

Town of Wareham
Community and Economic Development Authority

Board Meeting
4:30 PM, August 1, 2011
Memorial Town Hall, Room 23

Present: Jean Connaughton (JC), Rudy Santos (RS), Sandra Besse (SB), Jo Jeffries (JJ), Bob Fitchenmeyer (BF), David Smith (DS), Jennifer Peterson (JP)

Also Present: Peter Sanborn, Bruce Hutchins

Chairman Connaughton opened the meeting at 4:40 PM. She welcomed Jennifer Peterson as a new CEDA Board member.

Bruce Hutchins, reported on activity at I-95 Visitors Center. Traffic is about the same as in the past two or so years. Funding: Sales/vending is on par with previous years. Revenue from advertisers is on par with last year, possible a little ahead. Funding is lagging from sponsors: no response for AD Makepeace (\$2,000), pledge (\$1,000) from Wareham Crossing has not yet been paid. Wareham Community Events Committee commitment is still outstanding but is expected.

Marketing effort was not successful. The person hired was good, probably started too late as prospects did not come through. If done in future, it should be done much earlier. The recruitment ad cost approximately \$1,000.

Decisions regarding 2012 activities should occur around October 1. New prospects: SouthCoast Medical, Ocean Spray, Decas.

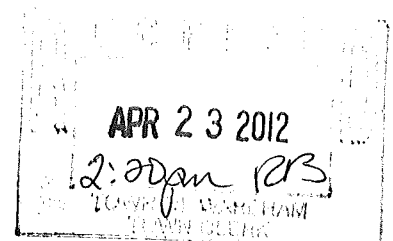
Approval of Prior Meeting Minutes: Reviewed draft minutes of meetings of 2/2/10 and 2/15/10.

Moved by J Jeffries to approve minutes of 2/2/10 meeting; Seconded by R Santos,
Motion approved: 5-1-0.

2/15/10 Meeting Minutes: S Besse Moved to approve, seconded by B Fitchenmeyer.
Motion approved: 5-1-0

Update on Grants

FY11 Grant. Town is still waiting for grant contract to come in. P Sanborn reported on spending and programmatic activity for FY09 and 10 grants.



361 Main Street HDSP: JC asked if Ryan Correia is in compliance. P Sanborn stated that there is a unit turning over. Discussion of need to conduct annual tenant compliance reviews.

P. Sanborn reported on status of bidding of Agawam Village project. Low bidder was disqualified due to an irregularity. New low bidder means that additional funds are needed. Discussion about possible FY10 budget transfers from streetscape project to Agawam Village.

P. Sanborn discussed this in the context of the spending requirements to qualify to apply for FY 2012 grant. Stated that he had discussed with DHCD postponing start of Streetscape project until early 2012 given late award date of FY 2011 grant. FY 10 and 11 grants jointly fund the Phase 1 project. Streetscape project presents a serious problem in being able to expend 80% of FY 10 grant by FY 12 grant application deadline. Need to look at other ways of making threshold and/or trying to get DHCD to waive it, given the unusual situation. This will help both with spending problem and fully fund WHA project.

Motion by S. Besse to seek budget transfer from Village Streetscape project to Agawam Village project to fully fund unfunded portion of project. Seconded by B. Fitchenmeyer. Motion **APPROVED: 6-0-0**

Sanborn said that a similar action may be needed to transfer Streetscape funds to 4 Recovery Road to help with spending threshold. Board discussed the possible need for a single topic meeting later in month to discuss transfers and budget revisions.

Sanborn provided update on single case waiver for housing rehab application. DHCD won't approve waiver as the amount is too great. He said that this will likely mean walking away from project except for addressing the exposed foundation hazard.

Sanborn mentioned that he has identified some changes that he wants to make in the administrative and recordkeeping procedures with the housing rehab program in advance of his COG colleague Madeline Colety completing a top to bottom review of the program. J. Connaughton requested that the board be provided with information in order to document these administrative changes to the HRP procedures.

Pending/Future Projects

EDF pre-application (AIF) for 367 Main Street project to be submitted on 8/2.

MassWorks probably needs to have a public hearing although there is confusion about this at the state level. P. Sanborn suggests a late August date if a hearing is needed.

Damien's Pantry: R. Santos moved to provide an additional \$15,000 in Program Income to the pantry. Seconded by S. Besse. Discussion followed. B. Fitchenmeyer asked how much of funding goes to admin and overhead. P. Sanborn said that all funds are going

pay for food only and not any overhead expenses. Damien's presents food receipts and invoices to CEDA. **Motion APPROVED: 6-0-0**

Bay Pointe: Atty. Miyares suggested a joint meeting (8/9 or 8/23) with CEDA, BOS, Administrator to discuss options to make the property viable. Sanborn said that rental payments are current.

9/11 Commemoration: RS had a morning meeting on 8/1 with OBA to discuss plans. RS summarized participation by various groups and the program, which will be held from 6 – 9 PM. RS gave \$\$ info: Need \$200 for 10 plaques, need \$150 for banners.

Motion by SB, second by BF to approve a request for \$350 to be paid from EDIC funds.
Motion APPROVED: 6-0-0

PS reported that Town Administrator issued RFPQ for CEDA Director services as COG's current contract will end in late August/early September.

Next Meeting: September 12, 2011

Vote to adjourn meeting. Moved by BF, seconded by JJ. Motion Approved 6-0-0

Meeting Adjourned: 6:04 PM.

Submitted by:

Peter Sanborn
Acting Director

