



# TOWN OF WARE

Planning & Community Development  
126 Main Street, Ware, Massachusetts 01082  
413.967.9648 ext. 120  
rwatchilla@townofware.com

## MEETING AGENDA COMMUNITY DEVELOPMENT AUTHORITY APRIL 10, 2023

Location: Second Conference Room  
Town Hall, 126 Main Street, Ware, MA 01082

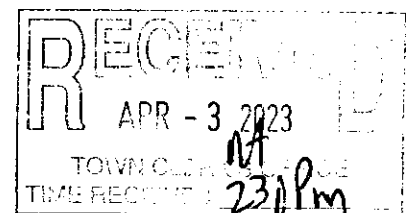
Time: 6:00 PM

### CALL-IN OPTION TO PARTICIPATE:

Phone number: 929-205-6099  
Meeting ID: 784 604 1861  
Passcode: 01082

Instructions for call-in option: Call the phone number above and enter the Meeting ID when prompted.  
Join online: <https://zoom.us/join>

- 
1. Pledge of Allegiance
  2. Administrative
    - Approval of meeting minutes from February 6<sup>th</sup>, 2023.
  3. Review of Financial Accounts
    - Through March 31<sup>st</sup>, 2023
  4. Old Business
    - Review of FY2022-2023 CDBG Grant Applications
      - FY21 Façade Improvement Program Update
  5. New Business
    - *Any items that the Chair did not anticipate including in this agenda prior to the meeting*
  6. Ancillary Discussion
  7. Adjourn



*Note: This agenda lists items that are reasonably anticipated by the Chairman to be discussed at the meeting. Other items may be brought up for discussion to the extent permitted by law. The general public is invited to attend this and all meetings of the Ware Community Development Authority.*



# TOWN OF WARE

**Planning & Community Development**

126 Main Street, Ware, Massachusetts 01082

t. 413.967.9648 ext. 120

**COMMUNITY DEVELOPMENT AUTHORITY**

Meeting Minutes from

**Monday, February 6, 2022**

Select Board Meeting Room, Town Hall

<b>CDA Members Present</b>		Danielle Souza, Chair	John Carroll (remote)
		Rhiannon Gresty (remote)	S.K. "Rob" Robinson
<b>CDA Members Absent</b>		Brandi Bruso	
<b>Staff Present</b>		Robert Watchilla, PCD Director	Stuart Beckley, Town Manager
<b>Public</b>		Frederick A. Daniels, Ware Housing Board	Susan LaBarge
		Cheryl Haigh	Lois Ciejka
		Julie Cappe	Marie Stony
		Betty Lussier	Carol Zins
		Nicole Paner, Town of Hardwick	Paula Kulansky, B.H.N.
		John Zienowicz, Ware Council on Aging	Judith Kohn, Hardwick B.O.H.
		Monica Moran, Ware D.V. Task Force	R.J. Ferullo, The Literacy Project
		Tim Davis	Shelia Cuddy, QVCDC
		Tiffany Menard, PVPC	Janine Leis, SS. Coordinator
		Anthia Elliot, BHN	

## PLEDGE OF ALLEGIENCE

D. Souza called the meeting to order at 6:30 pm.

## **Public Hearing**

### FY22 & FY23 CDBG Grant Application Public Hearing

#### Ware Council on Aging – J. Zienowicz

- Presented the senior lockbox program – cost \$200.00 ea. (complete information included in packet).
- Hopes to expand their program to hopefully open it up to 100 of the most vulnerable seniors.
- 2,800 seniors 28% of the population but not all live in their own homes.
- Lunch Program (detailed list in packet) the town pays chefs salary, electricity, water, & propane.
- Meals Monday – Friday
- Cost of ingredients covered by the fee for the lunch.
- Submitted monthly breakdown of the budgeting.
- Due to previous grant funding payment for the lunches was by suggested donation (\$2.00)
- People who could afford it weren't paying, people who couldn't afford it were either not going to lunch or struggling to pay.
- Senior center removed the suggested donation and changed to a \$2.00 flat rate. People who couldn't afford it could fill out an application to have the lunches discounted.
- Rising food costs have driven the lunch price to \$3.50.
- Would like to decrease the price back to \$2.00 per meal and have the grant cover the cost, would be around \$12,000.00 per year.
- J. Zienowicz spoke of the need seniors have for HHA's, PCA's and CNA's. Spoke of difficulties going through West Mass Elder Care.
- J. Leis spoke of services West MA. Elder Care provides. Costs can be very expensive. In home services of 4-5 hours a week.
- D. Souza inquired how the costs for in home services are paid (i.e. Social Security). J. Leis stated it was private pay cost unless they had long term care insurance.
- D. Souza stated she would like to see the number of people in need and expected costs.
- D. Souza inquired about the total number of lock boxes needed.
- R. Watchilla asked if the 100 boxes would be a good start. J. Zienowicz agreed.

#### P.A.T.C.H. - A. Elliot

- PATCH is a planned approach to community health program that provides planning and assistance to individuals and families seeking access to essentials such as food, housing, and health care. As well as addiction treatment, domestic violence services, continuing education, and career guidance.
- Elliot stated currently works with Ware and Hardwick helping low-income individuals meet their needs.

- Last year helped 33 adults and 40 children.
- Since 7/1/22 numbers have risen to 74 adults
- Collaborates with multiple organizations.
- M. Moran spoke the D.V. Taskforce relies on the collaboration with P.A.T.C.H. and how it gives people an access point to help, which can lead to helping D.V. survivors.
- Requesting \$96,600.00
- D. Souza asked if it was the same amount that was funded the year before. A. Elliot agreed it was and stated they would love more if possible. D. Souza asked what they felt they could do with expanded funding. P. Kulansky responded that they would hire an additional case worker. D. Souza inquired what the cost of that would be. P. Kulansky said the starting pay would be \$15.00 per hour or more for someone with more experience. A. Elliott added that there is competition in that salary range, McDonalds starting pay is \$17.83 an hour without the potential dangers. A. Elliott continued saying increasing the salary would help in the competitive job market. P. Kulansky discussed the time and labor involved assisting individuals and also provide transportation to appointments. A. Elliot spoke further about the transportation needs individuals have to get to their appointments in a timely manner and the importance of those appointments.
- J. Kohn and P. Kulansky discussed the hardships people in Hardwick can incur.

#### The Literacy Project : R.J. Ferullo,

- Last year serviced 40- students from the Ware Community. Had first in town graduation ceremony for 9 students.
- Services include online, in person and evening classes.

#### Ware D.V. Task Force- M. Moran

- M. Moran gave a brief history of the Task Force
- Works with the Police
- Trainings and support for the Police
- High School Task Force focus on prevention
- Every year the task force decides what their focus for the year will be this year it's community education and outreach.
- Began a help line for people who abuse and want to change (first in the country)
- Collaboration with various town groups
- Training for healthcare workers (necessary for licensure)-paying for the trainer.
- 55-75 restraining orders per year
- Difficult for people in rural areas to get help.
- Requesting \$126,000.00

#### Senior Outreach- S. Cuddy & C. Zins

- Program for homebound seniors delivers groceries, provides yardwork (without power tools), prescription pick up, and employment for seniors.
- Workers need to be 18 years old
- Can perform work outside of the home (unlike PCA's)

- S. Beckley asked the remaining grant applicants to entertain the question of what would happen if their programs did not receive funding.
- S. Cuddy discussed how their program relies on the funding and the bulk of the money covers staffing costs.
- A. Elliot discussed how they would lose advocates without funding and no services to the low income individuals in the area.
- The applicants discussed how the funding impacts various interconnected services.

#### Buy Ware Now

- S. Beckley asked if it was a social service program. D. Souza and S. Robinson confirmed it was.
- R. Watchilla inquired if the requested funds would be used for the down payment assistance program or outreach.
- S. Robinson and R. Watchilla discussed the classification of the program.
- S. Robinson asked about the limitations of the Senior Outreach Program.
- D. Souza and the applicants discussed housing issues.

#### Discussion

The board discussed the construction projects and the cost of the Dog Park Parking Lot.

R. Watchilla and T. Menard discussed how many programs could be funded. T. Menard answered five.

The board discussed how the funding for the Literacy Project would be used. S. Robinson spoke of the revenue of the Literacy Project and BHN. R. Watchilla asked how much funding PATCH received from BHN, S. Beckley answered that they received all of their funding from them. S. Beckley and R. Watchilla discussed what would happen if PATCH lost its funding. R. Watchilla stated A. Elliot had said they wouldn't be able to do the program. S. Robinson disagreed.

The board discussed the amounts of funding that could be distributed to the applicants.

R. Watchilla and S. Robinson discussed funding the five programs and moving Buy Ware Now to the housing other category.

S. Robinson discussed BHN and The Literacy Project receiving funding from other sources.

D. Souza discussed needing more detail for how The Literacy Project planned to apportion the funds.

R. Robinson advised to apply for the maximum possible amount.

J. Carroll and S. Robinson discussed the funding of the BuyWare Now Program.

J. Carroll suggested giving each applicant a percentage of the monies requested.

**Motion** made by S. Robinson to move forward with the application for \$300,000 to be apportioned as follows:

Buy Ware Now \$100,000.00  
Ware River Valley Domestic Violence Task Force: \$100,000.00  
Senior Outreach: \$50,000.00  
Council on Aging: \$50,000.00

**Second D. Souza . Discussion No.**

D. Souza	Aye
B. Bruso	Absent
S. Robinson	Aye
R. Gresty	Absent
J. Carroll	Nay

**2 in Favor. 2 Absent. 1 Against. Approved 2/2/1.**

**Motion** made by S. Robinson to recommend the application for \$750,000.00 for the Summit Road Improvement Project. **Second D. Souza. Discussion No.**

D. Souza	Aye
B. Bruso	Absent
S. Robinson	Aye
R. Gresty	Absent
J. Carroll	Aye

**3 in Favor. 2 Absent. Approved 3/2/0.**

**Motion** D. Souza to close the Public Hearing Portion. **Second. S. Robinson. Discussion No.**

D. Souza	Aye
B. Bruso	Absent
S. Robinson	Aye
R. Gresty	Absent
J. Carroll	Absent (Disconnected)

**2 in Favor. 2 Absent. Approved 2/3/0.**

### **Review of Financial Accounts**

**Motion** made by S. Robinson to accept the financials. **Second D. Souza. Discussion No.**

D. Souza	Aye
B. Bruso	Absent
S. Robinson	Aye
R. Gresty	Absent
J. Carroll	Aye

**3 in Favor. 2 Absent. Approved 3/2/0.**

**ADJOURN**

**Motion** made by D. Souza to adjourn meeting at 8:43 pm **Second S. Robinson. Discussion No**

D. Souza      Aye  
B. Bruso      Absent  
S. Robinson    Aye  
R. Gresty      Absent  
J. Carroll      Aye

**3 in Favor. 2 Absent. Approved 3/2/0.**

**The next Community Development Authority meeting will be held  
March 13, 2023, at 6:30 pm.**

Minutes from February 6<sup>th</sup>, 2022  
Respectfully submitted by,

Kristen Jacobsen  
Admin  
Planning & Community Development

<b>Minutes Approved on:</b> _____
Souza _____
Carroll _____
Bruso _____
Robinson _____
Gresty _____

					<u>\$ 60,000.00</u>			<u>\$ 42,320.00</u>		<u>\$ 8,500.00</u>		
	Check No.	Payment	Principal	Interest		Revised Balance		Payment	Principal	Interest		
10/7/2021	ck 10275	\$ 100.00	\$ 55.60	\$ 44.40		53,210.98		5/6/2022	\$ 96.38	\$ 85.51	\$ 10.87	\$ 4,886.98
11/8/2021	ck 10302	\$ 100.00	\$ 54.12	\$ 44.40		53,156.86		6/9/2022	\$ 90.34	\$ 67.39	\$ 22.95	\$ 4,819.59
12/17/2021	ck 10360	\$ 100.00	\$ 55.60	\$ 44.40		53,101.26		7/18/2022	\$ 95.98	\$ 83.92	\$ 12.06	\$ 4,735.67
1/6/2022	ck 10380	\$ 100.00	\$ 54.12	\$ 45.88		53,047.14		8/11/2022	\$ 92.05	\$ 74.23	\$ 17.82	\$ 4,661.44
2/11/2022	ck 10431	\$ 100.00	\$ 54.43	\$ 45.57		52,992.71		10/11/2022	\$ 86.65	\$ 55.94	\$ 30.71	\$ 4,605.50
3/14/2022	ck 10473	\$ 100.00	\$ 58.84	\$ 41.16		52,933.87		11/18/2022	\$ 96.65	\$ 86.57	\$ 10.08	\$ 4,518.93
5/9/2022	ck 10554	\$ 100.00	\$ 54.43	\$ 45.57		52,879.44		1/18/2023	\$ 188.42	\$ 159.12	\$ 29.30	\$ 4,359.81
5/9/2022	ck 10570	\$ 100.00	\$ 55.90	\$ 44.10		52,823.54						
6/3/2022	ck 10612	\$ 100.00	\$ 54.43	\$ 45.57		52,769.11						
7/18/2022	ck10675	\$ 100.00	\$ 55.90	\$ 44.10		52,713.21						
8/4/2022	ck10693	\$ 100.00	\$ 54.74	\$ 45.26		52,658.47						
9/12/2022	ck10740	\$ 100.00	\$ 54.74	\$ 45.26		52,603.73						
10/11/2022	ck 10774	\$ 100.00	\$ 56.20	\$ 43.80		52,547.53						
11/7/2022	ck 10821	\$ 100.00	\$ 54.74	\$ 45.26		52,492.79						
12/5/2022	ck 10862	\$ 100.00	\$ 56.20	\$ 43.80		52,436.59						
1/18/2023	10915	\$ 100.00	\$ 54.74	\$ 45.26		52,381.85						
2/10/2023	10958	\$ 100.00	\$ 54.74	\$ 45.26		52,327.11						
3/16/2023	10997	\$ 100.00	\$ 54.74	\$ 45.26		52,272.37						
			Balanced as of 03/31/23									

Balanced 3/31/2023

blue= corrected loan amounts