



TOWN OF WARE

Planning & Community Development

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Minutes from February 12, 2018

Community Development Authority

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

Authority members present: P. Opalinski, T. Opalinski, D. Souza, B. Cooper

Staff present: Rubén Flores-Marzán, Director
Judi Mosso, Assistant to the Director

Public: Sheila Cuddy (QV CDC), Jac Patrissi (BHN/VHS), RJ Ferullo (WALC), Sheila Cuddy (Quaboag Valley Community Development Corporation), Stuart Beckley (Town Manager), Chris Dunphy (PVPC)

P. Opalinski called the meeting to order at 6:32 p.m.

1. Administrative

- a. CDA reorganization – **Motion** by D. Souza to nominate Paul Opalinski to serve as Chairman of the CDA. Seconded by B. Cooper. So voted unanimously 4/0/0. **Motion** by D. Souza to nominate Tracy Opalinski to serve as Vice Chairman of the CDA. Seconded by B. Cooper. So voted 4/0/0.
- b. CDA membership – There is an open seat on the CDA; 2 candidates are interested. There was discussion about the two candidates. The CDA reaffirmed the importance of not having a committee populated with Board of Selectmen members in order to maintain the health and objectivity of the CDA. **Motion** by B. Cooper to recommend to the Board of Selectmen to appoint Lucas McDiarmid to the CDA. Seconded by D. Souza.
- c. Minutes of January 8, 2018 – **Motion** by T. Opalinski to accept the minutes as presented. Seconded by D. Souza. So voted 4/0/0.

2. Updates

- a. CDBG – C. Dunphy provided CDBG updates.
 - i. FY2015 WRV – small amount of unspent HR money was returned to DHCD.
 - ii. FY2016 Prospect Street/Bank & Spring – Prospect has been completed; design for the other streets have been completed. We need to make sure that sewer work for Bank is included.
 - iii. FY2017 WRV (w Warren & Hardwick) – we no longer use the Target Area for HR projects. We need to balance interest and use of the program with over-demand and an extended wait list and therefore discouraging; Ware’s waitlist is at 50 now! Social service programs are progressing as expected.
 - iv. FY2018 applications
 1. Ware only (includes DVTF) –
 2. Ware River Valley (other social services) – Warren is lead community; 5 social services responded to the RFP.

RJ Ferullo, Site Director of the Ware Adult Learning Center (WALC) spoke about Adult Basic Education (ABE) services, state cuts to funding, the need to add programming; Ware is the neediest site out of the 5 program sites offered by The Literacy Project (TLP); in 2008, Behavioral Health Network (BHN) partnered with WALC to help families attend classes.

Jac Patrissi from BHN spoke about the Under 5 Thrive and PATCH programs. PATCH has broadened over time; allows folks to access 10 different services; program advantages are that it is responsive to what is happening in the community and is flexible. There was discussion about number of participants in both programs increasing

C. Dunphy and Jac Patrissi spoke about the regional DVTF program; includes prevention, education, outreach and advocacy. The old way of measuring success of a DV program was the number of calls to the police. Now, a more intuitive way to measure success is the *degree of harm* being reported. Ware’s successful TF is partnering with Palmer so best practices are being shared.

Motion by T. Opalinski to support the following programs:
\$10,525 for the Hardwick Senior Outreach
\$10,000 for the YMCA after school program
\$ 5,000 for the Ware Domestic Violence Task Force
Seconded by B. Cooper. So voted 4/0/0.

3. Program Income Plan – Per DHCD, Program Income funds (PI) must be incorporated into grants. A Program Income Plan (PIP) will be submitted with the FY18 application; it was recommended that we fully fund the social services because PI can support it. Technically, Hardwick has PI as well, but it has always been rolled into Ware's. Therefore it is wise to support Hardwick's social service programs with Ware' PI. PI contributions will count toward the 20% cap on social services. The CDA agreed that PI could be used to support the YMCA and Hardwick.
4. Other discussion points: Monroe Street is town-owned now; no movement on PARP demolition. The Licensed Site Professional (LSP) for the brownfield reported that we need developer interest in order to receive brownfield loan funds; brief discussion about application process: can apply for maximum of \$1.35M over a period of 2 years, no more than 20% for social services, single community is \$800,000, 15% administration fee.

Motion by T. Opalinski to participate in the FY2018 CDBG program and application with Warren as the lead community, and the FY2018 Program Income Plan with level funding to the social service programs. Seconded by D. Souza. So voted 4/0/0.

There was discussion about the administrative cost of PVPC, burden of the CDBG program, cost and rates, allowable billing rate of up to 121% , rate is higher for the HR program. There was also discussion about the CDA's request to increase our Local Admin Portion (LAP) by \$8,034 due to the Prospect Street rebid. The CDA did not want the Town to pay for the rebid and essentially, we lost out using those funds for projects because we had to pay for the rebid from our own line item; the rebid was lower than the original bid, rehabbing older streets is complicated. C. Dunphy assured the CDA that the new bidding law will be followed and proper supervision is given to PVPC employees as well as training on procurement law.

- b. YMCA matching grant – Sue Casine and Dr. DiLeo met to see if the Y program would be feasible at the WPS, which would potentially bring additional funding

to the program. CDA has agreed that our April 9 meeting is the final opportunity to show fundraising for the balance (\$3,510).

3. **Tyson Delrosario – Youth Center in Ware** – Mr. Delrosario was not in attendance.
4. **Other**
 - a. **First time home buyer program** – D. Souza reported that a first time home buyer program in Ware would be feasible. Way Finders (formerly HAP Housing, Inc.) could do the program administration. We will invite a representative to our next meeting.
5. **Adjourn – Motion** by T. Opalinski to adjourn at 8:27 p.m. Seconded by B. Cooper.

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

Documents reviewed:

Lucas McDiarmid resume and letter of interest
Minutes from January 8, 2018

Documents received:

none