



# TOWN OF WARE

Planning & Community Development

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## Minutes from December 12, 2016 Community Development Authority

Meeting held at Town Hall, 126 Main Street, Ware, MA

**Authority members present:** B. Adams, D. Gravel, T. Opalinski (6:48), P. Opalinski, B. Cooper

**Authority members absent:** none

**Staff present:** Judi Mosso

**Public:** Stuart Beckley, Town Manager

D. Gravel called the meeting to order at 6:34 p.m.

### 1. Administrative

- a. Minutes of November 17, 2016 - **Motion** by P. Opalinski, to approve the minutes of November 17, 2016. Seconded by B. Cooper. So voted 4/0/0.
- b. Financial statement - Financial statement was presented and reviewed. There was discussion about some accounts; J. Mosso will seek clarification on two account balances. J. Mosso will try to have statement ready when she reviews agenda with D. Gravel, but some items do not come in until late in the month. When there is no Director, J. Mosso will notify D. Gravel when we receive a forgiveness request. **Motion** by B. Adams to accept the statement as presented. Seconded by P. Opalinski. So voted 4/0/0. *[N.B.: balance presented for the HR Recapture account was a typo - balance is \$27,243.82; FY14 balance is now \$29.24 as contractor has been paid. That amount will be returned to DHCD].*

### 2. New Business - none

### 3. Updates

- a. FY2015 High Street modifications –project is complete according to PVPC; cross slopes at the driveways are all within ADA tolerances.  
There was discussion about the HR report and the many delays. The CDA would like a report about each project’s delays, where we stand in relation to timely expenditure, and the income qualification process.
- b. Slum & Blight (S&B) report - S. Beckley clarified that the S&B designation is not the National Objective that we use for HR projects. The HR National Objective is always “benefit to low to moderate-income people”. There was discussion about the negative media coverage of the designation; residents in the area seem most concerned about their property values begin affected by the designation. CDA members are encouraged to educate when they can:
  - It is a federal label only
  - Unfortunate choice of words for the designation
  - Does not affect property values
  - Assessors do not use it to determine value or take action
  - No negative impact other than perceived image
  - Great potential for improvements to infrastructure, mill yard, facades, etc.
- c. FFY2017 CDBG application – Application is due March 10, 2017. Draft budget prepared by PVPC was reviewed and discussed. D. Gravel stated that all CDBG work, including the application and administration, was performed “in house” many years ago and it was more costly and not done as well. There was discussion about different projects including a demolition component; the Cottage Street Design activity should be identified under Ware and not Hardwick. **Motion** by B. Adams to amend the proposed FY17 CDBG budget by moving \$62,000 from the Ware Housing Rehab line to a designated demolition line item, and to accept the amended budget. Seconded by P. Opalinski. So voted 5/0/0.  
  
There was also discussion about the demolition grant that was presented at town meeting, but it was rejected.
- d. Community Development Strategy (CDS) – Members are asked to please review the CDS for discussion at the January meeting. The ADA plan does not need to be amended at this time.
- e. Hitchcock building EDF – The owner has been unresponsive as of late. J. Mazik and S. Beckley wrote to the state to inquire about possibly applying for a different building but we would have to reapply from the beginning

- f. Director search – all interviews have taken place the search committee has narrowed it down to four candidates. They will convene soon to decide and make an offer.
4. Other (any discussion and action may be postponed until next meeting)
5. Adjourn – **Motion** by B. Adams to adjourn at 8:00 p.m. Seconded by T. Opalinski

*Respectfully submitted by  
Judi Mosso, MPA, Assistant to the Director*

**Documents reviewed:**

Minutes of November 17, 2016  
Financial statement  
Draft budget for FY2017 CDBG application

**Documents received:**

none