

**MALDEN REDEVELOPMENT AUTHORITY**  
**REGULAR MEETING**  
**JANUARY 17, 2017**

The members of the Malden Redevelopment Authority met in Regular Meeting on January 17, 2017. The Chairman called the meeting to order, and on a roll call the following answered present: Mr. Robert Foley, Ms. Amanda Linehan, Mr. Robert Rotondi, Mr. Albert Spadafora, and Mr. Michael Williams.

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 6:00 P.M., on Tuesday, January 17, 2017 to be held at the Malden Redevelopment Authority, 17 Pleasant St., Malden, Massachusetts.

Dated this 12<sup>h</sup> day of January, 2017.

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 12<sup>th</sup> day of January, 2017:

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 12<sup>th</sup> day of January, 2017.

s/ Deborah A. Burke  
Secretary

Upon a motion made by Ms. Linehan, seconded by Mr. Williams, the minutes of the Regular Meeting of December 20, 2016 were unanimously approved as revised.

Under Bills and Communications, the Executive Director and Board reviewed correspondence from U.S. Department of Housing and Urban Development dated January 9, 2017 regarding the City of Malden 2015 Consolidated Action Plan Evaluation Report (CAPER). The CAPER had been reviewed and approved for the program year July 1, 2015 to June 30, 2016. The CAPER is a requirement for receiving Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funding from HUD. The CAPER, submitted to HUD annually, provides analysis of the City's projects and activities and use of funds during the past program year; it includes a summary and evaluation of how these funds are used to carry out the goals and objectives identified in the Consolidated Plan. Malden Redevelopment Authority (MRA) administers the CDBG and HOME programs on behalf of the City.

Under the Report of the Executive Director, Deborah Burke shared the publically advertised dates of the moratorium forums that will take place throughout the City. These forums will be conducted by Community Opportunities Group, consultants hired through a Request for Proposals (RFP) process that the City Council conducted, to seek resident input on topics including multi-family housing, building height, parking requirement, population density and open space. CDBG funding in the amount of \$15,000 was allocated in the current fiscal year budget for this study. The Executive Director also shared that this Agency was asked to accumulate and provide, for the consultants' use, current student population data and property tax data for a number of multi-family properties.

The Executive Director also updated the Board on Parking Program matters, including ongoing garage repairs at the CBD and Jackson Street garages and issues at the Main/Ferry Lot. A Parking Program Monthly Update dated October 2016 and a Florence Street Financial Summary dated January 2017 were provided. The Executive Director also provided an update relative to the Agency's efforts to raise revenue via advertising opportunities in the CBD and Jackson Street garages. Per a prior request by Mr. Spadafora, the Agency has reached out to current advertisers to renew and to other members of the business community to offer the advertising opportunity; to date, one renewal has been secured.

The Executive Director presented a proposed amendment to the Agency's Collection Procedure in regard to recouping collection costs and attorney fees incurred in the attempt to collect on delinquent residential and commercial loans. Current information regarding the Agency's loan portfolio and delinquency ratio was provided. This was voted under New Business.

The Executive Director provided information regarding the State's recent changes to the Public Records Law. Under the changes, the Agency must name a Records Access Officer to oversee the management and release of Public Records. The Executive Director requested that the position of Executive Director be named the Records Access Officer. This was voted under New Business.

The Executive Director also provided information relative to the City's current Subsidized Housing Inventory (update provided by MRA to the Department of Housing and Community Development January 2017) and discussed how that information relates to Chapter 40B law. The

City is currently within the 10% requirement of the law. MRA and Malden Housing Authority are asked by the Department of Housing and Community Development to certify this list annually.

The Executive Director provided the members of the Board a copy of a news article released in regard to the City of Malden's Open Space and Recreation Plan (OSRP). An OSRP serves as the blueprint for ensuring that current and future residents have ample opportunities for recreation and access to open space and is required for the City to qualify for grant money and certain programs including the PARC program; the City's former plan covered the period of 2009-2016. The Mayor has named a committee to work with the Metropolitan Area Planning Council (MAPC) on updating the City's plan; the effort is being administered by MRA.

Under Old Business, the Executive Director provided an update on the redevelopment of 184-200 Pleasant Street by Jefferson Apartment Group (JAG). A hand-out of JAG's proposed construction fencing/banners was provided.

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

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

**RESOLUTION 17-01**

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

The Board authorize an amendment to the Collection Procedure Policy included in the Accounting Policies and Procedures Manual to include an assessment of all costs of collection including reasonable attorney fees to delinquent borrowers.

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

NAYS: None

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

**RESOLUTION 17-02**

RESOLVED BY THE MALDEN REDEVELOPMENT AUTHORITY THAT

The Board name Executive Director Deborah A. Burke as the Records Access Officer (RAO) in compliance with changes to the Commonwealth's Public Record Laws which took effect on January 1, 2017.

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

NAYS: None

There being no further business, the meeting was adjourned at 7:17 p.m. The next regularly scheduled Board Meeting will be held on Tuesday, February 21, 2017.