



City of Malden

Malden City Hall
215 Pleasant Street
Malden, MA 02148

Meeting Minutes - Final Personnel/Appointments Committee

Councillor Amanda Linehan, Chair
Councillor Chris Simonelli, Vice-Chair
Councillor at Large Carey McDonald
Councillor Paul Condon
Councillor Jadeane Sica

Tuesday, February 21, 2023

5:30 PM

City Hall, Room #105
215 Pleasant Street

Roll Call

Present: 4 - Councillor Chris Simonelli, Carey McDonald, Paul Condon and Jadeane Sica

Absent: 1 - Councillor Amanda Linehan

Also Present: Councillor Winslow
Maria Luise-Mayor's Office
Zaheer Samee-Legal Dept.

Councillor Simonelli, Vice Chair called the meeting to order at 5:38 pm.

Minutes to be Approved

[37-23](#)

Minutes of February 7, 2023 to be approved.

A motion was made by Councillor Sica, seconded by Councillor at Large McDonald, that the Committee Minutes of February 7, 2023 be approved. The motion carried by the following vote:

Yea: 4 - Councillor Simonelli, Councillor at Large McDonald, Councillor Condon and Councillor Sica

Business

[35-23](#)

Mayoral Appointment: Karin Nystrom of 630 Salem Street as the Tenant Representative Member of the Malden Housing Authority Board, said term to commence upon confirmation by the City Council and to expire May 1, 2028, to fill the vacancy left by the passing of George Bayers.
Confirmation required

Sponsors: Amanda Linehan

Attachments: [Nystrom Appointment Letter](#)

Karin said she was invited to come to some of the Board meetings and feels they are very interesting. She was asked by Stephen Finn if she would like to be a member of the Malden Housing Board. She was born and raised in Malden. She graduated from Malden High School and then attended Boston University. She has belonged to many groups,

Junior Aid, Rotary and the Chamber. She is a member of Malden Girl Scout Troop 57 which was the longest active group in the United States. Then a group in Georgia said they were the longest active group in US so they are the longest active troop in the NE of America. She is a Realtor with Century 21 Advanced which has become Century 21 NE and has been with them for 30 years. She is always available to help people who need advise or help. She lives at 630 Salem Street for the last 9 years. She knows they had the 630 Club but since Covid they no longer have it. She has been Warden at Suffolk Manor for many years.

Councillor McDonald thanked Karin for being there and she said she has been to a couple of the board meetings and asked what are some of the challenges and what is coming up for the MHA and what could she contribute to them

Karin said she is not sure what her role is right now but she was told in time she will learn more of what is going on and be more comfortable with it. She is open to learn as much as she can

Councillor McDonald asked as a tenant are there things you would like to see the MHA do better or continue

Karin said she can see things personally but she is not sure what other people's views are. She sees things that can be improved.

Councillor McDonald said he feels part of her role of tenant representative she will be able to hear the tenants thoughts and she would be the voice for them.

Maria said with the MHA commissioners they take the recommendations of the executive director and his staff. The Mayor spoke to Steve Finn, Director and Debbie Luongo and one of the other assistants on staff about who they feel would be a good candidate.

Maria said Karin expressed interest. Maria told Karin she will be trained once she gets appointed to the board of what her role would be.

Councillor Condon thanked Karin for stepping up for the board. He said he is sure she will keep busy as the tenant representative.

Councillor Winslow said George Bayers was a wonderful representative but he really appreciates Karin stepping up and volunteering to be on this board.

Councillor Simonelli feels that Karin will do a great job on this board and he feels her strong leadership and ability to deal with the constituents at Suffolk Manor and thanks her for stepping up to be a tenant member of the MHA Board.

A motion was made by Councillor Condon, seconded by Councillor Sica, that the Appointment be recommended favorably to the City Council. The motion carried by a unanimous vote.

33-23

Order: That the Personnel and Appointments Committee will meet to discuss resource requirements to comply with ongoing Freedom of Information Act (FOIA) requests.

Sponsors: Barbara Murphy

Attachments: [Final Paper: 33-23](#)

Councillor Murphy explained Karen Anderson has been overseeing FOIA requests as the volume of requests has become more prevalent in the past few years. We hired Karen Anderson to work about 20 hours a week to handle the requests. We need someone with some degree of sensitivity and a little bit of a legal background. To be able to sort through things and redact things and know what is sensitive information. Since Karen is no longer with us, Greg Lucey has agreed to fill in for a short duration. This particular work load was at one time in the Law Department. Kate Fallon then moved it to the City Clerk's office so wherever it has been handled It reports to City Council, the Director of that Department who works for the City Council. It falls upon us to come up with a solution of how we are going to move forward as to how we answer the FOIA requests in a

timely fashion because they are date sensitive when they have to get back to the requestor.

Councillor Simonelli asked why wouldn't it go back to legal.

Councillor Murphy said regardless of where it goes we need a body and funding. The budget is coming up and we need to decide what it is we need to do to hire a person. Is it going to be 20 hours, what will the pay be, what department will it reside in and how are we going to advertise it. This is the conversation that has to be vetted in Personnel/Appointments need to talk about to come up with a recommendation to bring forth before the Full City Council.

Councillor Simonelli asked who was handling it when it was in legal can legal handle it

Councillor Murphy said there is not enough staff that's why Karen Anderson was brought in and years ago when legal handled it we got maybe one every 6 months

Maria said we got five just last night

Councillor Murphy said it doesn't just affect the department that's asking it, it affects Legal, IT, Accounting the City Clerk's office it is a process and they are coming in fast and furious and have been for about one year.

Councillor McDonald asked how is Karen's position being paid for is it coming out of the City Clerk's office

Chuck said last year it was funded in the budget at the time we thought the FOIA request volume would go down so it is not included in the 2023 Budget. If and when it's filled there would have to be an associated transfer from salary reserve or whatever fund the Council wants.

Councillor Simonelli asked if we know how many hours she was putting in when she was doing the job

Maria said about 15-20 hours. It is definitely a part-time position

Councillor Murphy asked Chuck what the hourly rate was

Chuck said Karen was receiving \$50/hr

Councillor Simonelli asked if the pay would stay the same

Councillor Murphy said depending on the qualification

Councillor Simonelli asked if there was down time and no FOIA requests coming in would they have other duties assigned

Maria said we can monitor how many FOIA requests come as it stands now it is quite a bit of work

Councillor McDonald feels this should be a conversation for the budget if we need someone at an administrative level

Councillor Murphy suggests asking Mr. Lucey to come in to explain the process and also invite the City Clerk and John McNaught to see where the position should be

Councillor Simonelli asked if Anthony Chiccuarelli should be invited in also

Councillor McDonald said we should ask Attorney McNaught or Greg to research the process of how other cities are processing these requests.

The following motion was made:

Motion to invite Greg Lucey, Attorney John McNaught and Anthony Chiccuarelli to come to a future Personnel/Appointments meeting to discuss the scope of need they see and ask them to do some research as how other cities are handling this in advance was made by Councillor McDonald seconded by Councillor Sica.

All were in favor.

Other Business

Adjournment

Motion was made by Councillor Condon, seconded by Councillor Sica, that this meeting be adjourned at 6:05 PM. The motion carried unanimously.