

MINUTES OF MEETING OF THE BOARD OF SELECTMEN

Date of Meeting: March 15, 2022
Date of Transcription: March 29, 2022
Transcribed by: Cassandra Slaney

1. CALL MEETING TO ORDER BY CHAIRMAN

Remote meeting due to COVID 19

2. ROLL CALL

Selectmen Present: Judith Whiteside, Chairman
Patrick G. Tropeano, Clerk
James M. Munise
Alan H. Slavin
Peter W. Teitelbaum, Esq.

Also Present: Derek Sullivan, Town Administrator
Rich Bowen, Town Counsel

3. PLEDGE OF ALLEGIANCE

4. ANNOUNCEMENTS

Congratulations to the Wareham Vikings Basketball team for a great season.

Congratulations to the Wareham Tigers Pride Cheer team for winning first place in their division at the Quest Recreational Cheer Championships at the ESPN Wide World of Sports at Disney.

Selectman Slavin asked for a moment of silence for Larry Barros who recently passed away.

5. TOWN RESIDENT'S COMMENTS

None.

6. BOARD'S COMMENTS

Selectman Slavin stated that the renovations to Tobey Hospital are almost complete.

On Friday, April 8, 2022 a 50's Sock Hop will be held at Salerno's, 196 Onset Avenue from 5:00 p.m. to 9:00 p.m. There will be a \$15.00 door cover and 100% will be donated to Council on Aging. For more information call 508-273-6104.

7. APPOINTMENTS/REAPPOINTMENTS/INTERVIEWS

None.

8. LICENSES AND PERMITS

a. **HEARING AT APPROXIMATELY 7:15 P.M. – Application from Rare**

Hospitality International, Inc. d/b/a Long Horn Steakhouse, 2421 Cranberry Hwy, Wareham, MA. for a Change of Officers/Directors under the provisions of Chapter 138 of the Massachusetts General Laws for the year 2022.

This hearing will be rescheduled for a future meeting.

b. Application from ACAP, Inc. d/b/a Wines & More, 2421 Cranberry Hwy, Wareham, MA. for a Change of Manager.

Present Before the Board: Penny Knochel, Manager; Scott Lannon, District Manager

MOTION: Selectman Tropeano moved to approve the application from ACAP, Inc. d/b/a Wines & More, 2421 Cranberry Hwy, Wareham, MA. for a Change of Manager. Selectman Teitelbaum seconded. Roll Call: Selectman Slavin-yes, Selectman Teitelbaum-yes, Selectman Munise-yes, Selectman Tropeano-yes, Selectman Whiteside-yes.

VOTE: 5-0-0 (Unanimous)

9. TOWN BUSINESS

a. Discussion and possible vote to endorse the Housing Assessment and Production Plan for the Town of Wareham.

Present Before the Board: Ken Buckland, Director of Planning

Mr. Buckland provided a presentation of the Housing Assessment and Production Plan for the Town of Wareham. *(See attachment)* He stated that this document is required by the State to layout the Town's work plan for building affordable housing over the next five years.

This item will be voted on endorsed at the next meeting. Documents must be reviewed by the Board before decision is made.

b. Presentation and discussion of the 2018, 2019 and 2020 CDBG grants.

Present Before the Board: Jaime Rebhan-Buckminster, Community Development Program Manager.

Ms. Buckminster provided a presentation with a status update of the 2018, 2019 and 2020 CDBG grants. *(See attachment)*

c. Discussion and possible vote to establish a Golf Course Advisory Committee.

The Board determined that the Golf Course Advisory Committee will consist of 5 members and will have no authority. This committee will appointed by the Board of Selectmen and will assist with the transition of Little Harbor Country Club from a privately owned golf course to a Town owned facility.

MOTION: Selectman Teitelbaum moved to establish a Golf Course Advisory Committee as stated above to sunset as of December 31, 2022. Selectman Tropeano seconded. Roll Call: Selectman Slavin-yes, Selectman Teitelbaum-yes, Selectman Munise-yes, Selectman Tropeano-yes, Selectman Whiteside-yes.

VOTE: 5-0-0 (Unanimous)

d. Discussion about establishing a Renewable Energy Committee.

Selectman Whiteside stated that the Solar Bylaw Study Committee suggested the creation of a Renewable Energy Committee to recommend alternative energy and climate protection issues. Discussion ensued and the Board determined that although it is a good idea, alternate energy and climate control improvements would ultimately be decided at a State level and there is no reason to create this committee at this time.

e. Discussion and possible vote to approve the opt-out fee applications for Curbside Billing FY22 in the amount of \$273.73.

SELECTMEN MEETING MINUTES-3/15/2022 (CONT'D)

MOTION: Selectman Tropeano moved to approve the opt-out fee applications for Curbside Billing FY22 in the amount of \$273.73. Selectman Teitelbaum seconded. Roll Call: Selectman Slavin-yes, Selectman Teitelbaum-yes, Selectman Munise-yes, Selectman Tropeano-yes, Selectman Whiteside-yes.

VOTE: 5-0-0 (Unanimous)

- f. **Discussion and possible vote to approve rescinded abatements in the amount of \$273.75 due to a mistaken abatement.**

MOTION: Selectman Tropeano moved to approve the rescinded abatements in the amount of \$273.75 due to a mistaken abatement. Selectman Teitelbaum seconded. Roll Call: Selectman Slavin-yes, Selectman Teitelbaum-yes, Selectman Munise-yes, Selectman Tropeano-yes, Selectman Whiteside-yes.

VOTE: 5-0-0 (Unanimous)

- g. **Request from Wareham Garden Club to place signs on Town property.**

MOTION: Selectman Tropeano moved to approve the request from Wareham Garden Club to place signs on Town property. Selectman Teitelbaum seconded. Roll Call: Selectman Slavin-yes, Selectman Teitelbaum-yes, Selectman Munise-yes, Selectman Tropeano-yes, Selectman Whiteside-yes.

VOTE: 5-0-0 (Unanimous)

- h. **Ratify hiring of Devin Cloutier-Animal Control Officer.**

MOTION: Selectman Tropeano moved to ratify the hiring of Devin Cloutier-Animal Control Officer. Selectman Teitelbaum seconded. Roll Call: Selectman Slavin-yes, Selectman Teitelbaum-yes, Selectman Munise-yes, Selectman Tropeano-yes, Selectman Whiteside-yes.

VOTE: 5-0-0 (Unanimous)

- i. **Discussion and possible vote to recommend articles for the 2022 Annual Spring Town Meeting.**

MOTION: Selectman Tropeano moved to recommend Article 9-Upper Cape Regional Technical School Budget for the 2022 Annual Spring Town Meeting Warrant. Selectman Teitelbaum seconded. Roll Call: Selectman Slavin-yes, Selectman Teitelbaum-yes, Selectman Munise-yes, Selectman Tropeano-yes, Selectman Whiteside-yes.

VOTE: 5-0-0 (Unanimous)

- j. **Any other Town business not reasonably anticipated 48 hours prior to the posting of this meeting.**

10. TOWN ADMINISTRATOR'S REPORT

Mr. Sullivan stated that the Director of the Board of Health delivered six hundred Covid test kits to the Council on Aging.

11. LIAISON/INITIATIVE REPORTS

The Bike Path is still expected to be completed by 2024/2025.

A proposal of a roundabout rotary at the end of Minot Ave may be considered.

The Swifts Beach signal light has been approved and the reconstruction of the intersection is in place.

Sharrock's Bakery, a crumpet factory from New Bedford will be moving to Wareham.

12. CONSENT AGENDA

SELECTMEN MEETING MINUTES-3/15/2022 (CONT'D)

- a. **Authorization to sign bills and documents, etc.**
- b. **Approval of meeting minutes:**
- c. **Approval of executive session meeting minutes: October 22, 2019; June 15, 2020.**

MOTION: Selectman Tropeano moved to approve and hold the executive session meeting minutes of October 22, 2019 and June 15, 2020. Selectman Teitelbaum seconded. . Roll Call: Selectman Slavin-yes, Selectman Teitelbaum-yes, Selectman Munise-yes, Selectman Tropeano-yes, Selectman Whiteside-yes.

VOTE: 5-0-0 (Unanimous)

13. SIGNING OF DOCUMENTS APPROVED BY THE BOARD

14. EXECUTIVE SESSION

M.G.L. 30A §21 (3) Re: BE RE, LLC vs Sandy Slavin, Chairperson of Town of Wareham Conservation Commission et al

To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the Chair so declares.

M.G.L. 30A §21 (6) Re: West Wareham School

To consider the purchase, exchange, lease or value of real property if the Chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.

M.G.L. 30A §21 (3) Re: Town vs McMullin

To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the Chair so declares.

15. ADJOURNMENT

MOTION: Selectman Tropeano moved to exit the executive session. Selectman Teitelbaum seconded. Roll Call: Selectman Slavin-yes, Selectman Teitelbaum-yes, Selectman Munise-yes, Selectman Tropeano-yes, Selectman Whiteside-yes.

VOTE: 5-0-0 (Unanimous)

MOTION: Selectman Tropeano moved to adjourn at 9:30 pm. Selectman Teitelbaum seconded. Roll Call: Selectman Slavin-yes, Selectman Teitelbaum-yes, Selectman Munise-yes, Selectman Tropeano-yes, Selectman Whiteside-yes.

VOTE: 5-0-0 (Unanimous)

Respectfully submitted

Cassandra Slaney

Department Assistant

The foregoing minutes were submitted to the Board of Selectmen on:

Attest:


Patrick G. Tropeano, Clerk

Date Signed: 4-7-22

SELECTMEN MEETING MINUTES-3/15/2022 (CONT'D)

DOCUMENTS REVIEWED AND/OR USED IN MEETING.

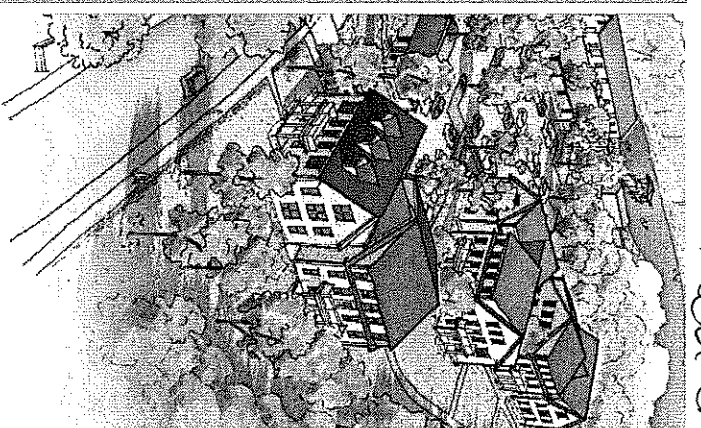
1. Application from Long Horn Steakhouse for Change of Officers.
2. Application from Wines & More for Change of Manager.
3. Housing Assessment and Production Plan presentation.
4. 2018, 2019 and 2020 CDBG grant presentation.
5. Golf Course Advisory Committee draft.
6. Curbside Billing FY22.
7. Rescinded abatement request.
8. Wareham Garden Club application for temporary signs.
9. David Cloutier-Animal Control Officer.
10. Warrant articles to recommend.
11. Executive session minutes to approve and hold.

Date sent to Town Clerk: 4-7-22

Attachment to 3-15-22 meeting minutes

Housing Assessment and Production Plan

Town of Wareham



Housing Production Plan

- Five-Year Plan [Last HPP Approved 2013]
- Includes assessment of existing conditions – Physical, Social, Economic
- Twenty Actions and Strategies to produce housing affordable to the residents of Wareham and the State
- Enables the town to obtain priority for grants and technical services
- Implementation protects against unfriendly 40B Permits

Population and Projection

County	Town	Census 2010	Projection 2015	Projection 2020	Projection 2025	Projection 2030
Plymouth	WAREHAM	21822	23013	Actual: 23,303	24981	25584
				24089		

from UMass Donahue Institute, 2019
and U.S. Census 2020

Town is growing; but not as fast as previously projected

Income and Household Size

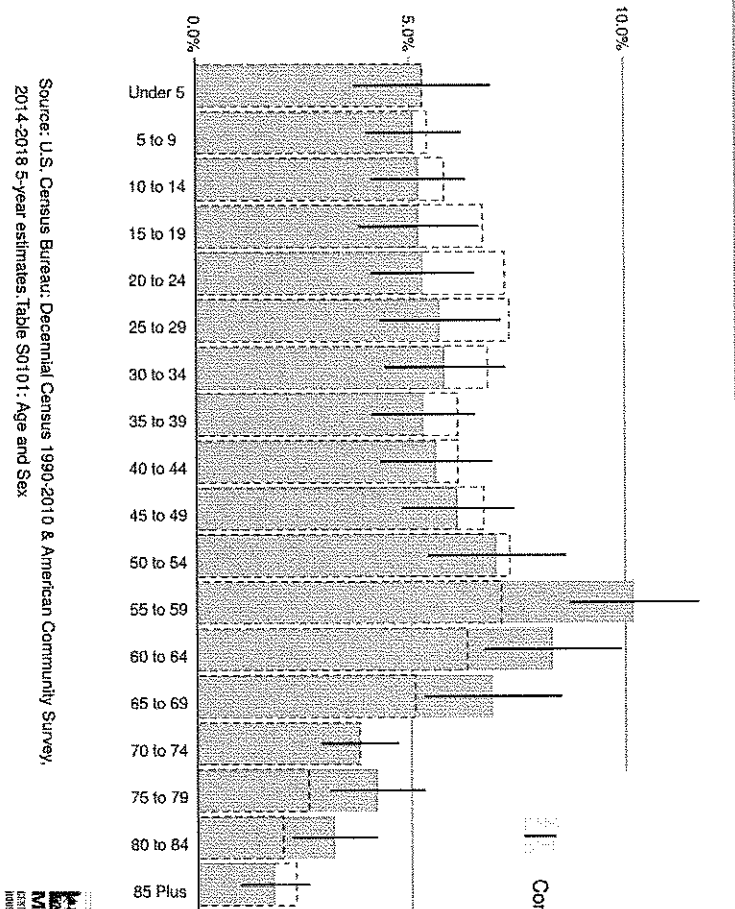
Lower income [2020]

- * Median household income = \$65,825
- * [County = \$89,489; State = \$81,215]

Greater # of smaller households and more people living alone

- * Number of households increased by 18.6% from 2010 to 2020
- * Overall population growth rate was 6.8% from 2010 to 2020

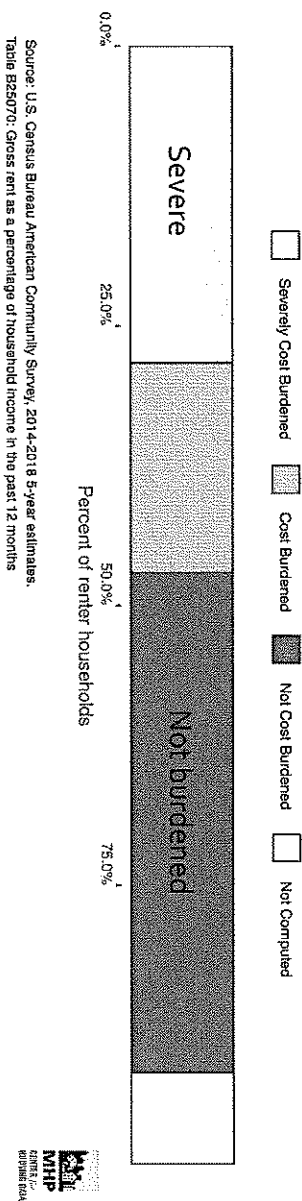
Age



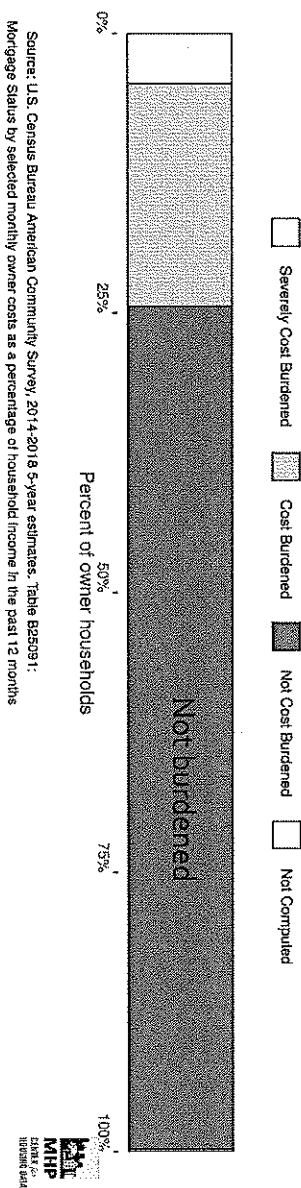
Older age groups are
higher % in Town
compared to State

Cost Burden

Wareham renter households by cost burden



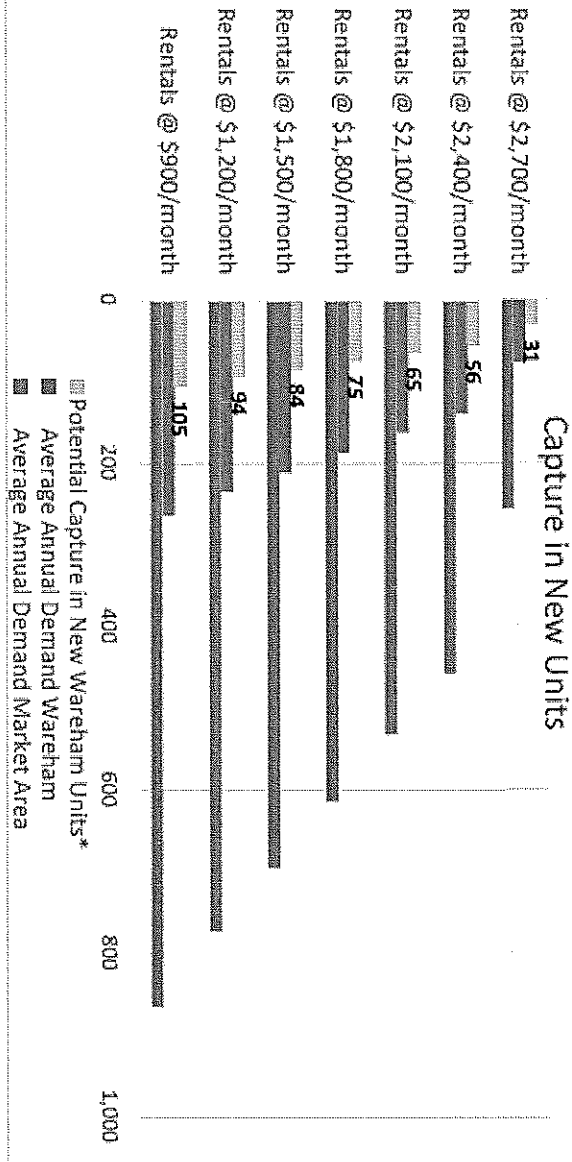
Wareham owner households by cost burden



Market Potential

Source: FXM Associates

Average Annual Demand for Rental Housing and Potential Capture in New Units



- Equivalent to 80% AMI Rents
- Equivalent to 60% AMI Rents
- Equivalent to 50% AMI Rents
- Equivalent to 30% AMI Rents

Important Findings of Housing Assessment

- High percentage of elderly in town
- Growth of smaller households faster than population
- High percentage of renters are cost burdened
- Vacancy rates low for rental – Scarcity and demand drives higher prices in market – adds to cost burden

Options are Needed

Strategies

- **Pick Zoning Districts for Housing Development**
- **Choose Specific Sites**
- **Promote Mixed-Use Projects**
- **Participate in Regional Collaborations**

Build Capacity

- Secure Professional Support
- Conduct Community Education
- Capitalize the WAHT
- Inventory and Identify Suitable Town Land
- Update 40B Procedures
- Get Mobile Homes on the SHI
- Implement LIP Bylaw
- Promote Accessory Units
- Act on Economic Development Strategy

Housing Development

- Pick Public Lands for Housing
- Build Partnerships with Housing Developers and CDC's
- Continue Housing Rehab Program
- Continue Pursuit of Housing Funds for WHA
- Create a Rental Assistance Program
- Develop an "Above the Shop" Program
- Add Housing to Downtown Revitalization

Next Steps

- **Public Meeting Thursday, March 24, 5PM,
Room 27 Town Hall**
- **Submit to State DHCD**

Attachment to 3/15/22 meeting minutes

MEMORANDUM

Date: March 15, 2022

To: Board of Selectmen

From: Jaime Rebhan-Buckminster, Manager, Community Development Programs, DPCD;
Associate, Community Opportunities Group, Inc.

RE: Status of FY 2018, FY 2019, and FY 2020 CDBG Programs

Members of the Board of Selectmen:

I am writing to address the Board's inquiry about the status of the FY 2018, FY 2019, and FY 2020 Community Development Block Grant Programs.

FY 2018 CDBG Program

The FY 2018 grant is fully expended. The Mass. Department of Housing and Community Development (DHCD) is conducting grant-closure activities.

FY 2018 Activities	CDBG Program	Program Income	Total Budget	Percent Expended
Housing Rehabilitation Program	\$200,000.00	\$38,699.27	\$238,699.27	100%
Wareham Housing Authority Roof Project	\$250,000.00	\$11,200.73	\$261,200.73	100%
Public Social Services	\$165,000.00	\$2,192.00	\$167,192.00	100%
Program Delivery & General Administration	\$210,000.00		\$210,000.00	100%
Total:	\$825,000.00	\$52,092.00	\$877,092.00	

FY 2018 Public Social Services	CDBG Program	Program Income	Total Budget	Percent Expended
Boys and Girls Club	\$50,000.00		\$50,000.00	100%
Council on Aging Director	\$20,000.00		\$20,000.00	100%
The Family Pantry - Damien's Place	\$30,000.00		\$30,000.00	100%
GATRA Transportation	\$30,000.00		\$30,000.00	100%
WACH - Turning Point	\$35,000.00		\$35,000.00	100%
Wareham Library Foundation – Reading Partners*	\$0.00	\$2,192.00	\$2,192.00	100%
Total:	\$165,000.00	\$2,192.00	\$167,192.00	

*While typically only five Public Social Services may be funded per grant year, DHCD allowed the Town to allocate a small amount of FY 2018 Program Income to Reading Partners, which was a recipient of FY 2017 CDBG funding. This allowed Reading Partners to successfully complete its FY 2017 Program.

FY 2019 CDBG Program

FY 2019 Activities	Budgeted	Percent Expended
Housing Rehabilitation Program	\$100,000.00	100%
Wareham Housing Authority Roof Project	\$190,345.19	100%
Onset - Highland Avenue Sidewalk Improvements	\$147,254.81	0%
Public Social Services	\$165,000.00	97%
Program Delivery & General Administration	\$222,400.00	97%
Total:	\$825,000.00	

FY 2019 Public Social Services	Budgeted	Percent Expended
Boys and Girls Club	\$48,360.36	100%
The Family Pantry - Damien's Place	\$28,000.00	100%
GATRA Transportation	\$33,664.64	85%
Wareham Library Foundation - Reading Partners	\$15,000.00	100%
WACH - Turning Point	\$39,975.00	100%
Total:	\$165,000.00	

Housing Rehabilitation Program: A total of \$100,000, transferred from the Wareham Housing Authority Roof Project budget, funded this Program. Staff is currently processing final invoices for these funds. The budget is 100% committed.

Onset – Highland Avenue Sidewalk Improvements: This is a new activity for the FY 2019 grant. Following discussions with the Town and our partners at DHCD, it was decided that it would be prudent to use the approximately \$147,000 remaining in the budget for the Wareham Housing Authority roof project on start-up costs for Highland Avenue Sidewalk Improvements in Onset, which is budgeted in the FY 2021 grant.

The budget for the FY21 sidewalk project came in much higher than Community Opportunities Group anticipated as compared to similar projects the firm has completed in other towns recently. It's unclear what the construction climate will be once Program Staff is ready to get the project underway, but prices have been holding steady or increasing over the past year+ and supply chain issues continue to plague contractors. Using this remaining funding will allow the Town to pay for soft costs, such as engineering and design fees, out of the FY19 grant, which will in turn leave as much as possible for construction costs in the Town's FY21 budget. It is unclear how much engineering and design fees will cost. Any funding remaining in the FY19 grant after start-up costs would then be used for construction.

Program Staff will be scheduling a public hearing on this change, as required by HUD and DHCD, very soon.

FY 2020 CDBG Program

FY 2020 Activities	Budgeted	Percent Expended
Housing Rehabilitation Program	\$158,150.00	0%
Onset - Bayview Park Sidewalks Replacement	\$279,450.00	0%
Public Social Services	\$165,000.00	28%
Program Delivery & General Administration	\$222,400.00	20%
Total:	\$825,000.00	

FY 2020 Public Social Services	Budgeted	Percent Expended
Youth Services	\$35,000.00	0%
Christopher Donovan Day School	\$30,000.00	0%
The Family Pantry - Damien's Place	\$28,000.00	100%
GATRA Transportation	\$37,000.00	0%
WACH - Turning Point	\$35,000.00	85%
Total:	\$165,000.00	

Housing Rehabilitation Program: Staff is currently working with clients on the Program's waiting list. Approximately \$7,000 in Program Income will also be used for this activity. The first invoices for this Program will be in processing very soon.

Bayview Park Sidewalks Replacement, Onset: This project will replace approximately 1,745 linear feet of existing sidewalks along the perimeter and within Bayview Park in Onset Village. No CDBG funds have been expended for project expenses at this time, as Municipal Maintenance provided matching Chapter 90 funds for start-up costs.

Public Social Services: A total of \$40,000 was originally awarded to the Boys and Girls Club before it shut down. Because Damien's Place has experienced continued need throughout the pandemic, an additional \$5,000 was allocated to the pantry, which leaves \$35,000 in unallocated Public Social Services funding.

Program Staff is in discussions with Jowaun Gamble of Community Youth Empowerment to determine if a CDBG-eligible activity or activities can be funded for the organization.

Program Delivery and General Administration: Funds currently expended represent costs of office supplies and the salary of the Community Development Administrative Assistant/Bookkeeper, a Town of Wareham employee.

FY 2018 Activities	CDBG Program
Wareham Housing Authority Roof Project	\$250,000.00
Public Social Services	\$165,000.00
Program Delivery & General Administration	\$210,000.00
Total:	\$825,000.00

FY 2018 Public Social Services	CDBG Program
Boys and Girls Club	\$50,000.00
Council on Aging Director	\$20,000.00
The Family Pantry - Damien's Place	\$30,000.00
GATRA Transportation	\$30,000.00
WACH - Turning Point	\$35,000.00
Wareham Library Foundation – Reading Partners	\$0.00
Total:	\$165,000.00

Program Income	Total Budget	Percent Expended
\$11,200.73	\$261,200.73	100%
\$2,192.00	\$167,192.00	100%
	\$210,000.00	100%
\$52,092.00	\$877,092.00	

Program Income	Total Budget	Percent Expended
	\$50,000.00	100%
	\$20,000.00	100%
	\$30,000.00	100%
	\$30,000.00	100%
	\$35,000.00	100%
\$2,192.00	\$2,192.00	100%
\$2,192.00	\$167,192.00	