



Malden Community Preservation Committee

Hybrid Committee Meeting

Malden City Hall Room #108

Zoom

April 19, 2023 | 6:00 p.m.

Meeting Minutes

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

Daniel Koff, CPC Coordinator

Committee Members Absent: N/A

1. Meeting Called to Order

Sulda called the hearing to order at 6:05 p.m. and read the provisions of the Governor allowing remote participation at the meeting.

2. Public Information Session

Sulda provided a presentation summarizing the CPC's purpose, process for distributing funds, and information about the awards given out in the past. The slides and a video recording of the presentation provide more information.

[Informational Public Hearing Presentation APR. 2023\(1\)](#)

<https://youtu.be/0F6mWA2wUqI>

Running made a motion to close the informational hearing. Seconded by Ching. Approved 7-0.

CPC Monthly Meeting

3. Approval of Meeting Minutes from March 2023

Running made a motion to approve the meeting minutes from March 2023 Monthly Meeting. Seconded by Brett. Approved 7-0.

4. CPC Plan Update

Sulda confirmed that the Plan that is being presented this month is the same as the last month.

Sulda inquired if Babitskaya had a chance to review the Historical section. Sulda clarified that some sections about application guidance were transferred from the Plan to the Appendix Section 1: Guidelines for Submission.

Babitskaya requested that different colors are used because it is difficult to read with tracked changes. She requested more time for review.

Koff proposed accepting tracked changes and sending a clean version to the Committee for review. He will update the section with new information from this year's survey and the results of feedback from outreach as well for the Committee's review in May.

Sulda clarified that the vote to approve the Plan update will be tabled until next month.

5. Status Updates

Koff provided an update on four projects:

1. Malden River Works

Koff explained that the project manager at OSPCD submitted two recent project updates ([Emily-Granoff-04-19-2023](#)). Emily-Granoff-04-19-2023). In sum, a preliminary study of the soil conditions where the dock is planned to be anchored to the shore indicated that further studies with expensive boring equipment would need to be completed. This unexpected expense is pushing the project approximately \$31,000 over budget so they are seeking funding from different sources and may come to the CPC in May for an off-cycle request for supplemental assistance.

2. Malden Public Library Archives

Koff provided a status update that the project is well underway. The project has spent 98% of its first award from the Historic Reserve account and 30% of the second award from the General Reserve. He shared photos of the progress ([Malden Public Library Archives Images](#)) showing how the old shelving had been demolished, the room renovated to become climate controlled, and the new concrete floor had been poured with rails intact for the shelving to be installed

3. Oak Grove Community Building Design & Feasibility Study

Koff provided an update that 90% of the project had been completed and that he had requested a status update and a copy of the report when it is ready.

4. Roosevelt Park Rehabilitation

Koff referred the Committee to the status update that was submitted by Deborah Burke on 4/11/23 ([Deborah-Burke-04-11-2023](#), [Deborah-Burke-04-11-2023](#)) wherein she stated that the City Council would be discussing proposals to address a budget gap and to remediate soil to a depth of three feet.

Sulda inquired whether it may be time to reach out to the Council suggesting that the bond on the Roosevelt Park project either be rescinded, or that it be used for the remediation of the whole field.

Layne inquired as to whether removing soil to a depth of 3 feet was required. Sulda clarified that the state confirmed that the soil would need to be remediated up to three feet in order to be able to install grass. Sulda clarified it was her understanding that the City was still planning to use artificial turf but could install grass instead if the remediation was completed.

Sulda clarified that CPC placed a condition on the grant award that the City would have to obtain an interest rate of no more than 4.25%. Running inquired as to what happens if that rate could not be met. Sulda clarified that the bond would not be able to be issued until the rates go down. The award would not expire – it would continue to stand on the books.

Running inquired whether City Council could amend the conditions. Sulda clarified that the conditions were placed on the award by CPC, so Council would not be able to change the terms, they can only activate the loan or rescind it and then the Committee would reconsider a new application. The City Council could not unilaterally amend the condition.

Henry supported sending a letter.

Sulda requested that the Coordinator check with finance as to the status of municipal bond rates.

Brett requested more information about the project since it was approved before his term started. The Coordinator referred him to the application which is posted on the CPC's website.

Sulda clarified that CPC continues to earmark funding each year in case the bond is issued. The costs of the project as a whole have gone up on the project since 2019. The scope of the project is currently for construction, but it is allowable to change the scope of the project to go towards soil remediation instead of construction and their other resources could go towards construction.

Running expressed that she doesn't see a down-side to sending a letter.

Sulda clarified that rescinding the bond would be one way to proceed and would allow the CPC to close out the job that's been hanging open in the books for years. Alternatively Council could change the scope of the existing award and begin remediation.

Henry inquired as to whether there are similar projects like this that Malden CPC has approved. Sulda clarified this is the only project that CPC has approved by a bond. It was an expensive project and CPC was relatively new and didn't have the funds up front to pay for it.

Running moves that CPC send a letter to the Finance Committee reiterating CPC's concerns in the last letter that the City Council has the power to either rescind the bond given the changes to the scope, or the City Council may vote to change the scope and use the existing bond to jumpstart soil remediation. Brett seconded. Motion passes 6-1-0 (one abstention).

6. FY24 Pre-Application Launch

Sulda confirmed that minor changes were made to the Pre-Application and that it is now live.

7. Other Business

Sulda informed the Committee that Malden River Works may come to CPC with an application for supplemental assistance in May.

Sulda thanked the Coordinator and Henry for tabling at the Malden Green Fair. Layne attended as well.

Henry inquired as to which category received the most votes through the engagement activity at the event. The Coordinator confirmed that Affordable Housing received the most votes.

Sulda expressed that they received a letter from some City Councillors and the Mayor, and they may want to call a special meeting to review a letter that responds to their concerns.

Sulda reminded Committee members of their duties to complete ethics training as mandated by the State. Ching inquired whether the training that she completed for her other position with a state agency would transfer. The Coordinator agreed to check with HR to see if the certificate of completion would transfer.

Henry inquired as to what may happen regarding an applicant seeking affordable housing funds if funds in the Housing Reserve were already committed. Sulda confirmed that CPC may pull from the General Reserve to pay for funding in the Housing category.

8. Adjournment of CPC Monthly Meeting

Henry moved to adjourn the Monthly Meeting. Ching seconded. Approved 7-0.

Meeting Packet:

1. [Application Instructions for FY24 Funding Cycle](#)
2. [CPC FY24 Pre-Application Form](#)
3. [Deborah-Burke-04-11-2023](#)
4. [Emily-Granoff-04-04-2023](#)
5. [Emily-Granoff-04-19-2023](#)
6. [Informational Public Hearing Presentation APR. 2023\(1\)](#)
7. [Malden Public Library Archives Images](#)
8. [Project finance tracking FY23](#)
9. <https://www.cityofmalden.org/DocumentCenter/View/6542/Emily-Granoff-04-04-2023>