

DATE: Tuesday, January 5, 2016
LOCATION: Malden Government Center, Room 421
SUBJECT: Minutes of Meeting of Master Plan Steering Committee



The meeting started at 6:10 pm.

Committee members in attendance:

Burke, Deborah, Executive Director of Malden Redevelopment Authority
Hayes, Patrick, Planning Board member
Ioven, Chuck, Planning Board Chair
Kinnon, Neil, Ward 6 City Councilor
Luise, Maria, Special Assistant to Mayor Gary Christenson
Matheson, John, Ward 3 City Councilor
Romero, Michelle, City Planner

Ioven chaired the meeting.

The Committee received the [www.dropbox](http://www.dropbox.com) link with the *Master Plan* in Microsoft Word format. Luise and Matheson were given a bound paper copy of the *Master Plan*.

The Committee reviewed the process being used to identify candidates for citizen members of the Committee; Ioven has requested City Councilors representing Wards 2, 4, 5 and 7 to recommend a member from each of their prospective Ward for consideration. Ioven stated that to date, Ward 4 City Councilor Ryan O'Malley, identified Heidi Schmidt as a candidate from Ward 4; Ward 5 City Councilor Barbara Murphy identified Adam Weldai as a candidate from Ward 5; and Ward 2 City Councilor Paul Condon and Ward 7 City Councilor Neal Anderson will be providing the name of a candidate.

The Committee discussed the interview process and decided to hold the interviews at the next meeting. Candidates will be given a copy of the Committee Charter and requested to provide a resume in advance of interviews.

The Committee discussed the following initiatives on-going in the City that may relate to, cross-over or dovetail with the work of the Committee:

- Housing Production Plan: Mayor and MRA applied on December 29, 2015 for a grant to develop a Housing Production Plan; grant application made to the Metropolitan Area Planning Council through its District Local Technical Assistance Program; Romero to send HPP Grant letter and HPP FAQs (from Burke).
- Community Preservation Act "Open Forum:" a public meeting on January 6, 2016 to discuss the creation of the Community Preservation Committee.
- Request for Proposal for Citizens Engagement and Data Gathering & Analysis issued by the City Council (C.C. Order 638-15): related to the moratorium on multifamily residential development.
- M.G.L. c. 40B, Subsidized Housing Inventory.

The Committee reviewed Chapter 9, Recommended Actions and Next Steps, *Master Plan*, which includes General Recommendations (G1) and the Implementation Matrix (G2). Ioven explained the Committee's charge to review and prioritize recommended actions and identify resources (personnel and funding) to implement. All members received a copy of the Implementation Matrix (G2), annotated/populated with information and time-frames re: on-going and completed tasks/work (prepared by Romero).

Committee members will review the Matrix and provide written comments and any additional information; Romero to email Matrix to Committee members as an electronic version, set to “track changes,” and then merge comments/information/changes into one new document to be provided at the next meeting. Matheson and Luise were given a bound copy of the *Master Plan*.

The Committee reviewed M.G.L. c. 41, Section 81D, which authorizes the Planning Board to create a master plan and specifies the required elements: goals and policies for future growth and development, land use plan, housing, economic development, natural and cultural resources, open space and recreation, services and facilities, transportations and implementation.

Next scheduled meeting of Committee: Monday, February 1, 2016.

The meeting adjourned at 7:35 pm.