



# TOWN OF WARE

**Planning & Community Development**  
126 Main Street, Ware, Massachusetts 01082  
t. 413.967.9648 ext. 186 / f. 413.967.9642  
**COMMUNITY DEVELOPMENT AUTHORITY**

Meeting Minutes from  
**Monday, February 10, 2020**  
Select Board Room, Town Hall

**CDA Members Present:** Paul Opalinski, John Carroll, Danielle Souza, & James Baird

**Absent:** Brandy Bruso

**Guests:** Ted Harvey (PVPC)

**Staff Present:** Rebekah DeCoursey, Director of Planning & Community Development; Stuart Beckley, Town Manager

**Public in Attendance:** Denis Ouimette, Finance Committee

---

## **Pledge of Allegiance:**

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

James Baird was appointed to the CDA on February 12, 2020. He has not yet been sworn in.

## **1. Administration**

### **a. Meeting Minutes**

J. Carroll made a motion to approve the minutes of January 13, 2020. D. Souza second, no discussion. Approved 3-0-1 (J. Baird).

## **2. Updates**

- a. FY2018 Ware.** Spring Street final paving coat this spring.
- b. FY2018 WRV/HR (Warren as lead).** Housing Rehab is ongoing.
- c. FY2019 Ware and Hardwick.** Final funding for social services will be \$100,000. T. Harvey will be presenting CDBG Application FY2020 to the Board of Selectman on February 18<sup>th</sup>.
- d. FY2020.** The members reviewed the Bank Street budget. Final budget numbers have come in lower than the first. Housing Rehab and social services will be funded.

### 3. Review Financial Accounts

- a. **West Main Street Demolition Plan.** The Town has submitted a grant for \$25,000 to the AG's office and hope to hear back in 2-3 weeks. The CDA has committed \$25,000 of program income to the demolition, which has been quoted to be at least \$70,000. The CDA invited Denis Ouimette of the Finance Committee to the meeting, who explain the Town has funds available to use when an unforeseen expense meets one of four criteria: health, safety, emergency, or unplanned event. Out of the criteria, the burned out house on West Main Street meets both safety and hazard criteria. P. Opalinski asked how quickly this could can move forward. S. Beckley stated that it will have to go out to bid and that process takes at least three weeks. Next steps: get response from AG office, put bid together, go to Finance Committee for funds, receive bids, schedule demolition. D. Souza had comparative market analysis done for the sale of the lot. Prices ranged from \$20,000-\$40,000. The profit made from the sale of the Town owned land has specific restrictions under MGL. There most likely need to be a Town Meeting vote to spend the money made on the sale. The CDA would recommend the funds be spent on blight mitigation.
- b. **DHCD Program Income Plan.** DHCD is asking for a Program Income Plan and asking the town to spend the money rather than hold onto it. This money must be spent with the same restrictions CDBG grant money is. J. Carroll made a **motion** to approve the Program Income Plan as presented, seconded by D. Souza, spending \$25,000 on the W. Main Street demolition, and the balance on the remaining work on the Spring Street project. Vote 3-0-1 (J. Baird).
- c. **Miscellaneous Income Plan.** Not required by the DHCD. CDA has committed \$10,000 to the First Time Homebuyers Grant. They may use funds for social services. T. Harvey stated that the funds allocated in Hardwick from FY18 included an elevator in the Hardwick Municipal Building and will not come to fruition. Some of that money may be able to be reallocated toward the social services. CDA would like to keep a portion of Miscellaneous Income for demolition or securing blighted buildings. There will also be some reserve left to support PCD staff salary in the event CDBG is not funded. A portion of salary is paid through the grant. J. Carrol made a **motion** to approve the plan as presented, seconded by D. Souza. Vote 3-0-1 (J. Baird).
- d. **First Time Homebuyers Program.** Buy Ware Now is advertising as they move into the spring buying season. The Sparkle Run fundraiser is set for June 27<sup>th</sup>. This year they have chosen the Domestic Violence Task Force as their cause to support.
- e. **Slum and Blight Designation.** This subject came up at the Board of Selectman meeting. This designation helps the town use CDBG money in a larger area of town. CDBG must meet a National Objective – in Ware it is the low and moderate income neighborhoods. The Slum & Blight Designation encompasses a larger area allowing projects to target more of Town. It will only last for ten years. The Code Enforcement project is funded through this designation because it is focused on eliminating slum and blight. R. DeCoursey gave the CDA an update on the Code Enforcement. Brief discussion on focusing on blight and moving forward with the housing attorney funded by the grant. The worst thing about the Slum and Blight Designation seems to be the bad publicity that comes by talking about it. A lot of good is happening behind the scenes and it does not need to be in the limelight.
- f. **High Street Project – 2015.** The Board of Selectmen held a public hearing on the current parking situation in the Northside Neighborhood. A safety study was requested for High Street because the parking on both sides of the street has become a problem. In 2015 the

entire street was reconstructed through CDBG funding. Granite curbing was installed and the sidewalks were reconstructed on each side. The new curbing inhibited residents from parking up on the grass and thus narrowed the travel lanes. This also makes it difficult for some people to back out of their driveways.

**4. Adjourn**

J. Carrol made the motion to adjourn, D. seconded, no further discussion.

All in Favor 3-0-1 (J. Baird).

Adjourned at 7:58 pm.

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

Minutes from February 10, 2020  
Respectfully submitted by,

Rebekah L. DeCoursey  
Director

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