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Gary Christenson, Mayor

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## Community Preservation Committee

### Recommendation Letter



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April 14, 2026

**To:** The Honorable Mayor's Office and City Council

**Applicant Name:** Carol Ann Desiderio, Malden City Clerk

**Co-Applicant:** City of Malden

**Applicant Address:** 215 Pleasant Street, Malden, MA 02148

**Project:** FY26\_0038\_Preservation of City Clerk Records

### Overview

The City of Malden Community Preservation Committee ("CPC") is pleased to inform you that on February 18, 2026 the CPC voted 6-0 to recommend for approval to City Council a recommendation to award the City Clerk's Office a total of \$114,000.00 to preserve and digitize historic City Clerk records.

### Special Conditions

The Community Preservation Committee recommends this project with no further conditions.

### Rationale

In reaching their decision, the CPC found that the project meets eligibility requirements and aligns with the priorities stated in Malden's Community Preservation Plan because of the following reasons:

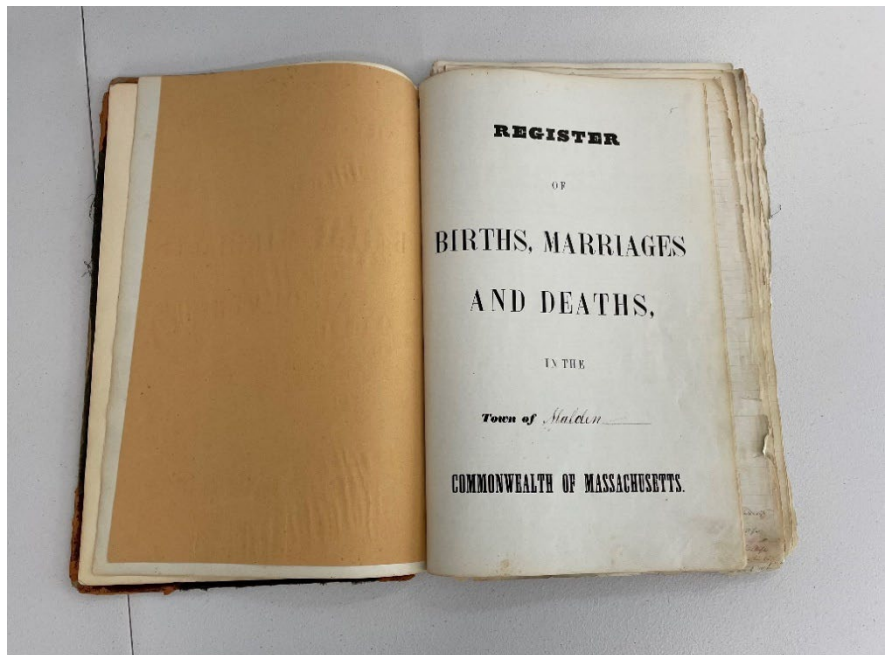
1. **This project meets the CPA’s definition of an historic resource.** Ch267.section 1. Defines "Historic structures and landscapes" as a building, structure, vessel or real property that is listed or eligible for listing on the state register of historic places or has been determined by the local historic preservation commission to be significant in the history, archeology, architecture or culture of a city or town. “Vessels” are commonly defined as historic records, and the Malden Historical Commission supports this application.
2. **The property is owned by the City.** The records that are planned for restoration are some of the most frequently requested, yet their current condition places them at risk of deterioration from constant use. Preserving and digitizing these records will not only preserve them in perpetuity, but having digital copies available will make their retrieval easier and more accessible to the public.
3. **CPC is comfortable with scope of the project and believes that the City Clerk’s Office has the capacity to hire a vendor to carry out the work in a timely manner.** The three quotes supporting the application vary widely in the number of records to be preserved as well as the methods of preservation proposed, so a public bid will determine the exact scope of work to be completed with the available funds.

**Recommended Award Details**

CPA Project Funding Recommendation: FY26 Application		
Category: Historic Preservation	Recommendation Funding Source	Amount
Preservation & Digitization of City Records	Fund Balance	\$114,000.00

**Project Description**

The goal of this project is to preserve and digitize vital records that are held in the vault at City Hall so they may last in perpetuity in both physical and digital formats and will be made more accessible to the public. These records are the most frequently requested by the public. The need for their constant handling to retrieve information places them at risk of further deterioration.



Strong Past...Proud Future



This project is proposed to be a pilot for further conservation of vital City records. Currently the City maintains historic records in the vault at the City Clerk’s office, in the basement of City Hall, and at the Oak Grove Community Building.

**Project Funding Sources**

Preservation and Digitization of City Clerk Records Funding Sources				
Total Project Cost	\$114,000.00	CPA Funds Requested	Cost Share Amount	Cost Share Percent
		\$114,000.00	\$0.00	0%

**Additional Information**

The full Application as well as the supporting attachments may be found at:

[https://www.cityofmalden.org/DocumentCenter/View/10793/FY26\\_0038\\_Digitization-CC-Records\\_App-Attach](https://www.cityofmalden.org/DocumentCenter/View/10793/FY26_0038_Digitization-CC-Records_App-Attach)

Strong Past...Proud Future

