



# TOWN OF WARE

Planning & Community Development

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## Minutes from May 21, 2018

### Community Development Authority

Meeting held at Town Hall, 126 Main Street, Ware, MA

<b>Authority members present:</b>	Paul Opalinski, Tracy Opalinski, John Carroll
<b>Authority members absent:</b>	Danielle Souza, Brenda Cooper
<b>Guests:</b>	Gibby St. George Sorel (DPW), Stuart Beckley, Ted Harvey (PVPC), Tom Hogan (Wright Pierce)

Chairman P. Opalinski opened the meeting at 6:30 PM.

The board invited Tom Hogan to the meeting to review the plans and give us updates as to cost and timeline of the Spring St. project scheduled for this summer. The plans were revised to include new sewer line after discussion with Gibby St. George Sorel. New sidewalks are on one side as is currently. New or reused granite curbing. Yards and fronts of houses are not changing. Street will be 22' wide. Street is narrow but not inconsistent with how the neighborhood was built at that time back in history. Plans include 8" water main. New drainage focus on flows that come down the hill and get into intersection. Tom to incorporate some suggestions by Gibby regarding storm water flow. Gibby's preference for a specific type of water shut off will be taken into consideration and drainage recommendations. Wright showed a double catch basin which all agree in attendance it is not a great practice. Better off to separate it into two separate basins that connect to each other. In some upper areas basins are on both sides. From 2230 the road would be graded in the direction of the new two basins at bottom of hill before intersection of high street. There is no storm system there now it just runs down the bottom of the hill. ADA compliance discussion pursued. Sewer line was next to the water line and the gas on top of water and sewer were all in one ditch. Previous engineer opinion was sewer could remain as is.

Sewer and water should maintain 10' separation for code only if feasible. Temporary water service planned for both sides of the road. If residents want new water service lines they can work it out with the contractor. Residents are responsible for payment. If the new line cannot be connected to the home owner's old line and they do not want to redo a new line it has to be replaced at the homeowners expense or charge the water dept reserves. CDGB funds cannot be used for this purpose.

We reviewed the new budget which increased by \$113,605. Tom used construction cost indexes as of Feb 2019 having a factor of 1.032 or 3.2% higher. Looked at Nation wide average as well as Boston average of 6.2%. Sewer lines range from \$50-\$114 a foot for sewer on Prospect St. Bids. Wright Pierce's is higher than that. Will use 8" pipe 20' lengths. The original estimate was \$451,868, updated

is \$466,127, plus a contingency of 10% or \$47,000. Adding the sewer line at \$113,605 for 700' linear feet at \$160 a foot. Water main linear carrying \$110 foot pricing. P. Opalinski stated the water and sewer lines should be relatively the same so one of estimates could be wrong. Until we get bids from contractors we won't know. Smaller projects in tighter areas and number of jobs a contractor has are factors.

In addition, \$55,000 for engineering for plan, oversight, bids. Project delivery \$50,000 PVPC does the monitoring gets bidding and advertising and wage checks in house and onsite monitoring, accounting and project construction meetings and neighborhood meetings. Total project estimated at \$730,732 vs. submitted with grant at \$575,055, a difference of \$155,677, inflation and the sewer the difference.

Discussion ensued as to where additional funds will come from. TOW receives \$48,000 from grant that pays for 1/2 salary of admin asst. positions and 1/3 of planner's salary. If the TOW has money coming in from new grant this year the \$70,000 accumulated cash will be available for the project.

If so, Funds may be allocated from cash account of \$70,000 and \$20-\$40000 from loan recapture. Discussion ensued as to It may be necessary to ask for \$50K at town meeting in May. Stuart will add placeholder on warrant for town meeting article.

Documents ready by end of March 31<sup>st</sup> and bids out by (will try the 1<sup>st</sup> week of April vs. mid April and bids back by end of April start in June. Three month long project final for next spring. Asphalt escalation clause is required to be put in contractor clause. Bind it and come back in Spring for final. 80% needs to be done by next Spring also. P. Opalinski discussed extending the number of months within the bid to attract more contractors that may give more favorable pricing.

P. Opalinski reviewed final budget in application submitted to DCHD noting code enforcement increased to \$94,434 and Ware's allocation of social services was lowered a corresponding amount. Ted explained that he had a subsequent conversation with Anna in the Building Dept. To effectively run the program added funds would be needed. If we are granted the funds in August can get started in November. Funds would have to be expensed by the end of 2020. A six month extension can be granted.

T. Opalinski made motion to accept the finalized 2019 budget application increasing code enforcement to a total \$96,434 and lower Ware's portion to social services by \$20,000. John Carroll seconds. Motion Passes 3/0.

CDA financial accounts were reviewed. Financials have not been updated since November by the planning dept. P. Opalinski with assistance of Tracy Meehan updated the schedules thru February. Noted some balances from accounting do not reconcile with planning dept balances so Stuart was asked to review with the town accountant and report back to the committee.

P. Opalinski asked Stuart if he contacted Mr. Burn of DEP regarding the Grant for old Gas Company property on Monroe St. Stuart and Ted to explore.

HR schedule typically does not have names or address listed. John asked in previous meeting if this planning dept policy or regulation. Tabled to next meeting. May be Public record. Paul and John think having names and addresses would be useful.

Homebuyers program tabled.

Ted circulated some programs from Spencer and West Springfield that we may be interested in regarding articles and bylaws and on vacant property.

J. Carroll made motion to adjourn at 8:00 PM T. Opalinski seconded. In favor 3/0.