



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, January 10th 2022
Select Board Room, Town Hall

CDA Members Present:

Danielle Souza (Chair)
Rhiannon Gresty
S.K. "Rob" Robinson

CDA Members Absent:

John Carroll
Brandy Brusco

Public:

Ted Harvey - PVPC (Remote)

Staff Present:

Rob Watchilla (PCD Director)
Laura White (PCD Administrative Assistant)

PLEDGE OF ALLEGIENCE

Chair D. Souza called the meeting to order at 6:30 pm and led the Pledge of Allegiance.

ADMINISTRATIVE

Approval of meeting minutes from December 13th, 2021

Motion made R. Gresty to approve the meeting minutes from November 8th, 2021. Seconded by R. Robinson.

All in favor. Approved 3/0/2

Approval of meeting dates for 2022

Motion made by R. Gresty to approve the meeting dates for 2022. Seconded by R. Robinson.

All in favor. Approved 3/0/2

REVIEW FINANCIAL ACCOUNTS

Brief review of account summaries through December 31st, 2021.

Motion made by R. Robinson to approve the financial accounts. Seconded by R. Gresty.

All in favor. Approved 3/0/2

CDBG UPDATES

FY2020-CV: Social Services & Microenterprises

T. Harvey informed the Board that there were no new updates, however, a request was made by D. Souza in a previous meeting for the latest financial reports on local social service providers that the Town of Ware funds. The following reports were sent to the CDA from T. Harvey:

- **PATCH Program (through the Behavioral Health Network)** - December report
- **Domestic Violence Program** - latest quarterly report from the Domestic Violence Task Force
- **Literacy Program** - previous quarterly report (latest was not available yet)
- **Senior Outreach Program** - currently being funded through the CARES Act instead of through the Town of Hardwick, so the latest report is much more expansive as it now contains the Towns of Ware, Hardwick, Belchertown, and Warren.

FY2020: Bank Street

T. Harvey gave updates on Bank Street Project update. Caracas Construction won the bid, sent their bonds and insurance to PVPC and signed their contract. Project will be underway when weather improves. Deadline is June 30th, 2022, but will probably be extended.

D. Souza inquired about limitations for contractors, who have the lowest bid, to ask for more money after signing a contract with the Town. T. Harvey informed the Board that the bidders are aware that this is a grant-funded project and are aware of the project budget. T. Harvey stated that it is generally rare for contractors to ask for more money, and it would most likely only be a situation where unforeseen circumstances occur. PVPC also contracts an engineer to be on site for as many hours of the project as possible to help make sure the project stays within budget.

FY2021: Façade Improvement program

T. Harvey informed the Board that he reached out to the State, regarding the next round of funding, and hopes to have more information by the next meeting.

D. Souza inquired about the Bank Street lights, which are unrelated to the Bank Street Project. R. Watchilla informed the Board that the lights are in, but they are not working yet. Eversource is working on them now and hopes to have them powered on by the end of this week or early next week. The Board discussed the new banner designs.

OLD AND NEW BUSINESS

Chapter 121A - Urban Renewal Corporations

R. Watchilla informed the Board that he tried to reach out to DHCD and was not able to reach out to them. T. Harvey informed the Board that it may be easier to reach them through email. R. Watchilla informed the Board that there is no posted list of these corporations that are located in Western Massachusetts. It appears that the only ones that exist were established in towns to do work in those towns, specifically. R. Watchilla will reach out to a contact at DHCD for more information regarding Urban Renewal Corporations.

R. Robinson informed the Board that non-profits are able to serve the same role as Urban Renewal Corporations and, in instances where the corporation is a non-profit, they are able to work in more than one municipality. An example of this was in Athol and R. Robinson will forward the information he has on the non-profit corporation to the other members of the Board before the next meeting.

Single Room Occupancy Programs

R. Watchilla informed the Board that he found that the only Single Room Occupancy Program he was able to find, at the state level, was administered by DHCD and is a Section 8 Moderate Rehabilitation Single Room Occupancy Program. This program provides project-based rental assistance for individuals experiencing housing vulnerability. The Board discussed the details of this program and how it could help the Town of Ware.

R. Robinson informed the Board that there are two programs of interest, funded through HUD. One is called Continuum of Care and Shelter Plus Care. Shelter Plus Care allows individuals experiencing housing vulnerability to apply directly to HUD on their own behalf, to receive a stipend to fund their stay in transitional housing programs. This also allows non-profit organizations to apply for funding on behalf of the individuals they provide services for.

The Board discussed Single Room Occupancies.

ANCILLARY DISCUSSION

The Board discussed efforts to push the First Time Home Buyers Grant Program. The number of home sales and increase in property values last year was also discussed.

ADJOURN

Motion to adjourn meeting at 7:01 p.m. made by D. Souza. Seconded by R. Gresty.

All in favor. Approved. 3/0/2

Next meeting is scheduled for Monday, February 7th 2022, at 6:30 pm.

Minutes from January 10th, 2022

Respectfully submitted by,

Laura White
Administrative Assistant
Planning & Community Development

Minutes Approved on: _____	
Souza	<u>D. Souza</u>
Carroll	_____
Bruso	_____
Robinson	<u>[Signature]</u>
Gresty	_____