



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, September 13, 2021
Select Board Room, Town Hall

CDA Members Present:

Chairman Danielle Souza, S.K. "Rob" Robinson,
Rhiannon Gresty

CDA Members Absent:

John Carroll, Brandy Brusco

Guests:

Staff Present:

Rob Watchilla, Director

PLEDGE OF ALLEGIENCE

Chairman D. Souza called the meeting to order at 6:40 pm and led the Pledge of Allegiance.

ADMINISTRATIVE

- Approval of meeting minutes from June 14th and August 9th, 2021

Motion by R. Gresty to approve the minutes from June 14th and August 9th, 2021. Seconded by R. Robinson. All in favor. Approved 3/0/2.

REVIEW FINANCIAL ACCOUNTS

- Brief review of account summaries through August 31st, 2021.

Motion by R. Gresty to approve the financial accounts thorough August 31st, 2021. Seconded by R. Robinson. All in favor. Approved 3/0/2.

CDBG UPDATES

- FY19

Not all of the funds were used for FY19 and therefore the Pioneer Valley Planning Commission (PVPC) filled out an encumbrance form on the Town's behalf. Close to \$10,000 was used on streetlights and banners. The streetlights have already been ordered.

- **FY20**

R. Watchilla met with Wright Pierce and the DPW Director to go over the Bank Street project. Wright-Pierce have plans drawn up and the project will soon go out to bid. The water and sewer lines will be replaced as well as re-pavement of the road's surface. The sidewalks will be extended as well. A parking barrier will be erected in the Pleasant Street Dog Park parking lot to prevent cars from driving over the curb. Materials are scarce and expensive for the time being, so construction would not begin until Spring 2022.

- **FY20-CV**

No updates for FY20-CV or the microenterprise grants.

- **FY21**

The Façade Improvement Program (FIP) is the largest program that will be funded by this funding cycle. The Board of Selectman signed off on the CDBG FY21 application which was then submitted by PVPC. The total being asked for is \$1,000,000 to be used between Ware and Hardwick who are applying jointly. \$250,000 will be used for the FIP. A number of social service programs will be funded as well including the Behavioral Health Network (BHN), QVCDC's Senior Outreach Program, the Domestic Violence Task Force, and the Adult Learning Center.

Old/New Business

- **Local Rapid Recovery Program (LRRP) – update**

PVPC hired subject matter experts (SME's) to begin conducting research for three different areas including use of open spaces (Civic Space Collaborative), outdoor dining and façade design guidelines, and issues pertaining to parking. A final plan will be submitted to the Department of Housing & Community Development in the coming weeks.

Next meeting is scheduled for October 18, 2021 at 6:30 pm.

Minutes from September 13, 2021
Respectfully submitted by,

Robert Watchilla
Director of Planning & Community Development

Minutes Approved on: _____

Souza Daniela Souza

Carroll _____

Bruso _____

Robinson [Signature]

Gresty [Signature]