



TOWN OF WARE

Planning & Community Development

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Minutes from April 10, 2017

Community Development Authority

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

Authority members present: D. Gravel, B. Adams, T. Opalinski, P. Opalinski,

Authority members absent: B. Cooper

Staff present: Rubén Flores-Marzán, Judi Mosso

Public: Brad DiMiero, Sheila Cuddy

D. Gravel called the meeting to order at 6:36 p.m.

1. Housing Rehabilitation subordination request – *Background: Mr. DiMiero had originally requested a subordination in January. P&CD staff requested that he provide appraisal value so that staff could make an educated recommendation to the Board of Selectmen. Mr. DiMiero's second subordination form submitted in February included an appraisal value. However, the remaining equity was insufficient to cover the HR loan. P&CD staff recommended that the BOS only subordinate to \$5,000, and not the full \$42,000 that he requested. Mr. DiMiero attended the March 7 BOS meeting to explain his situation. At that meeting, he was advised to discuss the matter further with the CDA.*

The CDA reviewed the property, loans, assessment, appraisal, subordination request, and equity. Mr. DiMiero explained that he purchased the home by taking a loan and the loan is now due. There was lengthy discussion about his experience with the HR program and his interactions with P&CD and PVCP staff. The CDA agreed that subordinating our \$105,000 HR loan when there is insufficient equity in the home goes against established policy and procedure for public money. The CDA recommended that Mr. DiMiero inquire at the bank to see if they would consider a rollover loan. J. Mosso offered to provide Mr. DiMiero with information about the grievance procedure.

Motion by P. Opalinski to maintain the original recommendation to the Board of Selectmen to subordinate up to \$5,000 of the requested \$42,000 request, citing the CDA's fiduciary responsibility and insufficient equity in the property. Seconded by T. Opalinski. So voted 4/0/0.

2. QV CDC loan discussion – Executive Director Sheila Cuddy presented the 2016 audited financial statements for both the CDC and BAC. There was discussion about refinancing during this sluggish economy, their tenants, how they review loan requests, and the complicated nuances of their finances. **Motion** by T. Opalinski to continue the current loan at 1% interest and monthly payments in the amount of \$100 per month for five years (from November 18, 2016 to November 17, 2021). Seconded by B. Adams, So voted 4/0/0.
3. Administrative
 - a. Minutes of March 13, 2017 – **Motion** by P. Opalinski to accept the minutes as presented. Seconded by B. Adams. So voted 4/0/0.
 - b. Financial statement – The CDA agreed that financial reports will be presented quarterly. J. Mosso reviewed all accounts.
4. Updates
 - a. CDBG
 - i. FY2015 WRV (w. HR report) - Nearly all HR funds committed; total of 8 projects; 12 units; Ware PARP project had tentative owner and participation was uncertain, project is now underway; grant has been extended to June 30; we reached 80% expenditure in order to apply for FY2017; FSS submitted final invoices and are shifting to FY16 funds
 - ii. FY2016 Prospect Street/Bank & Spring
 - Prospect
 - budget: \$563,115 construction (JL Raymakers & Sons)
 - \$35,385 engineering (Stantec)
 - Contract circulating; completed soon
 - Pre-construction meeting scheduled for Tuesday, April 18
 - Bank & Spring
 - Engineering firm is Wright-Pierce; site work and base mapping started; finish this fall
 - iii. FFY2017 CDBG application – application includes funding requests for: HR, Family Support Services (WALC, PATCH, DVTF, Hardwick Sr. Outreach), Cottage St design; Awards anticipates for late summer. There was brief discussion that the new presidential administration proposed budget

includes sever reduction to CDBG funding which may impact us as soon as this application round.

5. New Business

- a. Draft demolition procedure – The CDA discussed using available funds for demolition of a building which greatly contributes to the slum and blight condition in Town. D. Gravel drafted a demolition policy so that all interested parties can prepare and have a project ready so it can be considered for any appropriate grant applications. There was discussion about the CDA operating as a Redevelopment Authority (RA). J. Mosso provided language from MGL describing work undertaken by a RA. J. Mosso and R. Flores-Marzán will seek opinion from Town Counsel.

Tracy Opalinski and Paul Opalinski left the meeting at 8:08 to check on election results.

6. Community Development Strategy (CDS) – R. Flores-Marzán will speak to PVPC to see how much they will assist with updating the CDS.
7. Powers under Charter – see Item 5 above.
8. Other - none.

Tracy Opalinski and Paul Opalinski returned at 8:15.

9. Adjourn – **Motion** by B. Adams to adjourn at 8:16 p.m. Seconded by P. Opalinski.

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

Documents reviewed:

DiMiero subordination request
Minutes of March 13, 2017
Financial report
QV CDC and BAC financial statements
Draft demolition procedure

Documents received:

None