



City Council
**Maintenance &
Development Committee
Meeting**

**36 Court Street
Springfield, MA 01103
<http://www.springfieldcityhall.com>**

Councilor Malo Brown (Chair)

~Final~

**November 20,
2025**

3:00 PM

City Hall - Room 200

Call To Order

3:00 PM Meeting called to order on November 20, 2025, in Hybrid Room 200, 36 Court Street, Springfield, MA 01103.

Roll Call

In Person: Malo Brown, Maria Perez, Brian Santaniello, Gerry McCafferty, Tina Qualiato, Tracye Whitfield, and Various Citizens.

Zoom: Various Citizens

Public Portion

1. Discussion on the process of acquiring abandoned lots and properties in the city.
2. Information regarding potential upcoming city construction projects and associated bid opportunities.

Minutes

Maintenance & Development Meeting – Summary

1. City Property Acquisition & Sales

City staff and councilors reviewed how the city acquires and disposes of property through auctions, RFPs, and tax-foreclosure processes. They clarified differences between open auctions and proposal-based RFPs and reiterated the

city's role in supporting responsible development. Existing online resources were noted, along with a need to make them more visible.

2. Equity and Access to Property

The group discussed barriers faced by local and minority buyers, including limited outreach, a lack of technical assistance, and competition from out-of-town purchasers. Possible remedies included expanded communication, pairing new developers with experienced developers, and adding part-time staff to support residents seeking to acquire property.

3. RFP Training & Housing Support

Participants highlighted the need for RFP training, guidance on grant eligibility, and easier access to property information. Ensuring residents have the required documentation and business structures remains a common challenge.

4. Public Construction Procurement

Attendees raised concerns about limited feedback on unsuccessful bids and confusion between procurement and real estate processes. Staff acknowledged these issues and committed to improving communication, especially for developers navigating post-auction requirements.

5. Ad Hoc Committee on Development Processes

Councilor Whitfield announced a forthcoming ad hoc committee to address permitting, inspection, and development obstacles. The committee will examine preferred-developer rules, contractor requirements, and barriers to local participation. Stakeholders will be invited to join in January.

6. Minority Business Participation

The group stressed the need to expand MWBE involvement in city contracting and raise awareness of training and statewide programs. Consistent feedback and clearer communication on bidding opportunities were encouraged.

7. Communication & Collaboration

The meeting concluded with commitments to greater transparency, information sharing, and resident engagement through direct communication, social media,

and community partnerships.

Next Steps / Action Items

Tina Qualiato

- Host a technical-assistance workshop on the RFP process (via Zoom).
- Update online property-acquisition information and resources.
- Email DeJuan regarding RFP feedback options.
- Elevate the request for part-time acquisition-support staff.
- Meet with Councilor Govan and People for People on acquisition concerns.
- Share a list of current website resources with councilors.

Councilor Whitfield

- Launch the January ad hoc committee on development processes.
- Request feedback forms and contractor-selection data from procurement.
- Ensure procurement staff (Lauren Stabilo) attends a future meeting.

Councilor Brown

- Schedule a follow-up meeting on procurement and construction bidding.
- Work with colleagues on issues related to variances and development stipulations.

Steve

- Provide the council office with property notification sign-up forms.

Retired Postal Service Representative

- Contact postal executives regarding potential mailing discounts for city communications.

[MIN_SIGNATURES]