



TOWN OF WARE

Planning & Community Development

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COMMUNITY DEVELOPMENT AUTHORITY

Meeting Minutes from

Monday October 19, 2020

Select Board Room, Town Hall

CDA Members Present:	Paul Opalinski, James Baird, John Carroll, and Brandi Bruso
CDA Members Absent:	Danielle Souza
Guests:	Ted Harvey (PVPC), Nick Peavey (PVPC)
Staff Present:	Rebekah Cornell; Director of Planning & Community Development; Jack Carolan; PCD Assistant

PLEDGE OF ALLEGIENCE

Chairman P. Opalinski called the meeting to order at 6:30 pm and led the Pledge of Allegiance.

ADMINISTRATIVE

Approval of minutes from September 14, 2020

Motion by B. Bruso to approve the minutes from September 14, 2020. Seconded by J. Carroll. All in favor. Approved 4-0

REVIEW OF FINANCIAL ACCOUNTS

R. Cornell provided an update of the financial accounts. She stated that the Spring Street project final payment will use the remainder of Program Income funds. T. Harvey stated although discussed previously, using Chapter 90 money would be better spent elsewhere in Town. This payment will close out the Spring Street project.

There was a discussion on the fencing in the Millyard. R. Cornell updated that arrangement has been made to replace the chain linked fence along East Main Street in the Millyard. The town will be responsible for \$3,200 for the fence on the Town owned portion, but the entire stretch of chain link fence between G&G Medical and the bridge will be replaced. There was also a

discussion on the new owner of the property in the Millyard and which specific parcels had a transfer of ownership.

P. Opalinski said that there will be \$44,000 in the account even after allocating money for the fence around the Millyard. There was also a discussion on the allocation of up to \$20,000 for the Vacant Storefronts District program that would be coming out of an economic fund.

Motion by J. Carroll to approve the financial accounts. Seconded by B. Brusco. All in favor. Approved 4-0

UPDATES

- CDBG

T. Harvey provided the board with an update on FY20 and the FY21 application. He also said that an extension was announced for FY19 funds and the Town has until March 2021 instead of December 31, 2020 to spend the funds. The FY20 grant for Bank Street is expected to be announced by the end of the year. The application deadline for FY21 is also likely to be extended as well.

T. Harvey also provided an update on the FY20 Covid-19 relief funds. The contracts for social services programs have all been signed off; this includes adult education, senior outreach, and domestic violence prevention. There was also an update on the microenterprise program (Palmer as lead). The applications are now available and are for up to \$10,000 grants for small businesses of 5 employees or less.

- Code Enforcement

P. Opalinski provided an update on the FY19 funds for code enforcement. The town needs to reallocate \$90,000 because it needs to be spent by March 2021. The suggested uses for the money include the demolition of 114 Main Street, repaving the Pleasant Street parking lot, and new streetlights for Main Street.

T. Harvey also stated that the goal of reallocation must keep in line with the national objectives for the CDBG funds. Due to the fact that 114 Main Street and the Pleasant Street lot are within the designated Slum & Blight District they would be in line with those national objectives. He also made the recommendation that the funds be spent on the planning and engineering work that will need before demolition of 114 Main Street and possibly the building next to it as well that was damaged by fire. R. Cornell noted that there is another emergency fund in town that could be used for the demolition plan. She also mentioned upgrading lighting along Bank St.,

North St., and Pleasant St. to provide better pedestrian access and safety to the Pleasant Street lot.

- FY21 Application

P. Opalinski discussed the intended uses of the FY21 funds including façade improvements for commercial buildings along Main Street and Pulaski Street. There would be a survey that will go out to business owners in order to gauge their interest in participating with a façade improvement program. T. Harvey mentioned looking into the design guidelines in town to make sure they would be followed. P. Opalinski brought up an alternative to the façade improvement program in the event there is not enough interest from business owners. He suggested using the FY21 funds to improve the Bank Street parking lot.

NEW/OLD BUSINESS

R. Cornell brought up an ongoing issue at 54 South Street involving a FY13 housing rehab project. The issue involves a complaint from the homeowner that the HR work was done poorly back in 2015 and is the cause of the mold problem. One corrective action order was already completed. R. Cornell requested that the CDA approve spending \$790 out of Miscellaneous Income in order to pay for a home inspection and air quality test. The results will assist the homeowner to move forward with appropriate corrective action.

Motion by J. Carroll to approve the allocation of \$790 out of Miscellaneous Income to cover a home inspection and air quality test at 54 South Street. Seconded by J. Baird. All in favor. Approved 4-0

Motion by J. Baird to adjourn the meeting. Seconded by J. Carroll. All in favor. Approved 4-0

Next meeting is scheduled for November 16, 2020 at 6:30 pm.

Minutes from November 16, 2020
Respectfully submitted by,

Jack Carolan
Department Assistant

<i>Minutes Approved on:</i> _____	
Opalinski	_____
Carroll	_____
Souza	_____
Bruso	_____
Baird	_____