



TOWN OF WAREHAM  
54 Marion Road  
Wareham, MA 02571

**Community and Economic Development Authority**  
**Board Meeting Minutes**  
**December 7, 2015, 6:00 PM**  
**Town Hall, Room 24**

**Present:** Jean Connaughton, Michael Fitzgerald, Kat Jones, Barbara Sullivan, Peter Sanborn, Jaime Rebhan-Buckminster, Town Administrator Derek Sullivan

**Not Present:** Bob Brady, Rhonda Josey, Ken Fontes, Stephen Holmes, Peter Teitelbaum

**Call to Order:** Chairman Connaughton called the meeting to order at 6:32 PM.

**1. Consent Agenda (Vote):**

- a. Director's Report**
- b. Approval of November 2, 2015 Meeting Minutes**
- c. Financial Report**

**Summary:** Mr. Sanborn reviewed the Director's and financial reports, and the Board reviewed the minutes of November 2, 2015. When Mr. Sanborn was discussing the state of the FY'13 grant, Mrs. Connaughton told the Board about a lingering issue with the streetlights on Main Street, which were installed during CEDA's recent Streetscape projects, one of which was paid out of the FY'13 grant. At least nine lights have gone out, and there is a concern that the problem is with the manufacturing of the streetlights.

Mrs. Connaughton asked if remaining Program Income funds in the FY'13 grant could be used to repair the lights if necessary. Mr. Sanborn noted that it could. The Board agreed that CEDA should ask the Municipal Maintenance Department to determine what the problem is, and fix the streetlights if the lights are faulty or a manufacturing defect exists. CEDA will not fix the streetlights if the problem has to do with maintenance, such as the replacement of bulbs.

Also during his financial update, Mr. Sanborn informed the board that CEDA would seek a six-month extension from the Department of Housing and Community Development for the FY'14 grant. There is still a large amount of Housing Rehabilitation funds in the grant that the Department will be unable to spend by the end of December – the deadline for that grant's spending. Mr. Sanborn will ask the board to review its policies for the Housing Rehabilitation program at a future meeting to determine whether the policies should be modified to facilitate spending.

Mr. Sanborn also reported that the FY'15 grant contract has been approved by DHCD and returned to the town. CEDA will complete a couple additional requirements, at which point, the contract will be able to be implemented and grant spending can begin.

**Board Action Taken:** Ms. Jones motioned that, if it is determined that the streetlights on Main Street are faulty, CEDA will spend Program Income funds from the FY'13 grant to complete the repairs to the streetlights. Mr. Fitzgerald seconded the motion. The motion carried, 4-0-0.

Mrs. Jones motioned to approve the Consent Agenda. Mr. Fitzgerald seconded the motion. The motion was approved by a vote of 4-0-0.

## **2. CDBG Basics**

**Summary:** To assist with FY'16 grant planning, Mr. Sanborn presented the Board with a packet that outlined the history of the Community Development Block Grant (CDBG) program, the grant's National Objective requirements, and the various activities that can be funded through the grant. (See attachment.)

**Board Action Taken:** None.

## **3. Discussion of Community Development Strategy**

**Summary:** Mr. Sanborn and Ms. Rebhan-Buckminster explained that CEDA must submit an updated, three-year, community-approved Community Development Strategy to DHCD at least one month before applying for the FY'16 grant in February. This is a broad plan for future projects. Mr. Sullivan agreed to discuss the document with the Board of Selectmen. Mr. Sanborn and Ms. Rebhan-Buckminster will submit a draft to the CEDA Board.

**Board Action Taken:** None

## **4. FY'16 Planning**

**Summary:** Mr. Sanborn suggested that the Board consider:

- Continuing the Housing Rehabilitation and Public Social Services programs
- A short-phase Streetscape project from Sawyer Street to Marion Road which would include period lights, a sidewalk update, road striping, and the painting of parking spaces. Some work was completed on the design of this project in previous grants. The Board noted the community's aversion to bump-out curbing and, as such, asked that none be included if such a project were to proceed.
- The possibility of assisting the Wareham Housing Authority with its ongoing modernization of housing units.

The Board agreed to meet on December 21, 2015, at 6:00 PM to make decisions on FY'16 projects.

## **5. Public Hearing Date**

**Summary:** The Board agreed to hold a Public Hearing on the FY'16 grant application on January 11, 2016.

**6. CEDA Office Printer** – This discussion was tabled until further notice.

**Other Business:** None.

**Adjournment:** Mrs. Sullivan motioned to adjourn the meeting at 9:05 PM. Ms. Jones seconded the motion. The motion was approved, 4-0-0.

**Next Meeting:** December 21, 2015, 6:00 PM

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

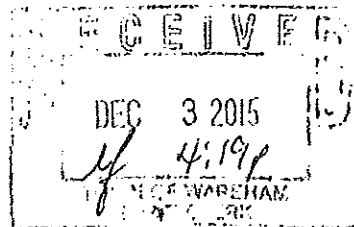
Signed: 

**TOWN CLERK'S MEETING NOTICE**  
There will be a meeting of the Wareham  
**Community & Economic Development Authority**

**Date:** Monday, December 7, 2015

**Time:** 6:00 PM

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



**AGENDA**

**Call to Order:**

1. **Consent Agenda (Vote):**
  - a. **Director's Report**
  - b. **Approval of November 2, 2015 Meeting Minutes**
  - c. **Financial Report**
2. **CDBG Basics**
3. **Discussion of Community Development Strategy**
4. **2016 Potential Projects**
5. **Public Hearing Date**
6. **CEDA Office Printer**

**Other Business:**

**Adjournment:**

**Next Meeting:** TBD

**TOWN OF WAREHAM  
COMMUNITY DEVELOPMENT STRATEGY  
Prepared for FY 2016 CDBG Grant**

**Introduction**

This Community Development Strategy (CDS) reflects the Town's assessment of its many community development needs. The CDS prioritizes them for the near-term future -- the next three to five years. In preparing the CDS, the Town reviewed demographic data, local and regional planning documents, consulted with key staff, and solicited input from Town residents and stakeholders. Thus, the CDS outlines an action plan that has been developed through a broad and inclusive process. The CDS reflects Wareham's desire to improve the quality of life for its residents and protect its unique assets and natural resources.

**Planning Documents**

When developing this CDS, CEDA reviewed each of the following plans, in addition to its expiring CDS:

*Comprehensive Community Plan (1998)* – The Comprehensive Community Plan identified goals and objectives to improve all aspects of community life. The most important of these are:

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.

*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 service and night bus service, and increasing summer bus service.

*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 although local housing prices are affordable from a regional perspective, rental and ownership costs are unaffordable for approximately 40% of Wareham residents, based on residents’ income.

*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

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

1. Improving existing water access and create new access to waterways
2. Improving the quality of existing play areas
3. Keeping an eye to accessibility when redesigning or implementing new park elements
4. Expanding vehicular access where necessary
5. Creating a “brand” for open space, playgrounds, and parks throughout town with cohesive signing
6. Increasing benches and picnic tables at all parks
7. Using a preferred manufacturer for all play equipment to provide uniformity, continuity and ease of maintenance

### **Target Area**

The target area for this CDS and the Town’s CDBG activities remains unchanged. It 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. It contains a high percentage of lower income persons (ranging from 42% to 57%), an older 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 CDBG Mini-Entitlement Plan application.

### **CDS Goals and Priorities**

Incorporating the information gathered through plans and studies, and input gathered through public meetings, CEDA staff and its board established goals and ranked

community development projects. The CDS was then submitted to the Board of Selectmen for its review and acceptance.

**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 and specific sites. 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, 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 extending commuter rail to town, 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. The following goals reflect these concerns:

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. Review zoning and other development regulations and procedures to ensure consistency with growth management objectives to preserve and enhance the Town's character and to foster economic development.
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.
6. Improve municipal capacity for promoting economic development by establishing dedicated full- or part-time staff positions charged with such.

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

**Housing Goals:** Providing safe and affordable housing choices that are compatible with Wareham'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 improve housing security and provide financial assistance to homeowners, such as housing rehabilitation programs, code enforcement and mortgage financing assistance, 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 housing that provides choice and options for all residents regardless of age, income, ethnic origin or ability;
2. Continue the Housing Rehabilitation 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. Pursue 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: *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, especially for 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. Elderly, disabled, and lower 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: *Advance Equity, 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 key municipal service needs:

1. Infrastructure – Extend water, sewer, and/or sidewalks to areas of town that have none, or have deteriorated or failing infrastructure components. Give priority to densely developed areas such as village centers, and/or designated growth areas.
2. Public Facilities – Develop a Municipal Facilities Master Plan to will guide the town in ensuring that its facilities adequately serve residents, workers and visitors needs. Assess the future need for currently undersized or underutilized Town buildings and determine if they should continue in service or be disposed of, and to make all compliant with federal and state accessibility standards.
3. Historic Preservation – Protect and promote historical resources by developing inventories and coordinating municipal approval and permitting processes.
4. Planning – Enhance local planning capacity to enable Wareham to both promote and manage development that adequately (a) protects open space and natural resources; (b) facilitates housing that is compatible with the Town's characterds; and (c) contributes positively to the Town's fiscal condition.

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 revitalization efforts in Wareham Village and Onset to sustain and increase retail and service activities by increasing parking, improving signage, constructing façade and sign improvements, constructing infrastructure, streetscape and gateway improvements and attracting new businesses.
2. 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 services for lower income and/or at-risk youth
  - a. Provide tutoring and mentoring
  - b. Support the continuance of Teen Achievement Programs
  - c. Support a "Truancy Alternative Program" for middle/high school students
  - d. Support after-school and extracurricular programs, via need-based scholarships and direct funding of programs
2. Fund homelessness programs including job-readiness programs, living skills and emergency shelters, transitional and permanent housing.
3. Support adult education, improved literacy and job training
4. Assist in improving household financial security by supporting programs and services directed primarily to lower income and disadvantaged residents, such as fuel assistance, food pantries and nutrition, emergency utility and rental assistance, financial literacy and reading/literacy programs.
5. Assist agencies that provide services to prevent, reduce or help in the recovery from domestic violence and abuse.

#### *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.
4. Improve access to public waterways and water bodies.

*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.

**Review of CDS, Needs and Priorities**

In preparation for the FY'16 CDBG Mini-Entitlement Application, CEDA hosted a public meeting on 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. In addition to discussing community-wide needs, CDS meeting attendees strongly supported the following activities:

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

In addition to the public forum held on June 10, 2015, the CEDA board discussed the local needs and priorities forming this Community Development Strategy at meetings on December 8 and 21, 2015. The CEDA board approved the strategy at the December 21 meeting, subject to the Town Administrator's final review and approval. The Town Administrator provided reports relating to the updating of CDS to the Board of Selectmen and its meetings on December 9 and 16, 2015, at which time the Board authorized the Administrator to complete a final review of the Strategy. The CDS will also be discussed at the public hearing for Wareham's FY 2016 CDBG Mini-Entitlement application on January 11, 2016.

**TOWN OF WAREHAM**  
**FY 2016 COMMUNITY DEVELOPMENT STRATEGY**  
Prepared for FY 2016 CDBG Grant

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**Introduction**

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~~This Wareham Community Development Strategy (CDS) reflects the Town's assessment of its many comprehensive approach to community development needs. The CDS prioritizes them for the near-term future -- planning and integrates community and economic development. The CDS identifies priority projects designed to meet these needs over the next three to five years. In preparing the CDS, the Town reviewed is based upon a review of demographic data, local and regional planning documents, consulted with key staff, and solicited and an inventory of community needs and input from Town residents and stakeholders. Thus, 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 and 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**

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~~When developing this CDS, CEDA reviewed each of the following plans, in addition to its expiring CDS:~~

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

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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:~~

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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 bus 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 although local housing prices are regionally-affordable from a regional perspective, costs-to-rental and ownership costs 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

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. Improving existing water access and create new access to waterways
2. Improving the quality of existing play areas
3. Keeping an eye to accessibility when redesigning or implementing new park elements
4. Expanding vehicular access where necessary
5. Creating a “brand” for open space, playgrounds, and parks throughout town with cohesive signing
6. Increasing benches and picnic tables at all parks
7. Using The Town should use a preferred manufacturer for all play equipment to provide uniformity, continuity and ease of maintenance

**Target Area**

The target area for the this CDS and the Town’s CDBG activities remains unchanged. FY16 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 FY16 grant. It contains a high percentage of lower income persons (ranging from 55 42% to 7157%), and an older 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 FY16 CDBG Mini-Entitlement Plan aApplication.

**CDS Goals and Priorities**

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Incorporating the information gathered through the survey questionnaire, relevant plans and studies, and input gathered through public meetings, CEDA staff and its board established goals and ranked community development projects. The CDS was then submitted to the Board of Selectmen for its review and acceptance. 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 and specific sites. 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 extending/pansion of the commuter rail to town, 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 reflect these concerns were established:

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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. Review/Create a user-friendly permitting process that uses zoning and other development regulations and procedures to ensure consistency with controls to guide growth management objectives to preserve and enhance in a manner consistent with the Town's character and to foster economic development.
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.
- 5-6. Improve municipal capacity for promoting economic development by establishing dedicated full- or part-time staff positions charged with such.

These goals meet the following Sustainable Development Principles: *Concentrate Development and Mix Uses, Advance Equity, Make Efficient Decisions, Protect Land and*

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*Ecosystems, Expand Housing Opportunities, Provide Transportation Choice, Increase Job and Business Opportunities, and Plan Regionally*

**Housing Goals:** Providing safe and affordable housing choices that are compatible with Wareham's ~~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 improve housing security and 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 that provides choice and~~ 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:

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

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

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**Transportation Goal:** Transportation barriers present major obstacles for many, especially for-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 lower 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:

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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: *Advance Equity, Provide Transportation Choice, Increase Job and Business Opportunities, Promote Clean Energy, and Plan Regionally*

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**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 key municipal service needs:

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1. **Infrastructure** – ~~Wareham needs to extend water, and sewer, and/or sidewalks construction to areas of town that have with none, or have deteriorated or failing infrastructure components. Give priority to systems, high density developed and areas such designated as village centers, and/or designated growth areas.~~
2. **Public Facilities** – ~~The town needs to develop a Municipal Facilities Master Building Improvement Plan to will guide the town in ensuring that its facilities adequately serve residents, workers and visitors needs. Assess the future need for currently upgrade undersized or underutilized Town buildings and determine if they should continue in service or be disposed of, 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** – ~~Enhance local planning capacity to enable Wareham needs to improve its zoning to both promote and manage development that adequately promote economic development, (a) protects open space and natural resources,; and (b) facilitates housing that is alternatives that are compatible with the Town's character, resources and needs; and (c) contributes positively to the Town's fiscal condition.~~

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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

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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 in Wareham Village and Onset to sustain and increase such as developing additional retail and service activities by, 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.~~
- 3-2. 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 for lower income and/or at-risk youth~~
  - a. Provide tutoring and mentoring
  - b. Support the continuance of Teen Achievement Programs
  - c. Support a "Truancy Alternative Program" for middle/high school students
  - e-d. Support after-school and extracurricular programs, via need-based scholarships and direct funding of programs
2. Fund homelessness programs including job-readiness programs, living skills and emergency shelters, transitional and permanent affordable housing.
3. Support adult education, improved literacy and job training
4. Assist in improving household financial security by supporting ~~Develop a fuel assistance program and augment existing programs and services directed primarily to to provide and assist lower income and disadvantaged residents, such~~

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as who are ineligible for existing fuel assistance, food pantries and nutrition, emergency utility and rental assistance, financial literacy and reading/literacy programs.

4.5. Assist agencies that provide services to prevent, reduce or help in the recovery from domestic violence and abuse.

#### *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.
- 3.4. Improve access to public waterways and water bodies.

#### *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.~~

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

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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. 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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In addition to the public forum held on June 10, 2015, the CEDA board discussed the local needs and priorities forming this Community Development Strategy at meetings on the December 8 and 21<sup>st</sup>, 2015. The CEDA board approved the strategy at the December 21 meeting, subject to the Town Administrator's final review and approval. The Town Administrator provided reports relating to the updating of CDS to the Board of Selectmen and its meetings on December 9 and 16, 2015, at which time the Board authorized the Administrator to complete a final review of the Strategy. The CDS will also be discussed at the 2<sup>nd</sup> Public Hearing for Wareham's FY 2016 CDBG Mini-Entitlement application on January 11, 2016, 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).

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**Town of Wareham**  
 FY 2016 ME Grant Budget

**Preliminary - FOR DISCUSSION ONLY**

Potential Activities / USES of Funds

P.D. & Gen. Admin.	\$	240,000.00	("plug number" based on FY14 & 15 amounts)
Public Services (5 projects @ \$25K)	\$	125,000.00	
Village Streetscape - 4 (Construction)	\$	600,000.00	
Village Streetscape - 4 (Eng. Srv's)	\$	40,000.00	
Wareham Housing Authority - Roofs	\$	194,100.00	
Wareham Housing Authority - Soft Costs	\$	36,000.00	
Village Streetscape - 5 (Design only)	\$	50,000.00	
Housing Rehab Program	\$	50,000.00	

Total Grant Uses: \$ 1,335,100.00



		SOURCES			
		CDBG	CEDA	Other	
<b>Alternative #1</b>					
P.D. & Gen. Admin.	\$	240,000.00	\$ 240,000.00	\$ -	\$ -
Public Services (5 projects @ \$25K)	\$	125,000.00	\$ 125,000.00	\$ -	\$ -
Village Streetscape - 4 (Construction)	\$	600,000.00	\$ 460,000.00	\$ 140,000.00	\$ -
Village Streetscape - 4 (Eng. Srv's)	\$	40,000.00	\$ -	\$ 40,000.00	\$ -
Total Uses:	\$	1,005,000.00	\$ 825,000.00	\$ 180,000.00	\$ -
Total Sources:	\$	1,005,000.00			

<b>Alternative #1A</b>					
P.D. & Gen. Admin.	\$	240,000.00	\$ 240,000.00	\$ -	\$ -
Public Services (5 projects @ \$25K)	\$	125,000.00	\$ 125,000.00	\$ -	\$ -
Village Streetscape - 4 (Construction)	\$	600,000.00	\$ 460,000.00	\$ 140,000.00	\$ -
Village Streetscape - 4 (Eng. Srv's)	\$	40,000.00	\$ -	\$ 40,000.00	\$ -
Housing Rehab	\$	60,000.00	\$ -	\$ 60,000.00	\$ -
Total Uses:	\$	1,065,000.00	\$ 825,000.00	\$ 240,000.00	\$ -
Total Sources:	\$	1,065,000.00			

<b>Alternative #2</b>					
P.D. & Gen. Admin.	\$	240,000.00	\$ 240,000.00	\$ -	\$ -
Public Services (5 projects @ \$25K)	\$	125,000.00	\$ 125,000.00	\$ -	\$ -
Wareham Housing Authority - Roofs	\$	194,100.00	\$ 194,100.00	\$ -	\$ -
Wareham Housing Authority - Soft Costs	\$	36,000.00	\$ -	\$ -	\$ 36,000.00
Housing Rehab Program	\$	215,900.00	\$ 215,900.00	\$ -	\$ -
Village Streetscape - 5 (New Design)	\$	50,000.00	\$ 50,000.00	\$ -	\$ -
Total Uses:	\$	861,000.00	\$ 825,000.00	\$ -	\$ 36,000.00
Total Sources:	\$	861,000.00			

**Town of Wareham**  
 FY 2016 ME Grant Budget

**Preliminary - FOR DISCUSSION ONLY**

**Alternative #2A**

P.D. & Gen. Admin.	\$	240,000.00	\$ 240,000.00	\$	-	\$	-
Public Services (5 projects @ \$25K)	\$	125,000.00	\$ 125,000.00	\$	-	\$	-
Wareham Housing Authority - Roofs	\$	194,100.00	\$ 194,100.00				
Wareham Housing Authority - Soft Costs	\$	36,000.00	\$ 35,900.00	\$	-	\$	100.00
Housing Rehab Program	\$	180,000.00	\$ 180,000.00	\$	-	\$	-
Village Streetscape - 5 (New Design)	\$	<u>50,000.00</u>	<u>\$ 50,000.00</u>	\$	-	\$	-
<b>Total Uses:</b>	\$	<b>825,100.00</b>	<b>\$ 825,000.00</b>	\$	-	\$	<b>100.00</b>
<b>Total Sources:</b>	\$	<b>825,100.00</b>					

CLIENT'S COPY



AMENDMENT TO THE AGREEMENT BY AND BETWEEN  
THE TOWN OF WAREHAM THROUGH ITS  
COMMUNITY & ECONOMIC DEVELOPMENT AUTHORITY  
AND G.A.F. ENGINEERING

THIS AGREEMENT made this 23 day of January 2014 by G.A.F. Engineering a Massachusetts company with offices at 266 Main Street, Wareham MA 02571 and the Town of Wareham acting through its Community and Economic Development Authority with an address at 54 Marion Road, Wareham, Massachusetts 02571.

Recitals

- I. The parties entered into an Agreement as of August 29, 2011 ("the Original Agreement");
- II. The parties intend to amend that Agreement effective January 23, 2014 to continue design and construction administration services for Phase III (formerly Phase II) of the Wareham Village Streetscape Project as outlined below.

Now therefore in consideration of the foregoing and the covenants contained herein the parties agree that the Original Agreement of August 29, 2011 is hereby amended as follows:

- III. **SCOPE OF SERVICES:** The Engineer shall perform the necessary professional services for Phase III (formerly Phase II) of the Wareham Village Streetscape Project as described in the Town's May 2011 "Request for Qualifications" for engineering and construction administration services for the Project, attached to the original agreement as *Exhibit 1*; and acknowledged in the Engineer's submission of qualifications dated May 24, 2011, attached to the original agreement by reference as *Exhibit 2*. The services of the Engineer (the "Work") are summarized below:

**A. Design/Plan Revisions**

- 1. Plan revisions as directed;
- 2. Update and revise construction details;
- 3. Review and coordinate final design with CEDA office;
- 4. Prepare project specifications;
- 5. Prepare updated construction cost estimate;
- 6. Coordinate electrical work with NSTAR;
- 7. Prepare Request for Determination of Applicability, submit to Conservation Commission and attend Public Hearing.

**B. Pre Bidding Services**

- 1. Conduct one meeting to present plans to the general public and to solicit public input. Prepare presentation materials for such meetings;

2. Conduct a daytime "walk-around" in the Village to enable interested parties to review and become familiar with the plans and to discuss concerns in a one-on-one setting with the consultant and town officials or staff;
3. Ensure that construction documents include requirements that the contractor maintains pedestrian access to business;
4. Finalize and prepare all construction documents, plans and drawings for release for bidding in cooperation with the Wareham CEDA staff.

**C. Development of Construction-Phase Traffic and Parking Management Plan** - Develop a traffic and parking management plan to be implemented during some or all periods of construction. The plan should incorporate provisions to achieve several purposes, including but not limited to the following:

1. Maintaining safety of the public, business owners and employees, and construction workers;
2. Mitigating the disruption, inconvenience and impact on local businesses, business patrons, employees and visitors;
3. Ensuring access and passage for public safety and emergency medical services.

In developing the plan, G.A.F. will consider the seasonal variation of vehicular and pedestrian traffic in the village. In developing a traffic and parking management plan that is responsive to conditions in the Village, G.A.F. will meet, representatives from Tobey Hospital, the fire department, local business organizations, individuals, residents and business owners.

G.A.F. will present a draft plan to the Town for review and comment. At the Town's directions, G.A.F. will lead up to two (2) meetings with the Village business community, residents, and the community at-large.

**D. Bidding Phase Services**

1. Prepare bidding advertisement for the construction of the project in cooperation with the Town's Community and Economic Development Authority. Advertising fee will be billed at cost;
2. Attend a pre-bid conference and issue addenda during bidding period, as appropriate to interpret, clarify, revise or expand the Contract documents;
3. Attend the bid opening, prepare bid tabulation sheets and assist the Town in evaluating the bids and in awarding contracts for construction;
4. Advise the Town to the acceptability/qualifications of proposed general contractors, subcontractors, supplies and other persons and organizations proposed by the prime contractor. Conduct background and reference checks on the proposed contractor in anticipation of a contract award.

**E. Construction Administration**

1. Pre-Construction conference: Upon award of the contract, conduct a pre-



- construction conference with the contractor to clarify any questions on the project, finalize methods to minimize the short-term impacts to the local business community, community at-large and visitor; review the construction schedule; discuss needed coordination with public and municipal utilities; confirm the roles of the various parties involved in the project;
2. Shop drawings approval: Review shop drawings and other submittals required by the contract documents to insure that the material to be incorporated into the work meets the minimum standards of the specifications;
  3. Make site visits at intervals appropriate to the various stages of construction;
  4. Prepare, review and recommend Town action on change orders;
  5. Review estimates of contractor progress payments and make recommendation to the Town regarding payment;
  6. Issue necessary interpretations and clarifications of the contract documents as required;
  7. Evaluate and determine acceptability of substitute materials and equipment proposed by the contractor;
  8. Receive and review all certificates of inspections, test, and approvals required;
  9. Conduct an inspection to determine if the completed work is acceptable and assist the Town in its monitoring of federal and state labor requirements;
  10. Provide assistance as needed to maintain project budget and cost controls;
  11. Provide periodic reports to the Town as to progress and/or problems with the project;
  12. Prepare bi-weekly updates on the project's status for informational purposes to the general public. Such updates will be published in local media and on the Town's website;
  13. Review record "as-built" drawings prepared by the Contractor showing those changes made to the plans during the construction project.

**F. Clerk of the Works**

1. Provide daily inspections on the progress of the work (20 hours per week);
2. Inform designer of inconsistencies between the plans and actual work;
3. Review certified payroll and interview workers regarding wage rates.

- IV. COMPENSATION:** As stipulated in the Town's RFQ, the Town reserves the right to extend the Engineer's services to some or all of the later phases planned for the project. The Town has elected to extend the Engineer's services for Phase III (formerly Phase II) of the Wareham Village Streetscape Project and has negotiated mutually agreeable terms and conditions with the Engineer, including an adjustment to the compensation to be paid.

The Owner shall pay the Engineer a fee in an amount not to exceed **Thirty-Six Thousand One-hundred and Eighty-Five Dollars (\$36,185.00)** to perform the necessary professional services for Phase II (formerly Phase III) of the Wareham Village Streetscape Project as described in the Town's May 2011 "Request for Qualifications" for engineering and construction administration services for the Project, attached to the original agreement as Exhibit 1; acknowledged in the Engineer's submission of qualifications dated May 24, 2011, attached to the original agreement by reference as Exhibit 2 and outlined below. This amount cannot be exceeded without written authorization from the Owner.

**A. Construction Administration Fee:**

1. The Owner shall pay the Engineer **\$19,685.00** to complete the tasks identified (Design/Plan Revisions, Construction Administration Services, Phase III Part I and Part II (Fee does not include legal advertising, reproduction costs or filing fees all of which will be billed at costs)).

**B. Clerk of the works Fee:**

1. The Owner shall pay the Engineer **\$16,500.00** to provide Clerk of the Works services, based on an 11 week construction period at 20 hours per week.

**C. Payment Schedule**

1. The Owner shall make payments to the Engineer based upon the completion (or partial completion) of tasks as outlined above and/or in Exhibit 1 of the original agreement.
2. The Engineer shall present invoices on a monthly basis for services rendered.
3. The Owner shall pay the Engineer within thirty (30) days of the Owner's receipt and approval of an invoice and the Work.
4. The Engineer shall notify the Owner when the value of its accrued time equals seventy-five percent (75%) of the contract fee.
5. The total fee due to the Engineer in this amendment shall not exceed

**Thirty-Six Thousand One-hundred and Eighty-Five Dollars (\$36,185.00)** for professional services without written authorization from the Owner.

**V. Termination (Cause and/or Convenience)** This contract may be terminated in whole or in part in writing by the CEDA of Wareham for its convenience, provided that no termination may be effected unless the Engineer is given not less than ten (10) calendar days written notice (delivered by certified mail, return receipt requested) of intent to terminate.

- a. If termination for convenience is effected by the local government:
  - i. An equitable adjustment in the price for this contract shall be made, but (1) no amount shall be allowed for anticipated profit on unperformed services or other work, and (2) any payment due to the

- Engineer at the time of termination may be adjusted to cover any additional costs to the local government and;
- ii. An equitable adjustment shall provide for payment to the Engineer for services rendered and expenses incurred prior to receipt of the notice of intent to terminate, in addition to termination settlement costs reasonably incurred by the Engineer relating to commitments (e.g., suppliers, subcontractors) which had become firm prior to receipt of the notice of intent to terminate.
  - b. Upon receipt of a termination action under paragraphs (a) above, the general contractor shall (1) promptly discontinue all affected work (unless the notice directs otherwise) and (2) deliver or otherwise make available to the local government all data, drawings, reports specifications, summaries and other such information, as may have been accumulated by the general contractor in performing this contract, whether completed or in process.
  - c. Upon termination, the local government may take over the work and may award another party a contract to complete the work described in this contract.

VI. All other terms and conditions of the original agreement except as modified herein shall remain in full force and effect. Executed as a sealed instrument.

G.A.F. Engineering

By: William F Madden  
William Madden, Engineer

CEDA

By: Salvador A Pina  
Salvador Pina, Director

Town of Wareham

By: Derek Sullivan  
Derek Sullivan, Town Administrator

**Construction Cost Estimate**  
**Main Street Streetscape Project - Phase 4**  
Prepared for:  
**Community & Economic Development Authority**  
**Wareham, MA**

By: P.G.M.  
Date: 11/30/2010  
Job#: 10-7509  
G.A.F. Engineering, Inc.

DIVISION 1 - GENERAL REQUIREMENTS :	\$40,000.00
DIVISION 2 - EXISTING CONDITIONS :	\$20,377.30
DIVISION 10 - SPECIALTIES :	\$2,700.00
DIVISION 12 - FURNISHINGS :	\$0.00
DIVISION 26 - ELECTRICAL :	\$84,000.00
DIVISION 31 - EARTHWORK :	\$20,009.80
DIVISION 32 - EXTERIOR IMPROVEMENTS :	\$202,797.75
DIVISION 33 - UTILITIES :	\$0.00
TOTAL :	\$369,884.85
10% CONTINGENCY :	\$36,988.49
25% OVERHEAD & PROFIT :	\$92,471.21
PHASE 4 COST ESTIMATE :	\$499,344.55

DIVISION 2 - EXISTING CONDITIONS						
02 41 DEMOLITION						
02 41 13 - SELECTIVE DEMOLITION						
02 41 13-17 Demolish, Remove Pavement & Curb						
Code	Description	Unit	Est. Qty	Est. Unit Cost	Cost	
5050	Pave. Removal, bit. Road, 4-6" thick	S.Y.	175	\$5.15	\$901.25	
5200	Conc. Removal, 6" thick, mesh reinforced	S.Y.	1200	\$13.95	\$16,740.00	
6200	Curbs, Granite	L.F.	25	\$4.67	\$116.75	
02 41 13.33 Minor Site Demolition						
40	CB & MH frame & grates remove & reset	EACH	0	\$240.00	\$0.00	
860	Sign Posts, remove only	EACH	6	\$16.55	\$99.30	
02 41 13.93 Site Furnishing						
100	Benches	EACH	0	\$81.50	\$0.00	
200	Trash Receptacles	EACH	0	\$10.20	\$0.00	
02 41 19 - SELECTIVE STRUCTURE DEMOLITION						
02 41 19.25	Saw Cutting					
15	Asphalt, 3" Deep	L.F.	1400	\$1.80	\$2,520.00	

\$20,377.30

DIVISION 10 - SPECIALTIES						
10 14 SIGNAGE						
10 14 53 - TRAFFIC SIGNAGE						
10 14 53.20 Traffic Signs						
Code	Description	Unit	Est. Qty	Est. Unit Cost	Cost	
12	Stock, 24"x24" 0.08" Alum, reflectorized, with Ornamental Post	EACH	6	\$450.00	\$2,700.00	

\$2,700.00

DIVISION 12 - FURNISHINGS					
12 93 SITE FURNISHINGS					
12 93 23 - TRASH AND LITTER RECEPTORS					
12 93 23.10 Trash Receptacles					
Code	Description	Unit	Est. Qty	Est. Unit Cost	Cost
100	Fiberglass, 2' sq, 2'-6" high	EACH	0	\$1,000.00	\$0.00
12 93 43 - SITE SEATING AND TABLES					
12 93 43.13 Site Seating					
800	Cast Iron back & arms, wood slats, 6' long	EACH	0	\$1,300.00	\$0.00
800	Cast Iron backless, wood slats, 6' long	EACH	0	\$1,000.00	\$0.00
		EACH	0	\$0.00	\$0.00

\$0.00

DIVISION 26 - ELECTRICAL					
ESTIMATE BY WOOLSON ENGINEERING					
Code	Description	Unit	Est. Qty	Est. Unit Cost	Cost
	Light Poles	Each	8	\$4,500.00	\$36,000.00
	New underground wiring & conduits	L.S.	1	\$43,000.00	\$43,000.00
	Remove Existing Poles & Fixtures	L.S.	1	\$5,000.00	\$5,000.00

**\$84,000.00**



DIVISION 31 - EARTHWORK						
31 14 EARTH STRIPPING & STOCKPILING						
31 14 13 - SOIL STRIPPING & STOCKPILING						
31 14 13.23 Topsoil Stripping & Stockpiling						
Code	Description	Unit	Est. Qty	Est. Unit Cost	Cost	
1440	Topsoil, remove & stockpile on-site, 6" deep 500' haul	C.Y.	40	\$9.05	\$362.00	
<b>31 22 GRADING</b>						
<b>31 22 16 - FINE GRADING</b>						
<b>31 22 16.10 Finish Grading</b>						
12	Finish grading area to be paved with grader, small area	S.Y.	175	\$4.02	\$703.50	
1200	Fine grade granular base for sidewalks	S.Y.	3100	\$1.24	\$3,844.00	
3000	Hand grade select gravel	S.Y.	3100	\$2.34	\$7,254.00	
3300	Finish grading slopes, gentle	S.Y.	50	\$0.18	\$9.00	
<b>31 23 EXCAVATION &amp; FILL</b>						
<b>31 23 16 - EXCAVATION</b>						
<b>31 23 16.13 Excavating, Trench</b>						
6364	6-10' deep 1 c.y. excavator with trench box in gravels	B.C.Y.	0	\$4.66	\$0.00	
<b>31 23 23 - FILL</b>						
<b>31 23 23.13 Backfill</b>						
600	Backfill by hand, compaction vibrating plate	E.C.Y.	30	\$36.45	\$1,093.50	
<b>31 23 23.15 Borrow, Loading and/or Spreading</b>						
5000	Granular fill, 1 c.y. bucket	B.C.Y.	300	\$16.40	\$4,920.00	
7000	Spread Topsoil from Stockpile	B.C.Y.	0	\$28.50	\$0.00	
<b>31 23 23.16 Fill by Borrow &amp; Utility Bedding</b>						
50	Crushed or screened bank run gravel	L.C.Y.	0	\$38.50	\$0.00	
200	Fill, Sand dead or bank	L.C.Y.	30	\$23.00	\$690.00	
500	Compacting bedding in trench	E.C.Y.	0	\$4.96	\$0.00	
<b>31 23 23.23 Compaction</b>						
5040	Compaction riding, vibrating roller, 6" lifts, 4 passes	E.C.Y.	260	\$0.68	\$176.80	
7000	Compaction walk behind, vibrating plate, 6" lifts, 4 passes	E.C.Y.	300	\$3.19	\$957.00	

**\$20,009.80**

DIVISION 32 - EXTERIOR IMPROVEMENTS						
<b>32 01 OPERATION &amp; MAINTENANCE OF EXTERIOR IMPROVEMENTS</b>						
<b>32 01 16 - FLEXIBLE PAVEMENT REHABILITATION</b>						
32 01 16.71	Cold Millin Asphalt Paving					
5200	Cold planning 1'-3" asphalt pavement	S.Y.	3100	\$1.84		\$5,704.00
<b>32 06 SCHEDULES FOR EXTERIOR IMPROVEMENTS</b>						
<b>32 06 10 - SCHEDULES FOR BASES, BALLASTS AND PAVING</b>						
<b>32 06 10.10 Sidewalks, Driveways and Patios</b>						
400	Concrete, 3000 psi, wire mesh, broom finish, 6" thick	S.F.	10750	\$5.50		\$59,125.00
<b>32 11 BASE COURSES</b>						
<b>32 11 23 - AGGREGATE BASE COURSES</b>						
<b>32 11 23.23 Base Course Drainage Layers</b>						
1530	Bank Run Gravel compacted, 6" deep	E.C.Y.	260	\$31.50		\$8,190.00
<b>32 12 FLEXIBLE PAVING</b>						
<b>32 12 16 - ASPHALT PAVING</b>						
<b>32 12 16.13 Plant-Mix Asphalt Paving</b>						
120	Binder Course, 2" thick	S.Y.	175	\$9.00		\$1,575.00
340	Wearing Course, 1.5" thick	S.Y.	3100	\$7.60		\$23,560.00
1000	Pavement replacement over trench	S.Y.	0	\$55.00		\$0.00
<b>32 14 UNIT PAVING</b>						
<b>32 14 13 - PRECAST CONCRETE UNIT PAVING</b>						
<b>32 14 13.16 Precast Concrete Unit Paving Slabs</b>						
720	Precast Concrete Paver 16"x16"	S.F.	2000	\$5.20		\$10,400.00
<b>32 14 16 - BRICK UNIT PAVING</b>						
<b>32 14 16.10 Brick Paving</b>						
200	4x8x2 1/4 without joints	S.F.	275	\$12.35		\$3,396.25
<b>32 14 40 - STONE PAVING</b>						
<b>32 14 40.10 Stone Pavers</b>						
1250	Bluestone Paver 2" thick rectangular	S.F.	2000	\$25.00		\$50,000.00
<b>32 16 CURBS &amp; GUTTERS</b>						
<b>32 16 40 - STONE CURBS</b>						
<b>32 16 40.13 Cut Stone Curbs</b>						
1100	Granite 6"x18" split face, straight	L.F.	0	\$25.50		\$0.00
1300	Granite 6"x18" split face, radius	L.F.	0	\$36.50		\$0.00
	Stamped Asphalt by Felix Marino	S.F.	1600	\$25.00		\$40,000.00
						<b>\$201,950.25</b>

**32 17 PAVING SPECIALTIES**  
**32 17 23 - PAVEMENT MARKINGS**  
**32 17 23.13 Painted Pavement Markings**

Code	Description	Unit	Est Qty	Est Unit Cost	Cost
600	12" white solid line	L.F.	250	\$1.47	\$367.50
<b>32 17 23.14 Pavement Markings</b>					
790	Layout of pavement marking	L.F.	1150	\$0.06	\$69.00
800	Parking Stall, paint white	Each	30	\$13.70	\$411.00
1200	Handicap Symbol	Each	0	\$100.00	\$0.00

**\$847.50**

**DIVISION 33 - UTILITIES**

**33 41 STORM UTILITY DRAINAGE PIPING**

**33 41 13 - PUBLIC STORM UTILITY DRAINAGE PIPING**

**33 41 13.50 Piping, drainage & sewage, Corrug. HDPE Type S**

1040	12" Diameter with gaskets	L.F.	0	\$11.20	\$0.00
1050	15" Diameter with gaskets	L.F.	0	\$14.30	\$0.00

**33 44 STORM UTILITY WATER DRAINS**

**33 44 13 - UTILITY AREA DRAINS**

**33 44 13.13 Catchbasins**

1600	Frames & covers, 24" sq.	Each	0	\$545.00	\$0.00
2100	Frame & Cover, heavy traffic, 24" dia.	Each	0	\$495.00	\$0.00

**33 49 13 - STORM DRAINAGE MANHOLES, FRAMES AND COVERS**

**33 49 13.10 Storm Drainage Manholes, Frames & Covers**

1130	Precast 4' I.D. 8' deep	Each	0	\$980.00	\$0.00
1300	Slab top, 8" thick 4' I.D.	Each	0	\$425.00	\$0.00

\$0.00

**Wareham Housing Authority  
34 Church Ave  
Wareham, MA**

Roof Replacement Using FY16 CDBG Funds:

Square Footage of Roof:

- A Building – 2,890.00 sq ft
- B Building – 2,890.00 sq ft
- C Building – 4,446.00 sq ft
- D Building - 2,890.00 sq ft
- E Building – 2,890.00 sq ft
- F Building – 2,890.00 sq ft
- G building – 2,890.00 sq ft
- H Building – 2,890.00 sq ft
- Community Building – 1,560.00 sq ft

***Scope of Work***

The general scope of work consists of the installation of an asphalt shingle roofing system including but not limited to asphalt roof shingles, underlayment, rubberized membrane underlayment, aluminum drip edge, and other sheet metal flashings. Some limited Gutter work.

A Building – Cost Estimate for Building A –	\$ 31,385.40
B Building – Cost Estimate for Building B -	\$ 33,385.40
C Building – Cost Estimate for Building C -	\$ 48,283.56
D Building – Cost Estimate for Building D --	\$ 33,385.40
E Building – Cost Estimate for Building E –	\$ 31,385.40
Community Building -- Cost Estimate -	<u>\$ 16,270.80</u>
Total Cost Estimates for Building A-E (including prevailing wages, materials)	\$194,095.96

***SOFT COSTS:***

Architects and Engineers Fees 15% of Cost:	\$ 29,114.39
Permitting Costs:	\$ 4,000.00
Administration/Procurement:	\$ 3,000.00
TOTAL PROJECT COSTS:	\$230,210.35

## **Fiscal Year 2016 Public Social Services Proposals**

CEDA received seven requests for Fiscal Year 2016 Public Social Services funding. Each applied for \$25,000. The applications were evaluated by Jean Connaughton, Kat Jones, and Jaime Rebhan-Buckminster. A summary of the proposals and the panel's recommendation for each follows.

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### **Boys and Girls Club of Wareham**

**Project:** "Project Hammond"

**Description:** The Boys & Girls Club proposes to provide after-school and summer programs concentrating on educational attainment and healthy lifestyles, with a strong focus on assisting youth from low- to moderate-income households and disadvantaged situations. CDBG funds would offset salaries (\$24,000) and supplies (\$1,000).

**The panel recommends including this request in the FY'16 CDBG application.**

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### **The Family Pantry – Damien's Place**

**Project:** "Identifying Acutely Underserved Subpopulations to Close Increasing Food Insecurity Gap"

**Description:** Damien's Place requests \$25,000 to purchase food to distribute to low- and moderate-income Wareham residents via its pantry services.

**The panel recommends including this request in the FY'16 CDBG application.**

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### **Gleason Family YMCA, a division of YMCA Southeast**

**Project:** "Together We Can Do So Much More! with YCares Financial Assistance"

**Description:** The Gleason Family YMCA proposes to provide programs and services to low- and moderate-income residents through the YCares Financial Assistance Program. The total \$25,000 would be used for financial assistance for individuals who cannot otherwise afford Y memberships and programming.

**The panel does NOT recommend including this request in the FY'16 CDBG application.**

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### **Greater Attleboro Taunton Regional Transit Authority (GATRA)**

**Project:** "Public Transportation Initiatives"

**Description:** GATRA proposes to provide cost-effective transportation to low-income residents, including the homeless, elderly, and disabled populations, via free-of-charge bus pass programs and an out-of-town emergency transportation program. The total \$25,000 would offset the cost of passes and out-of-town transportation.

**The panel recommends including this request in the FY'16 CDBG application.**

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**South Shore Women's Resource Center**

**Project:** "The Wareham Domestic Violence Outreach and Intervention Program"

**Description:** South Shore Women's Resource Center proposes to provide individual and group counseling to low- and moderate-income victims of domestic violence and dating violence, and continue dating violence programs in Wareham Middle School and Wareham High School. The program will expand to provide comprehensive domestic violence services to elderly and disabled victims of domestic and dating violence.

The panel does NOT recommend including this request in the FY'16 CDBG application.

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**Wareham Area Committee for the Homeless (WACH) / Turning Point**

**Project:** "Program Coordinator Salary"

**Description:** The operating model of the Wareham Area Committee for the Homeless is dependent upon a single paid employee – the Program Coordinator of Turning Point. This half-time position provides the organization with an identity, continuity, and accountability. The Program Coordinator position is currently staffed by an employee of Father Bill's and Mainspring, under the terms of a Management Agreement that defines a strategic partnership between the Wareham Area Committee for the Homeless and Father Bill's. CDBG funding would be used for the Program Coordinator's salary.

The panel recommends including this request in the FY'16 CDBG application.

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**Wareham Library Foundation**

**Project:** Reading Partners

**Description:** With volunteer tutors, Reading Partners proposes to provide free, one-on-one tutoring to out-of-school youth and to adults preparing for tests (for example, U.S. citizenship). Tutoring includes reading, writing, and life skills, computer basics, and English for speakers of other languages. The \$25,000 in CDBG funds would be used for the Program Coordinator's salary (\$20,064), equipment (\$3,360 for four laptops, Microsoft software, security software, laptop locks, and a printer), and printing costs (\$50).

The panel recommends including this request in the FY'16 CDBG application.

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