



Boards & Commissions Committee

Monday, February 2, 2026, 7:20 PM
City Council Chamber, 1st Floor
562 Main Street, Melrose, MA 02176

MINUTES

I. CALL TO ORDER

Kimberly Vandiver	Vice Chair
Cal Finocchiaro	
Elizabeth Kowal	
Christopher Park	
William Bradley Freeman	President, Ex Officio Member
Ryan Williams	Chair

Meeting was called to order by Chair Williams at 7:20 PM

Attendee Name	Title	Status	Arrived
Kimberly Vandiver	Vice Chair	Present	
Cal Finocchiaro	Ward 6	Absent	
Elizabeth Kowal	At-Large	Present	
Christopher Park	Ward 3	Present	
William Bradley Freeman	President, Ex Officio Member	Absent	
Ryan Williams	Chair	Present	

Also in attendance were non-voting councilors:

Jason Chen
Manjula Karamcheti

II. MINUTES APPROVAL

Boards & Commissions Committee Meeting January 20, 2026 6:30 PM

Motion to Approve the minutes by unanimous consent without reading them made by Chair Williams.

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Elizabeth Kowal, Christopher Park, Kim Vandiver, Ryan Williams
NAYS:	None
ABSENT:	Cal Finocchiaro, Bradley Freeman

III. PUBLIC COMMENT

When: Feb 2, 2026 07:20 PM Eastern Time (US and Canada)
Topic: Boards & Commissions Committee Meeting

Join from PC, Mac, iPad, or Android:
<https://cityofmelrose-org.zoom.us/j/93811800155?pwd=vSIQZQbqpoAsGUdSI9bcXcMTXz25a.1>
Passcode:982686
Webinar ID: 938 1180 0155

Motion to Open public comment made by Chair Williams at 7:21 PM
There were no comments on the floor or via Zoom
Motion to Close public comment made by Chair Williams at 7:21 PM

IV. APPOINTMENTS/REAPPOINTMENTS

- A. **(ID # 2026-178):** Reappointment of Helena Widtfeldt, 44 Briggs Street, Melrose MA to the Affordable Housing Trust Fund, for a two year term, said term to expire on the last day of January, 2028.

Motion to Recommend to full council made by Councilor Vandiver
Seconded by Councilor Park
All were in favor and motion passed

RESULTS:	ACCEPTED [UNANIMOUS]
TO:	City Council
AYES:	Elizabeth Kowal, Christopher Park, Kim Vandiver, Ryan Williams
NAYS:	None
ABSENT:	Cal Finocchiaro, Bradley Freeman

Comments on Discussion:
-Councilor Park asked what is your biggest challenge right now? She replied that it's having sufficient funding to make grants to entice developers to Melrose, and to let the broader community know that the Trust Fund exists to attract more developers.
-Councilor Kowal asked how do you define Affordable? She replied that it's for individuals earning 80% AMI or below.
-Councilor Vandiver asked regarding increasing their funding, what do they want to see from the council or other parties? She replied that they are still figuring out their strategic plan, but CPA (Community Preservation Act) would be helpful and a steady small flow of cash would be great.

V. ADJOURNMENT

The City of Melrose does not discriminate based on disability and is committed to hosting accessible meetings and events. Individuals with disabilities who need auxiliary aids and services for effective communication, written materials in alternative formats, or reasonable modifications in policies and procedures, in order to access the programs and activities of the City of Melrose or to attend meetings, should contact the City's ADA Coordinator, Polina Latta platta@cityofmelrose.org.

Motion to Adjourn by unanimous consent made by Chair Williams at 7:27 PM
Meeting was adjourned

From: Helena Widtfeldt <[REDACTED]>
Sent: Monday, January 5, 2026 9:49 AM
To: MacDonald, Diane <dmacdonald@cityofmelrose.org>
Subject: Re: January 2026 Reappointment Affordable Housing Trust

Good morning, Diane.

I am happy to hear about my reappointment to the Housing Trust board. During 2025, I provided input and assisted in the shaping of key documents establishing the guidelines and processes for the operation of the Housing Trust. This included establishing overall goals & strategies as well as developing guidelines and an application process. The Board also received the first application for the receipt of funds from the Trust and I participated in the evaluation of the application and interview of the applicant representative.

Let me know if you need additional details or anything further from me.

Thanks,

Helena