



TOWN OF WARE

Planning & Community Development

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Minutes from January 9, 2017

Community Development Authority

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

| | |
|-----------------------------------|---|
| Authority members present: | B. Adams, D. Gravel, T. Opalinski, P. Opalinski, |
| Authority members absent: | B. Cooper |
| Staff present: | Rubén Flores-Marzán, Judi Mosso |
| Public: | Stuart Beckley, Town Manager, Jim Mazik (PVPC), Ted Harvey (PVPC) |

D. Gravel called the meeting to order at 6:32 p.m.

1. Welcome to & introduction of Rubén Flores-Marzán - Our new Director of Planning & Community Development was introduced. R. Flores-Marzán provided a brief introduction.
2. Updates
 - a. CDBG
 - i. FY2014 High Street – close out will begin soon as it’s necessary for us to apply for the FY2017 grant.
 - ii. FY2015 WRV (HR report) – There was lengthy discussion about all current HR projects. PARP projects were large and somewhat cumbersome because we had a lot of funds committed and tied up 9-10 units as we waited for tenant information, dealt with multiple contractors, high bids, etc. In general, HR progress sees slow movement because of resistance from tenants, lead inspections, qualified contractors, etc. J. Mazik suggested that if we continue with PARP HR projects, that we more clearly communicate expectations and timelines to program participants, and also better understand the owner’s financial capability to contribute to the project; possibly mandate information from tenants before the project starts; Greenfield and

Pittsfield have successful PARP programs. General discussion about PARP units and owner-occupation; privacy and trust of HR clients;

- iii. FY2016 Prospect Street/Bank & Spring – RFP for Prospect construction will go out soon; Wright-Pierce was selected for the design work for Bank and Spring.

b. FFY2017 CDBG application

- i. draft budget review and comments – no significant changes to earlier numbers discussed. RFPs for social services are due early February; Cottage Street design will likely be omitted in order to simplify the application (scored on “readiness to proceed”).

The CDA would like to keep a demolition component in the application. There was lengthy discussion about site control, legal opinion, redevelopment authority. J. Mosso will send info re redevelopment authority; T. Harvey will solicit info re site control. J. Mazik recommended that HR goals should be met first and any surplus funds could be used for demolition.

- ii. application checklist – The CDA requested from PVPC some insight about how PVPC develops plans and prioritizes them, DHCD requirements and how funds are allocated. Some items are required and need to be in place before we apply such as the CDS, with prioritized projects, and then approved by DHCD. DHCD then reviews the CDBG application and how it fits in with the Town’s CDS. There was brief discussion about elements that are considered during the application process. Participating in a regional grant is beneficial because it can help with a tie break (extra credit and higher rank for regional projects). PVPC will provide something for the February meeting.
- c. Hitchcock Building EDF – The deadline for the developer was December 31 but there continues to be no response. There was discussion about the developer’s reluctance to participate in the grant. The CDA agreed that we need to move on. S. Beckley will send a letter to the owner requesting a response by a particular date and then the Town will move on [*Ed. note: letter sent January 10 with a January 20 deadline for a response*].

3. Administrative

- a. Minutes of December 12, 2016 – **Motion** by P. Opalinski to accept the minutes as presented. Seconded by T. Opalinski. So voted 4/0/0.

- b. Financial statement – J. Mosso presented the financial statement; discussion about the Property Pride Program. **Motion** by T. Opalinski to accept the report as presented. Seconded by B. Adams. So voted 4/0/0.
- c. CDA meeting dates and time –Historically, meetings have been held the third Monday of each month at 7 but there are many Monday holidays and current members attend the WBCA meetings that evening. J. Mosso commented that 7 is better because of family obligations. **Meetings moved to second Mondays at 6:30.**
- d. Member appointments to expire in 2017 – Paul, Tracy and Brenda’s appointments expire June 30. J. Mosso suggested more staggered terms for those seeking re-appointment. Tracy may not renew; Dave will contact Brenda.
- e. Schedule slum and blight public education forum – J. Mazik stated that he has never seen such sustained, negative reaction to a S&B designation as he has seen in Ware. The CDA discussed the best way to educate people about the designation and the perceived impact; S. Beckley will meet with the one resident who has contacted him and provide the “Understanding the Slum & Blight Designation” factsheet.

T. Opalinski has collected signatures for a petition to HUD to change the terminology. Elimination of S&B is a national objective and MA chapter 121A and B must also meet their definitions so S&B is 2 layers of legislation.

- 4. New Business – none.
- 5. Other (any discussion and action may be postponed until next meeting) – none.
- 6. Adjourn – **Motion** by T. Opalinski to adjourn at 8:21 p.m. Seconded by B. Adams

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

Documents reviewed:

Minutes of December 12, 2016
Financial statement

Documents received:

none