



# TOWN OF WARE

Planning & Community Development

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## Minutes from January 8, 2018

### Community Development Authority

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

<b>Authority members present:</b>	P. Opalinski, T. Opalinski, D. Souza
<b>Authority members absent:</b>	B. Cooper
<b>Staff present:</b>	Rubén Flores-Marzán, Director Judi Mosso, Assistant to the Director
<b>Public:</b>	Sue Casine (Tri-Community YMCA), Jennie Raiche (Highland/Hillside Village), Sheila Cuddy (Quaboag Valley Community Development Corporation), Stuart Beckley (Town Manager)

P. Opalinski called the meeting to order at 6:30 p.m. We welcomed Danielle Souza to the Board.

#### 1. Administrative

- a. Minutes of December 11, 2017 – **Motion** by T. Opalinski to accept the minutes as presented. Seconded by D. Souza. So voted 3/0/0
- b. CDA membership – J. Mosso reported on growing citizen interest in the CDA. Interested members have been advised to submit their letters of interest to the Town Manager.
- c. CDA reorganization – CDA agreed to table reorganization until all members are present.
- d. Financial report – Financial report was reviewed; T. Harvey provided a budget summary for the Prospect St Improvements.

2. Quaboag Valley Community Development Corporation, opportunities for collaboration – S. Cuddy gave a brief overview and history of the CDC/BAC which includes technical assistance, an active loan program for businesses, business planning, and computer software training. They have a Community Investment Plan (like a business plan) and recognize the need for education, job creation, transportation, housing. The plan led to projects with supportive funding for the Quaboag Connector, Education to Employment (E2E) and the Hardwick Senior Outreach program, and a financial literacy program. Banks are actively lending so that is why the BAC has not come to the CDA with any loan applications lately.

There was discussion about the co-work space (formerly known as business incubator space) at 65-71 Main Street. Potential occupants include a Workshop13 pottery studio, café, and gallery.

The QV CDC is applying to TD Bank to fund a financial literacy class (aka Individual Development Account, IDA) but there is a gap in the financing (see handout). There was discussion about the program including participant eligibility and program expectations; would run May 2018 - April 2019. There was discussion about their funding streams and that there is no direct state or federal support. There was also brief discussion about possibly assisting businesses with obtaining sprinkler systems/water connections.

The CDA agreed to table further discussion until they heard from TD Bank and had information on their recruitment efforts.

3. Updates

- a. CDBG

- i. FY2015 WRV – no new update.
    - ii. FY2016 Prospect Street/Bank & Spring – due to corrections in the field, the CDA would like to see increased oversight in the field during these large projects. The rebid for the Prospect contractor came out of grant funds that could have been used for something else. **Motion** by T. Opalinski to increase the FY2018 Local Administrative Portion by \$8,034 (the cost of the rebid). Seconded by D. Souza. So voted 3/0/0.
    - iii. FY2017 WRV (w Warren & Hardwick) – initial drawdown are beginning; no further guidance from DHCD on expending Program Income funds.
    - iv. FY2018 application and draft budget (WRV w Warren as lead)
      1. Community Development Strategy (BOS approval) – One BOS member did not like the wording on septic repair assistance and wanted to include private sewer improvements. There was

lengthy discussion about what public funds are available and for which projects.

**Motion** by D. Souza for J. Mosso to draft a letter to the BOS explaining:

- the public hearing process for input on the CDS,
- that the public hearing is now closed,
- the need to appropriate funds to create an account for improving sewer lines to residential homes,
- that the CDA is not in the loan business, and
- the history of the septic improvement program;
- and the CDA encouraged all citizens, including members of the Board of Selectmen, to attend public hearings when the CDS is discussed

After further discussion, the CDA chose to modify some minor language in the CDS and not send the letter to the BOS.

**Motion** by D. Souza to accept the CDS as revised. Seconded by T. Opalinski. So voted 3/0/0.

The BOS will vote on the revised CDS on January 23 [*CDS was approved by BOS; their vote is not required but supportive*].

2. CDBG Social Services RFP (due 1/24/18) – The majority of social services will be under the Ware River Valley (WRV) grant, Warren is the lead community. Therefore, Warren BOS will vote on who is a part of the CDBG application. Warren may reach out to Ware for input. More to come next month.

- b. YMCA matching grant – Jenny Raiche from Hillside/Highland Villages and Sue Casine from the Tri-Community YMCA spoke about the after school program.

They are continuing to search for additional funders:

Match (2/13/2017)	8000
First payout (11/16/2017)	4490
<u>Presented tonight</u>	<u>3000</u>
<b>Remaining due by April 2018</b>	<b>510</b>

There was discussion about licensing the unique program but there are actually too many participants and because a Science, Technology, Engineering, Arts, and Math (STEAM) component is not the focus of the program; transporting minors is also a challenge. The Y has tried some programming in the public school but were told that a Y program cannot run parallel to existing programming.

The CDA reaffirmed the need for YMCA presence and programming in Ware. S. Casine explained that the YMCA of Central MA owns several YMCA's and that their independent Southbridge location might merge with the other; she'll know by the end of the year. She would like to see a stronger Y presence here and believes that the merger might provide more resources in this area. There was brief discussion about the possibility of using the former St. Mary's School building on South Street.

4. **Other** (any discussion and action may be postponed until next meeting)
5. **Adjourn – Motion** by T. Opalinski to adjourn at 8:546 p.m. Seconded by D. Souza.

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

**Documents reviewed:**

Minutes from December 11, 2017  
Financial report  
Prospect St Improvements budget summary  
Draft CDS

**Documents received:**

QVDCDC's TD Bank application budget  
QVDCDC's outstanding business loan customers  
Quirk Financial Fitness (aka Individual Development Account) narrative