



Malden Community Preservation Committee

Remote Committee Meeting

February 16, 2021 6:30 p.m.

Meeting Minutes

Committee Members in Attendance: Lisa Sulda, *Chair*, Inna Babitskaya, Cameron Layne, Monique Ching, Rachael Running, Khalil Kaba, Eric Henry, Brendan Brett,

Committee Members Absent:

Daniel Koff, CPA Administrator

1. Meeting Called to Order: Sulda called the hearing to order at 6:31 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.

2. Public Hearing Spot Pond Brook Greenway

City Engineer, Yem Lip, and project supporter, Councillor O'Malley (Ward 4) provided a presentation about the Spot Pond Brook Greenway Phase II. CPC previously awarded \$150,000 to the Greenway Phase I. The Spot Pond Brook travels underground near Oak Grove, and emerges near Anthony's Restaurant. A super deep culvert diverts water from north of Oak Grove. This project will focus on land south of Clifton Street to avoid private property conflicts that arose with the feasibility study.

The area from Clinton to Clifton Street is owned by the City of Malden, but is not in scope for this phase because private property conflicts between Clinton and Glenwood need to be resolved first.

This proposed phase will start begin at Coytemore Lea Park. The applicant is looking at creative permeable pavement options. Natural water features may be included in this area to daylight the historic park.

The area from Mountain Street to Florence Street will include new off-street greenspace on publicly owned parcels and a possible pocket park on what is currently a parking lot.

This phase will include engineering to understand the topography and what is possible. Part of Dartmouth Street will include a robust right of way, and then will be compressed from Garnet to Pleasant Street. Part of Middlesex may be closed to vehicular traffic as a dedicated pedestrian zone.

The connection from Middlesex Street to the Northern Strand Community Trail may go through a small piece of private property (if they agree to it), or go along the street on Charles and Canal Streets.

The applicant is looking for \$25,000 to match a \$100,000 grant that has been received. If this engineering work occurs, the project has been unofficially greenlighted to receive a Transit Improvement Plan (TIP) grant which brings in federal funding for greenway initiatives.

Henry inquired as to the exact figure that is left over from the previous CPC award which is confirmed to be \$16,338.98.

O'Malley expressed that he values CPC being a seed funder, rather than providing the bulk of funds for projects. The first phase was accomplished by \$150,000 in CPC funding plus \$250,000 from other sources.

Henry inquired whether the project would be complete on time. O'Malley assured Henry that they would in order to provide a match to their existing grant.

O'Malley informed that flyers and public meetings will have translation provided.

Sulda inquired about the firm that has been hired to conduct the project. O'Malley confirmed that the City has obtained the services of Parr Engineering, a woman-owned business based out of RI. They conducted a fly-over to take topographical measurements (maybe Lidar) to take elevations to understand where ramps need to go, etc. They will survey manhole covers and infrastructure. They are doing this now because the MWRA is redoing sewer linings. This area will be disturbed by that work, so O'Malley would like it to be put back together with comprehensive plans for the trail. A 25% plan puts this project on track to obtain a TIP plan.

Sulda inquired at what stage further plans would be put in place. O'Malley stated that 50%, 75% and 100% designs would be created with other sources of funds.

Brett inquired whether bids were solicited. He did not see any bids in the application for consulting costs. O'Malley said that their first phase was with Shadley. Parr was a sub-consultant on the original phase, so they had an existing relationship with the project. MassDOT and DCR encouraged O'Malley to use this vendor because of the quality of their work. Professional services do not have to go out to bid (same as a lawyer, etc.). The applicant had funds for the project (\$100,000), so they moved forward with retaining the contractor.

Sulda opened the floor for attendees to provide comments for or against the project. No public comments were made. The public comment section of the hearing was closed.

2. Approval of Minutes from January 19, 2022

Running moved to approve the meeting Minutes from January 19, 2021. Khaba seconded. 7-0 approved.

3. Monthly Meeting Start

Sulda moved to begin the CPC Monthly Meeting.

4. Start Secure Program

Sulda informed the committee that the Chair and Coordinator met with the head of ABCD. The guideline for the salary to rent ratio was raised to 75% per feedback from ABCD. This change resulted in a recent victim of the fire to receive assistance. \$100,000 was approved for the program in FY20, but only \$2,300 had been spent prior to this recent change to the guidelines. Sulda advocated for extending the program, but wanted to solicit feedback from the rest of the Committee.

Running expressed interest in extending the program for one year. Due to the restrictive conditions, it was unusable this year.

Sulda informed the Committee that it took 6 months to get the program started.

Henry moved to extend the program for one more calendar year. Running seconded. 7-0 approved.

The Chair and Coordinator will determine whether this needs to go in front of City Council or if it may be extended as an administrative matter.

Babitskaya advocated for creating a program to fund a rental apartment to house victims of fire and others in need of temporary housing. Sulda informed her that the CPC cannot initiate projects, but invited her to recruit others to do so. Sulda mentioned that the CPC is lacking in housing applications and would like to invite more applications from this category.

5. CPC Plan Updates

Koff introduced the Plan Update by expressing that as the Committee has evolved and developed best practices, new recommendations and requirements have been added to the project eligibility sections. Sulda invited the Committee to review and make suggestions.

Babitskaya inquired whether it is helpful to include all of the comments within the plan and to put them on the CPC page to make them more visible as she does not perceive that to be a best practice for official documents. If comments repeat, she recommended that we remove those individual comments, especially ones similar to "not sure."

Sulda informed Babitskaya that other CPC's have included all comments. Sulda thought that data could be included to show where comments have been concentrated. Perhaps a link to all comments could be provided on a separate page.

Brett inquired whether the application would go online. Koff expressed that he is working on it. Sulda thinks that we can at least do the pre-application as an online component and will be prepared to present on it at the next meeting.

Henry requested that we send the survey again. Koff confirmed he will do that after the meeting.

6. Online Pre-Application Process

Sulda moved to bring this item up at the next meeting.

7. Annual Budget and Report to Mayor

Koff explained that the CPC Ordinance requires the CPC to submit an annual budget for the following fiscal year to the Mayor. Other Boards and Commissions submit an annual report for the current fiscal year, so he would like to move towards developing a report that achieves both purposes. The goal for this meeting would be to approve the fiscal year 2023 budget.

Koff showed the FY22 budget and Finance Tracking Sheet and explained how the CPC manages the CPC budget by encumbering funds for each approved project, tracking purchase orders and invoices that have been paid for each project. The City Accountant does not technically encumber funds for each project, as they just encumber funds for individual purchase orders, so the Coordinator has the additional task of ensuring that the Malden CPC does not overcommit its funding.

Ching inquired what other communities do to encourage more applications for housing. Sulda informed the Committee that other CPC's allocate their Housing Reserve to their Housing Trust. If the community has a well-established Housing Trust, then it can be a good option. Malden is trying to establish a Housing Trust, enabling CPC funds to be used to acquire and develop entire buildings for affordable housing.

Bread of Life is the one housing project that has received CPC funds. Sulda invited the Committee members to reach out to the Chair or Coordinator if they know any other groups who may use these funds.

Babitskaya advocated for using the Malden Observer, Facebook groups, the human rights committee and OSPCD. She advocated for housing to be owned by the City. Sulda requested that Babitskaya send the Chair and Coordinator names of Facebook groups such as Malden Politics, etc. Koff reminded that the Committee that this is the time to solicit input from the public through its annual survey.

Layne makes a motion to send the budget to the Mayor for approval. Running seconds. Approved 7-0.

8. Term Member Updates

Sulda provided an update on the revised term limits in the updated City Ordinance. Term limits now begin at the time that a person was elevated to become a Committee member, rather than serving out the remainder of the term for the person whom they replaced. Members may opt to serve up to three consecutive terms with the approval of the Chair.

Layne requested that the CPC review his official start date. Sulda requested that the Coordinator check with the City Clerk.

9. Other Business

Sulda informed the Committee that the next meeting will include a Public Informational Meeting on March 16th.

The meeting may start at 6:30pm on March 16.

Sulda requested that the Coordinator send the survey link to the Committee to distribute to their networks.

10. Adjournment

It was moved by Henry, seconded by Brett to adjourn the meeting. Approved 7-0.

Meeting Packet:

- [20220113_FY22_FUNDING_CYCLE_PRE-APPLICATION_FORM](#)
- [CPC Agenda Meeting 2022-02-16 \(2\)](#)
- [CPC FY22 Application Form - Spot Pond Brook Greenway](#)
- [Spot Pond Brook Greenway Narrative 2022](#)