

## **AGENDA**

### **WAREHAM COMMUNITY AND ECONOMIC DEVELOPMENT AUTHORITY MEETING**

**October 5, 2009**

**Multi-Service Center**

**RM 208**

**4:00pm**

1. Call to order
2. Approval of Minutes
3. Recovery Rd Property
4. Update on program income funds available
5. Bay Pointe
6. CEDA Directors Report
7. Interviews
8. Community Events Update
9. Other Business
10. Adjournment

# Wareham Community and Economic Development Authority

October 5, 2009

## Meeting minutes

### Present

Jean Connaughton, Chair

Sandra Besse, Jo Jeffries, Rudy Santos, Whitney Schmidt

Chris Reilly, CEDA Director

### Guests

Meeting called to order at 4:00pm

Approval of Minutes of August 18, 2009

Motion made to approve by Sandra Besse and Second by Jo Jeffries

Vote 5-0-0

### Recovery Road Property

Helen Bradbury of the Christopher Donovan Day School Inc. presented a proposal to enter into a long term lease with CEDA for the Recovery Rd building. Their intent would be to utilize the building for the purpose of operating a day school for children with special needs. Goal is not to make money to reach children that need help. Currently in Carver but needs a larger space.

A motion was made by Sandra Besse to approve the negotiation of a lease with the Christopher Donovan School on the condition that the building meets the all code requirements and a negotiation of a lease agreement. Second by Rudy Santos  
Board vote 5-0-0

Chris Reilly will tour the property with Helen Bradbury, determine necessary renovations and ability to utilize program income funding for the renovations.

### Update on budget and program income funding

Chris reviewed the report with board indicating that currently there is 186,000.00 available for any qualified activity. This amount will increase unless committed to a program. Chris noted that there are some problems with the accounting system but this amount is available. Motion was made for Chris to verify DHCD that program income funding may be utilized for the purpose of renovations of a building for a non-profit organization motion made by Rudy Santos and seconded by Sandra Besse.  
Board voted 5-0-0

Septic program was funded by the town and it is unlikely that due to budget constraints the town would be unlikely to fund in the near future. The board requested that Chris look into the possibility of having this program funded by a grant. FY 07 almost complete, we have one sign and façade program that should move since owner has finally obtained funding. Flaws in program in the implementation program

and resolve issues. Suggest we use second phase first and move forward with the revitalization.

Noted that we must schedule Advisory Council Meeting to begin process for the 2010 grant.

Review of contract for audit of CEDA financials. Contract indicated that CEDA had not been audited in the past. CEDA believes that CEDA has been audited annually and recommend full audit noting that auditing has been an ongoing requirement and CEDA must send documentation to DHCD each year.

Noted that there are errors in the entry of information in the VADAR system that must be rectified. Most are entry errors that can be corrected. Board recommends that corrections be made and determine how to rectify entry system to protect against further problems. Recommend that DHCD be notified and seek their recommendation on how best to remedy situation.

361 Main St has put out RFP Bid and should be awarded shortly. Chris indicated that we need to put our RFP for Design Services.

Board recommended that the CEDA office contact Bay Pointe regarding late payment of lease amount.

Questions regarding sign and façade program. Recommend that Jean and Chris determine whether application had been made for signs by the Hallisey owner and follow up accordingly.

Meeting Adjournment 5:35pm

Respectfully submitted