



TOWN OF WARE

Planning & Community Development

126 Main Street, Ware, Massachusetts 01082

t. 413.967.9648 ext. 120

COMMUNITY DEVELOPMENT AUTHORITY

Meeting Minutes from

Monday, March 14th, 2022

Select Board Room, Town Hall

CDA Members Present:

Danielle Souza (Chair)
S.K. "Rob" Robinson
Rhiannon Gresty (Remote)
John Carroll (Remote)

CDA Members Absent:

Brandy Bruso

Public:

Ted Harvey - Deputy Director of Community
Development at PVPC
Tiffany Menard - Planner at PVPC
Sheila Cuddy - Executive Director at QVCD

Staff Present:

Rob Watchilla (PCD Dept. Director)
Laura White (PCD Dept. Administrative Assistant)

PLEDGE OF ALLEGIENCE

Chair Danielle Souza called the meeting to order at 6:32 pm and led the Pledge of Allegiance.

ADMINISTRATIVE

D. Souza stated CDA members John Carroll and Rhiannon Gresty, as well as guest speaker, Sheila Cuddy, are participating in the meeting remotely via Zoom.

Approval of meeting minutes from January 10th, 2022

Motion made by R. Gresty to approve meeting minutes from January 10, 2022. Seconded by J. Carroll.

All in favor. Approved 3/0/2.

S.K. Robinson joined the meeting at 6:34 pm.

Review of Extended Payment Terms for 23 West Main Street with QVCD (Sheila Cuddy)

S. Cuddy gave background information on the loan for the QVCD nonprofit center at 23 West Main Street and the current payment terms with the Town.

Motion made by J. Carroll to extend the current payment terms for QVCD until March 14th, 2024. Seconded by R. Gresty. Approved 3/0/2. S.K. Robinson abstained.

REVIEW OF FINANCIAL ACCOUNTS

Brief review of account summaries through February 28th, 2022.

D. Souza informed the CDA of an accounting error regarding the First Time Homebuyers Grant. The FTHB remaining funds should be \$7,500 instead of \$8,500.

T. Harvey informed the members of the CDA the Program Income, listed at \$18,000 will become part of the Town's cash accounts after April 1, 2022. Though, it is recommended that the money stay with the CDA.

Motion made by R. Robinson to approve the financial accounts. Seconded by R. Gresty.

All in favor. Approved 4/0/1.

CDBG UPDATES (Ted Harvey)

FY2020: Bank Street

T. Harvey gave background information on the Bank Street Reconstruction project and informed the CDA that Caracas Construction Corporation met with PVPC. They are expected to begin sometime between the end of March and the first week of May, with an end date of June 15th.

FY2020-CV: Social Services & Microenterprises

T. Harvey gave background information on the three social service programs funded by money from the CARES Act.

- The Adult Learning Program were able to upgrade and offer more technology and Zoom classes, etc.
- The Hardwick Senior Outreach Program was able to extend into Ware, Belchertown, and Warren.
- The Domestic Violence Program was able to launch a helpline for abusers.

FY2021: Façade Improvement Program

T. Harvey informed the CDA the Town was awarded the grant after applying jointly with the town of Hardwick. This money will help fund 8 Housing Rehab units, social services, a design for Cottage Street infrastructure improvement, and the Façade improvement program.

The CDA discussed putting together a design review committee for the Façade Improvement Program with members from the CDA and the Downtown Improvement Committee. D. Souza and R. Gresty volunteered to be members of this committee.

NEW BUSINESS

First Time Home Buyers Grant

D. Souza informed the CDA of the first grant recipient and stated Buy Ware Now will be setting up a press release for them and will possibly be inviting them to the next CDA meeting.

OLD BUSINESS

Community One Stop for Growth

R. Watchilla gave background information, as well as the State's feedback, regarding the four projects the Planning Department submitted for the Expression of Interest for the Community One Stop for Growth.

Ware Millyard Infrastructure Project

The purpose of this project would be to provide water and sewer to the Millyard. The feedback regarding this project was, in order to be competitive in the Infrastructure category, projects should be further along in the design and permitting process.

Monroe Street Parking Lot / Multi-Purpose Court

The purpose of this project would be to clear space out for a parking lot, connect the parking lot with the baseball field behind it, and create a fenced in, multi-purpose court that could be used for basketball, tennis, pickleball, etc. The State recommended looking into the Rural and Small Town Development Fund for this project.

Mary Lane Hospital Feasibility Study

The purpose of this project would be to determine how the former Baystate Mary Lane Hospital could be re-used to benefit the community. The feedback regarding this project seemed to suggest that it should be prioritized second on the application, after the Monroe Street Project.

Building 9 Demolition Project

The purpose of this project would be the demolition of Building 9 of the Millyard. The feedback from the State for this project suggested that the state may not be in favor of it.

The Board discussed prioritizing the projects in the following order:

1. Monroe Street Project
2. Mary Lane Feasibility Study
3. Millyard Infrastructure Project
4. Building 9 Demolition Project

Single Room Occupancy / Chapter 121A

R. Watchilla provided updates on research being done regarding Single Room Occupancy programs and Chapter 121A.

The Authority discussed how to find data on the population with housing vulnerability in the Town of Ware.

ANCILLARY DISCUSSION

None.

ADJOURN

Motion to adjourn meeting at 7:26 pm made by R. Gresty. Seconded by S.K. Robinson.

All in favor. Approved. 4/0/1.

NEXT COMMUNITY DEVELOPMENT AUTHORITY MEETING DATE

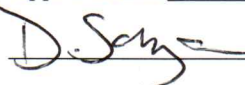
The next Community Development Authority meeting will be held Monday, April 11th, 2022, at 6:30 pm.

Minutes from March 14th, 2022

Respectfully submitted by,

Laura White
Administrative Assistant
Planning & Community Development

Minutes Approved on: _____

Souza  _____

Carroll _____

Bruso _____

Robinson _____

Gresty  _____