



# TOWN OF WARE

## Planning & Community Development

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### **Minutes from December 10, 2018** **Community Development Authority**

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

**Authority members present:** P. Opalinski (Chairman), T. Opalinski, B. Cooper, J. Carroll, D. Souza

**Authority members absent:** none

**Staff present:** Rubén Flores-Marzán, Director  
Judi Mosso, Assistant to the Director

**Public:** Ted Harvey (PVPC)

P. Opalinski called the meeting to order at 6:31 p.m.; and lead us in the Pledge of Allegiance. As this is Rubén's last CDA meeting before he leaves the Director position, the Board thanked him for his hard work, dedication, and expertise and wished him luck. Rubén said it was a great experience and thanks the CDA for the opportunity.

#### 1. Administrative

- a. Approve meeting minutes from October 15 and November 19 – **Motion** by D. Souza to accept the minutes from October 15 as presented. Seconded by B. Cooper. So voted 5/0/0.

**Motion** by T. Opalinski to accept the minutes from November 19 as presented. Seconded by D. Cooper. So voted 5/0/0.

- b. Financial report - J. Mosso distributed the financial report and reviewed items with the CDA. There was discussion about accounts and expenditures. J. Mosso will inquire about what the ED loan fund can specifically be used for (Façade improvements? What types of ED? FTHP? Planning study?)

*Discussion about a façade program: business owner must match; deferred structured as payment loan (DPL) similar to HR program; perhaps set up a sign-only program as a grant.*

**2. Updates**

**a. CDBG**

- i. FY2016 Prospect Street/Bank & Spring/33 Vigeant St cleanup – cleanup at 33 Vigeant St is scheduled for later this month. Per Town Manager, there is a deficit of \$7,621 for the cleanup. **Motion** by T. Opalinski to expend up to \$7,621 from the cash account for the balance of the cleanup. Seconded by D. Souza. So voted 5/0/0.

*There was discussion about other burnt out buildings including 73 West Main St. and how the CDA could possibly address them. T. Harvey will contact DPW to see what has already been explored at the West St. address.*

- ii. FY2017 WRV / HR (w Warren & Hardwick) – J. Mosso distributed latest HR report. CDA spent time discussing HR report and major details of each project. P. Opalinski requested more details.
- iii. FY2018 Ware (also FY2018 WRV/HR, Warren as lead) –
- iv. FY2019 planning discussion – discussion of November meeting and proposed application, projects, and programs including a study of West Street commercial area from Town Hall to 175 West St (Napa Auto Parts).

*There was discussion about the 2008 Northside Neighborhood study and that the CDA should continue to address infrastructure improvements in that area. R. Flores-Marzán stated that a small percentage from the 5-year influx of funds from cannabis establishments could be allocated for ED projects and CD programs. Using a small percentage of cannabis funds would not negatively impact the funds used for repaving roads. J. Mosso stated that there is a finite time for the town to receive the cannabis funds, while road repair is continual so it makes sense for cannabis funds to be used for ED/CD projects and not road repair. Additionally, rail and air transportation in the region is likely to increase over the coming years and West Street is likely to be a hub for Ware’s transportation.*

*CDA would like to pursue a study for West Street. [per T. Harvey, West St. study unlikely since it would be difficult to prove National Objective].*

*Brief discussion about social services, definition of, and whether applicants must be a 501(c)(3) [Per T. Harvey, they do not have to be non-profits. Also: it would be difficult to meet National Objective with the Quaboag Connector because it would have to be proved that riders are low/mod income. They would have to fill out a form to show they were low/mod income].*

*There was discussion about the FY2019 application. A regional application would be more beneficial to both Ware and Hardwick as we could pool our resources. CDA decided that Ware will be lead community. T. Harvey will present a preliminary budget at the January meeting and include comparison for single community applications.*

*P. Opalinski requested an update of which roads were improved using CDBG dollars. T. Harvey will send revised map.*

- b. First Time homebuyers program (FTHP) – Seems like there is some disconnect with contacts at Way Finders (WF). Corine from WF would submit a quote for administrative fees (~\$300/client); D. Souza will copy J. Mosso on the e.mail trail and J. Mosso will follow up. J. Mosso will follow up with Valley CDC. Approximate cost of actual program is \$2,500/client x 3 clients = \$10,000.*

*3. Other – none.*

*4. Adjourn – Motion by D. Souza to adjourn at 8:07 pm. Seconded by B. Cooper.*

**Documents reviewed:**

- Meeting minutes from October 15
- Meeting minutes from November 19
- December 2018 Financial Report
- HR report from PVPC

**Documents received:**

None

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