



TOWN OF WAREHAM  
54 Marion Road  
Wareham, MA 02571

## Community and Economic Development Authority

### Board Meeting Minutes

February 22, 2016, 6:30 p.m.

Wareham Town Hall, Third Floor, Room 24

**Present:** Jean Connaughton, Bob Brady, Michael Fitzgerald, Kat Jones, Rhonda Josey, Barbara Sullivan, Peter Sanborn, Jaime Rebhan-Buckminster, Karen Hamilton, Craig Miller

**Not Present:** Ken Fontes, Stephen Holmes, Peter Teitelbaum

**Call to Order:** Chairman Connaughton called the meeting to order at 6:30 p.m.

Mrs. Connaughton requested that Out-of-Target Area Housing Rehabilitation Projects be taken out of order.

#### 1. Out-of-Target Area Housing Rehabilitation Projects

**Summary:** Karen Hamilton, CEDA Grants and Housing Manager, explained the situation at a mobile home on Madeline Street. She said the assessment of the mobile home is based on information from park owners and the home's year and condition. Mrs. Hamilton estimated that it would cost \$65,000 to purchase a new mobile home, including costs to anchor it and connect it to utilities, which is why she is recommending that the existing mobile home be repaired.

Mrs. Hamilton explained that the bids could come in lower than expected, but would likely be in excess of the program's cap.

Mr. Fitzgerald asked if the owner is permanently disabled. Mrs. Hamilton said his injury occurred recently and he feels he will be unable to go back to work.

Mr. Brady asked if CEDA were to make the investment in the repairs, would the unit be worth in excess of \$50,000? He said it would make sense to buy a new unit and have CEDA hold the note.

Mrs. Hamilton explained that the note would have to be for 15 years.

Mr. Brady wondered how the owner could afford the lot fees on his current income. Mrs. Hamilton explained that the owner receives fuel assistance and food stamps. Mr. Brady noted that buying a new mobile home would be a better investment, but the owner would likely be unable to afford the note.

Mrs. Josey asked how relocation of the owner would work if CEDA were to purchase a new home. Mrs. Hamilton explained the procurement process and that CEDA would have to pay for the owner to stay somewhere and pay for storage of his belongings.

Mrs. Sullivan asked about a 2005 event in which CEDA purchased a new mobile home for a resident. Mrs. Hamilton explained that the home was condemned and briefly summarized the situation.

Mrs. Sullivan said, "So this would not fit criteria for replacement?" Mrs. Hamilton said it would not.

Mr. Sanborn explained that there are not specific criteria for whether the department can replace a mobile home. He explained that it is a judgment call.

Mr. Fitzgerald asked if a lien would be placed on the mobile home after the work is completed. Mrs. Hamilton explained that there is a UCC lien.

Mr. Brady asked if CEDA could look at other homes in the park that the resident could move into.

Mrs. Hamilton said that there is a process that would have to be followed.

Mr. Brady asked if the water in the bathroom was coming from the plumbing or the home's roof. Mrs. Hamilton said she believes it's from the plumbing.

Mr. Fitzgerald requested information on the procurement process. Mrs. Hamilton explained the process.

Mrs. Sullivan asked about what happens if more issues are discovered when the work is being completed. Mrs. Hamilton explained that there would be a change order for unforeseen circumstances.

Mrs. Connaughton said the job would be a good one for CEDA to do.

Mr. Sanborn explained that repairing the home would cost the least amount of money. The CEDA Board agreed.

Mr. Fitzgerald left for a Planning Board meeting at 6:54 p.m.

**Mrs. Sullivan motioned to act favorably upon the work at the mobile home on Madeline Street.**

Mr. Brady seconded the motion for discussion. Mr. Brady asked about the lien on the home.

Mrs. Hamilton explained that it would be a five-year grant. If the resident remains in the home for five years, the lien would be forgiven. If not, he would pay for the full cost of the loan.

Mr. Brady asked if there were safeguards in place in the event the owner sells the home.

Mrs. Hamilton said that even with the security agreement and UCC lien, some mobile homes do slip through the cracks at points of sell. Sometimes owners just abandon the homes.

Mrs. Connaughton called for a vote.

**Mrs. Sullivan's motion carried, 4-1-0, with Mr. Brady in opposition.**

Mr. Brady said he doesn't feel the owner would "realize any appreciation" and doesn't have confidence in CEDA "protecting our expenditure."

The Board then discussed a roofing project at a home on County Road that would likely be in excess of the program's cap.

Mr. Sanborn explained that there is a scrivener's error in the document provided to the Board. The roof is 32 squares, not 32 square feet.

Mrs. Hamilton said that roofs can cost \$350 per square. Some quotes are in excess of \$400 or \$450 per square.

Mrs. Connaughton asked if CEDA had to pay prevailing wage in Housing Rehabilitation cases. Mrs. Hamilton explained that CEDA does not.

**Mr. Brady moved favorable action on the County Road project, not to exceed \$12,800. Ms. Jones seconded the motion. The motion carried, 5-0-0. Mrs. Josey disclosed that she knows the family.**

## **2. Approval of Minutes**

Mr. Brady motioned to accept the minutes for January 11, 2016. Ms. Jones seconded. The motion carried, 4-0-1, with Mr. Brady abstaining.

Mr. Brady motioned to accept the minutes of February 1, 2016. Mrs. Sullivan seconded. The motion carried 5-0-0.

## **3. Report on 4 Recovery Road – Waterfield Design Group**

Craig Miller of Waterfield Design Group joined the meeting to explain the results of a survey of existing conditions at CEDA's 4 Recovery Road property, including an inspection of the sill beam, perimeter damage assessment, and a survey of the parking lot.

Mr. Miller presented a slideshow with photos of his findings. He noted that the grade of the property is not sloped, which is causing water to pool around the building and cause damage. He said the entire building sits too low. There is also pooling of water in the parking lot.

Sill beam on the right side of the building, which Mr. Miller thought would be damaged, is OK. There are issues on the other sides of the building, especially the back. At the back, the concrete slab is too close to the sill beam. Leaves get wet and sit there, causing

the wood to badly rot. The concrete slab is too high. Additionally, shingles will need replacement, as they are beginning to bend and cup.

Mr. Miller said the solution is to take the slab out and lower the grade. Then, to change the slope of the playground area so it does not drain toward the building.

Mrs. Sullivan asked the age of the building. Mr. Sanborn said it was built in 1980.

Mrs. Josey asked how long CEDA has owned the building. Mrs. Connaughton said since the inception of the industrial park – when the building was built.

Mr. Miller said he found erosion of the concrete slab on one side of the building. He said the current scope of work cannot accommodate the concrete erosion. An excavator would be needed in order to fully assess the extent of the erosion. CEDA will have to decide its next steps.

Mr. Miller said the concrete sidewalk in the front of the building is too high. The parking lot needs to be regraded. Right now, everything slopes toward the building.

Mr. Miller said he can take the Board's feedback and develop different approaches to the work.

Mrs. Connaughton asked if Mr. Miller could estimate the cost of the work.

Mr. Miller said the sills and shingles work could possibly be completed for approximately \$125,000. Quantifying the work in the front of the building would be more difficult. He will develop a couple of approaches and return for a presentation to the Board.

Mrs. Connaughton noted that the current renter at 4 Recovery Road is interested in moving to the West Wareham School. The Town Administrator has suggested that CEDA and the Town "swap" buildings. That is, CEDA would assume ownership of West, and the Town would receive Recovery Road. If we rehabilitate Recovery Road with Community Development Block Grant (CDBG) funds, it would need to be leased to a nonprofit entity.

Mrs. Connaughton asked Mr. Brady if he could estimate the cost of the work. Mr. Brady said there are too many unknowns. He noted that the best thing the Town could do is bulldoze it if the tenant leaves.

Mrs. Sullivan asked whether CEDA could use the building to house several nonprofits.

Mr. Sanborn noted that this project is funded under the 2014 grant that was supposed to be completed in December, but is far from complete. There is also a rule that you cannot have a change of use for five years after using CDBG funds for the work.

Mr. Brady asked if he Board could use the funds from Recovery Road to rehabilitate the West Wareham School. Mr. Sanborn said it probably could.

**4. Grant Amendment – Program Income Commitment to Phase 4 Streetscape**

Mr. Sandborn asked the Board to approve the reprogramming of \$410,000 previously allocated for work at the Everett School and Hynes Field in the FY'15 grant to the Phase 4 Streetscape project. He also asked the Board to commit \$110,000 in Program Income to the project if necessary.

**Mr. Brady motioned to amend the 2015 grant to allocate \$230,000 previously earmarked for the Hynes Field project, \$180,000 previously earmarked for the Everett School project, and \$110,000 in Program Income for the Streetscape Phase 4 project. Ms. Jones seconded the motion. It carried, 5-0-0.**

**Adjournment:** Ms. Jones motioned to adjourn the meeting. Mr. Brady seconded. The motion was approved, 5-0-0. The meeting adjourned at 8:56 p.m.

**Next Meeting:** March 7, 2016

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**Summary of Action Taken:**

Mrs. Sullivan motioned to act favorably upon the work at the mobile home on Madeline Street. Mrs. Sullivan's motion carried, 4-1-0, with Mr. Brady in opposition.

Mr. Brady moved favorable action on the County Road project, not to exceed \$12,800. Ms. Jones seconded the motion. The motion carried, 5-0-0. Mrs. Josey disclosed that she knows the family.

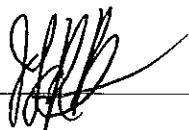
Mr. Brady motioned to accept the minutes for January 11, 2016. Ms. Jones seconded. The motion carried, 4-0-1, with Mr. Brady abstaining.

Mr. Brady motioned to accept the minutes of February 1, 2016. Mrs. Sullivan seconded. The motion carried 5-0-0.

Mr. Brady motioned to amend the 2015 grant to allocate \$230,000 previously earmarked for the Hynes Field project, \$180,000 previously earmarked for the Everett School project, and \$110,000 in Program Income for the Streetscape Phase 4 project. Ms. Jones seconded the motion. It carried, 5-0-0.

*Minutes submitted by Jaime Rebhan-Buckminster, CEDA Senior Program Manager*

Signed: \_\_\_\_\_



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MAR 14 2016

TOWN OF WAREHAM  
TOWN CLERK

**TOWN CLERK'S MEETING NOTICE**  
There will be a meeting of the Wareham

**Community & Economic Development Authority**

**Date:** Monday, February 22, 2016

**Time:** 6:30 p.m.

**Location:** Wareham Town Hall, Third Floor, Room 24

**A G E N D A**

**Open Meeting**

- 1. Chairman's Comments**
- 2. Approval of Minutes**
  - a. January 11, 2016**
  - b. February 1, 2016**
- 3. Out-of-Target Area Housing Rehabilitation Projects**
- 4. Report on 4 Recovery Road – Waterfield Design Group**
- 5. FY14 Grant Amendment – Program Income Commitment to Phase 4 Streetscape**

**Other Business**

**Adjournment**



TOWN OF WAREHAM  
54 Marion Road  
Wareham, MA 02571

**Community and Economic Development Authority**  
**Board Meeting Minutes**  
**January 11, 2016, 6:30 p.m.**  
**CEDA Office – Conference Room**

**Present:** Jean Connaughton, Ken Fontes, Kat Jones, Barbara Sullivan, Bruce Hutchins, Peter Sanborn, Jaime Rebhan-Buckminster

**Not Present:** Bob Brady, Rhonda Josey, Michael Fitzgerald, Stephen Holmes, Peter Teitelbaum

**Call to Order:** Chairman Connaughton called the meeting to order at 6:57 p.m. (following the completion of the 6 p.m. Public Hearing).

**1. Review and Approval of Minutes: December 21, 2015**

**Board Action Taken:** Mrs. Sullivan motioned to accept the minutes of December 21, 2015, as presented. Ms. Jones seconded the motion. The minutes were accepted by a vote of 3-0-1, with Mr. Fontes abstaining as he was not present at that meeting.

**Mr. Fontes motioned to take the fifth item on the agenda, "Route I-195 Information Center," out of order, as Mr. Hutchins was currently present. Mrs. Sullivan seconded the motion, which carried 4-0-0.**

**2. Route I-195 Information Center**

**Summary:** Mr. Hutchins, who has been overseeing the operation of the Route I-195 Information Center for about a decade, introduced himself and briefly discussed the history of the Center. He presented his proposed budget, attached.

Mrs. Connaughton explained that, because this proposed budget is contingent upon grant funding from the state, Mr. Hutchins would return to the board with a revised budget should those funds not materialize.

Mr. Hutchins explained that the cost for portable toilets has increased, as the company he previously used is no longer in business. The planned \$21,000 in capital improvements would not be completed if the state's grant funding falls through.

Mr. Hutchins said he would like the CEDA Board to approve the renewal of his agreement with the Information Center's marketer, who is charged with selling advertising at the Center to local businesses. Mr. Hutchins explained the marketer brought in close to \$3,200 last year, and this year's agreement would require that the marketer bring in \$2,000 in new business in order to get the 15% commission for the businesses that advertised last year (old business).

Mrs. Connaughton and Mrs. Sullivan agreed that that arrangement was favorable.

Mr. Hutchins noted that he is looking into getting a trailer that would house bathrooms, similar to rest stops in New Hampshire. This would involve a constructed facility, with waste held in a holding tank (cesspool). He noted that the state does not want to assist the Center with construction of a more permanent bathroom facility. The other issue is that there is no water available at the site.

Mr. Hutchins noted that any type of capital investment into the Information Center comes with a risk, as the state approves the use of the facility on an annual basis.

Mr. Fontes agreed that it would be a big upgrade from portable toilets to a trailer with bathroom facilities. He said he would like Mr. Hutchins to get at least three quotes from portable toilet companies to ensure that we are getting the best price.

Mr. Hutchins agreed to return with any suggestions regarding the portable toilets. He added that there have been no major problems at the Information Center, and the Center enjoys a steady influx of visitors.

Mr. Sanborn asked if the state was indifferent about the presence of a visitor center at the site.

Mr. Hutchins explained that the state does not do inspections and the only thing he has ever been asked is to count the picnic tables at the site. He enjoys a cordial relationship when calling the state.

Mr. Fontes asked if the Board needed more information to vote on the budget as a whole.

Mrs. Connaughton explained that the Board would only vote on the agreement with the marketer at this time, although it could approve the budget as a whole if that was the Board's wish.

Mr. Hutchins said he would visit the Board again if he was going to change the budget significantly. He is requesting a 50 cent raise for the Center's Ambassadors (employees), which would raise the hourly rate from \$10.50 to \$11.00. He typically hires 6-7 Ambassadors for the season, which runs from Patriots' Day in April until Veterans Day in November.

Mr. Fontes requested that the Board hold the vote until it is known whether the state grant funding is available. The Board concurred.

**Board Action Taken:** Mr. Fontes motioned to approve the agreement with the Information Center's marketer. Ms. Jones seconded the motion. The motion was approved, 4-0-0.

### **3. Review and Recommendation of Activities for FY 2016 Mini-Entitlement Plan Application**

**Summary:** Mr. Sanborn presented a list of proposed projects based on what the Board discussed at its December 21, 2015, meeting (see attached).



Mr. Fontes, who was absent for the previous meeting, asked a question about a FY 2015 grant activity – the creation of a “home base” for public social services at the Everett School. He expressed concern that the size of the Everett School was not conducive to such a use, and suggested that perhaps the Hammond School in Onset would make more sense.

Mrs. Connaughton noted that the Board would keep a Hammond School project on future agendas for discussion, and that the Board could propose a project to the Town that would be self-sufficient.

Mr. Sanborn recommended that the Town request approval from the Department of Housing and Community Development (DHCD) to instead use the FY’15 funds earmarked for Everett to complete Phase 4 of the Main Street Streetscape project.

The conversation about the FY 2016 grant resumed.

Mrs. Connaughton said there is concern that the proposal for using \$230,000 to replace Housing Authority roofs would be a tough sell to the Selectmen.

Mrs. Sullivan asked whether Mrs. Connaughton had a sense of what the Selectmen would be interested in funding. Mrs. Connaughton said she hadn’t.

Mr. Sanborn explained that, though the Housing Authority is state-funded, the state has had varying amounts of funding for capital improvements (such as roof replacements) over the years. Until a few years ago, Housing Authorities could only apply for those limited funds. Now, there is a formula funding for the Authorities each year. However, the capital needs at Wareham’s two housing projects are still very much in excess of the funding the state provides. The roofs at Redwood Park are rapidly deteriorating.

Mrs. Connaughton asked whether there was a timetable for the roof replacement. Mr. Sanborn said that there was. Mr. Fontes asked whether CEDA could fund roof replacements in phases, so the \$230,000 would not need to be expended all at once.

Mrs. Connaughton explained that then the Board would need to have another project lined up to propose for the FY 2016 grant.

Mr. Sanborn suggested that the Board instead ask for funds for a “Slums and Blight” inventory for Onset Village. This could reduce or replace any of the proposals he suggested on his list.

Mr. Sanborn explained that the project would inventory every property and public improvement in a pre-determined area. If the area is designated as “blighted,” future Community Development Block Grant (CDBG) funds could be allocated to improvements there.

Mr. Sanborn ultimately asked the Board to endorse his list of projects, potentially including another phase of the Main Street Streetscape design, and the Slums and Blight inventory, depending on the budget.

**Board Action Taken:** Mr. Fontes motioned to approve the following potential CDBG activities, using Mr. Sanborn's budget figures as rough estimates: Program Delivery and Administration Funds in the amount of \$240,000; Public Services (5 projects at \$25,000 each) in the amount of \$125,000; Wareham Housing Authority Roofs at \$194,100; Wareham Housing Authority Soft Costs totaling \$35,900; Housing Rehab Program at \$180,000; Village Streetscape – Phase 5 totaling \$50,000; a Slums and Blight inventory in Onset.

Mrs. Sullivan seconded the motion. The motion carried, 4-0-0.

#### **4. Approve Signing Authority for Acting CEDA Director**

**Summary:** Mr. Sanborn requested that the Board authorize his firm, Community Opportunities Group, Inc., serving as Acting CEDA Director, to pay bills, sign timesheets, and sign off on any other necessary documents.

**Board Action Taken:** Mr. Fontes motioned that the Board give signing authority to Community Opportunities Group, Inc. Ms. Jones seconded the motion. The motion carried, 4-0-0.

**Other Business:** Mrs. Connaughton said that the Onset Bay Association has asked if CEDA funds would be available for it to purchase a gazebo to replace the current one on the Onset Bluffs. She noted that the money, which could total \$10,000, would have to come from EDIC funds. She will request that the Onset Bay Association's Beautification Committee attend a future CEDA meeting.

**Adjournment:** Mr. Fontes motioned to adjourn the meeting at 8:41 p.m. Mrs. Sullivan seconded the motion. The motion was approved, 4-0-0.

**Next Meeting:** February 22, 2016

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#### **Summary of Board Action Taken:**

1. Mr. Fontes motioned to take the fifth item on the agenda, "Route I-195 Information Center," out of order, as Mr. Hutchins was currently present. Mrs. Sullivan seconded the motion, which carried 4-0-0.
2. Mr. Fontes motioned to approve the agreement with the Information Center's marketer. Ms. Jones seconded the motion. The motion was approved, 4-0-0.
3. Mr. Fontes motioned to approve the following potential CDBG activities, using Mr. Sanborn's budget figures as rough estimates: Program Delivery and Administration Funds in the amount of \$240,000; Public Services (5 projects at \$25,000 each) in the

amount of \$125,000; Wareham Housing Authority Roofs at \$194,100; Wareham Housing Authority Soft Costs totaling \$35,900; Housing Rehab Program at \$180,000; Village Streetscape – Phase 5 totaling \$50,000; a Slums and Blight inventory in Onset.

4. Mr. Fontes motioned that the Board give signing authority to Community Opportunities Group, Inc. Ms. Jones seconded the motion. The motion carried, 4-0-0.

*Minutes submitted by Jaime Rebhan-Buckminster, CEDA Senior Program Manager*

Signed: \_\_\_\_\_



TOWN OF WAREHAM  
54 Marion Road  
Wareham, MA 02571

## Community and Economic Development Authority

### Board Meeting Minutes

February 1, 2016, 6:30 p.m.

Wareham Town Hall, Third Floor, Room 24

**Present:** Jean Connaughton, Bob Brady, Michael Fitzgerald, Ken Fontes, Kat Jones, Rhonda Josey, Barbara Sullivan, Chris Shott (Wareham Courier), Peter Sanborn, Jaime Rebhan-Buckminster

**Not Present:** Stephen Holmes, Peter Teitelbaum

**Call to Order:** Chairman Connaughton called the meeting to order at 6:30 p.m.

#### 1. Out-of-target Housing Rehabilitation Projects

**Summary:** The Board is meeting specifically to discuss two Housing Rehabilitation Projects that are likely to be in excess of spending caps for the program.

A series of repairs to a Madeline Street mobile home, including repairs to rotted walls, a new roof, and replacement of flooring, drywall, insulation, carpeting, plumbing, and a bathtub is expected to cost approximately \$23,280. Mr. Sanborn explained that the staff is trying to keep the scope of work as minimal as possible.

Mrs. Connaughton said she thought the owner was a veteran.

Mr. Fitzgerald asked the year of the mobile home. Mr. Sanborn said it is early 1980s.

Mr. Fontes wondered about the program cap. Mr. Sanborn explained that the CEDA Board's current policy is to cap projects at \$7,000 for emergency situations (out of the Town's target area) and \$7,500 for mobile homes in general.

Mr. Fitzgerald wondered if a used mobile home could be purchased for less than \$23,000.

Mr. Sanborn noted that another community recently purchased a new mobile home for \$37,410.

Mr. Fitzgerald asked if the owner of the mobile home could afford to make payments.

Mr. Sanborn explained that a lien would be placed on the mobile home – the person would not be making monthly payments.

Mr. Brady asked for a copy of the appraisal indicating the mobile home is worth \$35,000. He asked who inspected the home.

Mr. Sanborn explained that CEDA's previous Rehab Inspector did an inspection, and then the current inspector completed one. The new inspector concurred that the situation is an emergency.

Mr. Fitzgerald wondered whether this would be a prudent lending practice for CEDA.

Mr. Sanborn explained that it wouldn't be, but it would be a compassionate lending of assistance. He noted that there is always a risk associated with Housing Rehabilitation Program projects.

Mr. Fitzgerald wondered if Veterans Affairs would be able to assist.

Mr. Brady asked if the income recorded on the project proposal was disability income. He stressed that the Board should confirm the age of the mobile home.

Mrs. Sullivan asked if there was a deadline for the Board's decision.

Mrs. Connaughton explained that the situation is an emergency because the roof is leaking. She noted that CEDA does get the return on investment from many projects it completes.

Mr. Brady asked if this money would come out of the 2014 grant that we are behind on spending. Mr. Sanborn said it would.

Mrs. Sullivan asked if the office had done its due diligence in determining eligibility for this program. She wondered if the person has applied for other programs. She explained that she is on the side of compassion, but would like to know more about the applicant and the applicant's status with the VA.

Mr. Brady again stressed that the Board should know the age of the mobile home. He asked where the appraisal came from.

Mrs. Sullivan wondered if there is another way the person can get help, as the mobile home appears to be on its last legs.

Mrs. Connaughton asked the purchase of the mobile home would be an approved use for the grant funds.

Mr. Sanborn said that it isn't done very often, but is permissible.

Mr. Brady wondered how many of these projects haven't come before the Board for approval.

Mrs. Connaughton said not many, to her knowledge.

The Board came to a consensus that it should seek more information from the CEDA office before making a decision as to whether to approve spending in excess of the program's cap.

Mr. Sanborn then presented a home on County Road that is out of the CDBG target area and needs a new roof. The estimate is \$12,800. He explained that had the home been in-target, it would have been processed as a regular Housing Rehabilitation case because it would not be in excess of the program's cap, and thus would not need CEDA Board approval.

Mr. Fitzgerald asked how many square feet of roofing needs to be replaced.

Mr. Sanborn said he did not have the information at the meeting, but it is likely in the office's files.

Mr. Brady asked if the estimate was from the former or new rehabilitation inspector. Mr. Sanborn said it is from the new inspector.

Mr. Fitzgerald asked if the project was for just the roof or also for rotted plywood underneath or other issues.

Mrs. Connaughton concurred that the request requires more backup information from the office.

Mr. Brady asked if Grants Manager Karen Hamilton could be made available to the CEDA Board in the future.

Mr. Fitzgerald concurred that the Board needs to do its homework if its approving an expenditure of money.

Mr. Fontes asked to see bids for the scope of work before being asked to approve a waiver of the program cap.

Mr. Sanborn explained that the staff did not want to put the projects out to bid if it was clear that the Board would be unlikely to fund them, which is why the projects were brought before the Board now. He explained that the staff made the assumption that the work for the projects would be above the expenditure caps, and thus sought approval from the Board.

The Board again agreed that it needed more information before making a decision.

**Adjournment:** Mr. Brady motioned to adjourn the meeting at 7:30 p.m. Ms. Jones seconded the motion. The motion was approved, 7-0-0.

**Next Meeting:** February 22, 2016

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*Minutes submitted by Jaime Rebhan-Buckminster, CEDA Senior Program Manager*

Signed: \_\_\_\_\_

## Case breakdown #148995

### 1 Madeline Street

1. Income – \$14,568 Social Security Disability – income for a 1 person household is below the 30% of median income.
2. Age of mobile home – 1976, (40 years old)
3. Age of homeowner(s) – 59
4. Loan – balance 0, monthly LOT FEE \$477.00
5. Assessed Value – \$35,000 – \$40,000
6. Disabled – Yes
7. Veteran – Yes
8. Fuel Assistance – Yes
9. Food Stamps – Yes

Brand new mobile homes go for approximately \$65,000+ A used mobile home in good condition and mortgage able would be \$50+.

This is a disabled veteran who is on Social Security Disability. He does not receive any other source of income, but has been referred to Veterans Administration. He does not receive a pension or disability benefits from the VA. He did not sustain his disability while serving his country. His disability started last year while working as a CNA. The VA has been contacted to see if he may be eligible for other assistance, but will not assist with rehabilitating his mobile home. They can help with medical, burial services, wellness programs, and medical grants (HISA) medical necessary home improvements e.g., ramp etc. The disability has to be a result of the military or incurred during his military service.

### Work to be done – See attached scope.

*My opinion: I feel as though this individual has served our country, is on a very limited income and needs improvements made to his mobile home. These improvements are necessary to improve his quality of living. To buy a new mobile home it would cost upwards of \$85,000+ and a used mobile home, in good condition, would be approximately \$56,000+. The roof is in poor condition and leaking into the home which is causing more damage. The bathroom floor is very weak and deteriorated. The assessed value is based on what a mobile home of this age and condition would go for on the market today. It may be higher or it could possibly be a little lower. This is only an estimate and based on data which was received to me by owners of the mobile home parks. Mobile homes are treated like a car lien and often we may not get back exactly what we have put into the home, but these improvements will provide a safe living environment for the homeowner and will allow him/her to remain in the home. The housing rehabilitation program is to provide a safe code compliant habitat for low/moderate income residents and in today's economy where are these folks to go. Based on this and documentation received from the homeowner, I feel as though we should move forward with the project.*

# WORK SPECIFICATIONS

**DATE:** 1/18/16

**CASE:**

**NAME & ADDRESS:**

Gary Kidwell  
1 Madeline Street  
Wareham, MA

**PHONE #:** 508 273 7907

## GENERAL PROVISIONS

1. It is the contractor's responsibility to be aware of all federal, state, and local codes, as well as the requirements of zoning boards, historical and other commissions or boards. All necessary permits are to be obtained by the contractor prior to the start of work.
2. These specifications are intended to list requirements of this particular job, and are not intended to point out or remind trades people of their responsibilities regarding code issues or any other federal, state, or community mandates.
3. It is assumed that all bidding contractors are aware of their responsibilities, and that any questions regarding job-specific issues will be raised and answered at the pre-bid showing.
4. Unless otherwise stated, "Install" means that you are responsible for providing and installing the item in question. Installation of the specified item in question also includes the removal and legal disposal of all of the elements and components associated with the installation of the item specified.
5. Any products substituted as "equal" or "equivalent" must be authorized by the owner and the Housing Rehabilitation Specialist. If you install a product without approval you run the risk of having the product disapproved after installation, in which case the product will need to be removed and replaced at the sole expense of the Contractor.
6. Contractors must bid on the entire scope of the specified work. Partial or incomplete bids will not be accepted.
7. Job site maintenance must be carefully monitored. Clean job sites include covered rubbish, neatly stacked and covered stock reserves, daily interior and exterior site clean-up, drop clothes in work and storage areas. Unacceptable site maintenance includes beverage cans and fast food containers strewn about the site, stock stored haphazardly, overflowing dumpsters, disregard for the property and safety of others.
8. When authorizing any progress payments the Rehab. Specialist will deduct a retainer. The retainer will be 10% of the authorized payment. This retainer will be the last payment to be released after all the paperwork has been received, the final inspection completed and the corresponding permits have been signed off.
9. Contractor shall include all labor, materials, and equipment necessary to complete the work described in these specifications and scope of work.
10. Measurements are approximate and are to be verified by the contractor.

**NOTE: All quantities are approximate only. The Contractor is responsible for counting and taking measurements to complete the entire scope of work.**

Symbol key = \* means "similar or equal with prior written approval from the Rehabilitation Specialist and Owner.



NOTE: Contractors bidding this job must be able to start the job within 30 days immediately upon contract signing and complete the entire scope of work within 60 days following the contract signing. This gives the contractor 60 days if he starts immediately upon contract signing, and less one day for each day that he delays starting during the first 30 days. If the low bidder is unable to meet these criteria, then the next lowest bidder will be awarded the contract.

Specification Writer: Don Bucchianeri Signature: *Don Bucchianeri*

## WORK SPECIFICATIONS

**SPECIAL NOTE:** This section contains the Work Specifications, which will become part of the contract. The contractor must price the bid based on the information provided in this section in conjunction with any addenda's or change orders issued as part of the Work Specifications and/or contract. This section contains the full scope of work as well as material specifications, performance standards, brand names, and added notes.

If there are alternates to the scope of work, they will be numbered and listed in the Work Specifications. Please note, any work pertaining to an alternate is not to be included in the base bid categories on the bid form but listed as a separate price next to the alternate number. All bids must be submitted on the bid form provided with the work specifications. The bid form is divided into categories of work (i.e. masonry, carpentry, electrical, etc.). The bid form also separates all the lead abatement work from the rehab non de-leading work.

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## **CARPENTRY**

### **NEW WALL FRAMING**

**QUANTITY:** The Contractor is responsible for counting and taking measurements to complete the entire scope of work.

#### **LOCATIONS LISTED BELOW:**

1. Rotten or damaged Bathroom & hallway wall(s)

Replace any rotten or damaged wall framing associated with the installation of the new bathroom tub & surround. Install new fiberglass sound attenuation batts, painted drywall, wall paneling, etc. as required for work associated with the scope of work.

Note: Contractor to carefully remove any hallway wall paneling and set aside for re-installation as required. Contractor to supply and install new paneling to match the existing material, finish and color as closely as possible if wall paneling is damaged.

### **NEW SUBFLOORING**

**QUANTITY:** The Contractor is responsible for counting and taking measurements to complete the entire scope of work.

**NOTE:** All quantities are approximate only. The Contractor is responsible for counting and taking measurements to complete the entire scope of work.

Symbol key = \* means "similar or equal with prior written approval from the Rehabilitation Specialist and Owner.

**LOCATIONS LISTED BELOW:**

1. All damaged or rotten floor areas for the entire bathroom floor.
2. All damaged or rotten floor areas for the hallway floor area.

Remove all damaged or rotten areas of the existing subflooring down to the exposed structural support. Coordinate with the installation of the new rigid insulation between the floor joists. Install a new ¾-inch bottom layer of subflooring over the top of the structural system. Install a second additional ½-5/8-inch subfloor over the bottom layer of subflooring to achieve an elevation flush with the top finish floor surface of the bedrooms and Kitchen. Include installing a new 2x stock framed floor system integrated with the existing mobile home floor support system to structurally support the new subflooring and floor system.

Note: Carefully remove the existing toilet, vanity and sink, and other fixtures and items and set aside for reinstallation to prep for the renovation work. Re-install the existing toilet, vanity and sink, and other fixtures and items when the floor renovations are complete.

Note: Include installing additional wood framing and/or blocking to prep for the new subflooring.

**NEW SHOWER END WALL**

**QUANTITY:** The Contractor is responsible for counting and taking measurements to complete the entire scope of work.

**LOCATIONS LISTED BELOW:**

1. New shower end wall ( near the bathroom door opening).

Install a new 2x4 framed shower end wall sized to prep for the new tub and enclosure.

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**DRYWALL (includes painting)****DRYWALL WALLS**

**QUANTITY:** The Contractor is responsible for counting and taking measurements to complete the entire scope of work.

**LOCATIONS LISTED BELOW:**

1. Bathroom shower end wall, shower end wall, shower repaired wall area adjacent to the hallway, and the area above the new tub and shower.

Install and paint new sheetrock on the wall(s) listed above. Tape and seal all seams, corners, and nail heads with joint tape and apply 3 coats of US Gypsum\* joint compound. Install galvanized steel corner bead on all outside corners and sand all surfaces to a smooth surface. All Gypsum Board panels shall be of the same manufacturer, 48" wide in the longest lengths possible, and no less than ½ inch thick. Materials shall be United States Gypsum \*. Bathrooms and wet areas shall have 5/8 inch moisture resistant Gypsum board, and where code requires fire rated 5/8" gypsum board shall be installed on all ceiling surfaces complying with all building codes and as approved by the Fire Department. Prepare all surfaces to be painted. Set nails, caulk and fill all imperfections, and apply Benjamin Moore AquaGlo or AquaVelvet\* primer and final coats to all surfaces according to manufacturer's recommendations. Contractor to apply as many coats of paint as necessary to completely cover. Owner to choose from available colors.

**NOTE:** All quantities are approximate only. The Contractor is responsible for counting and taking measurements to complete the entire scope of work.

Symbol key = \* means "similar or equal with prior written approval from the Rehabilitation Specialist and Owner.

## **DRYWALL CEILINGS**

### **QUANTITY:**

**The Contractor is responsible for counting and taking measurements to complete the entire scope of work.**

### **LOCATIONS LISTED BELOW:**

1. Bathroom ceiling.

Remove the existing ceiling materials and structural support. Install new 2x stock structural framing prepped for the new drywall ceiling. Install and paint new sheetrock on the ceiling(s) listed above. Tape and seal all seams, corners, and nail heads with joint tape and apply 3 coats of US Gypsum\* joint compound. install galvanized steel corner bead on all outside corners and sand all surfaces to a smooth surface. All Gypsum Board panels shall be of the same manufacturer, 48" wide in the longest lengths possible, and no less than ½ inch thick. Materials shall be United States Gypsum \*. Bathrooms and wet areas shall have 5/8 inch moisture resistant Gypsum board, and where code requires fire rated 5/8" gypsum board shall be installed on all ceiling surfaces complying with all building codes and as approved by the Fire Department. Prepare all surfaces to be painted. Set nails, caulk and fill all imperfections, and apply Benjamin Moore AquaGlo or AquaVelvet\* primer and final coats to all surfaces according to manufacturer's recommendations. Contractor to apply as many coats of paint as necessary to completely cover. Match the existing color as closely as possible.

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## **INSULATION**

### **TWO INCH RIGID INSULATION**

**QUANTITY: The Contractor is responsible for counting and taking measurements to complete the entire scope of work.**

### **LOCATIONS LISTED BELOW:**

1. Three layers of rigid insulation between the floor structural support system for the bathroom floor area.
2. Three layers of rigid insulation between the floor structural support system for the hallway floor area.

Install three layers of Owens Corning FOAMULAR 2-inch tongue and groove R-10 to achieve an R factor of 30 between the structural support system according to manufacturer's recommendations. Seal all joints and penetrations and cracks between the edges of the insulation and the structural support system.

Note: Include installing additional wood framing and/or blocking to prep for the new insulation.

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## **FLOORING**

### **VINYL SHEET FLOORING**

**QUANTITY: The Contractor is responsible for counting and taking measurements to complete the entire scope of work.**

**NOTE: All quantities are approximate only. The Contractor is responsible for counting and taking measurements to complete the entire scope of work.**

Symbol key = \* means "similar or equal with prior written approval from the Rehabilitation Specialist and Owner.

**LOCATIONS LISTED BELOW:**

1. Entire bathroom floor.

Install new 1/4 inch multiply underlayment and Armstrong Starstep Plus\* vinyl sheet flooring manufactured by Armstrong\*. Provide metal edging as required. NOTE: Exclude the floor area under the shower/tub area. Contractor to have choice of installing flooring under or around the vanity. Owner to choose from available in stock selections. Long lead items are not an option.

Note: Include installing new white painted 3/4 shoe molding around the perimeter of the bathroom floor/walls.

**CARPETING**

**QUANTITY:** The Contractor is responsible for counting and taking measurements to complete the entire scope of work.

**LOCATIONS LISTED BELOW:**

1. Hallway floor areas from the rear bedroom down to the Kitchen.

Remove the existing carpet and padding materials down to the exposed sheathing and subflooring. Install Softspring\* Ravishing 1-Color Allspice carpet with an 8 pound padding according to manufacturer's recommendations. Include installing levelastic to prep the floor to meet industry standards for the installation of the new carpet. Provide all adhesives, edge trim, and materials required to complete the job.

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**PLUMBING****FIBERGLASS BATH-TUB & TUB WALL KIT**

**QUANTITY:** ( 1 ) Exact quantity must be installed

**LOCATIONS LISTED BELOW:**

1. Bathroom.

Remove existing bathtub and wall material down to the exposed studs. Install a new Lasco bathtub model 260030M and ASB Corp Heavy Duty Sturdi-fit Tub Wall Kit model #37880. Installation includes a Symmons\* Temptrol\* S-96-2 pressure -balancing mixing valve with a combination integral diverter and volume control and adjustable stop to limit handle turn, tub spout, clear flow shower with arm and flange, hot and cold water shut off valves, and all associated plumbing and hardware. Include installing new hot and cold water supply lines from the new shower/tub connection to the connections under the mobile home per code. Include installing new waste line and trap from the new shower/tub to the connections under the mobile home per code.

NOTE: sump dimensions are top-width=55-inches, bottom-width= 48-inches, top-depth=24 3/4-inches, bottom-depth=22-inches.

NOTE: Include installing and painting new drywall above the new tub and surround area only.

**NOTE:** All quantities are approximate only. The Contractor is responsible for counting and taking measurements to complete the entire scope of work.

Symbol key = \* means "similar or equal with prior written approval from the Rehabilitation Specialist and Owner.

## **MOBILE HOME RUBBER ROOF**

**QUANTITY:** The Contractor is responsible for counting and taking measurements to complete the entire scope of work.

**LOCATIONS LISTED BELOW:**

1. Entire mobile home.

Prep the roof for a new rubber roof system. Install a new layer of 1.5-inch StyroFoam insulation mechanically fastened to the existing substrate. All insulation joints shall be butted tight and aligned with a roof truss. The insulation shall be attached with 2 7/8" Dek-Fast screws and 3" plates. Galvanized steel cornerbead shall be used at the perimeter and fastened at 12" intervals. The cornerbead shall be lapped minimum 2" and fastened at the joint. The rubber membrane shall be .060 EPDM, black, fastened with an aluminum termination bar attached with 1" hex washer head stainless steel screws. New flashings shall be installed at all plumbing vents. All penetrations shall be flashed and made watertight using uncured EPDM flashing. Pre-formed EPDM pipe boots shall be used on all plumbing vents. The new rubber roof system membrane to be guaranteed by the manufacturer for 10 years. Material and the installation are to be guaranteed by the Contractor for 1 year.

**NOTE:** All quantities are approximate only. The Contractor is responsible for counting and taking measurements to complete the entire scope of work.

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## Case breakdown #148996

### 680 County Road

1. Income – \$39,021 Social Security (both) and Pension for one – income for a 2 person household is still below the 50% of median income.
2. Age of home – House was built in 1978, (38 years old)
3. Age of homeowner(s) – 77 & 88
4. Mortgage – balance of \$17,603, monthly payment \$779.07
5. Assessed Value – \$215,500
6. Disabled – No
7. Veteran - No

**Work to be done** – Roof - approximately 32 square feet which contractor is to include the replacement of rotten or damaged roof sheathing or boards in the bid. No gutters are included. Estimate \$12,800. See attached scope of work provided by the housing rehabilitation specialists.

*My opinion: I feel as though this is a very good project for rehabilitation. This is a large roofing project and at even \$350.00 a square, it would be \$11,200. Some of these contractors are charging upwards of \$450.00 a square. These folks are elderly and their roof is in need of repair/replacement. The assessed value of the home is \$215,500 with no other liens on the home. If sold before the 5 years, we would recoup the \$12,000 that was put into it. I think the decision should be to move forward.*

# WORK SPECIFICATIONS

DATE: 1/18/16

CASE:

**NAME & ADDRESS:**

Kenneth Semedo  
680 County Road  
West Wareham, MA

PHONE #: 508 295 3524

## GENERAL PROVISIONS

1. It is the contractor's responsibility to be aware of all federal, state, and local codes, as well as the requirements of zoning boards, historical and other commissions or boards. All necessary permits are to be obtained by the contractor prior to the start of work.
2. These specifications are intended to list requirements of this particular job, and are not intended to point out or remind trades people of their responsibilities regarding code issues or any other federal, state, or community mandates.
3. It is assumed that all bidding contractors are aware of their responsibilities, and that any questions regarding job-specific issues will be raised and answered at the pre-bid showing.
4. Unless otherwise stated, "Install" means that you are responsible for providing and installing the item in question. Installation of the specified item in question also includes the removal and legal disposal of all of the elements and components associated with the installation of the item specified.
5. Any products substituted as "equal" or "equivalent" must be authorized by the owner and the Housing Rehabilitation Specialist. If you install a product without approval you run the risk of having the product disapproved after installation, in which case the product will need to be removed and replaced at the sole expense of the Contractor.
6. Contractors must bid on the entire scope of the specified work. Partial or incomplete bids will not be accepted.
7. Job site maintenance must be carefully monitored. Clean job sites include covered rubbish, neatly stacked and covered stock reserves, daily interior and exterior site clean-up, drop clothes in work and storage areas. Unacceptable site maintenance includes beverage cans and fast food containers strewn about the site, stock stored haphazardly, overflowing dumpsters, disregard for the property and safety of others.
8. When authorizing any progress payments the Rehab. Specialist will deduct a retainer. The retainer will be 10% of the authorized payment. This retainer will be the last payment to be released after all the paperwork has been received, the final inspection completed and the corresponding permits have been signed off.
9. Contractor shall include all labor, materials, and equipment necessary to complete the work described in these specifications and scope of work.
10. Measurements are approximate and are to be verified by the contractor.

1

Semedo Specifications

**NOTE: All quantities are approximate only. The Contractor is responsible for counting and taking measurements to complete the entire scope of work.**

Symbol key = \* means "similar or equal with prior written approval from the Rehabilitation Specialist and Owner.

NOTE: Contractors bidding this job must be able to start the job within 30 days immediately upon contract signing and complete the entire scope of work within 60 days following the contract signing. This gives the contractor 60 days if he starts immediately upon contract signing, and less one day for each day that he delays starting during the first 30 days. If the low bidder is unable to meet these criteria, then the next lowest bidder will be awarded the contract.

Specification Writer: Don Bucchianeri Signature: *Don Bucchianeri*

## WORK SPECIFICATIONS

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## **ROOFING**

**SHINGLE ROOFING** (30-year architectural shingles)

**QUANTITY:** The Contractor is responsible for counting and taking measurements to complete the entire scope of work.

**LOCATIONS LISTED BELOW:**

1. Entire house and additions.

Strip the existing roof down to the sheathing and/or boards. Remove and dispose of the existing roofing materials down to the exposed roof sheathing for the entire house and additions. Contractor to include the replacement of 32 square feet of rotten or damaged roof sheathing or boards in the base bid. If the replacement is beyond 32 square feet, the contractor must notify the Rehab Specialist with a proposed cost for the additional work change order to achieve the replacement of all of the rotten or damaged roof sheathing or boards for the entire scope of work. Contractor must take pictures of all damaged or rotten roof sheathing replacement to document change order proposal and submit to the Rehabilitations Specialist to facilitate processing the change order. Protect adjacent structures and surfaces from damage during removal and provide temporary weatherproofing for all exposed roofing components during the roofing process. Maintain a broom clean job site at all times during the renovations.

**NOTE:** All quantities are approximate only. The Contractor is responsible for counting and taking measurements to complete the entire scope of work.

Symbol key = \* means "similar or equal with prior written approval from the Rehabilitation Specialist and Owner.



**NOTE :** If the roof surface has a slope greater than 2 inches, install a new asphalt shingle roof system. Roofing staples may not be used. Install shingles with 1 ¼ inch minimum galvanized roofing nails over #15 felt paper. The new asphalt roof system membrane to be guaranteed by the manufacturer for 30 years. Material and the installation are to be guaranteed by the Contractor for 1 year. Install Certaineed, GAF Marquis WeatherMax, or Timberline 30 year architectural roof shingles to the entire roof surface, including adjacent structures, and roof overhangs. Installation includes 5-inch aluminum drip edge on the rakes and drip edges, GAF, Certaineed, or Timberline ice and water shield on all the rakes and roof drip edges, in valleys, around skylights, and in joints between the roof and adjacent surfaces. Install a Coravent\* ridge vent on all of the horizontal roof ridges. Owner to select from available colors.

**NOTE:** If the roof surface has a slope less than 2 inches, install a rubber roof system with the exception that a hip roof with a slope less than 2 inches will receive 100 % coverage of ice and water shield and asphalt roof shingles. Supply and install a Firestone\* 060 mil Rubberguard\* roof membrane system with a single layer of 1 1/2" fireboard roof insulation over the entire area fully adhered and installed according to manufacturer specs. Include trim and coil stock to cover the entire edge of the rubber roof, including the additional thickness of the 1 ½ inch insulation. The new rubber roof system membrane to be guaranteed by the manufacturer for 10 years. Material and the installation are to be guaranteed by the Contractor for 1 year.

Install new flashing and drip edge as needed to provide a watertight membrane between the roofing system and the house. Flashing and drip edge to be replaced includes, but is not limited to chimney flashing, step flashing, valley flashing, pipe collar flashing, rake flashing, rubber roof drip edge (cover the edge of the roof including the new insulation material). Install flashing and drip edge per manufacturer's recommendations.

When replacing the chimney or masonry flashing to provide a watertight membrane, re-point the masonry joints at the flashing to match original appearance as closely as possible in composition and color. Clean and wash excess mortar from surface according to manufacturer's recommendations.

**NOTE:** All quantities are approximate only. The Contractor is responsible for counting and taking measurements to complete the entire scope of work.

Symbol key = \* means "similar or equal with prior written approval from the Rehabilitation Specialist and Owner.

## HOUSING REHAB INQUIRIES

Address	DOI	app sent	D app rec	Approval	Denied	Incomplete	Withdrew	Grant Yr.	In/Out Target	Telephone #	Closed
Madeline St., (15) E. Wareham, MA	2/17/2016	picked up 02/18/2016							out of target	508-317-3115	
Indian Neck Rd., (6) Wareham, MA	2/16/2016	2/16/2016							?? in target	508-951-3381	
Daniel Rd., (10) Wareham, MA	1/27/2016	emerg/	1/27/2016	2/2/2016		need docs		FY14	out of target		✓
14th Street (3) Wareham, MA	1/13/2016	1/13/2016	2/1/2016			incomplete			out of target		
Swifts Beach Rd. (8) Lot #40 Wareham, MA	1/11/2016	1/11/2016							out of target	mobile	
Hazel Street (2) Wareham, MA	11/23/2015	11/23/2015									
High Street (154) Wareham, MA	11/5/2015	11/5/2015							in target	asbestos	
Castle Drive (94) West Wareham, MA	11/3/2015	11/3/2015							out of target	mobile/	
Cranberry Hwy., (2900) E. Wareham, MA	11/3/2015	11/3/2015	11/10/2015	11/17/2015			withdrew 2/1/16		out of target	mobile/no heat	✓
Restful Lane (36) E. Wareham, MA	11/2/2015	11/2/2015							out of target		
Dennis Lane (28) Wareham, MA	10/28/2015	10/28/2015							out of target		
Dennis Lane (3) Wareham, MA	10/19/2015	10/19/2015							out of target		
Swifts Beach Rd., (167) Wareham, MA	10/15/2015	10/15/2015							In Target - (Marietta's son)		
Parker Dr., (7) Wareham, MA	10/15/2015	10/15/2015							out of target		
Cranberry Highway (3132) Lot #24 East Wareham	10/14/2015	10/14/2015							out of target		

77 Inq./51 out of target/26 in target/24 appl., received/8 completed/6pending/8withdrew/1 condemned/1 over income/17 mobile homes

# HOUSING REHAB INQUIRIES

Pineview Terrace (172) W. Wareham, MA	10/6/2015	10/6/2015					out of target	
Madeline St., (1) East Wareham, MA		10/5/2015	10/5/2015	10/19/2015			out of target	
Plymouth Ave., (271) East Wareham, MA	10/5/2015	10/5/2015						
County Rd., (680) W. Wareham, MA	9/29/2015	9/29/2015	10/14/2015	10/21/2015			out of target	
Pleasant Ave., (15) Onset, MA	9/17/2015	9/17/2015	9/23/2015				In Target	
Spectacle Pond Rd. (15) E. Wareham, MA	9/17/2015	9/17/2015					out of target	
Cranberry Hwy., (3132) E. Wareham, MA	8/26/2015	8/26/2015					out of target	
King Drive (25) W. Wareham, MA	8/25/2015	8/25/2015	9/1/2015	9/23/2015			out of target	✓
Cranberry Hwy., (3030) E. Wareham, MA	8/12/2015	8/12/2015					out of target	
Christopher Drive, (12) Wareham, MA	8/12/2015	8/12/2015					out of target	
Woodville Way, (13) Wareham, MA	8/5/2015	no			over income		out of target	
West St., (4) West Wareham, MA	8/3/2015	8/3/2015					Out of Target	
Kennedy Lane (10) Wareham, MA 02571	7/27/2015	7/27/2015					In Target	
Timer Lane (5) W. Wareham, MA	6/29/2015	6/29/2015		no approval given	no approval given	no appl., received	FY13 - FY14 Out of Target	
10th Street (9) Onset, MA	6/2/2015	6/2/2015		no approval given	no approval given	withdrew 9/21/15	FY13 - FY14 In Target	
Barker Road (38) East Wareham, MA	6/3/2015	6/3/2015		no approval given	no approval given	no appl rec	FY13 - FY14 Out of Target	

77 Inq./51 out of target/26 in target/24 appl., received/8 completed/6pending/8withdrew/1 condemned/1 over income/17 mobile homes

# HOUSING REHAB INQUIRIES

Sandwich (41) Wareham, MA	5/18/2015	5/18/2015		no approval given	no approval given		no appl rec	FY13 - FY14	In Target	
Great Hill Estates	5/13/2015	5/13/2015		no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
Partridge Path Wareham, MA	5/7/2015	5/7/2015		no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
PO Box 481 W. Wareham, MA	5/7/2015	5/7/2015		no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
Briarwood Dr., (26) Wareham, MA	5/6/2015	5/6/2015		no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
N. Carver Rd., (15) W. Wareham, MA	4/21/2015	4/21/2015		no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
Madeline St., (22) E. Wareham, MA	4/16/2015	4/16/2015		no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
Cromesett Rd., (82) Wareham, MA	4/15/2015	4/15/2015		no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
Camado Dr., (37) Wareham, MA	4/8/2015	4/8/2015		no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
Daniel Rd., (4) Wareham, MA	4/1/2015	4/1/2015	6/17/2015	6/30/2015				FY14	Out of Target	✓
Beverly Way (4) E. Wareham, MA	4/1/2015	4/1/2015		no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
Kingwood St., (44) Wareham, MA	6/8 & 4/1/15	6/8 & 4/1/15	10/5/2015	10/20/2015				FY14	In Target	
Swifts Beach Rd., (78) Wareham, MA	3/16/2015	3/16/2015		no approval given	no approval given		no appl rec	FY13 - FY14	In Target	
Carol Rd., (1) Onset, MA	3/2/2015	3/2/2015		no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
Waban Ave, (18) Onset, MA	3/2/2015	3/2/2015		no approval given	no approval given		no appl rec	FY13 - FY14	In Target	

# HOUSING REHAB INQUIRIES

Fir St., (13) Wareham, MA	2/19/2015	2/19/2015	no approval given	no approval given	no appl rec	FY13 - FY14	In Target	
W. Wareham, MA	1/21/2015	1/21/2015	no approval given	no approval given	no appl rec	FY13 - FY14	Out of Target	
Wareham Ave., (24) Onset MA	1/20/2015	3/10/15 incomplete	no approval given	no approval given	withdrawn 7/6/15	FY14	In Target	
Midway St., (22) Onset, MA	1/5/2015	1/5/2015	no approval given	no approval given	no appl rec	FY13 - FY14	In Target	
13th St., (18) Onset, MA	11/19/2014	11/19/2014	no approval given	no approval given	no appl rec	FY13 - FY14	In Target	
Santos Dr., (5) Wareham, MA	11/6/2014	11/6/2014	no approval given	1/5/15 over income			Out of Target	
White Pine Ave., (18) W. Wareham, MA	10/30/2014	10/30/2014	no approval given	no approval given	no appl rec	FY13 - FY14	Out of Target	
Union Ave., (25) Onset, MA 02558	10/20/2014	10/20/2014	no approval given	no approval given	Withdrawn 7/15/15	FY13 - FY14	In Target	
Swifts Beach Rd., (35) Wareham, MA	10/22/2014	10/22/2014	no approval given	no approval given	no appl rec	FY13 - FY14	In Target	
Sandwich Road (38) Wareham, MA	10/10/2014	10/10/2014	11/6/2014			FY13 - FY14	In Target	
Indian Neck Rd., (11) Wareham, MA	9/15/2014	9/15/2014	condemned	6/3/2015		FY13 - FY14	In Target	
Circuit Ave., (65) Wareham, MA	10/9/2014	10/9/2014	no approval given	no approval given	no appl rec	FY13 - FY14	In Target	
Madeline St., (29) E. Wareham, MA	10/7/2014	10/7/2014	10/16/2014	11/10/2014	withdrawn 4/28/15	FY14	Out of Target	
Michaels St., (35) W. Wareham, MA	10/2/2014	10/2/2014	no approval given	no approval given	no appl rec	FY13 - FY14	Out of Target	
Avenue A (45) Wareham, MA	9/30/2014	9/30/2014	11/5/2014	11/13/2014	withdrawn 12/02/14	FY13 - FY14	In Target	

# HOUSING REHAB INQUIRIES

White Pine Ave., (10) W. Wareham	9/27/2014	9/27/2014	no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
Cranberry Hwy., (2798) E. Wareham, MA	9/26/2014	9/26/14 & 10/23/14	10/23/2014		incomplete	withdrew/inc l	FY13 - FY14	Out of Target	
Great Hill Dr., (78) W. Wareham, MA	9/26/2014	9/26/2014	10/21/2014	11/5/2014			FY14	Out of Target	✓
Great Hill Dr., (38) W. Wareham, MA	9/25/2014	9/25/2014	no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
Jeffries Path (19) Wareham, MA	9/22/2014	9/22/2014	no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
Cranberry Hwy., (3030) E. Wareham, MA	9/22/2014	9/22/2014	no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
Great Hill Dr., (75) W. Wareham, MA	9/5/2014	9/5/2014	no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
Main St., (903) W. Wareham, MA	8/25/2014	8/25/2014	no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
Warr Ave., (67) Wareham, MA	8/22/2014	8/22/2014	no approval given	no approval given		no appl rec	FY13 - FY14	In Target	
Naushon Rd., (18) W. Wareham, MA	8/5/2014	8/5/2014	8/8/2014		incomplete	withdrew 9/26/14	FY13 - FY14	Out of Target	
Crooked River Rd., (9) Wareham, MA	7/10/2014	7/10/2014	7/18/2014	8/14/2014			FY13 - FY14	In Target	✓
Pinehurst Dr., (56) Wareham, MA	loan prior			loan prior				In Target	
Bertino St., (16) Onset, MA	7/16/2014	7/16/2014	8/26/2014	10/23/2014			FY13 - FY14	In Target	✓
Mattos Ave., (17) Wareham, MA	7/16/2014	7/16/2014	8/4/2014	8/11/2014			FY13 - FY14	Out of Target	✓
Kimberly Court., (56) Wareham, MA	7/16/2014	7/16/2014	no approval given	no approval given		no appl rec	FY13 - FY14	Out of Target	
Wychunas Ave., (38)	7/9/2014	7/9/2014	no approval given	no approval given			FY13 - FY14	Out of Target	

## CEDA Board Budget Summary Report

February 22, 2016

### FY'13 Grant

Grant Amount (Includes PI)	\$ 950,106.93
Amount Committed	\$ 950,106.93
Available to Commit	\$ -
Amount Spent	\$ 950,106.93
Balance	\$ -

% Remaining 0%

### FY'14 Grant

Grant Amount	\$ 900,000.00
Amount Committed	\$ 900,000.00
Available to Commit	\$ -
Amount Spent	\$ 466,105.44
Balance	\$ 433,894.56

% Remaining 48%

### FY'15 Grant

Grant Amount	\$ 875,000.00
Amount Committed	\$ 365,000.00
Available to Commit	\$ -
Amount Spent	\$ -
Balance	\$ 510,000.00

% Remaining 100%

### Program Income

Total Available	\$ 227,888.97
Amount Committed	\$ 50,000.00
Available to Commit	\$ 177,888.97

### Recovery Road

Balance as of 1/31/16	\$ 95,600.82
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### Bay Pointe

Balance as of 1/31/16	\$ 97,260.18
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### Rte 195 Information Booth

Balance as of 1/31/16	\$ 19,280.98
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### Title 5 Septic Program

Round VII Amount	\$ 195,000.00
Amount Committed	\$ 195,000.00
Available to Commit	\$ -
Amount Spent	\$ 189,968.00
Balance	\$ 5,032.00

% Remaining 3%