

Selectmen's Meeting – August 27, 2007

Mr. Manzone, Mr. Silvia and Dr. Bowcock were present.

Mr. Manzone called the meeting to order at 6:30 p.m.

Dr. Bowcock motioned to approve the minutes of August 13, 2007. Mr. Silvia seconded. Vote was unanimous.

Dr. Bowcock motioned to approve the minutes of the August 13, 2007 executive session. Mr. Silvia seconded. Vote was unanimous.

#### CDBF 2005 FINAL PUBLIC HEARING

Final Public Hearing for the 2005 Community Development Block Grant (CDBG) was scheduled for 7:00 p.m. Town Planner William Roth, John Ryan from Breezeway Farm Consulting, Inc., and a representative from the State were in attendance. Using a slide presentation and handout of the Draft Report (See attached.), Mr. Ryan discussed the project. Questions and answers followed. Any comments on the Draft Report should be forward to the Town Planner. Hearing concluded at 7:30 p.m.

#### HOPPY'S LANDING

Frank Coelho, Chairman of the Hoppy's Landing Committee, updated the Board on the status of the picnic tables. Tables have not been placed at the Landing because the Harbormaster hasn't purchased locks. He also stated no one has replaced a light that has been out for five weeks. Discussion followed on who is responsible for the maintenance of the Landing.

#### DIRECTOR OF FINANCE

John Nunes was in attendance and requested the Selectmen sign an application to be submitted to the State's Sewer Relief Fund for Fiscal Year 2008. Mr. Silvia motioned to sign the application. Dr. Bowcock seconded. Vote was unanimous.

#### NATURAL RESOURCE DEPARTMENT

Mr. Silvia motioned to appoint Marc Sequin and Assistant Harbormaster. Dr. Bowcock seconded. Vote was unanimous. (Term to expire May 31, 2008.)

#### ANIMAL SHELTER GIFT ACCOUNT

Donations to the Gift Account totaling \$950.00 were accepted.

Selectmen's Meeting – August 27, 2007

#### EMERGENCY MANAGEMENT AGENCY

The Emergency Management Director submitted a request “to use the portable classroom located behind the now closed Oxford School”. The Building Commissioner will be asked to inspect the building prior to allowing the EMA to use it.

#### RECREATION DEPARTMENT

Mr. Manzone read the memo from the Recreation Director declaring a used treadmill as surplus. (See attached.) Mr. Silvia motioned to declare the treadmill surplus and to advise other departments. Dr. Bowcock seconded. Vote was unanimous.

#### SPECIAL ALL ALCOHOLIC LICENSE

Mr. Silvia motioned to approve an All Alcoholic Beverage License for the Feast of Our Lady of Angels, September 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>. Dr. Bowcock seconded. Vote was unanimous.

#### BOARDS & COMMITTEES

Mr. Manzone read a letter from Maureen T. Sylvia requesting appointment to the Cultural Council. (See attached.) Mr. Silvia motioned to appoint Maureen Sylvia to the Cultural Council. Dr. Bowcock seconded. Vote was unanimous. (Term to expire May 31, 2010.)

Mr. Manzone read a letter from Ann Richard, Chair of the Fairhaven Town Democratic Committee, recommending Hebert “Sunny” Eddleston serve on the Board of Registrars. Mr. Silvia motioned to appoint Hebert Eddleston to the Board of Registrars. Dr. Bowcock seconded. Vote was unanimous. (Term to expire May 31, 2010.)

Mr. Manzone read Frank Motta's letter of resignation from the Recreation Commission. (See attached.) The Board thanked Mr. Motta for his many years of service and hope he becomes involved in recreation issues in the future.

#### ROSALYN FERNANDES CASE

Pre-Trial Conference for the Rosalyn Fernandes Case is scheduled for September 21, 2007 at Third District Court in New Bedford.

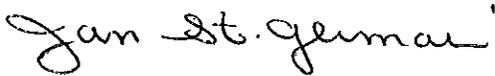
#### OTHER MATTERS

Our Lady of Angels Feast will be held this weekend, September 1<sup>st</sup> thru September 3<sup>rd</sup>. Annual Procession is scheduled for Monday.

Selectmen's Meeting – August 27, 2007

EXECUTIVE SESSION

At 7:38 p.m., Mr. Silvia motioned to go into executive session to discuss a letter from the Police Chief regarding an Officer's injury, Clerical Union Contract negotiations and not to reconvene in open session. Dr. Bowcock seconded. Vote was unanimous. Roll call vote 3-0.



Jan St. Germain  
Secretary



**BOARD OF SELECTMEN**  
**TOWN OF FAIRHAVEN**  
40 CENTER STREET  
FAIRHAVEN, MASSACHUSETTS 02719

Ronald J. Manzone, Chairman  
Fairhaven Board of Selectmen 2A  
40 Center Street  
Fairhaven, MA 02719

RONALD J. MANZONE, CHAIRMAN  
BRIAN W. BOWCOCK  
MICHAEL SILVIA

(508) 979-4023 FAX (508) 979-4079

August 17, 2007

**PUBLIC NOTICE**  
**Notice of Intent to Request the Release of Funds (NOI/RROF)**

Town of Fairhaven, 40 Center Street, Fairhaven, MA 02719

Contact Person: Michael Silvia, Environmental Certifying Officer

Telephone: (508) 979-4023

Fax: (508) 979-4079

TO ALL INTERESTED AGENCIES, GROUPS, AND PERSONS:

On or about August 28, 2007, the Town of Fairhaven will submit a request to the Commonwealth of Massachusetts for the release of Community Development Block Grant (CDBG) funds under Title I of the Housing and Community Development Act of 1974 (PL 93-383) as amended for the purpose of the following FY07 CDF-1 projects:

**Middle Street Infrastructure Improvement Project:** The project will undertake the improvements to Middle Street, including the replacement of sidewalks, and the reconstruction of the storm drainage system and roadway from approximately Huddleston Avenue to Pease Street, within the Cushman Park Target Area. .

**Housing Rehabilitation:** This project involves rehabilitation of at least (4) units of single and multifamily housing in the Cushman Park Target Area.

The activities proposed are categorically excluded under HUD regulations at 24 CFR Part 58 from National Environmental Policy Act (NEPA) requirements. The projects involve program delivery expenses and general administrative activities, which are exempt (24 CFR 58.34.(a) (3)). An Environmental Review Record (ERR) that documents the environmental determinations for these projects is on file at the Office of Planning and Economic Development, 40 Center Street (Town Hall), Fairhaven, MA and may be examined or copied between the hours of 8:30 a.m. and 4:30 p.m. Monday through Friday.

**PUBLIC COMMENTS:** Any individual, group, or agency may submit written comments on the ERR to the Fairhaven Selectmen's Office at the above address. All comments received by August 27, 2007 will be considered by the Town of Fairhaven prior to authorizing submission of a request for release of funds.

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2007 AUG 20 A 10:27  
BOARD OF SELECTMAN  
FAIRHAVEN MASS

## **MIDDLE STREET INFRASTRUCTURE PROJECT PROJECT DESCRIPTION**

**Project Name:** Middle Street Reconstruction Project

**Type of Project:** Infrastructure— Streets, Sidewalks and Drainage

**Project Scope:** The proposed Middle Street Reconstruction Project will occur on Middle Street, from Huttleston Avenue to Pease Street (approximately 1200 LF), and will reconstruct the storm drainage system, replace water services and move hydrants, rebuild the road sub-base and resurface it, reset and replace curbs; and replace the sidewalks bounding this street on both sides.

It will include:

- Installation of 1150 linear feet of new reinforced cement concrete drain pipe, 12-inch and 18-inch in diameter;
- Installation of 13 new catch basins and 5 new drainage manholes;
- Full depth excavation and reconstruction of 1,200 linear feet of roadway.
- Installation of approximately 1200 linear feet (800 tons) of bituminous concrete roadway binder and top course;
- Removing and resetting of approximately 1800 linear feet of granite curb and adding 250 linear feet of new curbing;
- Installation of approximately 2200 linear feet of cement concrete sidewalks, driveways, and pedestrian access ramps;
- Replacing 20 water service assemblies and 2 hydrants.

The project is in Fairhaven's designated Target Area.

**Construction Period:** Approximately 4 months

**National Objective:** The project meets the national objective of prevention or elimination of slums or blight on an area-wide basis. The Fairhaven Board of Selectmen has declared that the Cushman Park Target Area meets the State's definition of deteriorated and blighted areas according to MGL ch.121A and ch.121B. They have completed a detailed inventory of building and infrastructure conditions according to 24 CFR 570.483(c), and the Target Area has been certified by DHCD as meeting the National Objective (Attach F6F).

**Target Area/Population:** The Middle Street Project is located in the Fairhaven's Target Area (Census Tract 6553, Block Group 5), called the Cushman Park Neighborhood.

**Project Need:**

The streets in this part of the Cushman Park Neighborhood are some of the most deteriorated in the Town of Fairhaven. Almost 100 years ago, Town benefactor Henry Huttleston Rogers collaborated with the Town to fill in Mill Pond, creating what is now

## FAIRHAVEN HOUSING REHABILITATION PROGRAM PROJECT DESCRIPTION

**Name of Project:** Fairhaven Housing Rehabilitation Program

**Type of Project:** Rehabilitation

**Project Scope:** The Fairhaven Housing Rehabilitation Program will utilize deferred 0% interest payments loans (DPLs) to rehabilitate at least four units of substandard blighted owner-occupied single family and owner-occupied two to four family properties in the Cushman Park Target Area, creating safe, decent, sanitary and affordable housing. Get the Lead Out funds for lead paint remediation are available through the Fall River Affordable Housing Corporation via MassHousing (Attach F8C, D). In addition, the Program will provide appropriate risk assessment services (lead paint, asbestos) for all program participants.

**National Objective:** Benefit to Low-and moderate-income persons. The Fairhaven Housing Rehabilitation Program will meet the national objective of "directly benefiting low and moderate income persons by providing them with safe, decent and sanitary housing." Income verification will ensure that at least 51% of a building's units are LMI qualified (24 CFR 570.483).

**Estimated low and moderate-income beneficiaries:** 11 LMI residents in 4 households using the data from the March 2006 income survey and housing rehab waiting list.

**CDBG dollars required for Project:** \$115,000 of CDBG funds for construction and risk assessment of individual units and \$32,400 in program delivery costs, which includes for inspection services.

**Other Funds:**

- Get the Lead Out -- an estimated \$52,000 for the 4 units
- Eligible clients will be referred to the Citizens for Citizens Weatherization Program.
- Eligible clients will be referred to Coastline Elderly Services, Inc, between \$700-\$1,400 for home repairs (Attach F7K).
- Eligible clients will be referred to Fairhaven Council on Aging - \$500.
- Eligible clients will be referred to Southern Mass Credit Union - \$150,000 in below rate loans have been reserved for this project. (Attach F7J)

**Who may participate:** Low-and-Moderate-Income (LMI) persons residing in properties in the Cushman Park Target Area that have been determined to be in fair or poor condition. In the instances of owner-occupied multi-family properties, at least 51% of the occupants must be LMI.

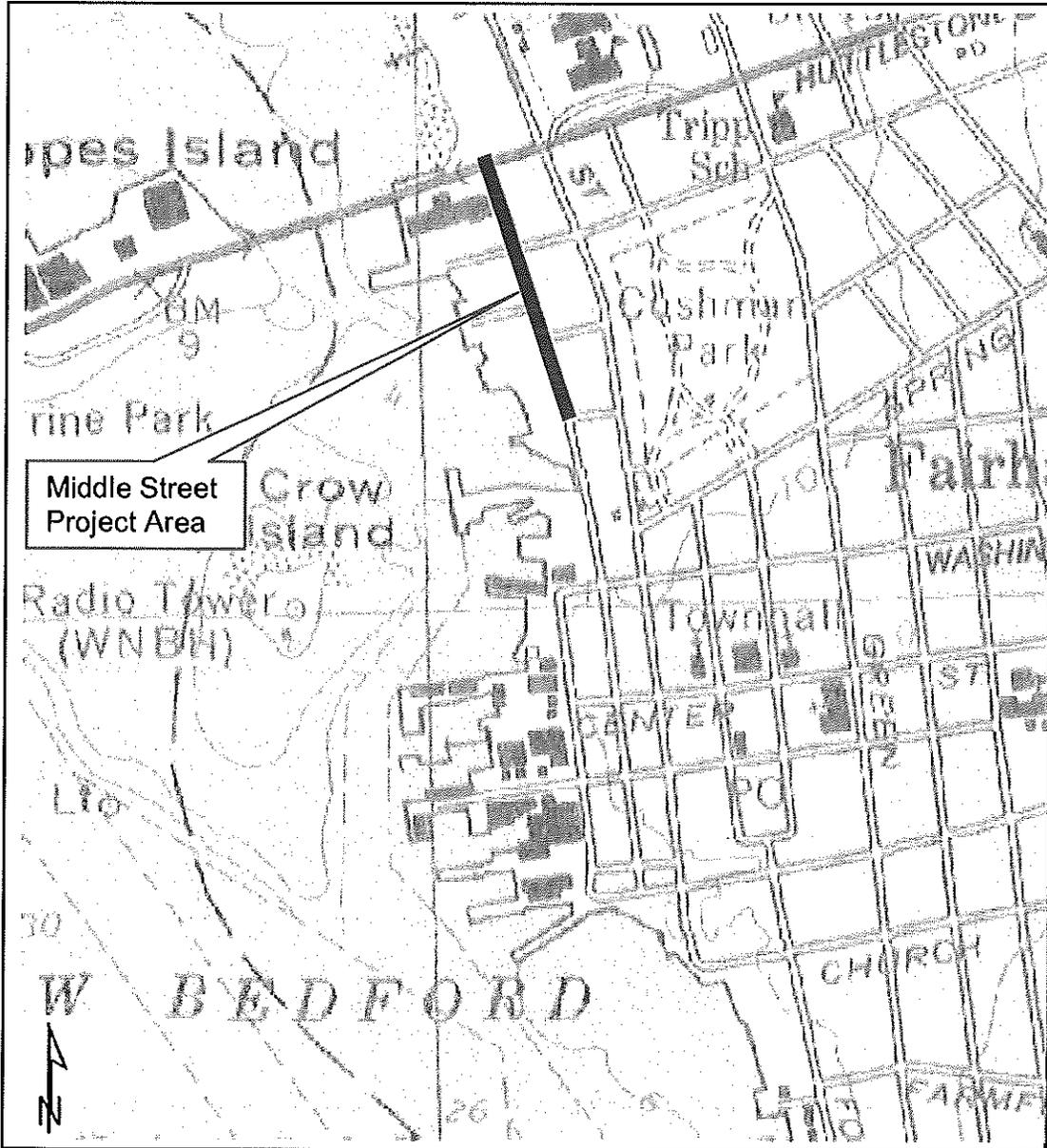
**Maximum dollars, per unit, available to applicants:** \$35,000. \$30,000 is the maximum per unit and up to an additional \$5,000 will be made available for lead or

Recapture Agreement, 100% of awarded funds are recaptured. Should subsequent funding not be continued for CDBG, the Planning Director will provide this follow-up contact with tenants and owners.

*Subordination/Refinancing* – The Fairhaven Rehabilitation Program will subordinate or forgive loans on an individual basis for circumstances such as hardship/emergency cases, including transfer to family members, and refinancing. The amount owed must be covered by the existing equity.

*Anti-Speculation Plan Recapture Plan* – See response to Anti-Speculation and Recapture Plan, which defines the DPL Forgiveness policy as being based on a 5% annual declining balance, with the loans up to \$35,000 forgiven after the 15<sup>th</sup> year. The Plan also details responsibilities for monitoring compliance with contracts for rental affordability.

Fairhaven, Massachusetts –  
Middle Street Infrastructure Project Area



# REVITALIZATION PLAN FOR CUSHIMAN PARK NEIGHBORHOOD FAIRHAVEN, MASSACHUSETTS

## Breezeway Farm Consulting, Inc.

222 Wendell Road  
New Salem, Massachusetts 01355  
Telephone (978) 544-8505  
Fax (978) 544-7958  
breezewayfarm1@hughes.net

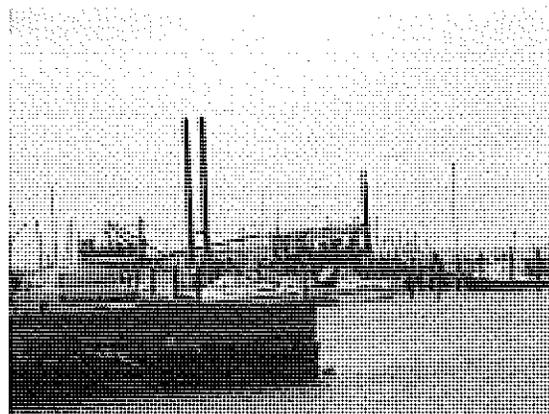


## Tibbetts Engineering Corp.

716 County Street  
Taunton, Massachusetts 02780  
Telephone (508) 822-6934  
Fax (508) 880-7811  
hr@tibbettsengineering.com

## Bucchianeri Management Services

5 Crystal Hill Circle  
Atkinson, New Hampshire 03811  
Phone: (978) 621-1595  
Fax: (603) 362-9980  
don@bucchianeri.net



## Dyer Brown SouthCoast

One Jonny Cake Hill  
New Bedford, Massachusetts 02740  
Phone: (508) 999-6220  
Fax: (508) 990-1265  
jbooth@dyerbrown.com

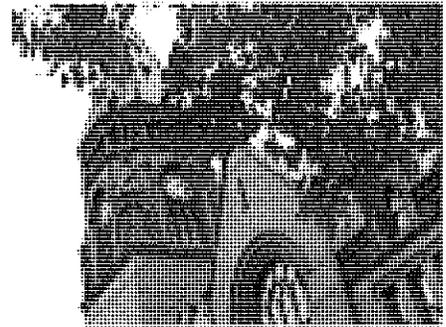
Neighborhood Income Survey  
Building Inventory  
Infrastructure Inventory  
Housing Rehabilitation Program  
Design Guidelines  
Social Service Plan

## BACKGROUND

### CUSHMAN PARK NEIGHBORHOOD

The Town of Fairhaven received a Massachusetts CDBG Planning Grant in FY05 to study the Cushman Park Area Neighborhood. This neighborhood was chosen because of its indicators of poverty and deteriorated conditions. It is composed of Block Group 5, Census Tract 6553, which was identified by the 2000 US Census as having a population which is composed of 55.3 % Low and Moderate Income [LMI] residents. In addition, other income indicators such as median household and per capita income are lower in this neighborhood than the overall Town averages. 81.6% of the neighborhood's structures were constructed before 1939; 60.8% of the occupied housing units are renter occupied and 19.4% are occupied by persons 65 year or older. The general condition of the infrastructure is poor to fair, with drainage identified as an acute problem. A number of streets should undergo total reconstruction while a number lack sidewalks.

The Cushman Park Neighborhood is a mix of differing architecture and uses. Once a thriving whaling port, the west side of the neighborhood borders New Bedford Harbor and is the site of a marina and a number of maritime businesses, primarily devoted to boat repair. The Town Hall, Library and a number of civic and institutional buildings are housed in the area's center. The historic Fairhaven downtown has evolved into small specialty stores and service businesses that cater to neighborhood residents and visitors. Early eighteenth century homes border the eastern side, while the housing stock nearer the waterfront and Cushman Park are 19<sup>th</sup> century buildings, many of which have been converted to multi-family homes or mixed use structures. A number of homes and facilities take advantage of their proximity of Fairhaven High School, which is located along the northern border of this neighborhood, across Huttleston Avenue.



### PROJECT GOALS

In December 2005, Breezeway Farm Consulting [BFC] was contracted by the Town of Fairhaven to execute the Planning Study of the Cushman Park Neighborhood. BFC partnered with Tibbetts Engineering Corp., Bucchianeri Management Services and Dyer Brown SouthCoast in undertaking the Study.

The project tasks were:

- Evaluate the areas income levels
- Evaluate the building and housing stock in the Cushman Park neighborhood
- Evaluate the infrastructure conditions
- Develop design guidelines
- Prepare a report on social service needs in the neighborhood
- Develop a comprehensive revitalization plan for the neighborhood
- Provide the basis for future CDBG activities and applications

## CDBG PROJECT ACTIVITY REQUIREMENTS

CDBG thresholds that must be met for each project are:

- Activities must be eligible activities that are on the HUD list of projects.
- Activities must meet *at least one* of the HUD national objectives:
  - Primary direct benefit (at least 51%) to Low and Moderate Income residents (not just households); *or*
  - Slums and Blight declaration by DHCD using HUD and State guidelines, which is now valid for 10 years; *or*
  - Critical community need, meaning disastrous and unforeseen event
- CDBG activities must be consistent with Fairhaven's Community Development Strategy (CDS)
- Activities must meet at least one of the State's sustainable development principles.

## PROJECT COMPONENTS & FINDINGS:

### NEIGHBORHOOD INCOME SURVEY

An income survey was undertaken to determine household incomes on a street-by-street basis. This is one way to determine that a particular street meets the HUD national objective of direct benefit to low and moderate income residents. At least 51% of all residents along a street must not exceed the HUD income limits that define low and moderate income households. An approximate 95% response rate must be calculated, with non-responses and vacant units presumed to be over income.

A survey was designed in conjunction with the Town. In addition to allowing residents to anonymously self-declare their household size and income, it provided an opportunity for them to demonstrate their interest in a number of potential projects and services. Respondents also could add narrative comments. BFC and the Town verified the street list and addresses within the Cushman Park neighborhood; then the Planning Director and Intern verified the addresses using the Town's street list, tax maps, and field verification.



Surveys were then mailed to each household in the Cushman Park Neighborhood, returns tabulated, and the list culled. A post card reminder was then mailed to each non-respondent, and phone calls made by the intern to non-respondents. Finally the Fairhaven Planning Director and Intern went door to door throughout the neighborhood with the survey.

Preliminary results of the income survey were tabulated by the consultant and Town. After exhaustive efforts, the results of this survey proved inconclusive because the response rate was less than the required 95%.

### INCOME SURVEY FINDINGS

- The Cushman Park Neighborhood does not appear to meet the street-by-street “Benefit to Low and Moderate Income Individuals” HUD National Objective.
- The wide range of incomes on each street results in the individual street not meeting the 51% threshold, but can still be combined to reach the Census finding for the Neighborhood of 55.3% LMI.
- Bridge Street has over the required 51% LMI residents (53.4%).
- Other streets had from 0% LMI residents to 38.9% LMI.
- Can not reach everyone no matter what. For example, one street needed 75 more surveys to meet the 95% response rate required by DHCD.

### INCOME SURVEY RECOMMENDATIONS

- Use the new HUD Census Tract Calculation of LMI as an area-wide basis indicator of need.
- Seek designation as a blighted neighborhood in order to meet a HUD National Objective.
- Consider repeating income survey in 2012 only if 2010 Census finds the Neighborhood as a whole to be less than 51% LMI.

### PROPERTY INVENTORY

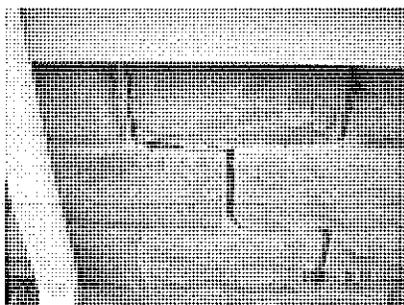
The inventory was completed by Don Bucchianeri, a professional housing rehabilitation specialist and clerk of the works, of Bucchianeri Management Services. The inventory was constructed using HUD and DHCD guidelines

Components for evaluation established for the Property inventory were:

- |                            |                              |
|----------------------------|------------------------------|
| • Roof system              | • Doors                      |
| • Drainage & Gutters       | • Brick Masonry              |
| • Building Siding and Trim | • Footings & Foundations     |
| • Structural Components    | • Electrical Service         |
| • Entranceways & Porches   | • Exterior Painting          |
| • Stairs & Railings        | • Federal lead protocol      |
| • Windows                  | • Exterior condition of yard |

Building facades and signs of commercial buildings were considered in the evaluation of building components. Site visits were made to each lot and property in the neighborhood and scoring completed.

The inventory record for each property includes a photograph of the building’s front façade as well as photographs of twelve building components that were evident. All sides of the building were inspected unless the homeowner objected. If the construction of a building appears to be prior to 1978, it is assumed that a Federal Risk Assessment or Lead Determination will reveal hazardous lead painted surfaces.



Of the 313 properties surveyed, 60 are categorized as either commercial or mixed use. Vacancy is an issue of scale more than percentage in the Cushman Park Neighborhood Target Area. 35 of the residential units and 10 commercial units appear to be vacant. However, two of the commercial properties currently vacant are extensive and occupy prime locations with the Target Area,

depressing development opportunities around them. The Seaport Motel, a three story 81 unit waterfront hotel and restaurant at the Middle Street entrance to the Target Area off of Route 6A, has been shuttered for four years. In addition, the Park Motors, a defunct car dealership with a showroom, garage as well as a large parking area, is sited near the commercial area between Middle and Main Streets.

#### **PROPERTY INVENTORY FINDINGS**

- The Cushman Park Neighborhood consists of an estimated 313 buildings.
- 78% of the properties in the Target area are residential, 5.4% mixed use, and 16.6% are either commercial or institutional.
- 79% (246 of 313 buildings) are in fair or poor condition. 3% (8 buildings) were found to be in excellent condition, 18% (57 buildings) in good condition, 71% (222 buildings) in fair condition, and 8% (24 buildings) in poor condition.
- The buildings in this Neighborhood are some of the oldest in Fairhaven – according to the 2000 Census, only six properties have been constructed there since 1980. The presence of lead paint is very likely.
- The cost of repairs to all properties has been calculated on a street by street basis and then totaled for the Neighborhood:
  - \$ 8,959,935 before inflation and contingency
  - \$10,348,725 with a 5% inflation factor and 10% construction contingency.
- The conditions of the buildings are sufficient to qualify them for inclusion in the Town's request to DHCD for a blighted designation under Chapter 121A.

#### **PROPERTY INVENTORY RECOMMENDATIONS**

- The Town should pursue a designation of blighted from DHCD that will enable the Cushman Park Neighborhood to meet a HUD National Objective for CDBG projects which would address the building conditions in the Neighborhood.
- The Town should develop a housing rehabilitation program to address the deteriorated condition of residential properties.
- The Town should develop a Sign & Façade program in the Neighborhood to improve the exterior appearance of its commercial properties.

#### **INFRASTRUCTURE SURVEY**

Tibbetts Engineering Corp. evaluated the infrastructure needs of the neighborhood – both surface and below the streets. The firm confirmed the street addresses and determined the evaluation criteria. The firm then conducted a field inventory of the infrastructure in front of each building, evaluated each component, determined the estimated cost, and took photographs. All individual properties were compiled into an inventory of the entire street. The results were placed onto a spreadsheet.



Tibbetts presented their findings to the Selectboard on the neighborhood. The Selectboard decided to pursue funding for improvements to Bridge Street; to begin the process, they asked Tibbetts Engineering to complete a preliminary engineering evaluation of improvements needed. Tibbetts attended a Public Forum on the Bridge Street Project and discussed their findings. The CDBG application leveraged funding for the project from the Town's DPW.

Photographs were taken of some of the visible components such as sidewalks, street surfaces and drainage structures to document the existing conditions. Tibbetts Engineering Corp. met with representatives and officials of various Town boards and agencies and has reviewed plans and documents in order to rate the subsurface infrastructure components such as sewer, water and drainage lines.

The Final Report was submitted to Town and DHCD as part of the Property Evaluation.

A list of building and infrastructure components to be reviewed was established. Components scored for infrastructure were:

- Sidewalks
- Curbs
- Drainage structures
- Road drainage conditions
- Light poles
- Light fixtures
- ADA and MAAB compliant crosswalks
- Street surfaces
- Sewer lines
- Water lines
- Storm separation lines
- Underground utilities
- On and off street parking
- Tree presence and condition

Cosmetic items, such as trees, lights, and underground utilities, were given less weight in the scoring than structural elements such as streets, curbs, drainage, and curbing.

#### **INFRASTRUCTURE FINDINGS**

- 502 lots as identified by the Town's Assessors' data and maps were surveyed. These are located on 20 streets totaling approximately 3.78 miles and include approximately 49,000 LF of sidewalks. The interrelated nature of infrastructure causes one deficient component to have a negative effect on several others. For instance, ineffective drainage throughout the Target Area is aggravated by the deteriorated conditions of the roadways.
- 95% of the infrastructure has been determined to be in fair or poor condition.
- The roadway drainage system in general does not efficiently collect and discharge storm water runoff because of its obsolete collection structures and drainage piping.
- In contrast, the underground sewer and water systems are in good shape, having been completely replaced and reconstructed in the 1980's.
- The cost of repairs to the infrastructure has been calculated on a street by street basis and then totaled for the Target Area:

\$ 9,726,106 before inflation and contingency  
\$11,233,652 with a 5% inflation factor and 10%  
construction contingency.

- Infrastructure repair is a priority of the Board of Selectmen.



#### **INFRASTRUCTURE RECOMMENDATIONS**

- Invest in infrastructure improvements in the neighborhood.
- Seek grant funding.

- Made the finding of deteriorated, substandard, blighted or decadent areas as stated in MGL ch.121A and ch.121B – A finding that the Cushman Park Neighborhood Target Area is open, blighted, and decadent is justified, based on the extent its deteriorated properties and infrastructure, as determined by the inventories. The funds needed to remediate the deterioration of the properties (\$8,062,799) and infrastructure (\$9,726,106) are beyond the means of both Town and private investment.

## **HOUSING REHABILITATION**

The goal of this activity was to determine the feasibility of a housing rehabilitation program in the Cushman Park Neighborhood as a remedy for the deteriorated conditions of the housing stock that had been determined by the property inventory. A meeting was held with Town building department staff, then potential providers, Fairhaven's Town Administrator and Planning Director, and the consulting team. The state director and staff of the *Get the Lead Out* program participated by phone in this meeting. A public forum was held where preliminary results were reviewed and the CDBG program was discussed. The program design and options were discussed by the Selectmen and a final program design developed. Program brochures were distributed to residents in the neighborhood and preliminary applications solicited.



Finally, the housing rehabilitation consultant conducted preliminary inspections using CDBG guidelines to verify the housing conditions described by applicants. The Town and consultants worked to complete preliminary income eligibility of residents who submitted applications for participation in the program. The resulting waiting list was used to determine need and also used as the basis for the 2005 CDBG applications.

## **HOUSING REHABILITATION FINDINGS**

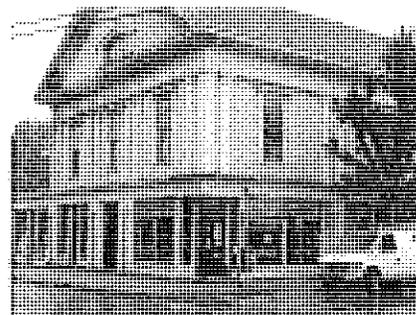
- Waiting List demand from residents is sufficient to maintain a CDBG-funded Housing Rehabilitation program for a number of years.
- That a program design of a) 0%, deferred payment loans that are forgiven after 15 years; and b) allowed transferal to immediate family members without repayment, was desirable.
- The Town has willing partners for funding (*Get the Lead Out*, local banks) and referrals by Town departments, social services providers or civic organizations (e.g., Building Inspector, Council on Aging).

## **HOUSING REHABILITATION RECOMMENDATIONS**

- That the Town should establish a ongoing Housing Rehabilitation Program.
- That the Town should consider joining a regional Housing Rehabilitation Program to maximize cost efficiencies.

## DESIGN GUIDELINES

Improvements to the signs and facades of privately owned commercial buildings can be eligible for CDBG funding if the community has developed design guidelines for improvements that are consistent with the U.S. Secretary of the Interior's Standards for Rehabilitation. To this end, Dyer-Brown SouthCoast evaluated the building designs in the Cushman Park neighborhood and the Fairhaven Zoning Regulations as they relate to signs and facades. The firm developed design guidelines for Fairhaven that might make a building and its signage more attractive while retaining its unique character; Dyer Brown also made recommendations as to the types of infrastructure improvements that might be in keeping with the recommended design scheme. They developed several "before" and "after" sample designs using existing Neighborhood buildings as models, with the estimated costs of improvements ranging from \$8,000 to \$40,000.



The Town did a mailing to all building owners and businesses in the neighborhood and invited them to attend a forum to discuss the guidelines. Dyer Brown incorporated the recommendations and developed their final report, which was presented to a meeting of Downtown merchants. At the same meeting, a potential Sign & Façade loan fund that could be included in a CDBG application was discussed.

## **DESIGN GUIDELINES FINDINGS**

- Factors leading to disinvestment – underutilized buildings and vacant lots reduce the confidence of private investment in commercial property in this neighborhood, particularly along the waterfront area. Most major commercial activities have relocated over time to several large shopping malls along Route 6A, leaving a small core of small businesses that either cater to the Cushman Park Neighborhood community or to waterfront activities.
- Most commercial and industrial building stock is in good condition. A number are historic.
- Inappropriate signage and façade treatments as well as inconsistent infrastructure standards lessen the appeal of storefronts; most do not meet minimum accessibility requirements.
- Many of the merchants lease their space; façade and some signage changes will require a partnership with the landlord.
- Town zoning bylaws are comprehensive and clear about signage.
- Changes that have significant impact are not always expensive.
- Town lacks an active downtown organization to assume leadership for a Sign & Façade Program.

## **DESIGN GUIDELINES RECOMMENDATIONS**

- Continue to develop a downtown business association using the Main Street approach.
- Designate the area around Town Hall as a National Register historic district.
- Seek CDBG funding assistance for sign and façade programs.
- Seek funding for accessibility.
- Contact DHCD and other Main Street communities for technical assistance.

## SOCIAL SERVICES PLAN

This Social Service Plan identifies social services needs and priorities, and makes recommendations for social and public services programs in the Cushman Park Neighborhood, in particular, those programs that might be funded through the Community Development Block Grant Program.

In order to develop the plan, BFC contacted numerous providers of social services to Fairhaven residents; a number of those agencies provide services that might be eligible for CDBG funding. None of these organizations limit their services to Cushman Park Neighborhood residents or to the Town of Fairhaven; in fact, most agencies define greater New Bedford as their service area. A local church and the Fairhaven Police and School Departments were also contacted.

Using provider input, BFC devised a survey for distribution to Fairhaven households that asked them to rank by level of concern a number of services that might be offered. These services included transportation, basic needs assistance (food, shelter, etc.), employment and job skills, child care, youth issues, housing and money management issues.

443 surveys were mailed. 142 responses were received (32.1%), which makes the results statistically significant.

Programs that ranked the highest with respondents were under the category, "Issues affecting Youth", followed by "Assistance with home utility costs". Ranked as the least important were "Transportation for Educational Purposes", "Assistance for Non-English speaking residents", "English as a second language classes", and "Temporary Housing".

An analysis of responses by the 60 years of age and older respondents found a different set of priorities: "Transportation to Medical Appointments", "Youth Violence/Bullying", "Assistance with the Cost of Home Utilities", and "Transportation for Basic Errands". Ranked as the least important among Seniors were "Transportation for Educational Purposes", "First-Time Homebuyer Classes", "Assistance for Non-English Speaking Residents", and "Transportation to Work".

## **SOCIAL SERVICES FINDINGS**

- Social Service needs do exist in Fairhaven and in Cushman Park, even if they pale compared to those of neighboring New Bedford.
- Basic needs such as food and utilities are being addressed, but not entirely met, by area anti-poverty organizations such as PACE and the elder services agencies (COA, Coastline).
- Both residents and service providers agree that there is an unmet need for transportation services, assistance with the cost of home utilities, and programs for youth.
- There is a lack of enthusiasm for services to non-English speaking residents and for first-time homebuyer programs.

## **SOCIAL SERVICES RECOMMENDATIONS**

- The Town of Fairhaven should consider CDBG funding for those existing area services that include Fairhaven in order to either expand the number of Fairhaven residents eligible or enhance the quality of services available to Fairhaven residents. Examples are programs offered by PACE that serve teens or provide housing assistance (including utility assistance) as well as area food pantries.

- The Town of Fairhaven should partner with Fairhaven High School in identifying programs to be funded through the CDBG Program that might reduce the drop-out rate and provide positive activities for youth.
- The Town should establish a Social Services Committee made up of volunteers and representatives of provider organizations to continue the evaluation of social services needs and to advise the Town as to priorities for funding.

## PROJECT RECOMMENDATIONS

Cushman Park is a mix of residences, recreation, shops, private and municipal services, and small companies that employ a variety of workers. This diverse neighborhood has many “jewels” that can be strengthened to improve its quality of life, vitality and economic feasibility. There are many positive elements: Cushman Park itself, the waterfront, an attractive retail district with a mix of services and shops, historic public buildings, and tree lined streets.

The Planning Study findings have established a framework for which the Town can seek funding to revitalize the Cushman Park Neighborhood. Infrastructure can be improved, commercial buildings upgraded, private dwelling rehabilitated and social services made available that will improve the quality of life of its residents.

The Town has already acted on several recommendations for Cushman Park. It submitted its Property and Infrastructure Surveys to DHCD and in January 2007 received a designation as a blighted area that will be good for ten years. This designation was the basis for the Town’s success CDBG application for funds to repair Middle Street. The Town also has initiated a Housing Rehabilitation Program which received CDBG funding in 2006 and 2007.

The Town of Fairhaven should continue its efforts to:

- Strengthen the viability of the waterfront and marina.
- Encourage re-use of major vacant properties, such as the Seaport Motel and Park Street Motors lots.
- Encourage infrastructure and private property improvements to the entrances of the neighborhood, in particular at Main and Middle Street from Huddleston Avenue.
- Repair neighborhood streets, sidewalks and drainage to improve pedestrian and vehicle safety and to make parking and sidewalks handicapped accessible.
- Improve private housing stock through housing rehabilitation.
- Support and strengthen its Planning & Economic Development Department by adding grant and fiscal staff capacity and establishing policies and procedures to manage CDBG and other community development grants.
- Monitor the findings of the US Census for changes in demographics and potential impacts on grant eligibility.

The proposed projects will work directly to eliminate blighted conditions by improving the building and housing stock of the neighborhood as well as the infrastructure and public improvements inventoried in the survey. The proposed activities will lead to reinvestment in the Cushman Park neighborhood, which will retain and create job opportunities for the community and region. Funding strategies to be considered include:

- Infrastructure improvements projects funded by the CDBG program

- PWED and CDAG assistance for infrastructure improvements
- Micro-enterprise Assistance or Small Business Loan funds through the CDBG Economic Development Fund
- HDSP assistance for housing development
- Sign and Façade Projects funded by the CDBG program
- Designation of the southeast end of Cushman Park near Town Hall as a state and national Historic District (not a local historic district)

# **TOWN OF FAIRHAVEN – CUSHMAN PARK NEIGHBORHOOD**

## **LIST OF RELATED DOCUMENTS**

- Final Report
- Project Map - 2005
- Income Survey 2005/6 - Breezeway Farm Consulting And Town
- Tabulation Of Income Survey
- Housing Rehabilitation Case Study - September 2006 – Bucchianeri Management
- Infrastructure Report – October 2006 – Tibbetts Engineering
- Design Guidelines - May 2007 – Dyer-Brown Southcoast
- Social Services Plan - August 2007 - Breezeway Farm Consulting
- Housing Rehabilitation Report To Fairhaven Selectboard - 2005
- Housing Rehabilitation Brochure – January 2005
- Property And Infrastructure Inventories Report Submitted to DHCD – November 2006
- Infrastructure Binders
- Housing Binders
- DHCD Finding Letter – January 4, 2007 (qualification ends January 9, 2017)
- 2005 CDBG Application - \$600,000 – Bridge Street Infrastructure and Housing Rehab
- 2006 CDBG Application \$942,400– Middle Street Infrastructure and Housing Rehab



# TOWN OF FAIRHAVEN RECREATION DEPARTMENT

227 Huttleston Ave. Fairhaven, MA 02719  
Phone 508-993-9269 Fax 508-993-9257  
e-mail [fhvntcooney@comcast.net](mailto:fhvntcooney@comcast.net)  
[www.fairhavenrecreation.com](http://www.fairhavenrecreation.com)



## MEMO

**DATE:** August 14, 2007  
**TO:** Board of Selectmen  
**FROM:** Tom Cooney, Recreation Director  
**CC:** Jeff Osuch  
**RE:** Used Treadmill

### Comments:

I am writing to declare a used treadmill as surplus due to the need for a new treadmill in our Wellness Room. Any interested departments should contact Tom Cooney at the Recreation Department, 508-993-9269.

RECEIVED

2007 AUG 20 A 11: 13

BOARD OF SELECTMAN  
FAIRHAVEN MASS

96  
**Maureen Sylvia, CFRE**  
**7 Leeward Way**  
**Fairhaven, MA 02719**  
**(508) 990-3966**

August 21, 2007

Fairhaven Board of Selectmen  
Town Hall  
Fairhaven, MA 02719

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2007 AUG 21 P 1:32  
BOARD OF SELECTMAN  
FAIRHAVEN MASS

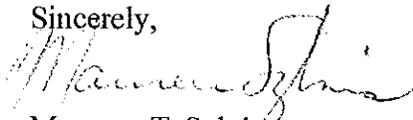
Dear Members of the Board of Selectmen:

I would like to be appointed to serve as a member of the Fairhaven Cultural Council. I have spoken with Heidi Hacking, chair of the Council and she indicated that she would welcome my volunteer services.

I am a professional fundraiser and have experience applying to various Cultural Councils for grant funding. I also have extensive experience in music, theater and visual arts and would like to serve the town on the Council.

If additional information is needed for my appointed please contact me at the above home phone number or by email at [moes@comcast.net](mailto:moes@comcast.net). Thank you.

Sincerely,



Maureen T. Sylvia

90  
**RECEIVED**

2007 AUG 21 A 11: 39

BOARD OF SELECTMAN  
FAIRHAVEN MASS

Town of Fairhaven  
Selectmen's Office  
40 Centre Street  
Fairhaven, Ma 02719

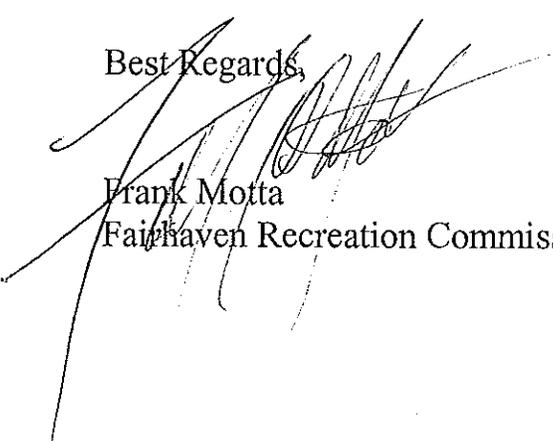
Frank Motta  
39 Weeden Road  
Fairhaven, Ma. 02719

To whom it may concern,

Please accept my resignation from the Fairhaven Recreation Commission effective September 1, 2007. During my tenure as a member of the commission over the past 10 years we have had a direct impact on improving parks and other recreational facilities here in Fairhaven. We have succeeded in providing diverse, affordable programs for town residents. We have worked to combine the efforts of many independent non-profit organizations and assisted them in providing health and sports related activities to the youth of Fairhaven.

Thank for the opportunity to contribute to that effort.

Best Regards,



Frank Motta  
Fairhaven Recreation Commission