



TOWN OF WARE

Planning & Community Development

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Minutes from March 13, 2017

Community Development Authority

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

Authority members present: B. Adams, T. Opalinski, P. Opalinski, B. Cooper

Authority members absent: D. Gravel

Staff present: Rubén Flores-Marzán, Judi Mosso

Public: none

P. Opalinski called the meeting to order at 6:38 p.m.

1. Housing Rehabilitation subordination request – Mr. DiMiero was not in attendance this evening. There was brief discussion about the property, subordinations and our process for subordination requests. **Motion** by B. Adams to subordinate up to \$5,000, as recommended by department staff. Seconded by T. Opalinski. So voted 4/0/0.

[Update: S. Beckley had texted J. Mosso during the meeting stating that Mr. DiMiero had the flu and was unable to attend, however she did not receive the message until well after the meeting had ended. This item has been placed on the April agenda].

2. Administrative

- a. Minutes of February 13, 2017 – February minutes were clarified. **Motion** by B. Adams to accept the minutes as revised. Seconded by T. Opalinski. So voted 4/0/0.
- b. Financial statement – tabled until April
- c. Member appointments to expire in 2017 – Brenda and Paul are interested in remaining on the Authority. Tracy is interested in remaining if she is not elected to the Select Board. Members we advised to submit letters of interest to the Town Manager in time for appointment before June 30.

3. Updates

a. CDBG

- i. FY2015 WRV (HR report) – The CDA discussed the PARP program and concluded that overall, it is a good program. Although it is cumbersome, it has been quite successful and we have been able to reach housing units that normally we would have been unable to.
- ii. FY2016 Prospect Street/Bank & Spring (HR report) – Prospect Street contractor contract was awarded to J. L. Raymakers. According to PVPC, we have reached 80% timely expenditure so we should not be penalized in an FY2017 award.
- iii. FFY2017 CDBG application – application was submitted March 10.
 1. budget line item for demolition – In December 2016, the CDA voted to dedicate \$62,000 of the FY17 CDBG application budget for demolition and had identified two potential sites. At the January 2017 meeting, the PVPC advised against earmarking funds for demolition because projects should first be “shovel ready” and the CDA/department is not at that stage yet.

After discussion and consultation with PVPC, and in voting on the draft budget at the January meeting, the CDA agreed to not earmark \$62,000 of the FY17CDBG application budget to demolition. However, the CDA did not formally rescind the vote.

Motion by B. Adams to rescind the December vote to earmark \$62,000 of the FY17CDBG application budget for demolition. Seconded by B. Cooper. So voted 4/0/0.

- iv. Ware Summer Program for Kids (Support from Meredith Management) - The CDA clarified that the 1:1 match vote taken in February includes monetary donations from Meredith Management.

- b. QV CDC (prepare for update at May meeting): J. Mosso’s notes indicate that follow up is needed for the QV CDC’s balloon payment due soon. She will contact the QV CDC, invite them to the May meeting; and in the meantime request basic financial information from them.

4. Community Development Strategy (CDS)

- a. Review and general discussion about fall update – There was discussion about the CDS. Members will compare it to the Master Plan. They supported expending department funds for a Survey Monkey subscription for public input. Ware does not have dollar amounts listed on the CDS; J. Mosso will see if other

towns do. The CDA would like input from the Zoning Enforcement Officer, Board of Health, and the Town Manager on the CDS with regards to legal recourses and interdepartmental coordination.

5. Powers of the CDA (Charter details) – The CDA will review both the repealed 1981 Act and the Charter amendments to compare powers. There was discussion about a redevelopment authority which can issue bonds.
6. Other - none.
7. Adjourn – **Motion** by T. Opalinski to adjourn at 8:19 p.m. Seconded by B. Adams

*Respectfully submitted by
Judi Mosso, MPA
Assistant to the Director*

Documents reviewed:

Minutes of February 13, 2017

Documents received:

None