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**MALDEN REDEVELOPMENT AUTHORITY**  
**REGULAR MEETING**  
**DECEMBER 15, 2020**

The members of the Malden Redevelopment Authority met in Regular Meeting on December 15, 2020. The Chairman called the meeting to order, and on a roll call the following answered present: Mr. Robert Foley, Mr. Robert Rotondi, Mr. Michael Williams, Mr. Albert Spadafora and Ms. Sharon Santillo.

The Chairman reported that this Regular Meeting was convened pursuant to a duly dated and signed NOTICE OF REGULAR MEETING which was mailed to each member in due time, form and manner as required by law. The Chairman read the original of the "Notice and Certificate" set forth below and the same was ordered spread upon the Minutes as follows:

**NOTICE OF REGULAR MEETING**

Notice is hereby given in accordance with Section 23A, Chapter 39 of the General Laws, that a Meeting of the Malden Redevelopment Authority will be held at 5:30 P.M., on Tuesday, December 15, 2020. In accordance with Governor Baker's 3/12/20 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c.30A, §18, and the Governor's 3/23/20 Revised Guidance on Order by the Governor Prohibiting Assemblage of More than Ten People, this meeting will be conducted via remote participation (Zoom). In person attendance by members of the public is prohibited, and all effort will be made to permit public attendance of this meeting, in the manner specified below, via remote access by internet and telephone.

Dated this 10<sup>th</sup> day of December, 2020.

s/ Deborah A. Burke  
Secretary

**CERTIFICATE AS TO SERVICE OF NOTICE OF REGULAR MEETING**

I, Deborah A. Burke, the duly appointed, qualified and acting Secretary of the Malden Redevelopment Authority, do hereby certify that on the 10<sup>th</sup> day of December, 2020:

1. I served a true copy of the foregoing NOTICE OF REGULAR MEETING on each and every member of the Malden Redevelopment Authority in the following manner: U.S. Mail;
2. I filed in the manner provided in Section 23A, Chapter 39 of the General Laws, with the Clerk of the City of Malden, Massachusetts, a NOTICE OF REGULAR MEETING of which the foregoing is a true and correct copy.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 10<sup>th</sup> day of December, 2020.

s/ Deborah A. Burke  
Secretary

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REGULAR MEETING  
DECEMBER 15, 2020

Meeting was called to order at 5:35 p.m.

On a roll call vote, the following members answered present: Mr. Robert Foley, Mr. Albert Spadafora, Mr. Robert Rotondi, Mr. Michael Williams and Ms. Sharon Santillo.

Upon a motion made by Mr. Spadafora, seconded by Mr. Williams, the minutes of the Regular Meeting of the November 17, 2020 were approved on a 5-0 vote.

There were no Bills and Communications.

Under New Business the Executive Director distributed the “Strategic Planning and Community Development/Repositioning For the Future” PowerPoint presentation that Ms. Burke presented at the Tuesday, December 8, 2020 Malden City Council meeting. The MRA has acted as the City’s defacto Planning and Economic Development department for decades. Restructuring of the MRA to an office of redevelopment and planning will help move the City forward and substantially reduce duplication of core support duties and functions by consolidating departments. Necessitating the move is the fact that grants at this time have been substantially reduced. Eight of ten MRA staff will remain as part of the new department, and a Grants Manager and Transportation Planner are proposed new hires. Two of the remaining staff will be incorporated into other city offices. Ms. Burke informed the Board that she has been meeting and working with Mr. Ron Hogan, City of Malden Parking Director and the Mayor, who are supporting this reorganization plan. The City Council’s reaction to the plan was positive. There are a lot of hurdles and next steps including meetings with the City’s Finance Committee and Ordinance Committee.

The Executive Director and Board reviewed correspondence from Community Development Director Alex Pratt and HOME Director Alexis Turgeon relative to the schedule for 2021 Program Year (July 1, 2021 – June 30, 2022). The MRA administers the Community Development Block Grant (CDBG) program on behalf of the City and the Home Investment Partnerships (HOME) programs on behalf of the City as the representative member of the North Suburban Consortium (NSC). The CDBG and HOME programs, which are funded through the U.S. Department of Housing and Urban Development (HUD), are designed to address the causes and consequences of poverty, principally through activities that benefit low and moderate income persons. The correspondence highlights the schedule for the Program Year 2021 CDBG and HOME programs, including dates for CDBG applications, public hearings, and the Annual Action Plan. This schedule will be posted on the City and MRA websites.

The Executive Director and Board reviewed correspondence from Ms. Turgeon summarizing Malden’s HOME fund usage and projects that have been completed or are in the pipeline. Since 1991, the NSC has funded 20 HOME projects and 313 HOME units in Malden. A Malden project that combines a food pantry and affordable housing at 54 Eastern Ave. has received HOME and CDBG commitments and is expected to be funded in 2021. The NSC has funds to commit to one or two large projects or three or four smaller projects. The NSC has capacity to fund new affordable housing projects. Interested parties should reach out to Ms. Turgeon at [aturgeon@maldenredevelopment.com](mailto:aturgeon@maldenredevelopment.com).

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The Executive Director and Board reviewed correspondence from Metropolitan Area Planning Council (MAPC) informing the City that Malden has been awarded a grant of \$52,250 from MAPC's Accelerating Climate Resiliency Grant Program. The purpose of this grant is to accelerate climate resiliency in Malden through the Malden River Works for Waterfront Equity and Resilience project. Senior Planner Evan Spetrini submitted this grant application to fund further engineering and design work for the Malden River Works Project. This grant is in addition to the previously received \$100,000 MIT Leventhal City Prize and the \$150,015 Municipal Vulnerability Preparedness Action Grant. The goal of Malden River Works is to redesign Malden's DPW yard, 356 Commercial St., to incorporate public open space along the river and to reorganize the layout of the DPW yard to improve operations and the aesthetics of the site to increase space available for the riverfront park.

The Executive Director and Board reviewed a Change Order for the Ferryway Tot Lot Improvements Project. During construction, the contractor, Belko Landscaping, discovered an existing trash receptacle inside the tot lot was bolted to a concrete slab concealed by the wood fiber safety surfacing and not freestanding. The removal and disposal of the concrete slab and trash receptacle will cost an additional \$300.00. Councillor Peg Crowe will pay for this change order using mitigation funds. This was voted under New Business.

The Executive Director and Board reviewed a Change Order for the Trafton Parks Improvement Project. MRA landscape architect consultant Pam Shadley of Shadley Associates attended the meeting to explain the need for another change order to remove additional ledge in the dugout area at Trafton Park. Ms. Shadley explained that it was known there was ledge in the area of the two new dugouts but the expanse and depth of the ledge was not known until construction work began on the project. A change order in the amount of \$3,000 was requested by contractor JJ Phelan in order to complete the removal of ledge. This change order will be subsidized by the City of Malden. This was voted under New Business.

The Executive Director advised the Board she will be attending a meeting with the MRA's engineering consultants, Simpson Gumpertz & Heger, to discuss the Phase I repairs needed at the Central Business District (CBD) Garage. They will review the scope of work and how they will proceed with the work. It is estimated it will take about an eight month time line for Phase 1 repairs. The Executive Director will update the Board as work progresses.

The Executive Director distributed the Parking Program Update from operator SP Plus dated November 2020 to the Board members. The Executive Director informed the Board if they have any questions regarding the report they should contact her and she will obtain additional information from the operator.

The Executive Director also distributed to the Board articles from the Malden Advocate regarding the creation of the Eviction Prevention Program the MRA is administering on behalf of the City which was announced at last month's Board meeting.

Under Old Business, the Board reviewed correspondence from the Executive Director recommending the Board authorize legal services contracts for the North Suburban Consortium (NSC) with Law Office John Parcellin, PO Box 248, Malden and Law Office of Shapiro & Hender, 105 Salem St., Malden for the "Homeownership Program" and with Hackett Feinberg & Hender, P.C., 155 Federal St., 9<sup>th</sup> Floor, Boston and KP Law, P.C., 101 Arch St., 12<sup>th</sup> Floor, Boston for the "Multifamily Program". All firms responded to a Request for Proposals for legal

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services that were due at 4:00 p.m. on Tuesday, November 20, 2020. Responses were vetted by the Selection Committee comprised of HOME Director Alexis Turgeon and other members of the North Suburban Consortium. These were voted under New Business.

The Executive Director shared with the Board a brief one page informational guide on eviction prevention and rental assistance, developed by CDBG Director Pratt, which has been shared with MRA staff, the Mayor’s office and other City staff. The guide instructs staff on ways to help constituents avail themselves of services and assistance under these programs. Housing Families and Just-A-Start, two well-known service providers, are administering the Eviction Prevention & Rental Assistance Program.

The meeting moved on to New Business in which the following resolutions were passed:

Upon a motion made by Mr. Spadafora, seconded by Mr. Williams, the following resolution was adopted:

**RESOLUTION 20-59**

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

The following be nominated for office to be effective at the Annual Meeting of January 19, 2021.

Robert D. Rotondi	Chairman
Albert N. Spadafora	Vice Chairman
Michael Williams	Treasurer
Sharon B. Santillo	Assistant Treasurer
Robert K. Foley	Assistant Secretary

AYES: Mr. Spadafora, Mr. Williams, Mr. Foley, Ms. Santillo, Mr. Rotondi,

NAYS: None

Upon a motion made by Mr. Spadafora, seconded by Ms. Santillo, the following resolution was adopted:

**RESOLUTION 20-60**

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

Robert D. Rotondi be and is hereby instructed to cast one ballot for the election of Officers nominated.

AYES: Mr. Spadafora, Ms. Santillo, Mr. Williams, Mr. Foley, Mr. Rotondi

NAYS: None

Upon a motion made by Mr. Rotondi, seconded by Mr. Spadafora, the following resolution was adopted:

**RESOLUTION 20-61**

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

The Executive Director be and is hereby authorized to execute Change Order No. 1 in the amount of \$300.00 (Three Hundred Dollars) for the Ferryway Tot Lot Improvements

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Project conducted by Belko Landscaping, 242 Lawrence Road, Salem, NH to remove and dispose of trash receptacle and concrete pad. Councillor Peg Crowe will pay for this change order out of mitigation funds.

AYES: Mr. Rotondi, Mr. Spadafora, Mr. Williams, Mr. Foley, Ms. Santillo

NAYS: None

Upon a motion made by Mr. Spadafora, seconded by Mr. Williams, the following resolution was adopted:

**RESOLUTION 20-62**

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

The Executive Director be and is hereby authorized to execute Change Order #4 in the amount of \$3,000 (Three Thousand Dollars and No Cents) for the Trafton Park Improvements Project conducted by J.J. Phelan & Son, 120 Lumber Lane, Tewksbury for additional ledge work. This change order will be subsidized in full by the City of Malden.

AYES: Mr. Spadafora, Mr. Williams, Mr. Foley, Ms. Santillo, Mr. Rotondi,

NAYS: None

Upon a motion made by Mr. Spadafora, seconded by Mr. Williams, the following resolution was adopted:

**RESOLUTION 20-63**

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

The Executive Director be and is hereby authorized to execute a contract for legal services for the North Suburban Consortium (NSC) "Homeownership Program" with the Law Office of John Parcellin, PO Box 248, Malden, at a rate of \$225.00 per hour. Term of contract is January 1, 2021 through December 31, 2024.

AYES: Mr. Spadafora, Mr. Williams, Mr. Foley, Ms. Santillo, Mr. Rotondi,

NAYS: None

Upon a motion made by Mr. Williams, seconded by Mr. Spadafora, the following resolution was adopted:

**RESOLUTION 20-64**

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

The Executive Director be and is hereby authorized to execute a contract for legal services for the North Suburban Consortium (NSC) "Homeownership Program" with the Law Offices of Shapiro & Hender, 105 Salem Street, P.O. Box 392, Malden, at a rate of \$200.00 per hour for non-court time and \$300.00 per hour for in-court time. Term of contract is January 1, 2021 through December 31, 2024.

AYES: Mr. Williams, Mr. Spadafora, Mr. Foley, Ms. Santillo, Mr. Rotondi,

NAYS: None

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Upon a motion made by Mr. Williams, seconded by Mr. Spadafora, the following resolution was adopted:

**RESOLUTION 20-65**

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

The Executive Director be and is hereby authorized to execute a contract for legal services for the North Suburban Consortium (NSC) “Multifamily Program” with Hackett Feinberg P.C., 155 Federal Street, 9<sup>th</sup> Floor, Boston, at a rate of \$400.00 per hour for a Partner; \$365.00 per hour for Associate; \$185.00 – \$365.00 per hour for Additional Associates; and \$125 per hour for Paralegals. Term of contract is January 1, 2021 through December 31, 2024.

AYES: Mr. Williams, Mr. Spadafora, Mr. Foley, Ms. Santillo, Mr. Rotondi,

NAYS: None

Upon a motion made by Mr. Rotondi, seconded by Mr. Williams, the following resolution was adopted:

**RESOLUTION 20-66**

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

The Executive Director be and is hereby authorized to execute a contract for legal services for the North Suburban Consortium (NSC) “Multifamily Program” with KP Law, 101 Arch Street, Boston, at a rate of \$250.00 per hour ; \$0 charge for clerical staff or non-attorney personnel; and \$125.00 per hour for Paralegals. Term of contract is January 1, 2021 through December 31, 2024.

AYES: Mr. Rotondi, Mr. Williams, Mr. Spadafora, Mr. Foley, Ms. Santillo

NAYS: None

There being no further business, the meeting was adjourned at 6:44 p.m. The next regularly scheduled Board Meeting will be held on Tuesday, January 19, 2021 at 5:30 p.m.