



TOWN OF WAREHAM
54 Marion Road
Wareham, MA 02571

Community and Economic Development Authority

Board Meeting Minutes

6:30 PM, November 2, 2015

Boys & Girls Club, Hammond School, 13 Highland Ave., Onset

Present: Kat Jones, Rhonda Josey, Barbara Sullivan, Michael Fitzgerald, Ken Fontes, Jean Connaughton, and Dan Gifford. Bob Brady arrived 6:45 PM.

Not Present: Stephen Holmes and Salvador Pina

Guest(s): None.

Call to Order: Chairman Connaughton called the meeting to order at 6:35 PM.

1. Consent Agenda (Vote):

- a. Approval of Meeting Minutes:
 - i. October 5, 2015; October 14, 2015
- b. Financial Report

Board Action Taken: Mr. Fitzgerald motioned to approve the Consent Agenda. Ms. Jones seconded. The motion was approved by a vote of 6-0-0.

2. Veterans Day

Summary: Mrs. Connaughton informed the board that it is unable to move forward on the request for Veterans Day banners for downtown, due to the lack of time to complete the banners before Veterans Day and to determine who would be responsible for putting up and removing banners.

Regarding request for CEDA to serve as oversight of Veterans Council/Day bank account, the board was informed that Mr. White should contact the Treasurer's office regarding this support service.

Board Action Taken: None.

3. Route 25 Information Center

Board Action Taken: Tabled until a later date.

Recovery Road

Summary: Delayed due to signing of contract. Issue resolved. Contract to be signed. Awaiting update on progress.

Board Action Taken: None.

4. FY'16 Planning

Summary: Chairman Connaughton opened discussion regarding strategy to develop and complete grant process for submission by grant deadline. Chair recommended that the board consider smaller projects for submission as well as Public Services and Housing Rehab.

The board toured the vacant side of Hammond School. Overall impression and comments were all positive/ nthusiastic for taking on renovation of the Hammond school. A number of ideas such as utilizing for multiple uses: I.E. Council on Aging, training center for Youth Build, community college programs, business incubation program, as well as rental of meeting rooms to offset some expenses. Also noted that some same space might be used for babysitter program at Boys and Girls Club. Town records now stored in the basement of Town Hall in order to utilize Multi-Service Center basement for Council on Aging programming. Also noted that essential to the renovation would be a new heating system. The current and may be original system is expensive method of heating building. The consensus of the board was that this is a project that they would recommend for next year.

Census Map changes have yet to be confirmed. Additional information regarding use of 2000 or 2010 census data will be required for use in both the 2015 and 2016 grants.

Recommendations suggested for 2016:

Way Finding signage

Identifying public access to waterways and clearing access and signage

Crosswalk signage

Lighting and crosswalk signage

Onset public restroom renovation

Security cameras in areas of concern

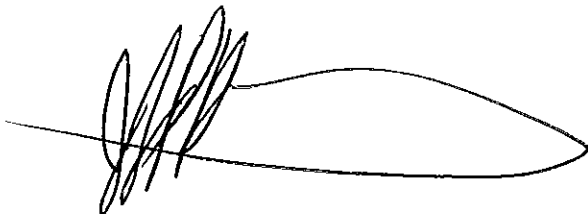
Replacement of period lights bulbs or connectors

Other Business: None.

Adjournment: 9:15 PM

Next Meeting: December 7, 2015

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

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

CEDA Director's December Report For the Month of November

1. PY'13 CDBG MINI-ENTITLEMENT GRANT: \$1,050,000.00

Financial Summary: 16% Remaining (\$166,660.32). The PY'13 Grant was due to end on June 30, 2015. CEDA has requested an extension of the grant due to the impact of the winter storms on the housing rehabilitation program that was approved by DHCD.

2. PY'13 HOUSING REPORT:

The initial allocation for the Housing Rehabilitation Program for this grant cycle is **\$125,000, twenty-five thousand dollars (\$25,000)** more than in PY'12. CEDA's goal for this cycle is to rehabilitate 4-5 housing units. There are ten (10) projects funded in the FY'13 grant. All projects have been completed and money has been fully expended.

PY'13 Housing Projects

Grant Yr.	Address	Allocation	Invoiced	Balance
FY13	Bertino Street	\$10,570.30	\$10,570.30	\$0.00
FY13	Marion Rd.	\$24,431.10	\$24,431.10	\$0.00
FY13	Queen Dr.	\$3,684.90	\$3,684.90	\$0.00
FY13	Cranberry Hwy.	\$29.80	\$29.80	\$0.00
FY13	Castle Dr.	\$4,984.90	\$4,984.90	\$0.00
FY13	Crooked River Rd	\$28,501.90	\$28,501.90	\$0.00
FY13	Mattos Avenue	\$6,291.90	\$6,291.90	\$0.00
FY13	Tyler Avenue	\$36,466.90	\$36,466.90	\$0.00
FY13	Cranberry Hwy.	\$5,718.30	\$5,718.30	\$0.00
FY13	Cranberry Hwy.	\$4,320.00	\$4,320.00	\$0.00
		\$125,000.00	\$125,000.00	\$0.00

3. FY'13 PUBLIC SERVICES:

The initial allocation for Public Services for this grant cycle is **\$125,000, nineteen thousand dollars (\$19,000)** more than in PY'12. Below is a budget breakout that shows the amount of funds allocated to each program. All Public Services funds have been spent and the programs have been closed out. The combined goal for people served through these programs is 2,114. The actual number of people served (new and duplicates) is 4,188 (198% of goal).

Public Services: Allocation – \$125,000; Goal – 2,114; Actual 4,188

Agency	Allocation	YTD	Balance	Goal	Actual
Boys & Girls Club	\$25,000.00	\$25,000.00	\$0.00	75	689
Christopher Donovan School	\$25,000.00	\$25,000.00	\$0.00	9	9

Damien's Food Pantry	\$25,000.00	\$25,000.00	\$0.00	1500	1526
SE Regional Network	\$25,000.00	\$25,000.00	\$0.00	50	539
Turning Point	\$25,000.00	\$25,000.00	\$0.00	480	1425
Totals	\$125,000.00	\$125,000.00	\$0.00	2114	4188

4. **PY'14 CDBG MINI-ENTITLEMENT GRANT: \$900,000.00**

Financial Summary: 56% Remaining (\$501,527.70). The PY'14 Grant is due to end on December 31, 2015.

5. **FY'14 HOUSING REPORT:**

The initial allocation for the Housing Rehabilitation Program for this grant cycle is **Three hundred thousand dollars (\$300,000)**. CEDA's goal for this cycle is to rehabilitate 10-15 housing units. There are currently Seventeen (17) applicants in the PY'14 grant. Eleven (11) applicants have been approved, four (4) applicants have withdrawn their application, one (1) applicant is over-income, one and (1) applicant exceeds our cap.

PY'14 Housing Projects

Grant Yr.	Address	Allocation	Invoiced	Balance
FY14	Cranberry Hwy	\$2,981.50	\$2,981.50	\$00
FY14	Bertino Street	\$22,871.60	\$5,656.60	\$17,215.00
FY14	Madeline St. - Withdrew	\$29.80	\$29.80	\$0
FY14	Sandwich Road	\$34,000.00	\$29.80	\$33,970.20
FY14	Great Hill Drive	\$6,934.90	\$14.90	\$6,920.00
FY14	Indian Neck Road - (Not Eligible)	\$0	\$0	\$0
FY14	Union Avenue - (withdrew)	\$0	\$0	\$0
FY14	Avenue A - withdrew	\$14.90	\$14.90	\$0
FY14	Santos Dr. - Over income	\$0	\$0	\$0
FY14	Wareham Avenue - (withdrew)	\$0	\$0	\$0
FY14	Daniel Road -	\$7,708.80	\$31.80	\$7,677.00
FY14	Kingwood Street	\$25,000.00	\$15.90	\$24,984.10
FY14	King Drive	\$7,535.90	\$15.90	\$7,520.00
FY14	Pleasant Avenue	\$25,000.00	\$15.90	\$24,984.10
FY14	Madeline Street	\$7,500.00	\$15.90	\$7,484.10
FY14	County Road	\$7,500.00	\$15.90	\$7,484.10
FY14	Cranberry Hwy	\$7,500.00	\$15.90	\$7,484.10
		\$61,844.50	\$136.10	\$61,723.30

1. **PY'14 PUBLIC SERVICES:**

The initial allocation for Public Services for this grant cycle is **One hundred and seventy-five thousand (\$175,000), fifty thousand dollars (\$50,000)** more than in PY'13. Below is a budget breakout that shows the amount of funds allocated to each program, as well as the dollars spent to date.

Jaime Rebhan-Buckminster assumed responsibility for Public Services in April. Currently all programs combined are at 99% of budget.

Public Services: Allocation – \$174,997.00; Goal – 11,780; Actual – 4,464

Agency	Allocation	YTD	Balance	Goal	Actual
Christopher Donovan Center	\$35,000.00	\$35,000.00	\$0.00	5	19
Boys and Girls Club	\$35,000.00	\$35,000.00	\$0.00	135	818
Turning Point	\$35,000.00	\$35,000.00	\$0.00	1500	762
Damien's Pantry	\$35,000.00	\$35,000.00	\$0.00	10,000	2029
GATRA Transportation*	\$34,997.00	\$33,055.80	\$1,941.20	140	836
Totals	\$174,997.00	\$173,055.80	\$1,941.20	11,780	4,464

2. TITLE 5 SEPTIC PROGRAM

The Title 5 Septic Program has served forty-five applicants (45) in Round VII to date. Of the forty-five (45) applicants, twenty-one (21) are tie-ins and twenty - four (24) are full septic systems. All of Round VII funds have been drawn down to date.

Round VII Septic Projects

Project	Address	Allocation	Invoiced	Balance
CSP161	Partridge Path	\$10,305.70	\$10,305.70	\$0
CSP164	Sandwich Rd	\$1,425.33	\$1,425.33	\$0
CSP166	Cardinal Ave.	\$13,582.00	\$13,582.00	\$0
CSP167	Wareham Lake Shore Dr.	\$17,250.00	\$17,250.00	\$0
CSP 168	Whippoorwill Way	\$13,900.00	\$13,900.00	\$0
CSP169	Restful Lane	Withdrew	\$0	\$0
CSP170	Cromesett Road	Withdrew	\$0	\$0
CSP171	Sippican Rd.	\$2,842.00	\$2,842.00	\$0
CSP172	Client paid the bill	\$0	\$0	\$0
CSP173	Dinah's Way	\$9,877.00	\$9,877.00	\$0
CSP174	Cromesett Rd.	\$2,652.00	\$2,652.00	\$0
CSP175	Pires Street	\$3,877.00	\$3,877.00	\$0
CSP176	Cromesett Rd.	\$2,002.00	\$2,002.00	\$0
CSP177	Cromesett Rd.	\$1,702.00	\$1,702.00	\$0
CSP178	Marcus Cove Rd.	\$3,477.00	\$3,477.00	\$0
CSP179	Avenue A	\$3,257.00	\$3,257.00	\$0
CSP180	Sandwich Rd.	\$2,502.00	\$2,502.00	\$0
CSP181	Peaceful Lane	\$0	\$0	\$0
CSP182	Indian Neck Rd.	\$3,277.00	\$3,277.00	\$0

CSP183	Cromesett Rd.	\$2,552.00	\$2,552.00	\$0
CSP184	Sandwich Rd.	\$1,577.00	\$1,577.00	\$0
CSP185	Indian Neck Rd.	\$1,927.00	\$1,927.00	\$0
CSP186	Sandwich Rd.	\$4,339.00	\$4,339.00	\$0
CSP187	No client received #	\$0	\$0	\$0
CSP188	Sandwich Rd.	\$2,964.50	\$2,964.50	\$0
CSP189	Avenue A	\$2,777.00	\$2,777.00	\$0
CSP190	Sandwich Rd.	\$3,852.00	\$3,852.00	\$0
CSP191	Mayflower Ridge	\$16,752.00	\$16,752.00	\$0
CSP192	Indian Neck Rd.	\$3,052.00	\$3,052.00	\$0
CSP193	Avenue A	\$1,927.00	\$1,927.00	\$0
CSP194	Indian Neck Road - withdrew	\$0	\$0	\$0
CSP195	White Pine Avenue	\$0	\$0	\$0
CSP196	County Road - withdrew	\$0	\$0	\$0
CSP197	Indian Neck Road	\$0	\$0	\$0
CSP198	Division Avenue	\$11,237.00	\$11,237.00	\$0
CSP199	Oakdale Street	\$5,227.00	\$5,227.00	\$0
CSP200	Fearing Hill Road	\$0	\$0	\$0
CSP201	Shangri-La-Blvd	\$13,824.60	\$13,824.60	\$0
CSP202	Washburn Court	\$3,277.00	\$3,277.00	\$0
CSP203	Windy Hill Drive	\$3,375.00	\$3,375.00	\$0
CSP204	Sandwich Road	\$11,845.00	\$11,845.00	\$0
CSP205	116 Lake Avenue	\$0	\$0	\$0
CSP206	4 Cherry Street	\$2,177.00	\$2,177.00	\$0
CSP207	Fairway Drive	\$	\$	\$
CSP208	Indian Neck Road	\$3,552.00	\$3,552.00	\$0
CSP209	Redbrook Road	\$	\$	\$
		\$188,162.13	\$188,162.13	\$

6. PUBLIC SERVICES RFP

Mrs. Connaughton, Ms. Jones, and Jaime Rebhan-Buckminster have agreed to review the seven applicants who have applied for FY'16 Public Services funding: The Boys & Girls Club, Damien's Place, GATRA, Wareham Area Committee for the Homeless (Turning Point), Gleason Family YMCA, Wareham Free Library Foundation (Reading Partners), and South Shore Women's Resource Center (Domestic Violence Outreach and Intervention program). The group will rate each application on a rubric to determine which organizations will receive funding. A member of the Board of Selectmen will also complete a review.

7. WEB PRESENCE/SOCIAL MEDIA

Ms. Rebhan-Buckminster continues to work on the town's new website design, which will offer a number of features to make CEDA's website more user-friendly and accessible. CEDA's Facebook page now has 392 "likes." The platform continues to be helpful in notifying the public about meetings, news, and other pertinent community happenings.

8. CEDA MESSENGER

The CEDA Messenger is on hold until 2016.

9. MAIN STREET SIGN PROGRAM

The Main Street sign program was relaunched in June. Ms. Rebhan-Buckminster has collected five applications thus far. There was a delay this fall in coordinating an effort with Mr. Dutch at Upper Cape. Ms. Rebhan-Buckminster is working to set up a meeting with the school in January.

CEDA Board Budget Summary Report

December 7, 2015

FY'13 Grant

Grant Amount (Includes PI)	\$ 1,050,000.00
Amount Committed	\$ 1,050,000.00
Available to Commit	\$ -
Amount Spent YTD	\$ 874,941.23
Balance	\$ 175,058.77

% Remaining 17%

Recovery Road

Total Available	\$ 119,990.35
Amount Committed	\$ 35,498.36
Available to Commit	\$ 84,491.99
Amount Spent YTD	\$ 35,498.36
Balance	\$ 84,491.99

% Remaining 70%

FY'14 Grant

Grant Amount (Includes PI)	\$ 900,000.00
Amount Committed	\$ 900,000.00
Available to Commit	\$ -
Amount Spent YTD	\$ 402,589.22
Balance	\$ 497,410.78

% Remaining 55%

Bay Pointe

Total Available	\$ 127,239.60
Amount Committed	\$ 47,266.40
Available to Commit	\$ 79,973.20
Amount Spent YTD	\$ 47,266.40
Balance	\$ 79,973.20

% Remaining 63%

Program Income

Total Available	\$ 277,631.38
Amount Committed	\$ 175,000.00
Available to Commit	\$ 102,631.38
Amount Spent YTD	\$ 69,672.68
Balance	\$ 207,958.70

% Remaining 37%

Rte 195 Information Booth

Beginning Balance	\$ 36,355.20
Amount Budgeted	\$ 51,000.00
Available to Commit	\$ (14,644.80)
Amount Spent YTD	\$ 32,083.05
Balance	\$ 18,916.95

% Remaining 37%

Title 5 Septic Program

Round VII Amount	\$ 195,000.00
Amount Committed	\$ 179,057.63
Available to Commit	\$ 15,942.37
Amount Spent YTD	\$ 160,140.63
Balance	\$ 34,859.37

% Remaining 18%

ME-G-2013-Wareham*-00110
 Town of Wareham
 Financial Activity

Current Quarter: 10
 Quarter End Date: 12/31/2015

Activity	Budget	Expenses	% Expended	Committed	Drawdowns
4A Program Delivery	\$57,444.00	\$57,444.00	100%	\$57,444.00	\$57,444.00
4C Rehab Loans/Grants	\$125,000.00	\$118,900.00	95%	\$125,000.00	\$125,000.00
6B Streets/Sidewalks	\$554,723.00	\$452,784.58	82%	\$452,784.58	\$404,723.00
8A Program Delivery	\$7,004.86	\$7,004.86	100%	\$7,004.86	\$7,004.86
8B Program Costs	\$125,000.00	\$125,000.00	100%	\$125,000.00	\$125,000.00
9 General Admin.	\$180,828.14	\$180,828.14	100%	\$180,828.14	\$180,828.14
Totals	\$1,050,000.00	\$941,961.58	90%	\$948,061.58	\$900,000.00

ME-G-2014-Wareham*-00116
 Town of Wareham
 Financial Activity

Current Quarter: 6
 Quarter End Date: 12/31/2015

Activity	Budget	Expenses	% Expended	Committed	Drawdowns
4A Program Delivery	\$50,595.00	\$50,155.46	99%	\$50,595.00	\$40,985.79
4C Rehab Loans/Grants	\$300,000.00	\$9,051.70	3%	\$26,866.70	\$441.20
6A Program Delivery	\$10,687.00	\$85.17	1%	\$10,687.00	\$0
6D Neigh. Facilities	\$125,000.00	\$0	0%	\$0	\$0
7 Other/Planning	\$60,686.00	\$21,835.00	36%	\$21,835.00	\$21,835.00
8A Program Delivery	\$16,032.00	\$16,032.00	100%	\$16,032.00	\$11,617.77
8B Program Costs	\$175,000.00	\$165,728.57	95%	\$175,000.00	\$159,977.40
9 General Admin.	\$162,000.00	\$128,740.23	79%	\$162,000.00	\$103,327.45
Totals	\$900,000.00	\$391,628.13	44%	\$463,015.70	\$338,184.61

Basics about the CDBG Program

December 7, 2015

Overview

The **Community Development Block Grant (CDBG)** Program is the largest and main source of funding that Wareham's Community and Economic Development Authority (CEDA) administers. Wareham has received a continuous succession of CDBG grants for approximately thirty years.

The CDBG program is a federally-funded program administered by the U.S. Department of Housing and Urban Development (HUD). The legal authority for the program is found in **Title I of the Housing and Community Development Act of 1974 (HCDA)**, as amended (also Public Law 93-383). Upon its approval by Congress, HUD developed implementing regulations, which are codified in 24 CFR Part 570. These regulations are, in turn, are further developed and interpreted through various handbooks, bulletins, memoranda, etc., which are published and updated from time to time.

There are three main components to the CDBG program. The entire funding appropriation for CDBG is allocated among these components:

- Entitlements (generally communities of $\geq 50,000$ population)
- Small Cities (generally communities of $< 50,000$ population)
- Native American/Indian and Tribal Groups

Until FY 1982, a grantee's (e.g., a town) relationship was directly with HUD. As of that year, state governments were authorized to assume administrative responsibility for the *Small Cities* program component, often now referred to as the "State Program." In Massachusetts, the Department of Housing and Community Development (DHCD) was designated as the state entity to oversee distribution of Massachusetts' Small Cities funding allotment.

When the federal government approved the establishment of the "State program," it also provided states with the flexibility to determine how they distributed funds (consistent the overall requirements of the statute and regulations). Consequently, the specific manner in how funds are distributed can vary considerably between states. In many parts of the country outside of New England and the Northeast, states distribute CDBG funds on a county basis.

The manner by which DHCD distributes funds has changed over the years since Massachusetts assumed administrative control. Currently, DHCD distributes its allocation of Small Cities dollars

through multiple “funds.” These funds are organized around either specific purposes (i.e., economic development) or type of community. Some of the funds are distributed on a competitive basis, while others are non-competitive, but must meet specific criteria.

For the FY 2016 year of funding, DHCD expects to have approximately \$29.24 million available for grants. Approximately 80% of this total will be allocated to two fund types: (1) Community Development Fund I (CDF-I) and (2) Mini-Entitlement (ME). In short, communities that qualify to receive grants from either of these funds are considered less wealthy and have populations with higher percentages of lower income and other indicators of distress. Communities seeking CDF-I will be competing with other CDF-I applicants.

Wareham is one of eleven cities and towns that that DHCD has designated as Mini-Entitlement Plan communities. This designation is made to those communities that meet specific criteria:

Municipalities were selected to be Mini-Entitlement communities if they met the three following criteria: (1) Community Wide Needs Score over 28; (2) a poverty rate higher than the state average of 7.7% and (3) population over 12,000. This program helps larger non-entitlement urban communities with the highest needs improve conditions for their low- and moderate-income residents through comprehensive planning and predictable funding.

(from DHCD’s FY 2015 CDBG One Year Action Plan)

Because DHCD considers these communities to be among the most needy of mid-sized ones, the ME grant is awarded on a non-competitive basis. However, ME communities’ grants still have to meet the program’s overall criteria.

Formative Requirements

Under the federal statute, there are two “threshold” requirements that govern the expenditure of CDBG funds:

- The expenditure must be for an *eligible activity*, and
- The activity (or project) must meet a *National Objective*.

In short, when considering a potential activity or project for CDBG funding, a community must complete a “filtering” evaluation process that considers the two criteria above in the order that they are listed above.

An excerpt from “CDBG Basic Training” is attached that lists the eligible activities that CDBG funds may be for.

National Objective Requirement

Each activity that a grantee undertakes must not only meet the eligibility requirement, but also one (only one) of the three statutory National Objectives. These are:

- Benefit to low- and moderate-income persons (LMI benefit);
- Prevention or elimination of slums and blight; or
- Meeting urgent community development needs.

Although there are three National Objectives, the third one is very rarely used, because of the highly prescriptive criteria that must be applied. In short, it is very difficult to qualify a project under this National Objective. The activities that Wareham undertakes fall to either of the first two. The following are examples:

Activity	National Objective being Met
Housing Rehabilitation	LMI benefit, as a “housing activity”
Public Social Services	LMI benefit, as “limited clientele”
4 Recovery Road Improvements	LMI benefit, as “limited clientele”
Streetscape Improvements	Prevention/elimination of slums & blight
Everett School Improvements	LMI benefit, as “limited clientele”

Activities being proposed under the National Objective requirement of “*benefit to low- and moderate-income persons*” are qualified under one of four sub-categories (it is necessary only to meet one of these):

- Area-wide Benefit,
- Limited clientele,
- Housing activities, or
- Job creation or retention.

Similarly, activities being proposed under the National Objective of prevention or elimination of slums and blight must so qualify under one of three sub-categories:

- On an area-wide basis,
- On a spot basis, or
- In an Urban Renewal area.

The attached excerpt provides more detailed information as to how different types of activities typically meet one of the sub-categories of National Objective requirements.

Other Considerations

- A. Within a total grant amount, there certain funding limitations:
- Public social services cannot exceed 15% of the grant total
 - General Administration costs cannot exceed 18% of the grant total (this does not include program delivery costs – costs directly related to carrying out an activity)
- B. For public facility (building) projects whose estimated construction/renovation costs exceed \$100,000, community must have completed bid-ready plans and specifications at the time a grant application is submitted. This includes projects exclusively for ADA modifications.
- C. DHCD requires each community to have a current **Community Development Strategy** (CDS) that addresses a community's needs in a variety of area, identifies strategies to address the needs, establishes priorities among these, and show the relationship of the needs and priorities to the Commonwealth's Sustainable Development Principles. (SDP). The Community Development Strategy shall also identify a "target area" that will be the focus of a locality's community development efforts. The CDS has a three-year "life." Wareham's current CDS expired with FY 2015 grant, thus the town needs to update and approve a revised CDS for the FY 2016 grant.

- Final Rule to prohibit the use of CDBG funds, including Section 108 loan guarantees and Brownfields Economic Development Initiative funds, for "job-creating" activities that are likely to result in significant job loss.

ACTIVITIES THAT ARE ELIGIBLE

CDBG funds may be used for a wide variety of activities that address the need for new or improved public improvements and facilities, economic development opportunities, improving the supply or condition of housing, and public services.

Eligible activities can be grouped as:

Real Property and Housing-related activities:

Acquisition of land and or buildings. 570.201(a)

Disposition of land or buildings. 570.201(b)

Installation or construction of a public facility –such as a park or shelter for homeless persons – or a public improvement – such as a paved road or water/sewer system. 570.201(c)

Clearance and demolition. 570.201(d)

Interim assistance for limited activities in deteriorated areas that require immediate action. 570.201(f)

Completion of Urban Renewal projects. 570.201(h)

Housing services in support of the HOME program, such as pre-purchase counseling or administrative costs to operate a tenant based rental assistance program. 570.201(k)

Acquisition, construction, installation, or improvements of privately owned utilities. 570.201(l)

Homeownership assistance, such as down payment assistance or mortgage interest subsidy for homebuyers. 570.201(n)

Rehabilitation of properties, including: 570.202(a)

Privately-owned homes

Publicly-owned residential housing

Publicly or privately-owned commercial or industrial buildings

Nonresidential buildings owned by nonprofits

Manufactured housing when it is part of the permanent housing supply

Code enforcement. 570.202 (c)

Historic preservation. 570.202(d)

Renovation of closed buildings. 570.202(e)

Lead-based paint testing, evaluation, reduction, and clearance. 570.202(f)

Public Services activities. 570.201(e)

A non-exhaustive list of eligible services includes:

- Employment training
- Crime prevention
- Child care
- Health and drug abuse care and education
- Fair housing and homebuyer pre-purchase counseling
- Energy conservation
- Recreation

Economic Development activities. 570.203, 570.204, and 570.201(o).

Examples of special economic development activities include:

Acquisition, construction, rehabilitation, or installation of commercial or industrial buildings or railroad spurs

Grants, loans, loan guarantees, interest subsidies to businesses

Administrative costs directly related to economic development projects

Special activities by Community-Based Community Development Organizations (CBDOs) that are part of a broader effort to revitalize a neighborhood

Assistance to micro-enterprises, such as loans, grants, technical assistance, or supportive services

Planning and Administration. 570.205 and 570.206.

Examples of activities eligible under this category are:

Preparation of general plans such as the Consolidated Plan

Functional plans such as housing plans

Neighborhood plans and general historic preservation plans

Policy planning, management, and capacity building activities

Monitoring

Costs to administer the HOME Program whether or not the project is also CDBG-assisted

General program administration

Does not include costs to directly deliver a specific project

Includes general management, office expenses, travel, legal services, and salaries

Includes public information, Fair Housing activities, indirect costs, and preparation of applications for federal funds

Other types of Assistance

Payment of the non-Federal share of funds required by another Federal grant

Funds must be used for CDBG-eligible activities and the other grant must be part of CDBG activities. 570.201(g)

Relocation costs incurred by displacement from CDBG projects. 570.201(i)

Loss of rental income by owners holding units for persons displaced by CDBG projects. 570.201(j)

Technical assistance to public or non-profit entities to increase their capacity to undertake eligible neighborhood revitalization or economic development activities. 570.201(p)

Assistance to institutions of higher education when the grantee determines that they are capable and eligible to carry out CDBG eligible activities

Section 108 Loan Guarantee activities. Section 570.703.

Economic development, Housing rehabilitation, Public facilities, and Large scale physical development projects

HOW CDBG FUNDS ARE BEING USED

- ❑ CDBG-funded activities have evolved from the program's beginning when funds were largely used to complete clearance projects that were begun with previous programs.
- ❑ Today, grantees fund a broad range of activities to meet local needs. Between FY 2001-2006, for example:
 - More than 1,048,000 households received some form of CDBG housing assistance, primarily housing rehabilitation assistance and down payment assistance.
 - More than 541,000 jobs were created or retained
 - More than \$3.1 billion in CDBG funds were allocated for essential public services to millions of low- and moderate-income persons, including:

**TOWN OF WAREHAM
FY'16 COMMUNITY DEVELOPMENT STRATEGY**

Introduction

The Wareham Community Development Strategy (CDS) reflects the Town's comprehensive approach to community development planning and integrates community and economic development. The CDS identifies priority projects designed to meet these needs over the next three to five years. The CDS is based upon a review of demographic data, local and regional planning documents, and an inventory of community needs and input from Town residents and stakeholders. The CDS outlines an action plan designed to meet community development goals that have been developed through a broad and inclusive process. The CDS reflects the Town of Wareham's desire to improve the quality of life for its residents while protecting its unique assets and natural resources.

Community Needs Inventory

~~In 2006, the Town of Wareham through its Community and Economic Development Authority (CEDA) distributed a *Community Needs Inventory* questionnaire to 79 town departments, committees, boards and social service agencies that serve Wareham and region. The inventory sought to identify community needs and potential projects. Approximately 30% of the questionnaires were returned. Responses were reviewed by the CEDA Board to determine needs and priorities for the community.~~

Planning Documents

When developing the CDS, CEDA reviewed each of the following plans:

Comprehensive Community Plan (1998) – The Comprehensive Community Plan establishes policies to improve all aspects of community life. ~~Below are the~~ The policies most that most directly impact the development of the CDS include:

1. Protect property values by guiding development to appropriate areas;
2. Improve the quality and condition of housing;
3. Encourage the creation of permanently protected open spaces;
4. Encourage economic vitality in existing businesses; and
5. Provide a safe and efficient transportation network that encourages the use of alternative modes of transit.

Design Guidelines for Wareham Village (1999) – Guidelines to establish and maintain the character and architectural integrity of Wareham Village. The document considers transportation, housing and business needs, and how to best take advantage of the nearby water resources. The areas that most directly impact the development of the CDS include: housing, land use, economic development, natural resources, open space and conservation, recreation, history and archeology, public services and transportation. Each of these areas contains multiple priorities.

~~*Wareham: Towards the Next Decade (2001)* – A vision plan to improve income levels, employment, educational attainment, property values and community pride. The document suggests providing incentives to encourage the revitalization of developed commercial and residential areas, and promoting new growth in areas adequately served by water supply, sewer and road systems. The plan also recommends fostering the~~

economic vitality of Onset and Wareham Villages.

Regional Transportation Plan (2003)— This is a comprehensive, long-term analysis of existing and future needs of the regional transportation system. The Plan identified 13 major priorities relating to Wareham, with additional specific project recommendations. These include public transit, inter-city/commuter bus, intermodal freight connections, bicycles and pedestrians, bridge repairs, and safety. The Plan also recommended improvements to Cranberry Highway and the need for an interchange connection to I-195 for the Business Development Overlay District.

Regional Transportation Plan (2015)— *This is a comprehensive analysis of existing and future needs of the regional transportation system. Recommendations for Wareham include: Realigning Wareham's transportation hub to originate in Wareham Center (downtown Wareham), where the CapeFlyer summer train service stops, adding Sunday busing service and night service, and increasing summer busing service.*

Wareham Housing Needs Study and Plan (2004)— A plan designed to meet the needs of residents by preserving existing housing stock (including affordable housing), adding to housing stock in a way that is compatible with local architectural styles, natural resources and services of the existing neighborhoods, and supporting larger, more affordable housing projects.

Town of Wareham, Massachusetts Housing Production Plan (2013)— *This plan presents an overview of Town's current housing stock and provides strategies to address needs and meet annual production goals under the Commonwealth's Housing Production regulations. The report found that though housing prices are regionally affordable, costs to rent and own are unaffordable for approximately 40% of Wareham residents, based on residents' income.*

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Greater New Bedford Workforce Investment Board Business Plan Goals (2006)— Regional goals include:

1. Improved job readiness and work-certified programs;
2. Increased business use of Career Center services;
3. Skill enhancement for adult and dislocated workers; and
4. Improving the One-Stop Career Centers. (One of the two Career Centers is located in Wareham.)

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Greater New Bedford Workforce Investment Board Strategic Plan (2016-2018) — Regional goals include:

1. Supporting business sustainability and growth through projects/initiatives and training for regional employees
2. Improving Career Center services (a Wareham-based Career Center was shuttered in previous years due to budgetary limitations)
- Facilitating the development of job-readiness and career pathway programs for youth, including increasing partnerships at Wareham High School

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Updated Open Space and Recreation Plan (2010) – Comprehensive plan with the following major goals:

1. Implementation of a Five-Year Playground Master Plan;
2. Construction of a Bike Trail on an abandoned railroad corridor throughout the Town;
3. Preservation and protection of Wareham's unique natural open space resources;
4. Improved access to Town recreational areas and recreational facilities; and
5. Accessibility to all programs for every resident.

Playground and Open Space Assessment and Recreation Plan, Town of Wareham (2014) – An assessment of 21 playgrounds and 3 open space locations with the following salient recommendations:

1. Improve existing water access and create new access to waterways
2. Improve the quality of existing play areas
3. Keep an eye to accessibility when redesigning or implementing new park elements
4. Expand vehicular access where necessary
5. Create a "brand" for open space, playgrounds, and parks throughout town with cohesive signing
6. Increase benches and picnic tables at all parks
7. The Town should use a preferred manufacturer for all play equipment to provide continuity and ease of maintenance.

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Target Area

The target area for the FY'16 CDBG Mini-Entitlement Application includes the block groups stretching from downtown Wareham on the west to Onset Village on the east. This area includes five block groups and a small portion of a sixth one. This target area will remain in place for the FY'16 grant. It contains a high percentage of lower income persons (ranging from 55.42% to 71.57%) and old housing stock, and it includes Wareham's two main villages, Wareham Center (Village) and Onset. A map of the target area is included in the FY'16 CDBG Mini-Entitlement Application.

CDS Goals and Priorities

Incorporating the information gathered through the survey questionnaire, relevant plans, and input gathered through public meetings, CEDA established goals and ranked community development projects. The CDS has been updated each year since first developed in 2006, most recently, on September 26, 2012.

Community and Economic Development Goals: Wareham has two long-established mixed-use village areas -- Wareham Center and Onset Village. Revitalization priorities for these Villages should promote the reuse of existing buildings and upper floor commercial space for office and/or housing opportunities and the redevelopment of vacant lots. Improving parking, signage, gateways and storefronts will be vital to creating needed retail and services in the village centers.

Economic and industrial development in designated growth areas is supported through proper zoning and overlay districts. Wareham also has a rich historical heritage, predating European settlement. It is important to create employment opportunities that are compatible with the Town's character, natural resources, and environmental assets. Thus, the Town will need to promote economic partnerships among vital industries, such as the cranberry and marine industries, and that which will encourage activities that promote the safe and environmentally friendly use of the Town's waterways.

Transportation is vital to realizing economic opportunities. There is wide community support for expansion of the commuter rail and the construction of an inter-modal transportation hub. These would enable economic growth within the town while providing residents affordable transportation access to employment outside of Wareham. With these concerns in mind the following goals were established:

1. Encourage commercial development in village centers and designated growth areas and promote the stabilization and expansion of existing businesses and development and recruitment of new businesses.
2. Capitalize on economic opportunities relating to tourism and create a "business incubator" to facilitate the growth of new small businesses.
3. Create a user-friendly permitting process that uses zoning and other development controls to guide growth in a manner consistent with the Town's character.
4. Improve roadway infrastructure in areas needed to foster commercial and industrial development.
5. Promote job training and establish higher education satellite facilities and campuses.

These goals meet the following Sustainable Development Principles: *Concentrate Development and Mix Uses, Advance Equity, Make Efficient Decisions, Protect Land and Ecosystems, Provide Transportation Choice, Increase Job and Business Opportunities, and Plan Regionally*

Housing Goals: Providing safe and affordable housing choices that are compatible with the community's character and natural resources is essential to improving the quality of life for residents. Primary considerations for meeting housing goals include maintaining the existing housing stock and expanding affordable housing opportunities. Wareham has prioritized solutions that encourage innovative approaches to affordable housing opportunities, such as redevelopment, conversion of vacant, upper floor space in mixed-use buildings, and using town-owned surplus land for affordable housing development. Other possible solutions include developing programs that provide financial assistance to homeowners, such as housing rehabilitation programs, code enforcement and mortgage financing assistance, ~~and fuel assistance,~~ and first/last/security deposit assistance for renters. The following housing goals were developed with these concerns in mind:

1. Encourage the development of affordable housing options for all residents regardless of age, income, ethnic origin or ability;
2. Continue the Housing Rehabilitation Loan Program through CDBG and CPA funding;

3. Develop a Rental Assistance program;
4. Establish regional transitional housing and emergency shelter programs;
5. Renovate Wareham Housing Authority-owned units;
6. Pursuing tax-title properties for development of affordable housing options, and;
7. Conduct a study of mobile homes;

Comment [JR1]: Will need to be re-visited

These goals meet the following Sustainable Development Principles: *Expand Housing Opportunities, Concentrate Development and Mix Uses, Expand Housing Opportunities, Advance Equity, and Plan Regionally*

Public Services Goal: The strong response to the *Community Needs Inventory* from private, non-profit and municipal services providers clearly identified a need for expanded services. In particular, emphasis was placed on the need for services for elders, at-risk youth and homeless residents. Expanding fuel assistance and increasing access to affordable health care, special education and child care are among critical needs. Other examples of social service needs included access to food pantries, job readiness programs and mental health clinics. The following goal was established for public services:

Improve the quality of life for low and moderate-income Wareham residents by providing expanded public services and increasing access to services.

This goal meets the following Sustainable Development Principles: *Provide Transportation Choice, and Increase Job and Business Opportunities.*

Transportation Goal: Transportation barriers present major obstacles for many of Wareham’s lower income residents. Residents need transportation alternatives to access local and regional jobs, affordable housing opportunities, and public services. These needs are accentuated given Wareham’s large geographic size. Priority projects include: the extension of commuter rail services to Wareham and the creation of an inter-modal transportation hub to provide access to employment and services within Wareham, as well as to regional centers throughout Southeastern Massachusetts. Alternative transportation modes include: rail, bus, van, bike, and walking paths/sidewalks. Elderly, disabled and low income residents would benefit from expanded transportation assistance for meals, employment, medical appointments and shopping trips. Many residents need affordable transportation to medical appointments and social services. The following goal was established to address this need:

Provide safe, affordable, and accessible transportation options for residents and non-residents to access employment and services.

This goal meets the following Sustainable Development Principles: *Provide Transportation Choice, Increase Job and Business Opportunities, Promote Clean Energy, and Plan Regionally*

Municipal Services Goal: Among the many services provided by the Town of Wareham, infrastructure, public facilities, planning and community and historic preservation are the most relevant to the CDS. The town will promote projects that promote, preserve, and

provide access to Wareham's historical, architectural, natural and cultural resources. Wareham has the following municipal service needs:

1. Infrastructure – Wareham needs to extend water and sewer and sidewalk construction to areas of town with failing systems, high density development and areas designated as village centers and/or designated growth areas.
2. Public Facilities – The town needs to develop a Municipal Building Improvement Plan to upgrade undersized or underutilized Town buildings and to make all compliant with federal and state accessibility standards.
3. Historic Preservation – The town needs to protect and promote historical resources and may do this by developing inventories and coordinating municipal approval and permitting processes.
4. Planning – Wareham needs to improve its zoning to promote economic development, protect open space, and facilitate housing alternatives that are compatible with the Town's character, resources and needs.

The following goal was established to address these concerns:

Provide equal access to vital municipal services for all Wareham residents and to ensure service delivery that is sensitive to the fabric, architecture and natural resources of existing neighborhoods and village centers.

This goal meets the following Sustainable Development Principles: *Concentrate Development and Mix Uses, Advance Equity, Make Efficient Decisions, Protect Land and Ecosystems, Use Natural Resources Wisely, Expand Housing Opportunities, Provide Transportation Choice, and Increase Job and Business Opportunities.*

Priority Projects

The Town of Wareham has established a list of priority projects from input gathered from public meetings, the planning documents described above, and responses from the community needs inventory questionnaire. The Town of Wareham's priorities include the following:

Community and Economic Development

1. Support Village Center revitalization efforts such as developing additional retail and service activities, increasing parking, improving signage, constructing façade and sign improvements, constructing infrastructure, streetscape and gateway improvements and attracting new businesses.
2. Provide job training and access to higher education facilities and resources to expand residents' abilities to compete in the job market.
3. Encourage the reuse of existing marginal or abandoned buildings, businesses and vacant or underutilized lots.

Housing

1. Encourage affordable housing options for the elderly, people with disabilities, single person households and single parent families.
2. Preserve existing housing stock through housing rehabilitation/code enforcement.
3. Develop a first-time homebuyers program for low- to moderate-income families.

Public Services

1. Support and fund At-Risk Youth Services
 - a. Provide tutoring and mentoring
 - b. Support the continuance of Teen Achievement Programs
 - c. Support a "Truancy Alternative Program" for middle/high school students
2. Fund homelessness programs including job-readiness programs, living skills and affordable housing.
3. Support adult education, improved literacy and job training
4. Develop a fuel assistance program and augment existing programs to provide and assist lower income residents who are ineligible for existing fuel assistance programs.

Transportation

1. Reduce or eliminate transportation barriers to employment and encourage comprehensive transit services (commuter rail, and long distance/local bus service).
2. Continue GATRA services and programs and provide financial assistance to qualifying residents to ensure access to them.
3. Restore Dial-A-Ride service to previous levels of service.

Infrastructure

1. Provide sewers town-wide to high density and areas with failing septic systems
2. Leverage town or state funds to extend infrastructure for economic development.
3. Extend water and sewer services to all low- and moderate-income neighborhoods.

Public Facilities

1. Elder services
 - a. Provide design assistance and purchase equipment to make Senior Center handicap accessible.
 - b. Renovate and purchase handicap equipment for Adult Day Care Program.
2. Develop and implement a municipal building improvement plan, which identifies need improvements to municipal structures and identifies a potential funding source.
3. Ensure access to all program and services through provisions of accessible locations and provisions of assisted sight and hearing devices.

Planning

1. Update zoning bylaws as well as clarify and improve zoning enforcement capabilities.
2. Preserve the town's character through proper zoning.
3. Direct high quality commercial/industrial growth into areas with infrastructure.
4. Institute changes to make permitting processes more use-friendly.

2013- Review of CDS, Needs and Priorities

In preparation for the FY'13-FY'16 CDBG Mini-Entitlement Application, CEDA hosted a public meeting on September 26, 2012 June 10, 2015, to solicit input on the town's

Community Development Strategy. CEDA invited Wareham residents, boards, and commissions to attend the meeting and comment on the needs of the community. The minutes of this meeting are attached to the Town's application. Attendees who offered comments at the meeting supported the FY'13 CDS's needs, goals and priorities.

In addition to discussing community-wide needs, CDS meeting attendees strongly supported the following following activities: for Wareham's FY'13 ME Plan application:

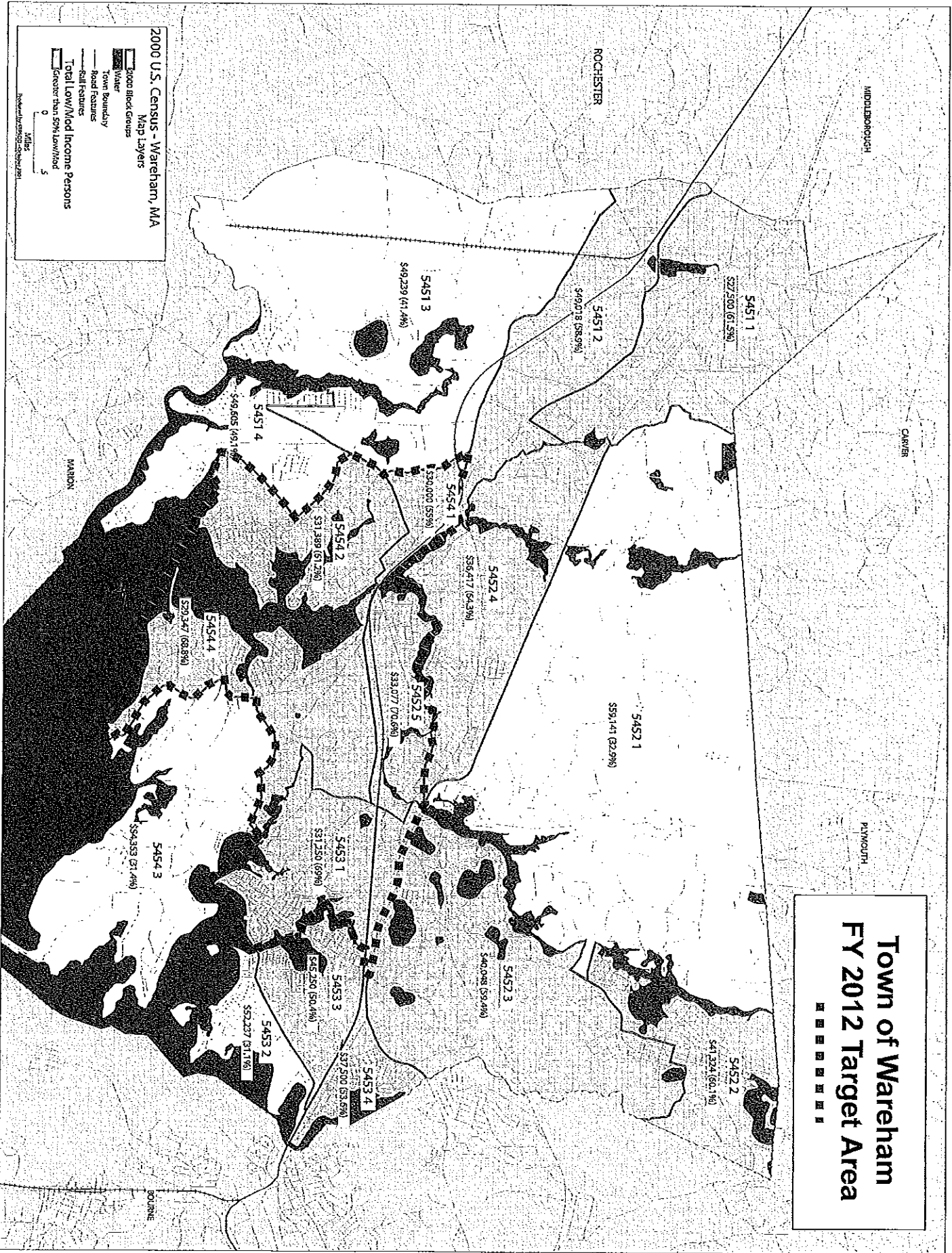
1. Developing a trash-removal program town-wide
2. Creating a senior center
3. Rehabilitating the bath house in Onset
4. Upgrading the public restrooms and sidewalks in Onset
1. Supporting Wareham village revitalization, through the Village Streetscape program
2. Continuation of the Housing Rehabilitation Program
- 3.1. Funding public service programs including: transportation assistance, Youth at-Risk programs, senior services, domestic violence, food pantry and emergency assistance to homeless and at-risk individuals and families.

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The December 20, 2012 Public Hearing for Wareham's FY'13 CDBG Mini-Entitlement application discussed local needs and priorities, as well as the activities presented above. The CEDA Board met on January 7, 2013 to review the hearing's discussion. At this meeting, it voted to recommend to the Board of Selectmen that it include the following in the application: 1) continuation of the housing rehabilitation, 2) construction of Phase III of the Village Streetscape project, and 3) funding of five public services. The Selectmen accepted this recommendation at its meeting on January 29, 2013.

Comment [JR2]: This will need to be completely updated, after the CEDA Board makes its decision(s).

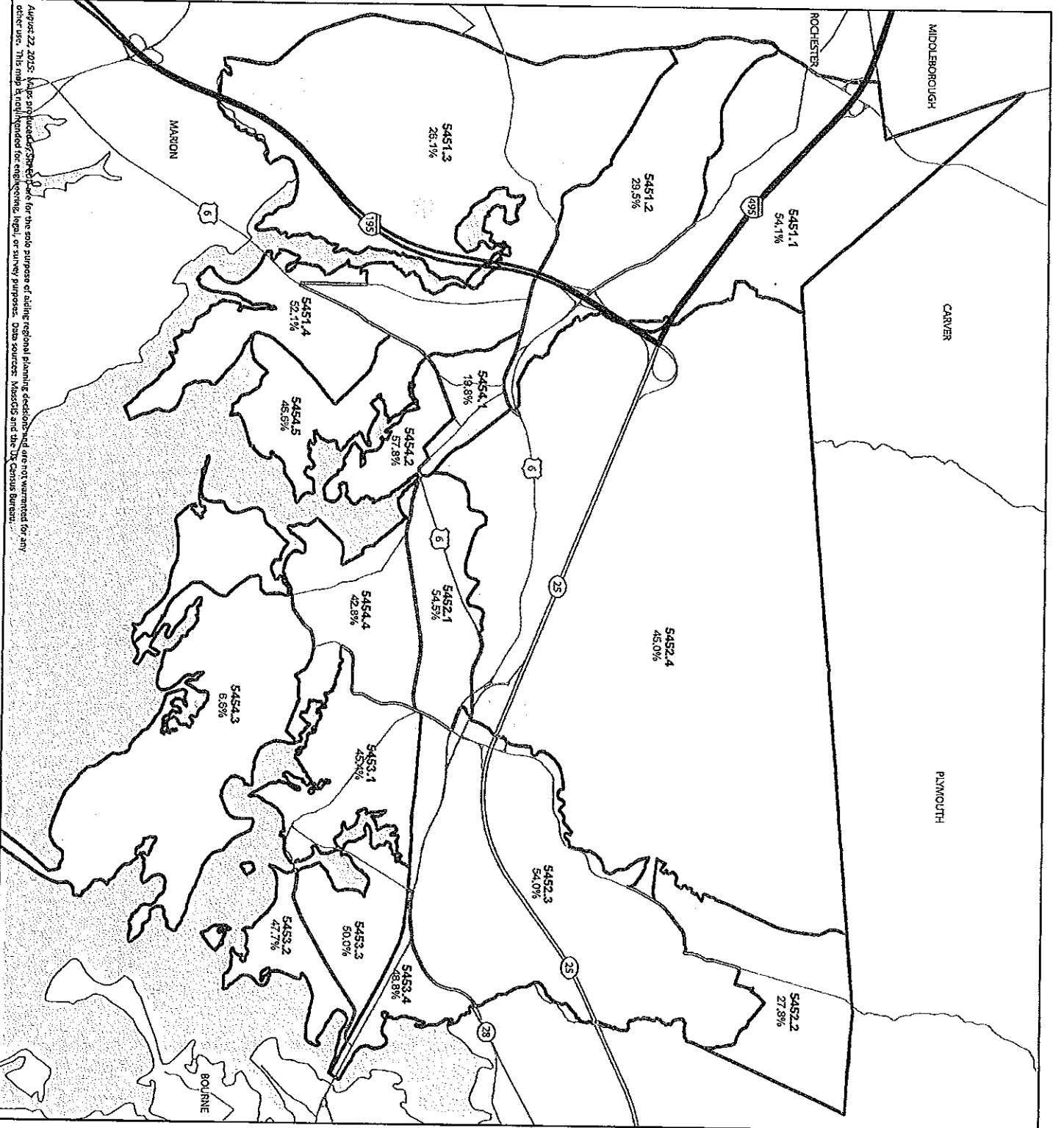
Town of Wareham FY 2012 Target Area



Town of Wareham Low and Moderate Income Map

Legend

- 2010 Block Groups
- Water
- Interstates
- Arterials and Collectors
- Municipal Boundaries
- Total Low/Mod Income Persons
- Greater than 50% Low/Mod



August 22, 2015. Map prepared for the sole purpose of aiding regional planning decisions and are not warranted for any other use. This map is not intended for engineering, legal, or survey purposes. Data sources: MassGIS and the US Census Bureau.