



Malden Community Preservation Committee

Remote Meeting

March 17, 2021 6:30 p.m.

**Meeting Minutes**

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

Committee Members Absent: none

Roberta Cameron, CPA Administrator

**Meeting Called to Order:** Sulda called the meeting to order at 6:32 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.

**Approval of January Meeting Minutes**

*It was moved by Layne, seconded by Molis, and voted 7-0 to approve the 2/17/21 minutes as amended.*

**Treasurer's Report**

Cameron presented invoices received since last month which included the Malden Public Library, Spot Pond Greenway, and Devir Park.

**Annual Operating Budget**

Cameron Presented a draft operating budget to be submitted to City Council. The draft showed the minimum 10% allocations to each of the program areas plus the maximum 5% appropriation to the Administrative budget. Cameron explained that over the past five years the CPC's annual operating budgets have relied on estimate revenues that have fallen far short of actual revenues, and suggested that the Committee consider an additional transfer into each of the reserves to account for 10% of the total difference between the estimated and actual budgets to date.

Molis asked for an explanation of why the estimated revenues have been so disparate from the actual. Cameron responded that the largest difference comes from the CPC having been very conservative in forecasting state revenues.

Running asked whether the CPC is obligated to ensure that the minimum 10 percent of revenues are in each reserve. Sulda responded that the Coalition has advised that it is up to the Committee's discretion to decide to balance the estimated versus actual revenues, but that she feels it is warranted at this time to make the adjustment.

Kaba asked whether the CPC should establish goals for how much to allocate to each program area. Sulda responded that keeping the standard allocation to 10% in each category allows for the most flexibility to be able to put funds to the highest priority projects as situations arise.

Babitskaya suggested that the CPC ask for an increase in the surcharge above the 1% (up to the maximum 3% allowed) to allow the city to raise more funds for CPA projects. Sulda pointed out that this kind of change would require a ballot initiative to be put to the voters in a general election. Cameron noted that a change like this could also be put on the ballot by the City Council. There isn't anything that the CPC can do to advance this change other than to talk with City Councilors or mount a ballot initiative. This might be a social outreach effort that CPC members can advocate for. Cameron also pointed out that Malden included an option when they passed CPA that allows the City to allocate funds from other sources to the CPA fund, which would also be matched by the state.

*It was moved by Molis, seconded by Kaba, and voted 7-0 to approve the minimum 10% budget with correction for previous five years' under-estimated budgets.*

### **Review of any Pre-Applications/Applications received**

Sulda explained that Committee is reviewing applications tonight and will be voting in May. A selection criteria worksheet was included in the meeting packet.

Molis noted that CC council doesn't typically meet in July and August, so they would not be able to approve projects over the summer.

- **Fellsmere Park**

This is an off-cycle application for which the applicant has requested the CPC expedite their decision in order to enable them to make a deadline for a PARC grant application in July. To accommodate this request, Sulda asked if the Committee members would be amenable to combining the Informational Public Hearing with a hearing for the Fellsmere project, and moving the hearing up to an earlier week in April.

*It was moved by Running, seconded by Molis, and voted 7-0 to combine the two hearings and move the date to April 7.*

Cameron asked whether the hearing date would be in addition to the regular meeting or if the monthly meeting agenda items would be added on the same night after the hearing closes. Sulda responded that she preferred that there be one meeting, if possible.

- **0 Leonard Street**

Sulda explained that, although the project aligns with the city's needs and CPC goals and priorities, the city would need to purchase the property and the city is not in a position to be able to purchase that property at this time, so the project would not be eligible.

- **Oak Grove Community Center – OGIA**

Sulda explained that OGIA submitted a reapplication. Because the application is very long, Cameron created an abbreviated document that contains the most pertinent information relevant to the reapplication. Both the long and abbreviated versions are provided for committee members to review.

**Project Status Updates:**

- **Kierstead Tartikoff**

Sulda stated that the project was approved by city Council, so it is moving forward.

- **MRA/Emergency Rental Assistance**

Sulda stated that MRA was able to fund 4 more applications with the outstanding funds, so the project is officially closed.

- **MRA/Roosevelt Park**

Sulda explained that she had invited MRA to attend tonight, but they replied that they couldn't make it. They sent a letter which is in the meeting packet, in response to the CPC's request that they look into brownfield grant opportunities. The MRA found two grants available for brownfield cleanup which are extremely competitive and asked for clarification regarding how much soil the CPC was requesting to be mitigated. Sulda replied with clarification that the CPC would like contaminated soil removed from the entire site to a depth in accordance with MassDEP for planting natural grass on the entire site. MRA replied they do not have authority to change the scope of their project, however City officials could direct them to do so. Sulda asked members if CPC should send a letter to City Council and Mayor Christenson to request that they do this. Running suggested that they should send a letter as a group and the other members unanimously agreed.

- **ABCD Start Secure**

Cameron stated that the GA is signed and the program is ready to launch.

**Membership Update**

Sulda reported that Antonucci stepped down. As he was representing the Planning Commission, they will hopefully be appointing a replacement soon. Another Councillor-assigned position also needs to be filled.

Cameron shared a document showing the current committee members, the wards they represent, and their terms. Cameron explained that there will be no one from Ward 6 on the Committee since Antonucci stepped down. The City's ordinance is vague about how Council-appointed members are selected. If it is the intention of the Council that each ward be represented, then the next seat would need to be filled by the Councillor from Ward 6. However, the Council may have a different method in mind for how the seat should be selected.

Sulda said that she would reach out to the City Council to ask about filling the vacancy. She also pointed out that the expiration dates for several committee members coincide, and that this could lead to a

disruptive mass turnover on the CPC. She would like to talk with City Council about how the terms are defined to try to create a natural staggering of Committee member terms.

Sulda reminded Committee members that officer elections will be taking place in June, and will be for the Chair and Vice-Chair positions.

Layne asked to clarify how the City Councillors nominate committee members. Sulda explained that the Ward Councillor from the vacant seat would make the selection. Layne asked whether it is possible that other Councillors could select someone to fill that seat. Sulda said that it might be possible. They try to have every ward represented, but in reality it doesn't affect how the CPC works. Because CPC members don't initiate projects, there isn't any way that CPC members can sway the outcome of the CPC's spending to benefit their wards.

Babitskaya observed that other communities have alternates on their CPCs. She suggested organizing a pool of candidates. Sulda suggested that there may be candidates who previously applied for the at large position, and that residents who are interested should let their Councilors know because there may be vacancies at any time.

Layne asked and it was confirmed that the number of members needed to constitute a quorum is five members when all 9 seats are filled, or 1 more than half of the members in attendance.

Sulda suggested that in the next few meetings she would like to discuss suggestions for amending the ordinance.

### **Signage Update**

Sulda explained that she prepared some "work in progress" sign designs. Cameron shared screen to show rough examples of content. Sulda would ask sign-makers to prepare final designs and cost estimates and would ask the committee for their approval.

Babitskaya asked for a modification: "This project was made possible with CPA funds.", and suggested that the logo should be more prominent. She also questioned whether they should consult with the signage committee and possibly historical commission for approvals.

Layne pointed out that the logo would communicate to people that the project is CPA-funded. People aren't as likely to read as to recognize the picture. He suggested that the picture be the larger element on the sign rather than the words.

### **Other business**

Sulda asked if anyone had to add for potential projects, or social posts. Running confirmed that she will be developing a blurb as she had suggested in the February meeting.

Ching noted that she set up a new twitter, handle TBA.

Cameron stated that she would be preparing a newsletter very soon, so please forward content.

Sulda asked that people share the committee opening to recruit a new member.

Sulda asked statutory committee members to please share that the application period is open to encourage a wide range of applications.

Molis asked whether we would be reviewing the Oak Grove application tonight. Members are to review applications at meeting link and evaluate projects on own time to deliberate and vote on at June meeting.

### **Adjournment**

*It was moved by Running, seconded by Kaba, and voted 7-0 to adjourn the meeting at 7:50pm.*

### **Documents Used at the 3/17/2021 Meeting**

- ) CPC Agenda meeting 3-17-2021
- ) Malden CPC Draft Minutes 2-17-2021
- ) Applications:
  - o 0 Leonard St
    - CPC FY22 Pre-Application Form
    - Mail – Roberta Cameron
  - o Fellsmere Park Master Plan
    - Fellsmere Park Master Plan CPC Application
    - 2021-03-02 Malden ConCom Letter re\_Fellsmere Park
  - o Oak Grove Community Center OGIA
    - Oak Grove Community Center Re-Application
    - OGIA FY20 Application excerpts
- ) Project Finance Tracking 3-21
- ) CPC Member List 3-15-21
- ) Correspondence from MRA
  - o MRA Roosevelt 3-3-21
  - o MRA Response 3.15.21
  - o MRA Roosevelt 3-16-2021
  - o Deb Burke 3-17-2-21