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MALDEN REDEVELOPMENT AUTHORITY
REGULAR MEETING
JULY 22, 2020

The members of the Malden Redevelopment Authority met in Regular Meeting on July 22, 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. Ms. Santillo left the meeting at 6:12 p.m.

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 Wednesday, July 22, 2020 to be held at Malden City Hall, Outdoor Meeting Space, 215 Pleasant Street, 4th Floor, Malden, Massachusetts.

Dated this 20^h day of July, 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 20th day of July, 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 20th day of July, 2020.

s/ Deborah A. Burke
Secretary

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REGULAR MEETING
JULY 22, 2020

Meeting was called to order at 5:31 p.m.

On a roll call vote, the following members answered present: Mr. Robert Foley, Mr. Albert Spadafora, Mr. Michael Williams, Mr. Robert Rotondi and Ms. Sharon Santillo. Ms. Santillo left the meeting at 6:12 p.m.

Upon a motion made by Mr. Spadafora, seconded by Mr. Williams, the minutes of the Regular Meeting of June 16, 2020 were unanimously approved.

Under Bills and Communications, the Executive Director and Board reviewed correspondence from the Massachusetts Department of Housing & Community Development dated June 29, 2020 informing the City of Malden it has been designated a Housing Choice Community in 2020. Being designated a Housing Choice Community qualifies the City to apply for an exclusive capital grant program for up to \$250,000. Housing Choice Communities are given special consideration for nine other state grant programs such as MassWorks, Complete Streets, and Green Communities funding. The application for the designation was written by the MRA on behalf of the City.

The Executive Director and Board also reviewed correspondence from the U.S. Department of Housing and Urban Development's Boston office informing the Executive Director that Ms. Rachel Powers will assume responsibility as the Community Planning and Development (CPD) Representative for the City of Malden. Former CPD Representative Stephanie Harrington will assume a new assignment with HUD.

The Executive Director updated the Board about the move of the MRA office from 17 Pleasant St. to the new City Hall located at 215 Pleasant St. Staff moved into the new office space on the third floor on June 24 and were able to work efficiently the next day. The MRA is located on the same floor as the City's Board of Health Department, Permits, Inspections and Planning (PIPs), and Engineering, all of which the Agency interacts with on a daily basis.

The Executive Director also informed the Board that she continues to stagger staff shifts in order to ensure social distancing in the office. Staff not scheduled to work in the office on a particular day work remotely instead. Masks are worn in all common areas and in the office when social distancing is not possible.

The Executive Director advised the Board that staff from the MRA's Lead Paint Abatement Program and CDBG Rehab Program located at 176 Pearl St. has also moved into the MRA's new space in City Hall. Owned by the MRA, the Pearl St. building is currently serving as archive space for the Agency and is also used for loan closings for the rehab and lead programs.

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The Executive Director distributed the Parking Program Update from operator SP Plus dated June 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. Board Member Albert Spadafora asked that future reports include a breakdown of the various validation coupons/stamps used by businesses and others who participate in those programs.

The Executive Director and Board reviewed a flyer promoting the discount parking program for downtown Malden restaurant workers have been struggling due to COVID-19. The MRA and its parking management company SP Plus wanted to show support by providing deeply discounted monthly parking to all restaurant employees. The flyer also reminded businesses that we offer a parking validation program to all downtown Malden businesses which provide an 80% discount for a book of 50 1-hour free parking validation coupons that can be purchased for their clientele. To date there has been little interest from restaurant workers in the discount program.

The Executive Director and Board reviewed correspondence from Senior Planner Evan Spetrini and correspondence from the Massachusetts Gaming Commission (MGC). Mr. Spetrini advised the Board that the MRA and the City of Malden submitted an application to the MGC for a 2020 Transportation Planning Grant in order to fund the development of a Transit Action Plan for Malden. The MGC has authorized One Hundred Fifty Thousand Dollars (\$150,000) for the development of the Transit Action Plan. Once the City executes the contract with the MGC, the MRA Senior Planner will assist with the project.

The Executive Director and Board reviewed an amendment to the legal services agreement by and between the Malden Redevelopment Authority, representing the North Suburban Consortium, and KP Law, P.C., 101 Arch St., 12th Floor, Boston. The amendment would extend the expiration date for the agreement to December 31, 2020. The Board approved this under New Business.

The Executive Director and Board reviewed an amendment to the legal services agreement by and between the Malden Redevelopment Authority, representing the North Suburban Consortium, and Klein Horning LLP, 101 Arch Street, Suite 101, Boston. The amendment would extend the expiration date for the agreement to December 31, 2020. The Board approved this under New Business.

The Executive Director and Board reviewed an amendment to the legal services by and between the Malden Redevelopment Authority, representing the North Suburban Consortium, and the Law Office of John W. Parcellin, P.O. Box 248, Malden. The amendment would extend the expiration date for the agreement to December 31, 2020. The Board approved this under New Business.

The Executive Director and Board reviewed correspondence from HOME Director Alexis Turgeon recommending a contract by and between the Malden Redevelopment Authority, representing the North Suburban Consortium, be executed with the Law Offices of Shapiro and Hender, 105 Salem Street, Malden, for specialized legal services including collection, bankruptcy, and foreclosure services at an hourly rate of \$200.00. Term of contract expires on December 31, 2020. The Board approved this under New Business.

Under Old Business, the Executive Director, accompanied by the MRA's Comptroller, presented both the MRA's Operating Budget and the Parking Program Budget for Fiscal Year 2021 (July 1, 2020-June 30, 2021) to the Board of Directors for discussion and approval. The two budgets were discussed as one package since the parking program budget, drafted by the operator SP Plus, helps inform the preparation of the MRA's operating budget. The MRA, according to the Director, created the downtown off-street parking program back in the early 1980s as an economic development tool to attract business to the downtown. The agency relies on some of the revenue generated from the parking program and other unrestricted funds to pay for expenses that are ineligible to be paid from grant funding in accordance with federal regulations. The federal grants that the agency administers for and on behalf of the City have strict eligibility requirements regarding expenditures. The Director advised the Board that Covid-19 has resulted in a significant loss of revenue from the parking program and exacerbating that situation even further is the need to undertake a major capital improvements project within the next few months to improve and maintain the off-street parking program. These items pose significant budget constraints. The MRA's operating budget presented and approved by the Board included necessary line item adjustments, some impacting staff, in order to account for these projected expenditures and revenue losses.

The Executive Director and Board reviewed the schedule for the Exchange Street Roadway Improvement Project. Work began on July 6. The Executive Director with assistance from the City's Business Strategy and Development Officer notified all businesses along the street of the contractor's work schedule. Periodic schedule updates will be provided throughout the project. This project will include period lighting, ADA compliant sidewalks and a bicycle lane.

The Executive Director and Board reviewed a memorandum from CD Director Alex Pratt recommending that the MRA accept the bid from J.J. Phelan & Sons for the Trafton Park Improvements Project. Nine bids were received for this project and J.J. Phelan & Sons was the low bidder with the amount of \$516,800. The scope of the project will include improvements to the playground and ballfield at Trafton Park. This project will be funded using funds from the state PARC Grant, Malden Community Preservation Act funds and funds from Councillors Dave Camell, Steve Winslow, Debbie DeMaria and Craig Spadafora's mitigation account funds. This was approved under New Business.

The Executive Director and Board reviewed correspondence from CD Director Alex Pratt regarding the Emergency Rental Assistance and Small Business Assistance Programs. As of July 15, the Rental Assistance Program has processed more than 50 applications for Malden renters. There were over 360 applications received. Applications were pre-qualified by MRA staff and those applications went into a lottery. Two housing service providers, Just-A-Start and ABCD are vetting the applications. This program is funded with Community Preservation Act funds and CDBG-CARES Act funds.

The Small Business Assistance Program expects to serve approximately eight micro-enterprises with 5 or fewer full-time equivalent employees, including the owner. Four completed applications in the \$10,000 range have been received and approved. We anticipate payments to the businesses will be processed by mid-August. These are grants. This program is funded with CDBG-CARES Act funds.

The Executive Director advised the Board that Alben, Inc. (dba Pearl Street Restaurant), has extended their parking agreement through Dec. 31, 2020. Due to the COVID-19 pandemic, Pearl Street Restaurant is using their parking area for outdoor dining. The MRA has agreed to allow customers to park for free in the lower-level of the Mountain Ave. Parking Deck during day-time hours. They have been informed however, that the MRA reserves the right at any time to lower the gates on the lower level during daytime hours.

Board Member Robert Rotondi asked the Executive Director the status of the former MRA-owned property located on Main Street. Habitat for Humanity is building 2 single-family homes and six townhouses. The Executive Director advised that she will reach out for an update next week and will update the Board at the August Board meeting.

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

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

RESOLUTION 20-40

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

The Executive Director be and is hereby authorized to execute Amendment No. 1 to the legal services agreement by and between KP Law, P.C., 101 Arch Street, 12th Floor, Boston, MA 02110, and the Malden Redevelopment Authority as Agent for and Representative Member of the North Suburban Consortium dated July 19, 2017 extending the term of the agreement to December 31, 2020. All other terms of contract remain the same.

AYES: Mr. Spadafora, Mr. Rotondi, Mr. Foley

NAYS: None

ABSTAINED: Mr. Williams

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

RESOLUTION 20-41

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

The Executive Director be and is hereby authorized to execute Amendment No. 1 to the legal services agreement by and between Klein Horning LLP, 101 Arch Street, Suite 101, Boston, MA 02110, and the Malden Redevelopment Authority as Agent for and Representative Member of the North Suburban Consortium dated July 17, 2017 extending the term of the agreement to December 31, 2020. All other terms of contract remain the same.

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AYES: Mr. Spadafora, Mr. Rotondi, Mr. Foley

NAYS: None

ABSTAINED: Mr. Williams

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

RESOLUTION 20-42

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

The Executive Director be and is hereby authorized to execute Amendment No. 1 to the legal services agreement by and between Law Offices of John Parcellin, 15 Ferry Street, Malden, and the Malden Redevelopment Authority as Agent for and Representative Member of the North Suburban Consortium dated July 19, 2017 extending the term of the agreement to December 31, 2020. All other terms of contract remain the same.

AYES: Mr. Rotondi, Mr. Spadafora, Mr. Foley

NAYS: None

ABSTAINED: Mr. Williams

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

RESOLUTION 20-43

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

The Executive Director be and is hereby authorized to execute a contract for services for collections, bankruptcies, and foreclosures with the Law Office of Shapiro and Hender, 105 Salem Street, P.O. Box 392, Malden, MA for a period from now until December 31, 2020 at a fee of \$200.00 (Two Hundred Dollars and No Cents) per hour. This contract is to be based on an as needed basis and capped at the hourly fee.

AYES: Mr. Spadafora, Mr. Rotondi, Mr. Foley

NAYS: None

ABSTAINED: Mr. Williams

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

RESOLUTION 20-44

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

The Board approves the proposed operating budget for the Malden Redevelopment

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Authority for Fiscal Year 2021 as presented at the July 22, 2020 Board meeting on the condition that the approved changes in employee benefits take effect August 12.

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

NAYS: None

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

RESOLUTION 20-45

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

The Board approves the proposed parking budget for Fiscal Year 2021 as presented at the July 22, 2020 Board meeting.

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

NAYS: None

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

RESOLUTION 20-46

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

The Executive Director be and is hereby authorized to execute a contract with J.J. Phelan & Sons Co., Inc., 120 Lumber Lane, Tewksbury, MA in the amount of \$516,800 (Five Hundred Sixteen Thousand Eight Hundred Dollars and No Cents) for the Trafton Park Improvements Project which will include improvements to the playground and ballfield at Trafton Park. This project will be funded using funds from the state PARC Grant, Malden Community Preservation Act funds and funds from Councillors Dave Camell, Steve Winslow, Debbie DeMaria and Craig Spadafora's mitigation account funds.

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

NAYS: None

There being no further business, the meeting was adjourned at 6:33 p.m. The next regularly scheduled Board Meeting will be held on Tuesday, August 18, 2020.