



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, July 11th, 2022

Select Board Room, Town Hall

CDA Members Present:

Danielle Souza, Chair (remote)
John Carroll
Brandy Bruso

CDA Members Absent:

Rhiannon Gresty
S.K. "Rob" Robinson

Public:

Tiffany Menard, Planner at PVPC
Stuart Beckley, Town Manager
John Piechotta, Parks Director

Staff Present:

Rob Watchilla, PCD Director

PLEDGE OF ALLEGIENCE

Chair D. Souza called the meeting to order at 6:45 pm.

ADMINISTRATIVE

Approval of Meeting Minutes from May 16th and June 6th 2022 meetings

Motion made by J. Carroll to approve the meeting minutes from May 16th and June 6th 2022.
Seconded by B. Bruso.

D. Souza	Aye
J. Carroll	Aye
B. Bruso	Aye

All in Favor. Approved 3/0/2.

REVIEW OF FINANCIAL ACCOUNTS

Approval of Financial Accounts through June 30th 2022

Motion made by J. Carroll to approve the finances through June 30th 2022. Seconded by B. Bruso.

D. Souza	Aye
J. Carroll	Aye
B. Bruso	Aye

All in Favor. Approved 3/0/2.

APPROVAL OF EXPENDITURES FROM CASH ACCOUNT

\$12,000 for Emergency Repair at Memorial Field

J. Piechotta (Ware Parks Director) discussed with the CDA the repairs that were needed for Memorial Field. He stated that the problem started when a puddle of sewage formed behind the third base dugout. The homeowners of the property where the sewage originated were unaware of the situation and thought they were connected to Town sewer. The existing sewer line of the house runs to a lateral that goes directly under Memorial Field. The current owner pays the Town for sewer services as did the previous homeowner. The project consisted of crushing an abandoned septic tank, connecting the existing plumbing to the sewer main on Gilbert Court (street the house abuts) and site restoration. The project total was close to \$12,000.

D. Souza expressed her concern that the Cash Account would become completely depleted if the CDA approved this expenditure.

R. Watchilla assured the CDA that around \$5,000 would remain, even after the Park Avenue costs are taken out.

J. Piechotta stressed that it was technically the Town's fault as well as a public health emergency.

Motion made by J. Carroll to approve \$12,000 for emergency repairs at Memorial Field.
Seconded by B. Brusio.

D. Souza	Aye
J. Carroll	Aye
B. Brusio	Aye

All in Favor. Approved 3/0/2

CDBG (Community Development Block Grant) UPDATES (Tiffany Menard)

FY20: Bank Street

T. Menard informed the CDA that work on Bank Street has been completed.

J. Carroll asked why Park Avenue was not paved as well.

R. Watchilla informed the CDA that the contractor was only supposed to do the sewer line. Paving will most likely come out of the DPW winter relief repair funds.

FY20CV: Social Services & Microenterprises

No new updates

FY2021: Façade Improvement Program

R. Watchilla and D. Souza updated the Committee on the status of the Façade Improvement design guidelines and application. Next steps are to discuss a time frame for the application window.

ADJOURN

Motion made by J. Carroll to adjourn meeting at 7:04 pm made by. Seconded by B. Bruso.

D. Souza Aye
J. Carroll Aye
B. Bruso Aye

All in favor. Approved 3/0/2.

NEXT COMMUNITY DEVELOPMENT AUTHORITY MEETING DATE

The next Community Development Authority meeting will be held Monday, September 12th, 2022, at 6:30 pm.

Minutes from July 11th, 2022
Respectfully submitted by,

Robert Watchilla
Director
Planning & Community Development

Minutes Approved on: <u>9-12-2022</u>	
Souza	<u>D. Souza</u>
Carroll	<u>J. Carroll</u>
Bruso	<u>B. Bruso</u>
Robinson	<u>[Signature]</u>
Gresty	<u>[Signature]</u>