



TOWN OF WAREHAM  
54 Marion Road  
Wareham, MA 02571

**Community and Economic Development Authority**  
Board Meeting Minutes  
December 21, 2015, 6:30 p.m.  
Town Hall, Room 27

**Present:** Jean Connaughton, Bob Brady, Michael Fitzgerald, Kat Jones, Rhonda Josey, Peter Sanborn, Jaime Rebhan-Buckminster, Chris Shott; Barbara Sullivan joined at 6:40 p.m.

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

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

**1. Approval of December 7, 2015 Meeting Minutes**

**Board Action Taken:** Mr. Brady motioned to approve the minutes as presented (attached), with the addition of Mr. Teitelbaum's name to the "Not Present" list. Ms. Jones seconded the motion. The motion was approved, 5-0-0.

**2. Review and Approval of Community Development Strategy**

**Summary:** The Board reviewed the draft Community Development Strategy as presented (attached). Mr. Fitzgerald confirmed that the CDS can be revised if needed during the three years it is in effect.

Mr. Sanborn explained that the draft builds upon the expiring CDS, adds tourism and the creation of a business incubator to the document, and contains non-substantive wording changes.

Mr. Brady wondered why a renovation of the bathrooms in Onset would not be an eligible activity for the Community Development Block Grant (CDBG) to fund. Mr. Sanborn explained that, due to the changes in Census data, that area of Onset is no longer eligible under the National Objective of activities benefitting low- and moderate-income persons. The activity could be completed under the National Objective of prevention/elimination of slums or blight, but only the exterior of the building could be done, and only if the blight designation in Onset has not expired, although Mr. Sanborn thinks that it probably has.

After the CEDA Board approves the CDS, the draft will be given to the Town Administrator, who the Selectmen have designated to have the final approval.

**Board Action Taken:** Mr. Fitzgerald motioned to approve the CDS, again noting that the document can be adjusted in the future. Ms. Jones seconded the motion. The motion was approved, 6-0-0.

**3. Discussion of Possible FY'16 Grant Activities**

**Summary:** Mr. Sanborn reviewed potential activities, including: Public Services, the construction and engineering for the fourth phase of the Main Street "Village Streetscape"

project, the rehabilitation of roofs at the Wareham Housing Authority's Redwood Park complex, design for a fifth phase of the Streetscape project, and the Housing Rehabilitation program.

In suggesting that the amount for Housing Rehabilitation be reduced to \$50,000 in the Fiscal Year 2016 grant application, Mr. Sanborn explained that there is approximately \$300,000 left in the FY'14 grant for Housing Rehabilitation, with only approximately \$125,000 to \$150,000 of projects in the pipeline. The office just recently finished spending the funds allocated in the FY'13 grant.

Mrs. Connaughton noted that the Board was informed that timelines had to be extended in previous grants because of the large amount of snowfall in the 2015 winter. Mr. Sanborn further noted that current Housing Rehabilitation policies are impeding more rapid progress in the program.

Mr. Sanborn explained that it behooves the town to complete the fourth phase of the Streetscape project, which is largely designed already, because a slums and blight inventory that made the work eligible to be paid through the Community Development Block Grant is set to expire in November of 2017. He also noted that current estimates for the fourth phase of the Village Streetscape project would likely need to be updated, as the estimate was completed approximately five years ago.

The Board discussed the issue of reallocating the Fiscal Year 2015 grant funds previously earmarked for the rehabilitation of Hynes Field, which could impact the Board's decision for activities in the FY'16 grant. Mr. Sanborn explained that the estimate provided for the Everett School rehabilitation, also included in the FY'15 grant, would likely need the funds previously allocated to Hynes Field.

Mr. Brady expressed concern that more money was not being proposed for the FY'16 Housing Rehabilitation program. The Board then agreed to discuss its policies for Housing Rehabilitation at its January meeting, in an effort to ensure that funds could be spent more expeditiously in the future.

Mr. Brady also expressed concern about providing funds to the Wareham Housing Authority, which receives state funding for such capital expenditures. Mr. Sanborn explained that the Housing Authority's capital costs far exceed the money it receives from the state, and that roofs are its top unfunded priority.

Mr. Brady and Mr. Fitzgerald suggested that CEDA assist the Housing Authority in phases.

Ms. Josey suggested the Board consider creating a rental assistance program. Mrs. Connaughton suggested that the Board consider such ideas in the future, but determine what is feasible for the next grant (due in February) at this time.

Mr. Fitzgerald expressed concern about the lack of any known agreement(s) with nonprofit tenants for the Everett School, which was echoed by Mr. Brady. Both expressed concern with moving forward with the project in its entirety if such agreements do not exist.

**Board Action Taken:** Mr. Brady made the following motion: If CEDA expends funds on the Everett School, the Town must have commitments from tenants to rent the space, and such agreements must include rents that, combined, will cover the maintenance and upkeep of the building. Ms. Josey seconded the motion. The motion was approved, 6-0-0.

Mr. Sanborn agreed to follow up with the Town Administrator to determine if any agreements with tenants have been made.

Mr. Fitzgerald suggested that perhaps a combination of Hynes Field and Everett School funds could be used to begin the fourth phase of the Streetscape project. He suggested that \$200,000 of the FY'16 grant be allocated for housing in general, whether through a Wareham Housing Authority project or through the Housing Rehabilitation program.

Explaining that the grant needs to be spent expeditiously per HUD guidelines, Mr. Sanborn noted that it would be faster to spend funds at the Housing Authority.

Mr. Sanborn also advised the Board that it would likely need to commit extra money in the FY'14 grant, likely from Housing Rehabilitation program funds and other CEDA monies, to cover administrative costs for the 4 Recovery Road project. This request will have to be approved by DHCD.

**Board Action Taken:**

Mr. Fitzgerald made the following motion:

- To ask Mr. Sanborn to review the FY'15 grant to determine if the \$270,000 of Hynes Field funds could be reallocated to fund a portion of the fourth phase of the Village Streetscape project
- To allocate the following in the FY'16 grant:
  - o \$240,000 for Administrative and Program Delivery costs
  - o \$330,000 for the fourth phase of the Village Streetscape project
  - o \$40,000 for engineering services for the fourth phase of the Village Streetscape project
  - o \$125,000 for Public Services
  - o Up to \$200,000 for the Wareham Housing Authority project and Housing Rehabilitation program

Ms. Jones seconded the motion. The motion was approved 5-1-0, with Mr. Brady in dissent.

**Other Business:** Mr. Brady suggested that the minutes of CEDA meetings be sent to Town Administrator Sullivan so Mr. Sullivan can inform the Board of Selectmen, which takes a final vote on the CDBG grant before it is submitted, of the CEDA Board's activities.

**Adjournment:** Mr. Brady motioned to adjourn the meeting at 9:50 p.m. Mr. Fitzgerald seconded the motion. The motion was approved, 6-0-0.

**Next Meeting:** To be determined.


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**Summary of Board Action Taken:**

1. Mr. Brady motioned to approve the minutes of December 7, 2015 as presented (attached), with the addition of Mr. Teitelbaum's name to the "Not Present" list. Ms. Jones seconded the motion. The motion was approved, 5-0-0.
2. Mr. Fitzgerald motioned to approve the Community Development Strategy, noting that the document can be adjusted in the future. Ms. Jones seconded the motion. The motion was approved, 6-0-0.
3. Mr. Brady made the following motion: If CEDA expends funds on the Everett School, the Town must have commitments from tenants to rent the space, and such agreements must include rents that, combined, will cover the maintenance and upkeep of the building. Ms. Josey seconded the motion. The motion was approved, 6-0-0.
4. Mr. Fitzgerald made the following motion:
  - To ask Mr. Sanborn to review the FY'15 grant to determine if the \$270,000 of Hynes Field funds could be reallocated to fund a portion of the fourth phase of the Village Streetscape project
  - To allocate the following in the FY'16 grant:
    - \$240,000 for Administrative and Program Delivery costs
    - \$330,000 for the fourth phase of the Village Streetscape project
    - \$40,000 for engineering services for the fourth phase of the Village Streetscape project
    - \$125,000 for Public Services
    - Up to \$200,000 for the Wareham Housing Authority project and Housing Rehabilitation program

Ms. Jones seconded the motion. The motion was approved 5-1-0, with Mr. Brady in dissent.

*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 21, 2015

**Time:** 6:30 PM

**Location:** Wareham Town Hall, Room 27 (Third Floor)

**AGENDA**

**Call to Order:**

1. Approval of December 7, 2015 Meeting Minutes
2. Review and Approval of Community Development Strategy
3. Discussion of Possible FY'16 Grant Activities

**Other Business:**

**Adjournment:**

**Next Meeting:** Monday, January 4, 2016