



TOWN OF WARE

Planning & Community Development

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Minutes from July 10, 2017

Community Development Authority

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

Authority members present:	D. Gravel, T. Opalinski, P. Opalinski
Authority members absent:	B. Adams, B. Cooper
Staff present:	Rubén Flores-Marzán, Director Judi Mosso, Assistant to the Director
Public:	Ted Harvey (PVPC)

D. Gravel called the meeting to order at 6:35 p.m.

1. Administrative

- a. Minutes of June 12, 2017 – **Motion** by P. Opalinski to accept the minutes as presented. Seconded by T. Opalinski. So voted 3/0/0.
- b. Financial report – Financial report was distributed and reviewed. **Motion** by P. Opalinski to accept the financial report as presented. Seconded by T. Opalinski. So voted 3/0/0. J. Mosso will follow up with Julie Jediny regarding the Hillside Village after school program fundraising.

2. Updates

- a. CDBG – J. Mosso provided updates on the following CDBG grants
 - i. FY2015 WRV (HR report)
 - All HR funds committed; some PARP final payments pending
 - Total of 8 projects; 12 units
 - Grant has been extended to December 31, 2017
 - Family Support Services (final invoices in progress/ shift to FY16 funds)
 - o DVTF: outreach videos and books purchased for faith organizations, teens; community input line funded; third training

held for WPS teachers for children who witness DV; advocacy services continue; attendance at DV conference

ii. FY2016 Prospect Street/Bank & Spring (HR report)

Prospect Street

- Job was rebid; awarded to Borges Construction, Inc. (\$449,335.30)
 - Work to begin July 17 (Note: work was pushed out to July 24).

Bank & Spring Streets

- Engineering firm: Wright-Pierce
- Site work, topography, and base mapping should finish this fall
- Outreach and public tentatively scheduled for the fall

iii. FFY2017 CDBG application

No word at the time of this meeting. (Note: On July 20, 2017, we were awarded the full amount requested (\$1,053,100) for housing rehabilitation services to 24 units (Ware, Warren, and Hardwick) and to support social services for senior outreach, youth services, domestic violence prevention, adult education and community health.)

- b. CDA acting as Redevelopment Authority / Charter change – due to the Charter change, the CDA no longer has powers as a Redevelopment Authority. We will research how to do similar work administratively.
- c. June Demolition meeting with Code Enforcement officers – Rubén will attend Code Enforcement officers meetings; further discussion tabled to another time.
3. Community Development Strategy (CDS)
- T. Harvey stated that the CDS will probably not be required this year but felt it was a good working document to keep current; the CDA agreed. He will see if we can use PVPC's Survey Monkey account for the electronic version of the survey. Public hearing slated for September.
 - CDA reviewed survey questions and made revisions. J. Mosso will forward revised draft survey to CDA before the survey link goes live and surveys are distributed.
 - D. Gravel asked T. Harvey to provide a list of properties that are on the PARP list and within the slum and blight designated area; and to provide HR wait list information for all WRV towns.
4. New Business – D. Gravel had asked S. Beckley (Town Manager) to provide a copy of the board member attendance policy. Since he has not received it, J. Mosso will provide. The topic of board appointments came up at a recent Board of Selectmen meeting. Under *Application Process* in the Town's "Appointment Process" policy states that postings occur when there is a vacancy (not a term expiration). Also, Selectmen "may" turn to board chairmen for recommendations – so it's not required.

5. Other (any discussion and action may be postponed until next meeting) – none.
6. Adjourn – **Motion** by P. Opalinski to adjourn at 7:45 p.m. Seconded by T. Opalinski.

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

Documents reviewed:

Minutes of June 12, 2017
Financial report
Community Development Strategy survey questions

Documents received:

none