



CITY OF CHELSEA, MA
Department of Housing and Community Development
Community Preservation Committee

City Hall, 500 Broadway, Room 101 · Chelsea, MA 02150
 Phone: 617.466.4190 · Fax: 617.466.4195 · Email: communitypreservation@chelseama.gov

José Iraheta
Chair
Caroline Ellenbird
Vice Chair
Yahya Noor
Clerk
Jonathan Gomez-Pereira
Member
Judith Dyer
Conservation Commission
Juan Vega
Chelsea Housing Authority
Mimi Rancatore
Planning Board
Alex Balcarcel
Historical Commission
Bea Cravatta
Recreation & Cultural Affairs

Oriana Reilly
Staff

COMMUNITY PRESERVATION COMMITTEE
PUBLIC MEETING
WEDNESDAY, 15 DECEMBER 2021
IN-PERSON AND ZOOM MEETING
6:00 PM

APPROVED 20 JANUARY 2022

MEETING MINUTES

I. Call to order – 6:09

Committee Members Present: Caroline Ellenbird, Alex Balcarcel, Juan Vega, Mimi Rancatore, Jonathan Gomez-Pereira, Bea Cravatta

Committee Members Absent: José Iraheta, Yahya Noor, Judith Dyer

Others in Attendance: Desirae Valentin, Oriana Reilly, Todd Tayler, Roy Avellaneda

II. Public Comments

- a. Roy Avellaneda: Came to comment on the guidance for the Community Preservation Act funding. Found online a draft for a goal to create homeownership for low-income communities. Is concerned that low-income homeownership subsidies are in the realm of less than 80% AMI and down to 50% AMI. I'm a real estate broker here and very aware of the current market rates. Right now you have to make 150% AMI to buy a market rate home in Chelsea. At minimum, when you think about who we should be helping, I beg you to include above 100% AMI. I think that not including them excludes teachers, city workers etc. Teachers make 50-60,000 for example. Suggests to add a couple units in each building to include above 80%, 100% AMI. Think 80%-150% AMI are therefore excluded from homeownership in Chelsea.
- b. Todd Tayler: I am a city councilor. I would include up to 120% AMI. These people are being squeezed out of Chelsea. Either people can afford to live in Chelsea, or there are people on the low end getting lots of advocacy. We want to keep this middle segment of the population in Chelsea, to maintain Chelsea's character, city workers, longtime residents. No one's been advocating for this segment of the population.

III. Administrative Tasks

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a. Approval of Minutes

Motion by Juan to Approve, conditioned upon updating the attendance and changing the vote format. Mimi 2nd. 6 Ayes, 0 Nays, 0 Abstentions

b. Bylaw Review & Guidelines

Caroline read a section out loud from bylaws about the officer renewals. Discussed potentially revisiting the current roles in existence and who is appointed to them. Yahya is the clerk, but city staff have always taken the minutes. Discussed whether it is practical to have a role of treasurer at all. CPC really needs to know the exact amount of money in the account. Treasurers role could be keeping accurate count, advocating to find out the information from the city accounts. Bylaws state the exact definitions for these roles. CPC has not had an adequate budget on this account since the inception of the committee. Reviewing the bylaws, the election of officers, new appointees the first task of those officers is to figure out how to get the full budget of CPC funds from the city. Other issue raised on bylaws has been resignation, removal, and attendance. Want to have a separate piece of paper and list of just attendance. Committee will think about whether to adjust how many meetings members can miss in the bylaws. Other discussion on potentially changing times of meetings. We can always use the Clark Ave school to meet, through Bea. Discussed that the specifics of the rule are less important than the committee deciding whether to vote to have a member resign. Will put the Bylaws on the agenda for adjustments to the January meeting, everyone submit their comments to Oriana beforehand.

c. Ayes: 7

Nays: 0

Abstentions: 1

IV. Elections

a. January or July

July is the turnover time for member appointments and role placements. Might be not as easy to do elections in January if also trying to review the bylaws. Discussed whether to hold election just for Clerk? Other possible time to host elections would be in April because of funding cycles. January options are slate stays exactly the same, or change it and move on.

Group wants to modify the bylaws to say that February there can be elections, or go over the bylaws at the January meeting and then vote at the same meeting to elect the replacement positions. At the end of this meeting, we need to make sure that the three people not here know this, that we are going to vote on officers during the next meeting.

Mimi motions that reviewing and changing the bylaws and election of officers go on the January meeting agenda. Alex 2nd



6 Ayes, 0 Nays, 0 Abstentions

b. How to host

How are you going to do the elections? Are you going to submit your nominations independently to Oriana or just do it during the meeting? The nominees are going to be nominated in person, informally at the January meeting.

c. When to do trainings

Based upon January elections, staff Desirae and Oriana are going to schedule training with CPA trainers.

V. Next Funding Session

a. Info session input

A lot of it is about outreach. Hold the info sessions towards the end of the month. Propose both zoom and in person versions. Should have at least one of the CPC members at the info session. 45 minutes, can be short. Should be hands on look, lots of slides already exist. Question and Answer session after. Have 2, different times, afternoon and evening. Noontime zoom or evening in person. Late afternoon and then in the evening. Info sessions and the workshops- Sub-committee will help Oriana, Mimi, Caroline, Alex. Or could make a very simple presentation, that everyone is comfortable presenting, then distribute different committee members. Brochures and applications at the library. Could use the money to buy ads on facebook, tv, radio etc. besides brochures. Juan- motion to authorize the staff to use up to \$1000. Mimi 2nd. Caroline amends contingent it is less than what we spent last time. Mimi 2nd

6 Ayes 0 nays, 0 abstentions

b. Workshop schedule

Subcommittee will discuss.

c. Application modification

Bea thinks it's currently a good application. Group decided that it should just be reorganized to make it more clear who the applicant is and the name of the project, it was a bit confusing to see these names. People also filled the applications out differently. Rubric was useful and the committee is comfortable with keeping it the same.

d. Publicity

Mimi suggested we need to expand methods of outreach beyond print brochures, including social media ads. Subcommittee will work on this plan.

VI. Other updates and next steps

a. Summary: committee members to review bylaws, submit comments to Oriana before next meeting. Vote on bylaws at January meeting. Hold election for officers immediately after.

b. March through June is community engagement and plan updates to respond to the public comments. Also with the trainings we should check on this and whether today's public comment suggestions are even eligible under the state mandate.



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- c. Oriana will make calendar recurring invite.
- d. Adjourn – 7:22 p.m. Juan motion, Alex 2nd.