are also looking into different ways to add colors that are more reflective than traditional blacktop to reduce the heat island effect. They have reduced the existing blacktop, added trees, and created more flexible areas for the kids to play.

Brett clarified that the drop-off period at the school is the craziest 20 minutes in Malden, and he supported the attempt to alleviate those challenges with the new flow.

Henry expressed that he sees a pattern where public resources are going into public parks with limited public access. He inquired as to when the public would be able to use the park, and when will it be off limits. Pratt clarified that currently the park is only used by the school. When the project is finished, it will be generally available to the public except during school hours when it will only be available to the school per school regulations. Public hours during the school year will be after school and on weekends. During the summer it will be even more open to the public. Henry inquired as to whether it is a 365

operation. Pratt clarified that there is some use between June and September in the building, but believes those hours are variable and would not entail the entire day (when the days are longer). He believes this is a question for the Superintendent.

Sulda clarified that the agreement would say that if the school were sold, that the park would remain open to public use. Pratt expressed that OSPCD would be amenable to this language.

Sulda inquired if there is a sign promoting the public use of the park. Pratt did not know, but said that one could be created if it doesn't already exist.

Henry inquired if the public would have to pay the school for a usage fee. Pratt said no.

Running expressed that playgrounds are only for school use during school hours, and that signage expresses this rule. Running expressed that most schools are shuttered during the summer hours and that the parks are open to the public.

Sulda inquired about a \$17,000 overage in the budget. Pratt said that there is currently a large design contingency that could be used to cover a shortfall. However, he believes that savings could also be made getting trees from the tree warden rather than the contractor. Pratt does not anticipate changes to the project due to issues with the budget.

Sulda stated that CPA funds cannot be used for the parking lot. She inquired as to whether the crosswalk is part of the project. Pratt clarified that it is part of the public way and that no trees will be removed to create it.

Sulda inquired as to whether the play structures would be plastic. Pratt clarified that the play structures and railings would be metal; some of the roofs would be plastic.

Sulda inquired as to how long the rubber surface lasts. Pratt said he expects it to last 20 years. It may be patched if needed. The play equipment tends to last 20-30 years.

Sulda expressed that she would prefer more sustainable materials such as wood to be used. Pratt said they looked into it, but that wood structures would necessitate further maintenance. One of the alternatives includes wooden benches.

Layne pointed out that lighting is included in Kierstead Park but not at ELC. Pratt said that there is street lighting and lighting in the parking lot. This park is intended to be closed at night, whereas Kierstead may be open during longer hours. Lighting does not tend to be installed on school grounds. The Fire Department and Police Department have previewed these plans as well and are in support.

Sulda opened the floor for comments in support and against the project.

Sulda expressed that the CPC would accept public comments for one more week, and that they would be read at the next meeting during deliberations in February.

2.d) Adjournment of Public Hearing

Running made a motion to adjourn the Public Hearing, Layne seconded. Approved unanimously.

3. CPC Monthly Meeting – Roll Call

3.a) Approval of December 2022 Meeting Minutes

Ching made a motion to approve the December minutes. 5-0-2. Majority approved; 2 abstentions.

3.b) Annual Survey

Sulda explained that the FY23 survey uses the same language as the FY22 survey. The only changes are that new projects have been added to the list. Sulda opened the floor to comments.

Running made a suggestion to include a Ward map adjacent to that question, and to place the question, 'Are you aware of any of the following CPA funded projects?' at the end of the survey.

Unanimous agreement to make those changes and release the survey to the public.

3.c). Other Business

Sulda requested that members be prepared to fill out evaluations for each application, and to be on the lookout for it in their application packets.

The Coordinator is meeting with the City Clerk next week to learn more about how appointments may be made in anticipation of some members' terms coming up for renewal in the coming months.

Henry and Sulda expressed that they are working on a plan to attract a new member of the Housing Authority to fill that remaining seat.

3.d) Adjournment of Public Hearing

Running moved to adjourn the Monthly Meeting. Layne seconded. Approved unanimously.

Meeting Packet:

January 18, 2023

Public Hearing and Monthly Meeting

1. [0002-Affordable-Housing-Trust-Fund-FY23-Application](#)
2. [0005-Kierstead-Park-FY23-Application](#)
3. [0006-Early-Learning-Center-Playground-FY23-Application](#)
4. [010423 Kierstead Park-Concept Plan](#)
5. [010423 Kierstead Park-Design Narrative](#)

6. [010423 Kierstead Park-Prelim Cost Est](#)
7. [02 Affordable-Housing-Trust-Fund Co-Chair-Questions-Answers 2022.10.14](#)
8. [05 Kierstead-Park Co-Chair-Questions-Answers 2022.10.14](#)
9. [05 Kierstead-Park Co-Chair-Questions-Answers 2022.10.14](#)
10. [20210623 Malden AHTF Action Plan FINAL](#)
11. [220516 Approved CDBG budget implemented contingencies](#)
12. [20230118 FY23 AHTF Application - CPC Presentation](#)
13. [Affordable Housing Development Application](#)
14. [Affordable Housing Trust Fund Project Narrative](#)
15. [AHTF Budget FY22-FY26](#)
16. [CDBG Commitment Letter](#)
17. [Deed information](#)
18. [ELC Budget Summary](#)
19. [ELC Project Narrative](#)

1. [FY23 Open Space Earmark Commitment Letter](#)
2. [FY23 0005 Kierstead-Park Full-Application Invitation Letter 2022.07.07 \(1\)](#)
3. [GIS screenshot](#)
4. [Kierstead Budget Summary](#)
5. [Kierstead Park Deed](#)
6. [Kierstead Park-Draft Master Plan](#)
7. [Kierstead Project Narrative](#)
8. [Malden Community Preservation Committee Survey FY24 - Google Forms](#)
9. [MaldenHousingNeedsAssessment June2019](#)
10. [Map-GIS Screenshot](#)
11. [Mayor C LOS](#)
12. [Mayor C LOS \(1\)](#)
13. [Mayor C LOS \(2\)](#)
14. [Pratt Answers-to-Co-Chair-Questions 2022.10.04](#)
15. [Presentation for Kierstead and Tartikoff Park 3rd Public Meeting](#)
16. [Satellite screenshot](#)
17. [Satellite view](#)
18. [Street view](#)