

Board of Selectmen

Ware Town Hall, Meeting Room, 126 Main Street

Regular Meeting Notice Agenda – Tuesday, October 5, 2021 at 7:00 p.m.

Instructions for call in option: at or before 7:00 p.m., call the phone number below and when prompted enter the Meeting ID number. The platform is Zoom Meetings.

Join online (the online option will require a download).

<https://us02web.zoom.us/j/86097272533?pwd=Z1hoSHNyYFc4eVF5OS9MalFraFpyZz09>

Meeting ID: 860 9727 2533

Passcode: 739300

Phone: 929-205-6099

Opening Remarks, Announcements, and Agenda review by Chair

Consent Agenda

- **Approval of September 21, 2021, Meeting Minutes**
- **Toll Road Application: The Knights of Columbus Present the Annual Tootsie Roll Drive on Main Street, October 9, 2021, from 8AM-Noon**
- **Special Event Permit Application: The Knights of Columbus Present the Annual Halloween event @ Grenville Park, October 29, 2021**

Scheduled Appearances

- **7:10- Public Hearing: Pole Petition National Grid/Verizon #30417193 Old Gilbertville Road**

Old Business

- **Report from Water Resources Committee**
- **Sewer Rate Report Review**

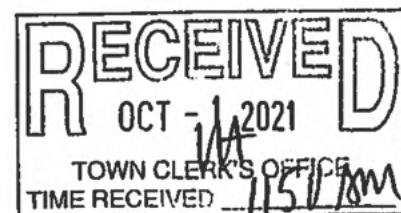
New Business

- **Set Public Hearing Date, Brookside Mart Liquor License- Change of Manager, October 19, 2021 @ 7:10 PM**
- **Request from Residents for Additional Traffic Safety Measures on Beaver Lake Road and Beaver Road**
- **Acceptance of Land, Parcel 60-156-1**
- **Approval of Appointment of Interim DPW Director**
- **Board of Selectmen Approval of 2020 Re-Precincting Plan for Town of Ware**

Comments and Concerns of Citizens

Town Manager Report

Adjournment





Board of Selectmen

Ware Town Hall, Meeting Room, 126 Main Street

Regular Meeting Minutes – Tuesday, September 21, 2021 at 7:00 p.m.

Instructions for call in option: at or before 7:00 p.m., call the phone number below and when prompted enter the Meeting ID number. The platform is Zoom Meetings.

Join online: <https://us02web.zoom.us/j/7846041861> (the online option will require a download).

Meeting ID: 860 9727 2533

Passcode: 739300

Phone: 929-205-6099

Present: Selectman Thomas H. Barnes, Chairman Keith J. Kruckas, Vice-Chairman John J. Morrin Jr., Town Manager Stuart Beckley, Executive Assistant Chris Nolan, Police Chief Shawn Crevier, Patrick St. Pierre, Michael Schlegel, Terrance Smith, Wendy M. Borey, Michelle Loglisci, Terry Smith of the Water Resources Committee

Absent: Selectman Caitlin M. McCarthy, Selectman Nancy J. Talbot

Present via Zoom: Lisa Jasinski of National Grid

Meeting Opened by Chairman Kruckas at 7:00 PM.

Opening Remarks, Announcements, and Agenda review by Chair

Selectman Barnes thanked the Water Department for their hard work toward the development of the latest data from the Water Resources Committee.

Chairman Kruckas wished DPW Director Gibby Sorel good health, as he was recently released from the hospital and is now recovering at home.

Consent Agenda

- **Approval of September 7, 2021, Meeting Minutes**
- **Application for One-Day Liquor License: Workshop 13, Saturday, October 16, 2021**
- **Application for One-Day Liquor License: Workshop 13, Friday, October 22, 2021**
- **Toll Road Application: The Knights of Columbus Present the Annual Tootsie Roll Drive on Main Street, October 9, 2021, from 8AM-Noon**

Selectman Morrin made the motion to approve the first three items on the Consent Agenda, as the fourth has not yet been received by Town Hall. Selectman Barnes seconded the motion. The motion passed on a vote of 3 Yes, 0 No, 2 Absent (Selectman McCarthy, Selectman Talbot).

Scheduled Appearances

- **Appointment of Police Officers**

- Chief Crevier brought two new hires for the Police Department before the Board. Patrick St. Pierre and Michael Schlegel will enter training and will fill two openings in the Department; one that is currently vacant, and one that will replace an officer facing a mandatory retirement in April 2022.

Selectman Barnes made the motion to approve the hiring of these two new officers. Selectman Morrin seconded the motion. The motion passed on a vote of 3 Yes, 0 No, 2 Absent (Selectman McCarthy, Selectman Talbot).

- Vice-Chairman Morrin thanked Chief Crevier for being so proactive with hiring new officers.
- Chief Crevier expressed appreciation for the Town's approval of new education bonuses for officers with degrees but noted there is still room for improvement. He also noted the Department's trouble with longevity, which despite improving when the eligibility for longevity benefits was lowered from 23 years to 13 years of service, remains troublesome.
- Selectmen Barnes welcomed the two new officers, and all shook hands.
- Chief Crevier also recognized Tod Bertini for his outstanding service to the Department and recommended the Board approve his promotion to Provisional Lieutenant.

Selectman Barnes made the motion to promote Officer Tod Bertini to Provisional Lieutenant. Selectman Morrin seconded the motion. The motion passed on a vote of 3 Yes, 0 No, 2 Absent.

- **7:10 PM- Public Hearing: Pole Petition National Grid/Verizon #30363515 Belmont Street**

- Ms. Jasinski introduced the petition, which will involve one minor relocation of a utility pole, in addition to the minor widening of one resident's driveway.
- Vice-Chairman Morrin remarked that the Town's Director of Energy had complained to the Board numerous times about National Grid failing to reconnect the streetlights that they remove during pole relocations.
- Chairman Kruckas agreed with this complaint, noting that the company has a bad habit of leaving removed streetlights on the ground next to the poles, where they sit for months at a time until the Town can reconnect them.
- Ms. Jasinski responded that National Grid is not authorized to move the streetlights, since they are Town property, unlike the poles they sit on. However, she agreed to bring this complaint up with the company.
- Ms. Borey, an abutter to the pole petition area, asked why residents in her neighborhood had not been given more info on the details of the relocation, and requested specific information on whose properties would be affected.
- Ms. Jasinski clarified that the pole petition was the result of a request from a resident at 16 Belmont Street, which is the same property whose driveway is set to be widened. The pole would be moved 13 feet in the direction of North Street.
- Vice-Chairman Morrin reiterated that in the future, the Town wishes to see better coordination where the return of all equipment to its proper location is handled in a timely manner, and at the expense of the utility companies rather than local taxpayers.

Selectman Kruckas made the motion to approve Pole Petition #30363515. Selectman Barnes seconded the motion. The motion passed on a vote of 3 Yes, 0 No, 2 Absent (Selectman McCarthy, Selectman Talbot).

- **7:15 PM- Presentation: Crumbling Foundations by Michelle Loglisci**

- Ms. Loglisci introduced herself and stated she brought bad news for the local area.
- Ms. Loglisci explained that pyrrhotite is a naturally occurring mineral found in the ground underneath a large swath of Central Massachusetts and Connecticut, which can break down concrete and ultimately destroy home foundations.
- Ms. Loglisci described how Connecticut recently passed a law requiring certain home foundations to be tested for pyrrhotite, but Massachusetts has not yet taken legislative action on the matter.
- Ms. Loglisci stated that Ware has had one home foundation confirmed to have pyrrhotite, which means more are almost certainly imminent.
- She noted that the process of rehabilitating homes whose foundations have been affected by

pyrrhotite is an outrageously expensive and labor-intensive process which often totals around \$300,000 per home.

- Ms. Loglisci stated that all local homes built from 1983-2015 are at high risk, as this was the era during which many home foundations were poured using pyrrhotite-contaminated concrete from a quarry in Northern Connecticut.
- Ms. Loglisci expressed that it is imperative to advise local homebuyers to have a core test done on their foundation before buying.
- She remarked that the string of crumbling home foundations across Western Mass, Central Mass, and Northern Connecticut from this issue have been financially catastrophic and emotionally traumatic for many families.
- She expressed displeasure with the fact that Massachusetts still has not mandated core testing but noted that the state has agreed to reimburse up to \$400 for homeowners or buyers to have one done.
- She also remarked that insurance companies are finding every loophole possible to not cover these situations, leaving homeowners stuck dealing with the cost themselves.
- Ms. Loglisci stated that she was motivated to speak on this issue after her family's own home fell prey to a collapsing foundation, and the \$263,000 cost to replace it destroyed their retirement plans.
- Now, Ms. Loglisci serves on a committee lobbying state legislators to act on this issue.
- The committee pushes for the state to mandate that all houses built in the affected area from 1983-2015 receive an inspection and core test for pyrrhotite.
- She also noted the need for more regulation of quarries to prevent a situation like this from ever occurring again.
- Ms. Loglisci requested the Board write a letter to the state legislature urging for the Committee's demands to be met, which would make Ware the 13th community to vocally support the measures.

Selectman Barnes made the motion to affirm sending a letter to the state legislature in support of the measures detailed by Ms. Loglisci. Selectman Kruckas seconded the motion. The motion passed on a vote of 3 Yes, 0 No, 2 Absent (Selectman McCarthy, Selectman Talbot).

Old Business

• Report from Water Resources Committee

- Selectman Barnes recognized the recent release of the Committee's report, and announced the decision to table this discussion to the next Board meeting, after all have had more of a chance to read it. However, he emphasized that clean water is a human right.
- Vice-Chairman Morrin agreed, stating the demand that clear, clean water be delivered to every tap served by the Town's water system.
- Mr. Smith from the Committee announced that their meeting minutes are in the process of being posted online for easy public access.

• Complaint/Commendation Form

- Chairman Kruckas thanked HR Director Trish Barnes for her outstanding work at developing this form.
- Vice-Chairman Morrin remarked that the Town still lacked an anonymous whistleblower line for reporting town employees, which was requested and would need to be answered by a third party.
- Chairman Kruckas asked how much setting up this third-party line would cost.
- Vice-Chairman Morrin answered with frustration over the fact that the Town has made no progress on finding the data that would answer this question.
- Mr. Beckley stated that the Town could feasibly work with Verizon to set up a new phone line, but the search for a third party to answer it is more complicated.
- Vice-Chairman Morrin complained that he feels the Town Manager's Office is still too involved in the complaint process.
- Chairman Kruckas suggested that a possible solution could be highlighting that all cases where someone does not wish to involve a person on the listed chain in their complaint, they may go to

any member on the Board of Selectmen instead.

- Vice-Chairman Morrin insisted this does not solve situations where someone on the complaint chain is the subject of a complaint, making the process still feel “sticky.”
- Chairman Kruckas decided that this matter should be settled in a private meeting, so as not to waste anymore of the public’s time.

Selectman Barnes made the motion to table this discussion until after the private meeting has been held. Selectman Morrin seconded the motion. The motion passed on a vote of 3 Yes, 0 No, 2 Absent (Selectman McCarthy, Selectman Talbot).

New Business

- **Set Public Hearing Date, National Grid/Verizon pole location (Old Gilbertville Road), October 5 at 7:10 PM**

Selectman Morrin motioned to approve setting the pole petition public hearing date for October 5, 2021 at 7:10 PM. Selectman Barnes seconded the motion. The motion passed on a vote of 3 Yes, 0 No, 2 Absent (Selectman McCarthy, Selectman Talbot).

- **Approval of Correction to Liquor License: Stevens Strong LLC**
 - Mr. Beckley explained that the Building Inspector had assigned unit numbers A-F to the plaza at 164 West Street, and that despite their new store being in Unit D, the Stevens’ original lease and liquor license were both approved for 164B West Street.
 - Chairman Kruckas responded that he was grateful this one instance was a relatively easy fix but complained that mistakes like these not being noticed before approval of the initial license reflect poorly on Town management and end up costing taxpayer money to correct.

Selectman Morrin made the motion to approve the correction to an address error in the Liquor License for Stevens Strong LLC. Selectman Barnes seconded the motion. The motion passed on a vote of 3 Yes, 0 No, 2 Absent (Selectman McCarthy, Selectman Talbot).

Comments and Concerns of Citizens

- **Slum/Blight Clearance**
 - Chairman Kruckas noted that a letter from a resident concerned about this topic had been received by all Board members after the previous meeting.
 - Selectman Barnes thanked the Assessor’s Office for its excellent work with the ongoing maps project and stated that this issue will be discussed in a future meeting.
- **East Street Underpass**
 - Selectman Barnes noted the lack of progress on this construction project, and asked Mr. Beckley if completion before the first snowfall was still the expected deadline.
 - Mr. Beckley answered that the timeline for this project is still highly uncertain.
 - Vice-Chairman Morrin expressed doubt that the Town would see this project completed before the arrival of winter weather.
- **Mary Lane Committee**
 - Mr. Beckley noted the ongoing development of a survey that will be sent to residents which asks about their healthcare needs, in addition to what they would like to see done with the hospital facility after it closes.
 - Chairman Kruckas expressed the desire to see a comments/concerns section added to the survey with an input box for residents to provide thoughts.
 - Mr. Beckley described the proposal to keep the building operating as a medical facility in some capacity.
 - Selectman Barnes noted that if it is converted into an urgent care center or satellite office for a larger hospital, it should be low-income friendly, unlike many existing centers that turn away

uninsured patients.

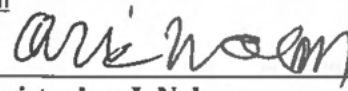
Town Manager Report

- The Town will be hosting Bulky Waste Disposal Day on Saturday, October 2 from 10AM-2PM at Robbins Road.
- The Parks Department continues to work with Selectman McCarthy and town residents to consider the options of either constructing a new pool or repairing the existing Reed Pool.
- As part of the Green Communities Program, Guardian Energy and National Grid are collaborating to develop two grants for improving the LED lighting at the elementary and high schools, while the Town's Green Communities Application will cover the cost of this project for the middle school.
- This program is also considering some minor improvements for the Parks Department, the Library, and the Wastewater Treatment Plant.
- The Town is also researching the possibility of obtaining grants for electric vehicle charging stations.
- The first two options the Town had considered for off-site swim lessons to replace those formerly given at the Reed Pool were not successful. Now, the Town is considering the YMCA in Wilbraham as a possible host.
- Unfortunately, much of the Town's proposed CARES spending was rejected by the state for not being related enough to public health. Now, focus has shifted to the possibility of it funding touchless restroom fixtures and hydration stations at Town Hall.
 - Chairman Kruckas interjected that more diligence should have been used to determine what the state would approve earlier in the process, which would have left more time to plan and make improvements to all town buildings, rather than just Town Hall.
- With the recent rise in COVID cases, the Senior Center has re-implemented its mask mandate, and switched all meals to grab-and-go.
 - Selectman Barnes inquired about the possibility of the Senior Center coordinating meal delivery for the seniors who lack transportation.
 - Mr. Beckley responded that he would discuss this proposal with the Director.
- The new Amherst-Worcester bus route, operated by the Quaboag Connector, will be running its first trip on Thursday, September 23. It will run Thursday through Monday, and it services one stop in each of the nine communities through which it travels.
- Working with a consultant for the Board of Assessors has been a success, and the Town is considering the recommendations that were made in the process, which includes providing greater tax exemptions for seniors.
- Brick laying on Town Hall is expected to begin soon and is currently awaiting samples in development between the architect and the Massachusetts Historical Commission.
- Selectman Barnes asked if it would be possible to preemptively schedule Executive Sessions for every two meetings. Chairman Kruckas answered that this was not allowed, as there need to be specific reasons listed to justify holding any given Executive Session, and there is also the problem of uncertainty regarding how many Selectmen will be in attendance at each meeting.

Adjournment

Selectman Kruckas made the motion at 8:13 p.m. to Adjourn the Regular Meeting. Selectman Morrin seconded the motion. The motion passed on a vote of 3 Yes, 0 No, 2 Absent (Selectman McCarthy, Selectman Talbot).

Attest:



Christopher J. Nolan
Executive Assistant to Town Manager



Knights of Columbus Council 183
P.O. Box 88, Ware, MA 01082



09/02/21

To the Board of Selectman Town of Ware,

The Knights of Columbus would like to hold the annual Tootsie Roll Drive toll road on Main Street downtown Ware on October 9th from 8 am till noon. The drive helps people with intellectual and physical disabilities. Your permission and support would be appreciated. We will provide an insurance binder. and it will be staffed by adults. We will take covid precautions.

Thank You
Paul Harper

413-537-3422

TOWN OF WARE
BOARD OF SELECTMAN

APPLICATION FOR THE CONDUCT OF A "TOLL ROAD"

KNIGHTS OF COLUMBUS
Name of Organization
P.O. Box 88
Address

Date Organization Established

Chairperson/Person in Charge:

Name PAUL HARPER Title CHANCELLOR
Address 132 BACON RD Telephone # 413.537.3422
Email divendict1@comcast.net
Date Requested 10.9.21 Alternate Date _____
Time Requested 8:00 am to 12:00 pm
Purpose CHARITY PEOPLE WITH PHYSICAL AND
Intellectual disabilities.

Number of Participants 10 (Please attach a separate paper listing names, addresses and ages of all participants.)

Attached herewith is a certificate of insurance for the event which designates the Town of Ware as an additional named insured for the event.

I have been provided with a copy of the "Toll Road Policy and Map" and am aware of the requirements associated with its provisions of conduct.

Paul Harper
Signature of Chairperson/Person in Charge

9.30.21
Date

Application Approved by Board of Selectmen on _____

Clerk to Board of Selectmen

cc: Toll Road Approved Applications File
Police Department
Fire Department



Knights of Columbus Council 183
P.O. Box 88, Ware, MA 01082



08/23/21

To the Board of Selectman Town of Ware,

The Knights of Columbus would like to hold the annual Halloween event for the children of Ware on the evening of October 29h 2021. Your permission and support would be greatly appreciated. The event will take place at Grenville Park. As in the past we will disperse treat bags and refreshments at a drive up station in the park. Social distancing will take place.

Thank You
Paul Harper
Parade Chairman
413-537-3422



TOWN OF WARE

SPECIAL EVENT CHECKLIST & APPLICATION PACKET

Thank you for considering Ware as the venue for your organization's special event. While every Town has different procedures, they are typically driven by State regulation. Ware has developed the following Special Event Checklist and Permit Application Packet to help you plan out the logistics of your event. Event sponsors are responsible for obtaining all proper licenses and permits, and abiding by the rules listed on said licenses. It is our hope that this checklist will enlighten you about the permitting process and the various Town Departments involved in event planning.

A **Special Event** is any activity that occurs upon public or private property that affects the ordinary use of parks, playgrounds, beaches, fields, buildings, public streets, right-of-way, or sidewalks and it may feature entertainment, amusements, food and non-alcoholic or alcoholic beverages. Examples of a **Special Event** include (but are not limited to) festivals, road races, Farmer's Markets, block parties, carnivals and parades.

Once you have received the application packet, the best practice is to begin by reading through the Special Event Checklist to determine what is needed for your event. Permits, licenses and inspections may be required for your event. Please check all of the applicable boxes in each section of the checklist. Complete the application packet (the checklist and the permit application) and return it to the Board of Selectmen's office at Town Hall.

Your application packet will be time stamped and forwarded to all departments for DEPARTMENT SIGN OFF AND APPROVAL/COMMENTS. Once all departments have reviewed your application, it will be placed on an upcoming agenda for final approval by the Board of Selectmen.

The authorized special event permit must be posted in a visible location at your event.

THE SPECIAL EVENT PERMIT IS SUBJECT TO ANY AND ALL LAWS, REGULATIONS, STANDARDS, GUIDELINES AND POLICIES OF THE TOWN OF WARE AND DEPARTMENT OR BODY OTHERWISE HAVING JURISDICTION AND FURTHER SUBJECT TO THE SPECIFIC TERMS, CONDITIONS AND RESTRICTIONS PRINTED OR WRITTEN HEREINBELOW OR ATTACHED AND MAY BE VOIDED OR REVOKED AT ANY TIME IF ANY REGULATION, STANDARD, GUIDELINE OR POLICY OF THE TOWN OF WARE ARE VIOLATED.

THIS PERMIT IS GRANTED UPON THE CONDITION THAT THE PERSON OR PERSONS TO WHOM IT IS ISSUED SHALL FULFILL ALL REQUIREMENTS OF THE REGULATIONS GOVERNING OF THE TOWN OF WARE AND SHALL NOT BE TRANSFERRED, ASSIGNED OR CONVEYED.

PEASE NOTE: Contents of this checklist are presumed accurate. All information is subject to change.

Listed below are general items that could apply to any department's requirements for an event:

ADA AWARENESS:

- ☐ Special events should be accessible to people with disabilities. Building Inspections will assist you in ensuring that your event is accessible.

INSURANCE

- ☐ When alcohol is served or sold, an insurance rider in the amount of \$1,000,000 per occurrence with a \$1,000,000 aggregate is required. Be aware that such coverage usually requires a thirty-day lead time.
- ☐ When renting Town property, an insurance rider in the amount of \$500,000 per occurrence with a \$1,000,000 aggregate is required.
- ☐ The vendor must submit an insurance certificate for all coverage, listing the Town of Ware as an additional insured, to the Town Manager's office prior to the event.

NEIGHBOR NOTIFICATION

- ☐ If the special event will require street closings, traffic or bus route changes or other features that will affect the public, the event planner must notify all abutting neighbors and prepare and distribute a press release and a site map to local media outlets ten days before the event.

OVERTIME COSTS

- ☐ Overtime charges *may* be passed along to event organizers requiring inspection services outside of normal business hours.

RAIN DATE / PLAN CHANGES

- ☐ Event organizers must anticipate – and include in their application – changes in plans due to foul weather or other calamities.

TRASH COLLECTION AND REMOVAL

- Event sponsor may be responsible for trash collection and removal. Review details with property owner / manager.
 - ☐ Dumpster permits are issued by Fire Department.

UTILITIES – ELECTRIC, PLUMBING, GAS

- Review requirements with property owner / manager.
 - ☐ Temporary electrical accommodations require services of Wire Inspector (Building Inspection Department-see below) to prevent overloading or other unsafe conditions.
- Each vendor will be restricted to one electrical appliance.
 - ☐ Temporary use of gas or propane will require permits from the Plumbing & Gas Inspector and Fire Department (Building Inspection Department & Fire Department-see below).

TOWN DEPARTMENTS/CONTACTS AND REQUIREMENTS

X **Parks & Recreation Department, Grenville Park (413-531-3879)**

Office Hours: 8:00am to 3:00pm

TOWN PARKS

- ☐ Use of Town Parks requires permission from the Park Commission. The Park Commission meets the first Monday of every month. Requests for park use should be filed 30 days prior to event date.

 Health Department - Town Hall, 126 Main Street (967-9648 x110) *No food, no facilities*

Office Hours: Monday through Friday from 8:30am to 4:00pm

FOOD AND BEVERAGES

- ☐ All vendors that handle, prepare, transport, and/or serve food, non-alcoholic beverages, and pre-packaged retail food must file an application with the Ware Board of Health.
- ☐ All food must be prepared in a Board of Health certified kitchen and transported to event in accordance with all applicable regulations and laws.

SANITARY FACILITIES

- Please specify the restroom facilities that will be used for food service vendors.
- Provisions for safe food handling practices with ready to eat foods include hand-washing stations, disposable gloves, etc. *Tide or treat bags*

Department of Public Works – 4 ½ Church Street (967-9620)

Office Hours: Monday through Friday from 8:00am to 4:00 pm

- ☐ See “Venues” for buildings, parks, school buildings & school grounds
- ☐ Buildings, parks, school buildings & school grounds have separate paperwork and may have fees.
- ☐ You will need to make arrangements for special requests (bathrooms needing to be opened, etc.)

GROUND PENETRATION

- ☐ Make arrangements with property owner / manager if penetrating the ground (tent stakes, etc.), and call Dig Safe at 1-888-Dig-Safe (344-7233), which covers gas, electric and telephone utilities. A report from Dig Safe is required prior to permit approval. Contact Public Works & Utilities for water, sewer and storm water information.
- ☐ Approval is required from Public Works & Utilities.

SIDEWALK CLOSURE / OBSTRUCTION

- ☐ A permit is required from Public Works for sidewalk sales or other obstructions.

Building Inspection Department Town Hall, 126 Main Street (967-9648 x114) {

Office Hours: Monday through Friday from 8 a.m. to 4 p.m.

- ☐ Some events requiring entertainment license (i.e. carnivals) will require Board of Selectmen approval and may also require Building Inspector services.
 - o All amusement rides, including climbing walls, require permits and inspection by State Building Inspectors

OCCUPANCY ISSUES

- ☐ Events utilizing space for purposes other than what the space was designed for (i.e. using a vacant storefront for an entertainment venue) constitutes change of use. Any building in excess of 35,000 cubic feet requires an architect evaluation for change of use. Review proposal (including sketches) with Building Inspector.
- ☐ In a building that has a current certificate of inspection for a place of assembly, the maximum number of people that can occupy the room or space is posted on the certificate.

TENTS

- ☐ Events that gather people outside in a tent or other structures that cover an area in excess of 120 square feet, including all connecting areas or spaces with a common means of egress or entrance which are used or intended to be used for the gathering together of ten or more persons will be required to obtain a permit from the Building Inspection Department. *only 1- 100 square feet*
- ☐ Organizers are encouraged to have the tent rental company secure necessary tent permits.
- ☐ All tents, regardless of size, must be properly secured or weighted.

SIGNAGE

- ☐ Review with property owner / manager and Building Inspector.

X Fire Department, 200 West Street (413-967-5901)

CONCESSION TRAILERS

- ☐ A concession trailer fire safety inspection is required during or prior to the event. A cooking suppression system check is required (certification must be current within 6 months prior). If deep frying is used, you must have a K-Type fire extinguisher. For all other cooking, you must have a 10ABC or larger fire extinguisher.

FIREWORKS / BONFIRES

- ☐ Permit required from Ware Fire Department.
Review with property owner.

GRILLS / PROPANE TANKS

- ☐ Permits required from Plumbing & Gas Inspector and Fire Department for the use of propane tanks or grilling at any public event including concession trailers. The Fire Department needs to know the number and size of propane tanks.

STREET CLOSURES OR DETOURS

- ☒ Notify Fire Department of street closures or detours 24 hours in advance. Also requires approval of the Board of Selectmen *Church Street will have road up traffic*

DUMPSTERS

- ☒ Dumpster permits are issued by Fire Department. *5-6 for 2 days*

X Police Department, 22 North Street (413-967-3571)

STREETS/PUBLIC WAYS – BLOCK PARTIES

NOISE – Hours of operation 8 a.m. to 10 p.m. – Strictly enforced.

- ☐ Notify Ware Police Department if event may exceed acceptable noise levels.

PARKING

- ☐ Review with property owner / manager
☐ May require permission from Ware Police Department.

STREET CLOSURE

- ☐ Permission is required from Ware Police Department for any street closures or detours.

SECURITY DETAILS –

- ☐ Ware Police Department. _____ # of Officers Needed

Board of Selectmen, Town Hall (413-967-9648 x.101)

Office Hours: Monday through Friday from 8:00am to 4:00pm

ENTERTAINMENT LICENSE

- ☐ Outdoor concerts, carnivals, circus, fairs, etc., require permit from Board.
☐ Alcoholic beverages served or sold require license from Board.

RAFFLE – Town Clerk – Non-profit organizations only may receive a raffle permit – proof required

- ☐ A Permit good for one year is required from Town Clerk for any raffle.

SALES / CONCESSIONS (Hawker & Peddler License)

- ☐ State and Licensing Board permits are required for the planned sales or concessions.

WEB LINKS

Links to this document and all of the relevant Town departments are available at: www.TownofWare.com

VENUES

Town Parks

Grenville Park including Bandshell and Pavilion

Veterans Memorial Park and Lot

Memorial Field

Town Hall Auditorium – Capacity 400

Ware Senior Center, Robbins Road

School Buildings

Auditoriums

Cafeteria

Gyms

Classrooms

School Grounds

TOWN OF WARE

SPECIAL EVENT PERMIT APPLICATION
(To be posted or made available at event)

Return to: Board of Selectmen, Town of Ware, 126 Main Street, Ware, MA 01082

APPLICATION PACKET MUST BE RECEIVED NO LATER THAN 30 DAYS PRIOR TO THE EVENT.

Event Name: Halloween Drive Thru Event Producer: Knights of Columbus

Primary Contact Information:

Primary Contact Name: Paul Harper Fax: _____

Non-Profit Organization / Event: Yes X No _____

Day Phone: _____ Cell Phone: 413-537-3422

E-mail: liveaddict1@comcast.net Website: _____

Event Information:

Event Address / Location: Grenville Park Church Street

Starting Date: FRIDAY 10 / 29 / 2021 Time: 12 PM Ending Date: 10 / 29 / 2021 Time: 9 PM

event
6-8 p.m.

Total attendance expected: _____ Rain plan: N/A

List any streets to be closed for special event: None - Church Street crowded

Summary of Event - Please describe the special features of the event within the box below.

The Knights of Columbus will set up and hold a drive through Halloween trick or treat at Grenville Park. Residents will arrive in and remain in vehicles driving through the decorated park stopping for trick or treat bag. Line up of cars extends down Church Street. Open hours are from 6-8 p.m. Cleanup will occur that night. No walk through, but Quabog Connect will provide rides for children/family who cannot access vehicle.

RELEASE/HOLD HARMLESS AGREEMENT (REQUIRED FOR USE OF TOWN PROPERTY ONLY):

I, _____, a representative from _____, does hereby acknowledge that in the course of its use of property owned by the Town of Ware, namely _____ located at _____, Ware, Massachusetts, for the purpose described above, and more particularly by virtue of the presence of its agents, servants, employees and invitees, (hereinafter collectively referred to as _____), in any manner whatsoever shall operate at its own risk on said property of the Town of Ware.

For and in consideration of the use of _____, _____ does for itself and on behalf of its agents, servants, employees and invitees, hereby, jointly and severally, remise, release and forever discharge the Town, it's agents, servants and employees (hereinafter collectively referred to as the "Town"), of and from all debts, demands, actions, and any and all claims or demands whatsoever of any kind for damages or injuries to property or person, which may arise by virtue of _____ use of _____.

_____ further agrees to defend and indemnify and hold harmless the Town from and against any claims of any nature whatsoever and the cost and expense, including, but not limited to, attorney fees and legal costs arising out of any claim in connection with its use of _____.

Said indemnification shall not include claims arising from intentional malfeasance by the agents or employees of the Town of Ware.

Town insurance will cover.

Signed this _____ day of _____, 20____, on behalf of _____ by _____, its _____.

X

[Signature]
Signature of the agent duly authorized by the Special Event Permit applicant to bind it.

Date: ____/____/____

**** This application packet (the checklist and the permit application) will be reviewed by each department for sign-offs. Once all sign-offs have been received, this application packet will be placed on an upcoming agenda for final approval by the Board of Selectmen. ****

Review & Submission for Sign -Offs Provided By Departments
Please note - Departments may provide additional comments below their sign-off

Parks & Recreation _____ Date: _____

Health Department _____ Date: _____

Department of Public Works N/A _____ Date: _____

Building Inspections N/A _____ Date: _____

Fire Department _____ Date: _____

Police Department *[Signature]* _____ Date: 10-01-2021

of Officers (if applicable) 0

nationalgrid

September 8, 2021

The Board of Selectmen of Ware, Massachusetts

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID and VERIZON, covering joint NATIONAL GRID-VERIZON pole location(s)

If you have any questions regarding this permit, please contact:

Jill Wilson 413-267-6019

Please notify National Grid's Lisa Ayres of the hearing date / time.

If this petition meets with your approval, please return an executed copy to each of the above-named Companies.

National Grid: Lisa Ayres; 1101 Turnpike Street; North Andover, MA 01845
978-725-1418

Very truly yours,

Jim Kehrer/lla

Jim Kehrer
Supervisor, Distribution Design

Enclosures

Questions contact - Jill Wilson 413-267-6019
PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS

North Andover, Massachusetts

To the Board of Selectmen
Of Ware, Massachusetts

Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England, Inc requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Old Gilbertville Rd. - National Grid to install (1) JO pole 23-84 and anchor on Old Gilbertville Rd. beginning at a point approximately 2865 feet south of the centerline of the intersection of Sullivan Rd.; 30 feet east of pole #23.

Location approximately as shown on plan attached.

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked – Old Gilbertville Rd. - Ware, Massachusetts.

30417193

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

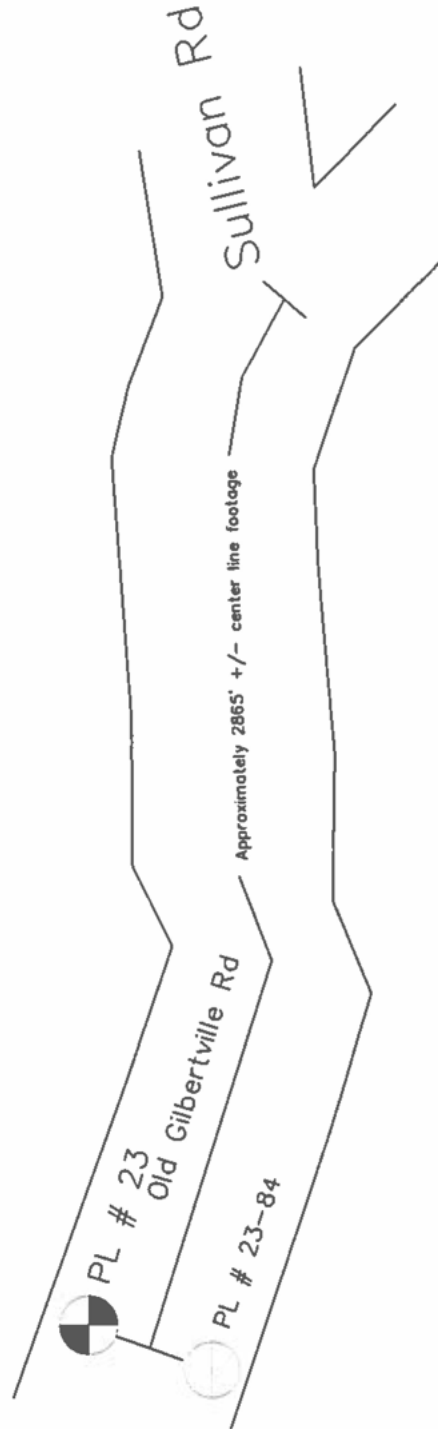
Massachusetts Electric Company d/b/a
NATIONAL GRID *Jim Kehrer/lla*

BY _____
Engineering Department

VERIZON NEW ENGLAND, INC.

BY *Albert E. Bessette*
Manager / Right of Way

Dated: August 4, 2021



LEGEND

- PROPOSED SO POLE
- PROPOSED JO POLE
- ⊗ REMOVED POLE
- ⊕ EXISTING POLE

OH PETITION

Install PL # 23-84 approximately 2865' +/- south of the center line of Sullivan Rd
99 Old Gilbertville Rd Ware MA

Date: 8/3/2021

Designer: Jill Wilson

Work Request: 30417193

nationalgrid



PRELIMINARY FINDINGS

Sewer Rate Evaluation

Ware, MA

Board of Selectmen Meeting
October 5, 2021

RATE FUNDAMENTALS

Rate Setting Principals & Goals

1 Recover full cost of service



All Requirements
Met



Fully
Staffed



Proactive
Repair & Maintenance



2 Distribute costs equitably



Residential
- vs -
Non-Residential



Large Households
- vs -
Small Households



Essential Use
- vs -
Discretionary Use



3 Provide revenue stability & resource protection



Usage
Trends



Rate
Design

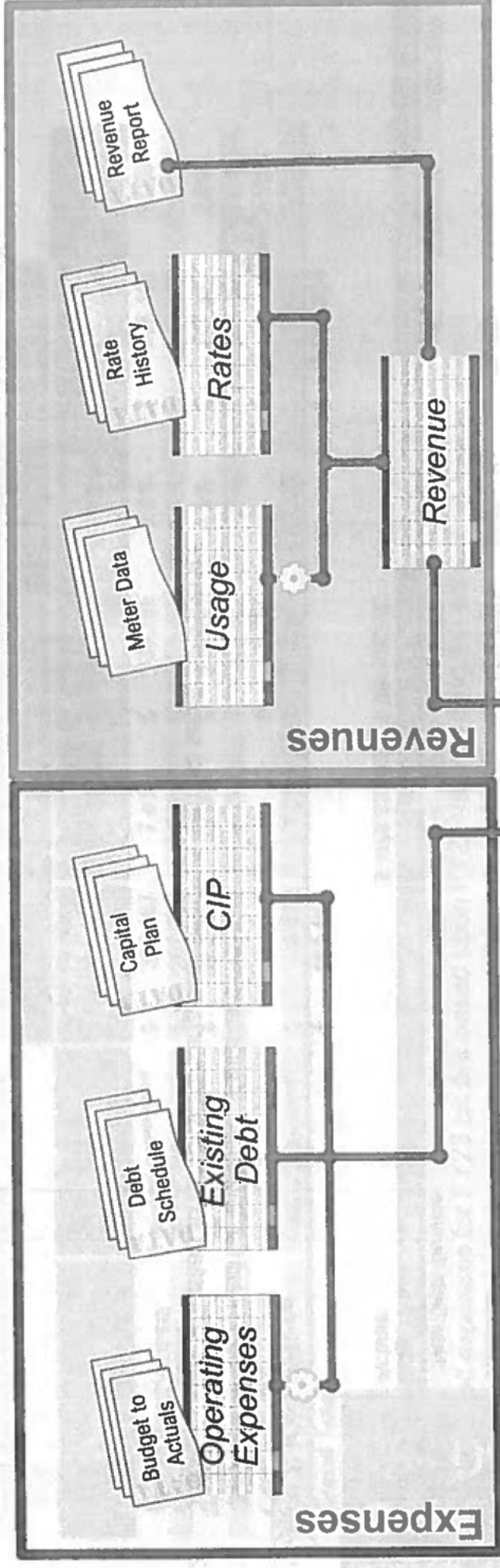


Permit
Limits

RATE MODEL OVERVIEW

1. Project expenses

2. Project revenues



Dashboard

3. Calculate net revenue
4. Adjust rates to maintain fund balance
5. Calculate user costs
6. Evaluate equity
7. Evaluate affordability



Capital expenses are the biggest driver of rate increases

PROJECTING EXPENSES

Town of

Ware

Sewer Enterprise Financial Model

	Actual FY19	Actual FY20	Budget FY21	Budget FY22	Projected FY23	Projected FY24	Projected FY25
Operating Expenses							
Services	\$341,624	\$322,106	\$350,000	\$368,100	\$382,824	\$398,137	\$414,062
Salaries & Wages	\$263,503	\$269,733	\$251,129	\$244,789	\$252,132	\$259,696	\$267,487
Supplies	\$123,049	\$146,460	\$145,000	\$162,000	\$167,670	\$173,538	\$179,612
Indirect Expenses	\$115,947	\$116,216	\$140,728	\$121,664	\$150,000	\$153,000	\$156,060
Other Expenses	\$3,143	\$3,315	\$9,100	\$14,100	\$14,594	\$15,104	\$15,633
Subtotal	\$847,266	\$857,830	\$895,957	\$910,653	\$967,220	\$999,476	\$1,032,855
			4.4%	7.6%	6.2%	3.3%	3.3%
Capital Expenses							
Capital Outlay	\$17,039	\$0	\$0	\$0	\$50,000	\$50,000	\$50,000
Existing Debt Service	\$39,892	\$120,490	\$128,866	\$126,213	\$113,908	\$61,740	\$40,105
Subtotal	\$56,931	\$120,490	\$128,866	\$126,213	\$163,908	\$111,740	\$90,105
New Debt Service	\$0	\$0	\$0	\$0	\$0	\$233,639	\$233,639
TOTAL EXPENSES	\$904,197	\$978,320	\$1,024,823	\$1,036,866	\$1,131,127	\$1,344,855	\$1,356,599
Actuals	\$ 978,320.12	\$ 981,982.60					

Delta Previous

Notes & Key Points

1. Tables are truncated for legibility, charts are not.
2. Indirect costs adjusted to remove existing debt which is carried separately under capital expenses

PROJECTING EXPENSES

Expense Trending Analysis

Category	Trends	FY19 - FY21			FY22	
		Average Budget	% Change	Average Actual	Average Turnback	Budget
Services		\$ 329,167	7.4%	\$ 336,785	-2.3%	\$ 368,100
Salaries & Wages		\$ 262,738	-2.7%	\$ 259,753	1.1%	\$ 244,789
Indirect Expenses		\$ 225,897	33.9%	\$ 210,281	6.9%	\$ 247,877
Supplies		\$ 139,833	4.1%	\$ 139,433	0.3%	\$ 162,000
Capital Outlay				\$ 5,680		\$ -
Other Expenses		\$ 8,033	-1.3%	\$ 2,901	63.9%	\$ 14,100
Grand Total		\$ 965,668				\$ 1,036,866

Notes & Key Points

1. Projected expenses for FY23 on are based upon FY22 values using the escalation factors shown
2. Capital is based upon the Capital Improvement Plan module, not projected
3. Expenses for FY23 on are projected based upon the FY22 Budget** values escalated using the factors shown.

PROJECTING EXPENSES

Capital Improvement Planner

5

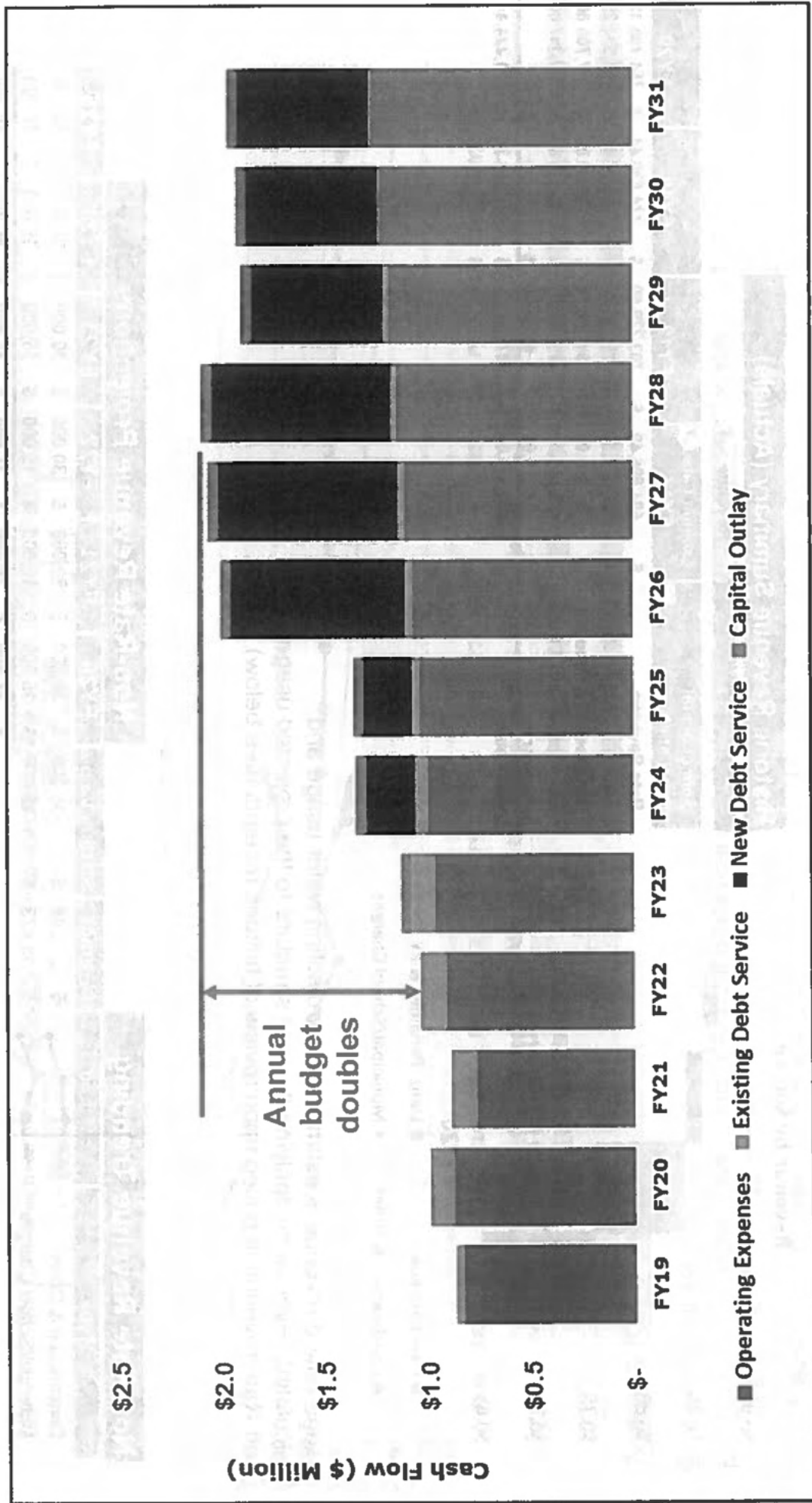
ID	System	Scope	Description	Funding source	Interest Rate	Estimated Cost	Cost Year	Escalated Cost	Start Year	Term
1	Collection	Eng +Const.	Influent Screen Upgrade	ARPA		\$ 1,400,000	2023	\$ 1,400,000	2023	1
2	Collection	Engineering	WWTF Assessment	Rate	--	\$ 50,000	2023	\$ 50,000	2023	1
2	Treatment	Engineering	WWTF Improvements	Debt	3.0%	\$ 1,000,000	2022	\$ 1,070,000	2024	5
3	Treatment	Construction	WWTF Improvements	SRE	2.4%	\$ 10,000,000	2021	\$ 11,600,000	2026	30
4	Collection	Eng +Const.	Sewer Rehabilitation	Debt	3.0%	\$ 1,000,000	2021	\$ 1,200,000	2027	20
5	Collection	Eng +Const.	Ongoing SSES and Rehabilitation	Rate	--	\$ 50,000	2021	\$ 50,000	2024	10
6	Collection	Eng +Const.	Project No. 1 - Longview Street	Debt	3.0%	\$ -	2021	\$ -	2026	20
7	Collection	Eng +Const.	Project No. 2 - Meadow Heights	Debt	3.0%	\$ -	2021	\$ -	2027	20
8	Collection	Eng +Const.	Project No. 3 - Malboeuf Road	Debt	3.0%	\$ -	2021	\$ -	2028	20
9	Collection	Eng +Const.	Project No. 4 - Mountain View	Debt	3.0%	\$ -	2021	\$ -	2029	20
10	Collection	Eng +Const.	Project No. 5 - Palmer Road	Debt	3.0%	\$ -	2021	\$ -	2030	20
11	Collection	Eng +Const.	Project No. 6 - Old Belchertown	Debt	3.0%	\$ -	2021	\$ -	2032	20
12	Collection	Eng +Const.	Project No. 7 - Beaver Lake	Debt	3.0%	\$ -	2021	\$ -	2033	20
Total						\$13,500,000		\$ 15,370,000		

Notes & Key Points

1. Critical need project, funding with ARPA money was proposed by DPW
2. WWTF Upgrade project: \$10M used for planning purposes
3. Design cost assumed to be funded through BAN or other short-term financing
4. Assessment project is to review and update previous (2016) scope and cost
5. *Timing (start year) based upon distribution of costs NOT upon engineering review of criticality or condition and should be considered as placeholders pending further evaluation. All subsequent rate adjustments and cost impacts are subject to change based upon changes to the CIP.*

WMO-2501-IMP-EXP-FA252

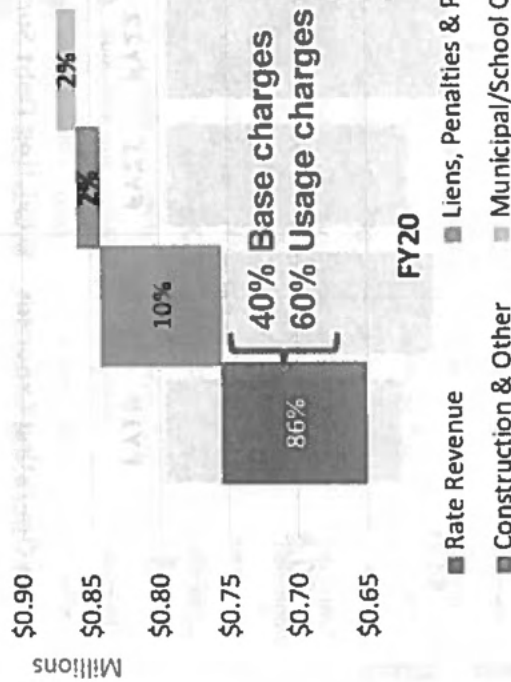
PROJECTING EXPENSES



PROJECTING REVENUES

Revenue consists of Rate Revenue (receipts from customer payment of sewer bills) and Non-Rate Revenue (all other sources of revenue)*

Revenue by Source



Historic Revenue Summary (Actuals)

Type	Revenue	J
Sum of Actual Row Labels	Column Label	J
	FY17	
Rate Revenue	\$ 684,896.49	\$ 703,779.60
Liens, Penalties & PY	\$ 86,148.57	\$ 79,263.54
Construction & Other	\$ 35,550.00	\$ 39,366.95
Municipal/School Charges	\$ 19,351.00	\$ 16,974.00
Transfer In	\$ 10,379.00	\$ 8,564.00
Grand Total	\$ 836,325.06	\$ 847,948.09
		\$ 921,263.24
		\$ 873,224.44

Usage based revenue is estimated by projecting water usage and calculating revenue by applying the rate structure to the projected usage. Non-Rate revenue is based upon review of historic receipts (see below)

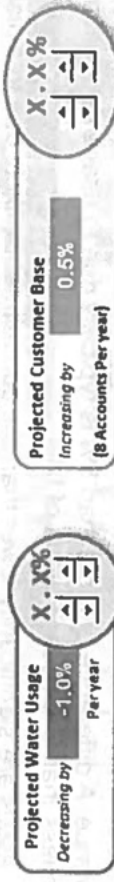
Non Rate Revenue Trending

Type	Trend	Average	Starting Value	FY20	FY21	FY22	FY23	FY24	FY25
Construction & Other		\$ 31,304	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Municipal/School Charges		\$ 18,673	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
				\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000

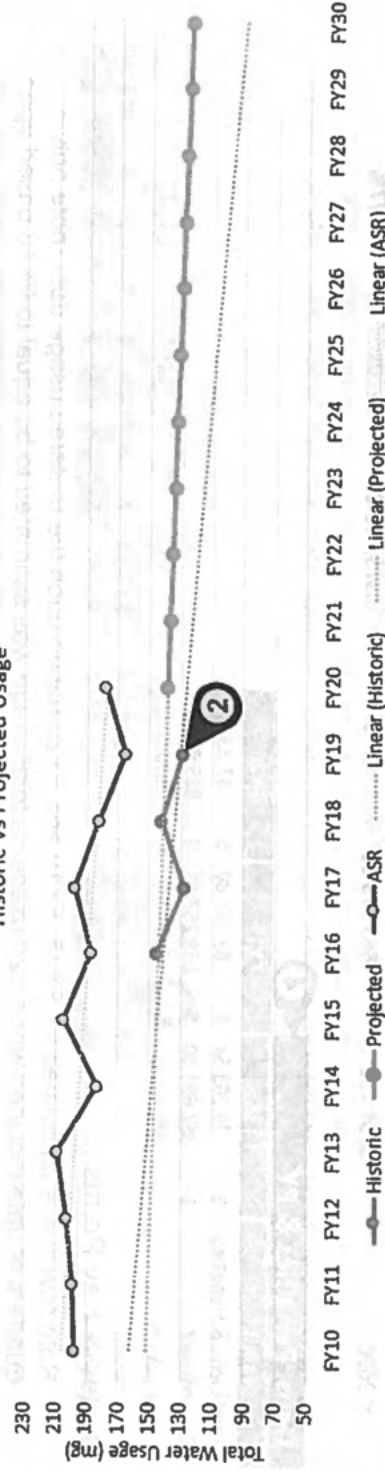
* Liens and penalties are handled separately, see p. 10

PROJECTING REVENUES

Usage Analysis and Projections



Historic Vs Projected Usage



Notes & Key Points

- Source data
ASR: Ware Water District Annual Statistical reports (used to gain overall sense of water use trends)
Historic: Meter data from Town
- Discrepancy between usage and commitments for FY19

PROJECTING REVENUES CALIBRATING THE RATE MODEL

Revenue Calibration				
Year	Commitments	Model	Delta (\$)	Delta (%)
FY 2018	\$ 867,684.00	\$ 897,295.86	\$ 29,611.86	3%
FY 2019	\$ 859,267.41	\$ 788,276.18	\$ (70,991.23)	-9%
FY 2020	\$ 863,879.00	\$ 938,900.75	\$ 75,021.75	8%

Collection Ratio				
Year	Collected	Commitment	CF - Commit	Model
FY 2018	\$703,779.60			\$897,295.86
FY 2019	\$774,530.44	859,267.41	90%	\$788,276.18
FY 2020	\$754,798.15	863,879.00	87%	\$975,495.84

Liens, Penalties & PY			
Description	FY18	FY19	FY20
Total Liens & Penalties	\$ 79,263.54	\$ 89,157.80	\$ 87,334.29
Commitment	\$ 867,684.00	\$ 859,267.41	\$ 885,010.41
As %	9%	10%	10%

Notes & Key Points

- Rate revenue is calculated for FY18, FY19 and FY20 based upon the metered usage data (note only 3 quarters of data included with FY20 usage so total usage was estimated to be equal to FY18 based upon ASR data)
- Commitments are the sum total of sewer bills for a given fiscal year, this should equal the calculated (model) revenue. A difference of more than 5% is typically due to usage data anomalies or commitments based upon less than a full year's worth of bills
- The model results are significantly lower than the commitments, likely due to a discrepancy in usage data.
- Collection ratio and Liens, Penalties and prior year are used to convert theoretical (calculated) revenue to actual (collected revenue)

PROJECTING REVENUES – USER CHARGES

Proforma: Alt. A - 100% Rate Funded

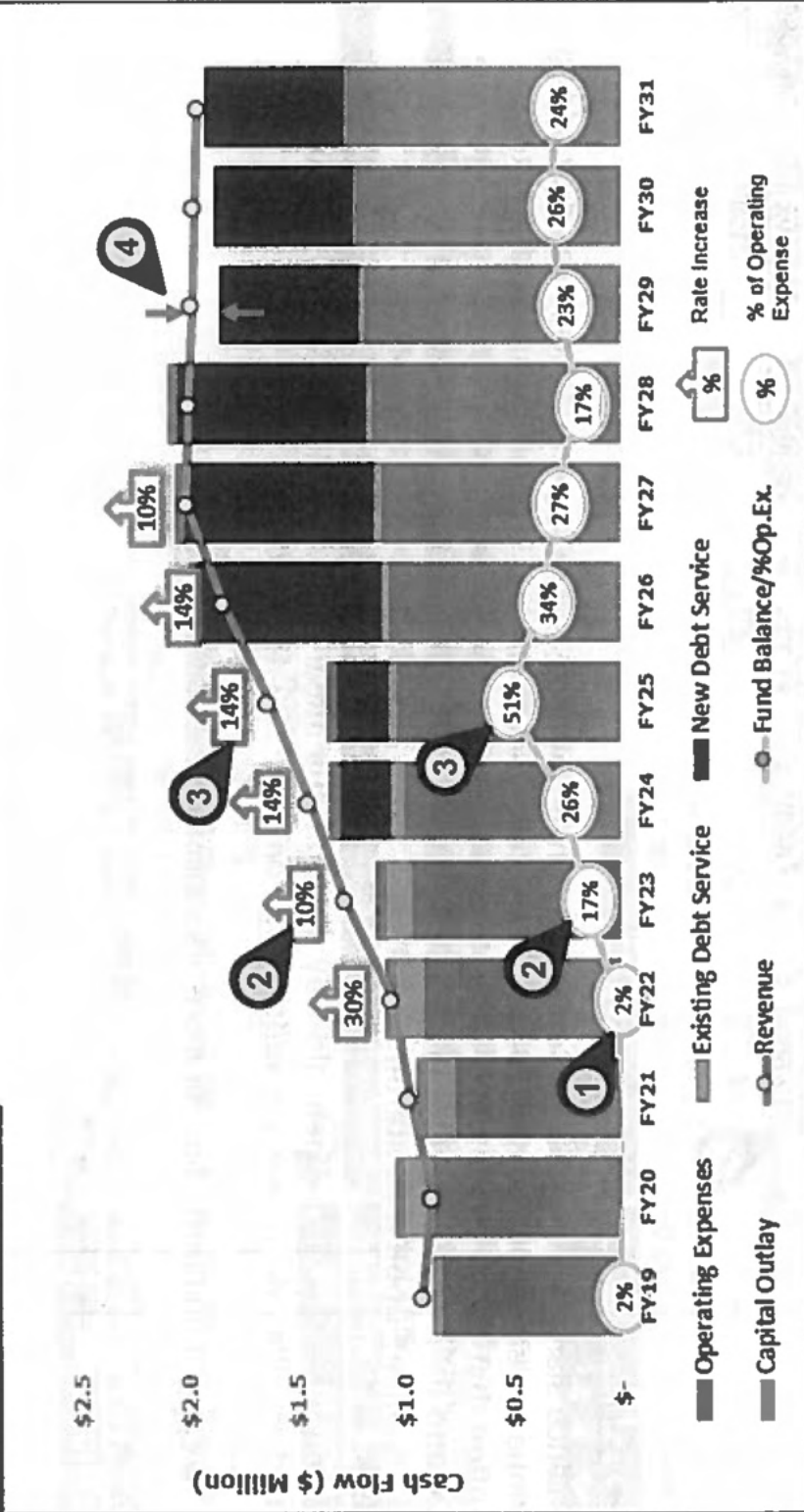
Revenue	MID YEAR					FY25	
	FY20	FY21	FY22	FY23	FY24	FY25	FY25
			30%	10%	10%	10%	10%
Rate Revenue	\$ 754,798	\$ 840,827	\$ 888,066	\$ 1,095,173	\$ 1,197,824	\$ 1,310,158	
Non Rate Revenue	\$ 118,426	\$ 136,041	\$ 170,171	\$ 181,897	\$ 194,728	\$ 208,770	
Total Revenue	\$ 873,224	\$ 976,867	\$ 1,058,237	\$ 1,277,069	\$ 1,392,552	\$ 1,518,928	
Delta previous (Rate Revenue)		11.4%	5.6%	23.3%	9.4%	9.4%	
Net Revenue							
Fund Balance	\$ (105,096)	\$ (5,115)	\$ 21,371	\$ 144,709	\$ 45,022	\$ 157,984	
(as % OpEx)	\$ (12,583)	\$ (17,698)	\$ 21,371	\$ 166,080	\$ 211,102	\$ 369,086	
	-1%	-2%	2%	17%	21%	36%	

Notes & Key Points

1. Fund balance starting point is FY20 Certified Retained Earnings. Subsequent years calculated by adding net revenue (revenue minus expenses) to the previous years balance. Proforma is based upon the assumption that the General Fund will subsidize the sewer enterprise negative retained earnings for FY20 and FY21 with no reimbursement from the Sewer Enterprise. Therefore, the fund balance for FY22 is based upon a \$0 starting balance.
2. Rate increase assumed to happen mid-way through this fiscal year. Accordingly, 50% of the revenue associated with the rate increase is subtracted from the FY22 rate revenue.
3. See proforma chart on next page for more discussion on rate setting methodology.

PROJECTING REVENUES – USER CHARGES

Alt. A – 100% Rate Funded

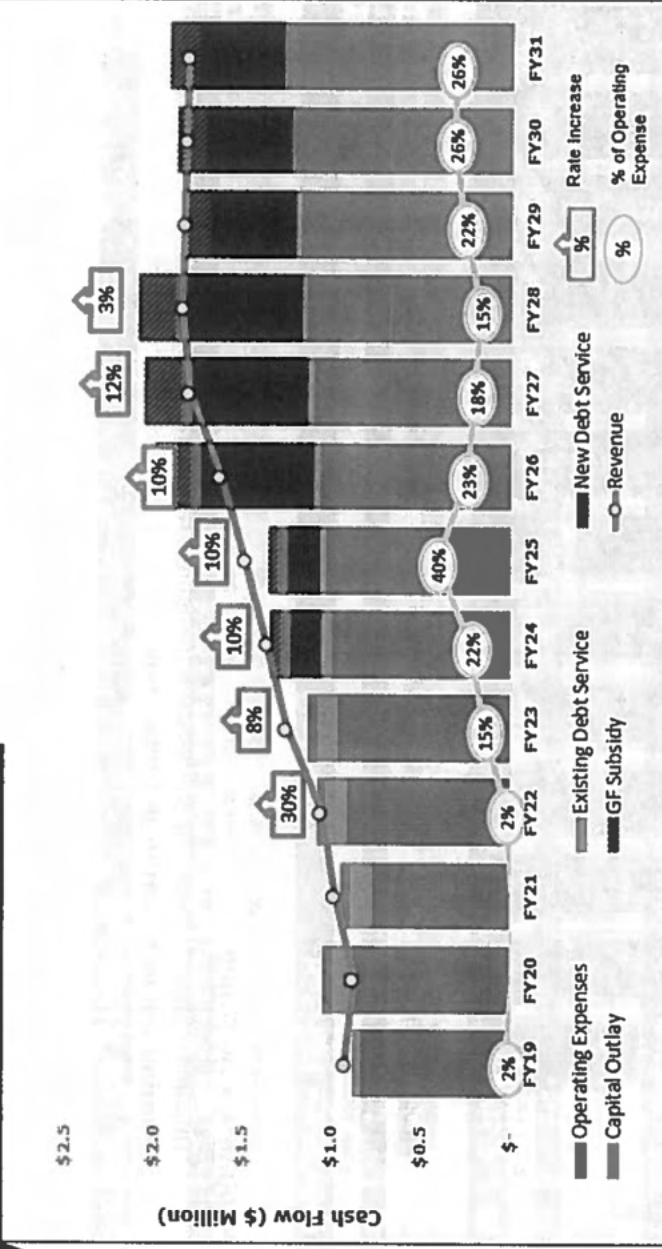


Notes & Key Points

1. See Note 1 on previous page.
2. Rate increases are set based upon maintaining a minimum target fund balance. Our default target of 20% of operating expenses (2+ months operating costs), was reduced to 15% to reduce rate increases.
3. Rate increases represent a balance between near term and long-term impacts.
4. The 'gap' between revenue and expenses is due to the CIP which consists of placeholders and will likely be taken up by future capital needs.

PROJECTING REVENUES – USER CHARGES

Alt. B - 25 % General Fund Contribution

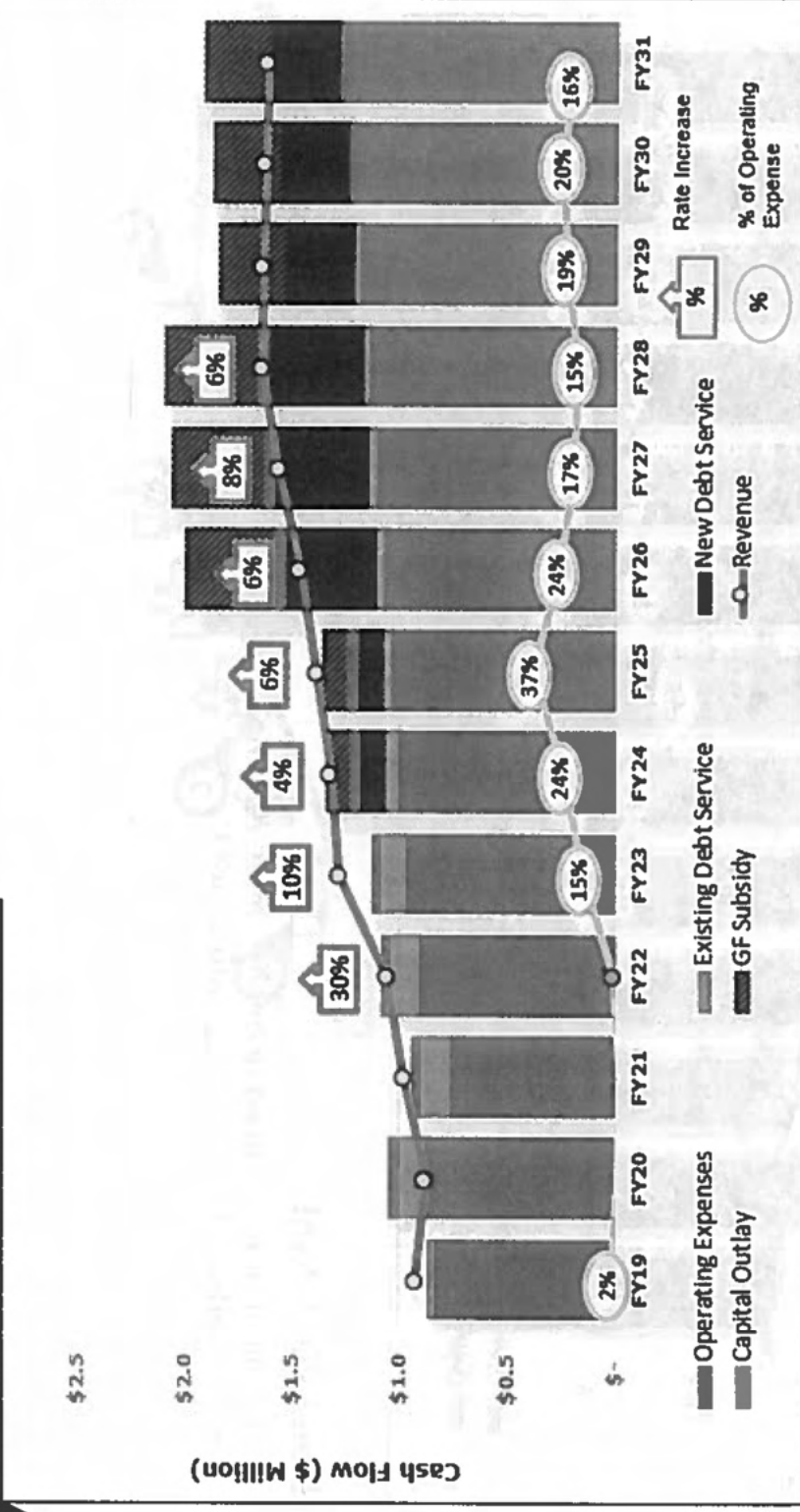


Notes & Key Points

1. This alternative is based upon the same (existing) rate structure as Alternative A with a General Fund contribution of 25% of ALL future debt.

PROJECTING REVENUES – USER CHARGES

Alt. C – 50 % General Fund Contribution



Notes & Key Points

1. This alternative is based upon the same (existing) rate structure as Alternative A with a General Fund contribution of 50% of ALL future debt.

RATES

Existing Rates - Do Nothing

Rate Increase	Base Charge		Consumption		4%		5%		0%																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						

Alt. A - 100% Rate Funded

Description	Base Charge	Rate Increase		Consumption															
		4%	5%	0%	0%	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Base Charge																			
Usage																			

Alt. B - 25 % General Fund Contribution *

Description	Base Charge	Rate Increase		Consumption															
		4%	5%	0%	0%	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Base Charge																			
Usage																			

Alt. C - 50 % General Fund Contribution *

Description	Base Charge	Rate Increase		Consumption															
		4%	5%	0%	0%	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Base Charge																			
Usage																			

RATES AND USER COSTS

Annual User Cost (Based upon a 2.5 person household using 50 gallons per person)												
Scenario	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	Total		
Alt A. - 100% Rate Funded	\$552	\$629	\$717	\$818	\$900	\$900	\$900	\$900	\$900	\$7,214		
Annual Increase / decrease	\$50	\$77	\$88	\$100	\$82	\$0	\$0	\$0	\$0	\$0		
Alt B. - 25% GF Contribution	\$542	\$596	\$656	\$721	\$808	\$832	\$832	\$832	\$832	\$6,652		
Tax impact	\$0	\$15	\$15	\$54	\$56	\$56	\$41	\$41	\$41	\$320		
Total	\$ 542	\$ 611	\$ 671	\$ 775	\$ 864	\$ 888	\$ 873	\$ 873	\$ 873	\$ 6,972		
Annual Increase / decrease	\$40	\$69	\$60	\$105	\$89	\$24	-\$15	\$0	\$0	\$0		
Cost Savings over Alt A	\$10	\$18	\$47	\$42	\$36	\$11	\$26	\$26	\$26	\$242		
Alt C. - 50% GF Contribution	\$552	\$574	\$609	\$645	\$697	\$738	\$738	\$738	\$738	\$6,030		
Tax impact	\$0	\$30	\$30	\$108	\$112	\$112	\$82	\$83	\$83	\$640		
Total	\$552	\$604	\$638	\$753	\$809	\$851	\$821	\$821	\$821	\$6,670		
Annual Increase / decrease	\$50	\$22	\$34	\$37	\$52	\$42	\$0	\$0	\$0	\$0		
Cost Savings over Alt A	\$0	\$25	\$79	\$65	\$91	\$49	\$79	\$79	\$78	\$544		

Notes & Key Points

1. Annual increase on real estate tax (applies to all residents), see next page for calculations
2. The total cost of each alternative for FY23-FY31 is provided to allow for quick comparison of residential cost impacts between alternatives

TAX IMPACTS

	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31
--	------	------	------	------	------	------	------	------	------

General Fund Contribution

Total Debt Service	\$ -	\$ 233,639	\$ 233,639	\$ 842,637	\$ 872,591	\$ 872,591	\$ 638,952	\$ 638,952	\$ 638,952
GF contribution @ 25% Share	\$ -	\$ 58,410	\$ 58,410	\$ 210,659	\$ 218,148	\$ 218,148	\$ 159,738	\$ 159,738	\$ 159,738
GF contribution @ 50% Share	\$ -	\$ 116,820	\$ 116,820	\$ 421,319	\$ 436,296	\$ 436,296	\$ 319,476	\$ 319,476	\$ 319,476

General Fund Contribution as % of Levy

Total Levy	\$ 17,300,350	\$ 17,945,206	\$ 18,614,099	\$ 19,307,923	\$ 20,027,610	\$ 20,774,122	\$ 21,548,460	\$ 22,361,681	\$ 23,184,801
GF contribution % of levy @ 25% Share	-	0.33%	0.31%	1.09%	1.09%	1.05%	0.74%	0.71%	0.69%
GF contribution % of levy @ 50% Share	-	0.65%	0.63%	2.18%	2.18%	2.10%	1.48%	1.43%	1.38%

Mill Rate (\$/1000\$)

Increase to Mill Rate @ 25% Share	\$23.02	\$23.88	\$24.77	\$25.70	\$26.66	\$27.65	\$28.68	\$29.75	\$30.86
Increase to Mill Rate @ 50% Share	\$0.08	\$0.16	\$0.16	\$0.28	\$0.29	\$0.29	\$0.21	\$0.21	\$0.21

Property tax Impact on Single Family Residence (SFR)

Average valuation of SFR	\$ 192,097	\$ 192,385	\$ 192,674	\$ 192,964	\$ 193,254	\$ 193,544	\$ 193,835	\$ 194,127	\$ 194,418
SFR Tax Bill before GF contribution	\$4,423	\$4,595	\$4,773	\$4,959	\$5,151	\$5,351	\$5,559	\$5,775	\$6,000
Est. Increase in SFR Tax Bill @ 25% Share	\$0	\$15	\$15	\$54	\$56	\$58	\$41	\$41	\$41
Est. Increase in SFR Tax Bill @ 50% Share	\$0	\$30	\$30	\$108	\$112	\$112	\$82	\$83	\$83

RESIDENTIAL CUSTOMER IMPACTS & AFFORDABILITY -



Measuring Affordability. Affordability, like temperature, is highly subjective. To determine whether or not water and sewer costs represents a financial burden we use the two most common and appropriate indicators.

The Residential Indicator. Adopted from EPA guidance developed in the late 90's to determine the cost impacts of federal regulatory programs, this indicator divides the total annual cost of water and sewer and divides it by the median household income. A score of 2% or more is considered to be a financial burden.

Residential Indicator Annual Cost as % MHI - MHI Escalated at 1% per year

Scenario	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31
100% Rate Funded	1.3%	1.5%	1.7%	1.9%	2.1%	2.1%	2.1%	2.1%	2.1%
25% GF Contribution	1.3%	1.4%	1.6%	1.8%	2.0%	2.1%	2.0%	2.0%	2.0%
50% GF Contribution	1.3%	1.3%	1.4%	1.5%	1.6%	1.7%	1.7%	1.7%	1.7%

The Household Burden Indicator. Introduced in 2019, this indicator is based the lowest quintile income (the lowest 20%), which is more representative of household financial status. The second component, the Poverty Prevalence Indicator is the percentage of the community below 200% of the Federal Poverty Level. The burden is determined by using the chart below.

Household Burden - LQI Escalated at 1% per year

Scenario	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31
100% Rate Funded	5.3%	5.9%	6.5%	7.3%	7.9%	8.2%	8.5%	8.5%	8.5%
25% GF Contribution	5.2%	5.8%	6.3%	7.1%	7.7%	8.2%	8.3%	8.4%	8.4%
50% GF Contribution	5.3%	5.6%	6.0%	6.4%	6.9%	7.4%	7.6%	7.7%	7.7%

Ware Income Data (US Census)

Median Household Income: \$42,769
 Lowest Quintile Income: \$17,621
 Poverty Prevalence Indicator: 35%

Household Burden Indicator	Poverty Prevalence Indicator		
	>= 35%	20% to 35%	<20%
> = 10%	Very High Burden	High Burden	Moderate - High Burden
7% to 10%	High Burden	Moderate - High Burden	Moderate - Low Burden
<7%	Moderate - High Burden	Moderate - Low Burden	Low Burden



Memo

To: Board of Selectmen

From: Christopher J. Nolan

Date: October 5, 2021

Re: Schedule Public Hearing for Liquor License #22 (Brookside Mart, Inc.)
Amendment- Change of Manager

Selectmen- Please consider the following motion

- Move to schedule a public hearing regarding a Change of Manager Amendment
Application submitted by Liquor License #22- Brookside Mart, Inc. for Tuesday, October 19, 2021, at 7:10PM.

Thank you for your consideration.

Nolan, Christopher

From: Beckley, Stuart
Sent: Friday, September 17, 2021 2:41 PM
To: Nolan, Christopher
Subject: FW: BLR Meeting last night and upcoming Town Meeting Oct. 5th

Please place the below request on the Select Board agenda for October 5.

Thank you.

From: Elaine Murphy <elainemurphy243@hotmail.com>
Sent: Friday, September 17, 2021 2:25 PM
To: Beckley, Stuart <sbeckley@townofware.com>; Crevier, Shawn <CrSH@townofware.com>; Morrin, John <jmorrin@townofware.com>; Niedzwiecki, Charles <CNiedzwiecki@townofware.com>
Cc: dels6938@gmail.com; edmurphy55@hotmail.com; Rosie (neighbor) <rosiedp2511@gmail.com>; Lynn Lak <llak310@comcast.net>; Bill Lak <lakemanib@gmail.com>; Lori <lr3cmooney@comcast.net>
Subject: BLR Meeting last night and upcoming Town Meeting Oct. 5th

CAUTION: This email originated from outside of the Town of Ware organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning Town Manager Beckley, Chief of Police and Public Safety Officer Crevier, Selectman Morrin and Highway Department Supervisor Niedzwiecki,

Thank you for making your way to Beaver Lake Road ("BLR") last evening to continue the discussion with the residents here regarding concerns for the ongoing BLR traffic issues. It was a very productive meeting leaving us heard and optimistic about the traffic calming options discussed.

As of now, the BLR residents present at last night's meeting are respectfully requesting that the following items be added to the October 5th Town Meeting Agenda:

1. We are seeking the installation of 2-3 Stop Signs in and around the intersection of BLR and Beaver Road.
- 2.
3. We are seeking the addition of Crosswalks, minimally at the beginning and ending of South Beach together with "SLOW" stenciled approaching the Crosswalks in both North and South directions.

With respect to the other options discussed, to wit, the narrowing of the road and/or the installation of rumble strips, the residents here feel more due diligence on our part is necessary before moving forward with either suggestion. We wish to be careful in pushing for measures that are minimally invasive on the community but maximize the potential for keeping our residents safe. If we find that the combination of Stop Signs,

Crosswalks and Stencils (once approved and installed) fail to mitigate the current concerns sufficiently, we will meet again to discuss the other and further alternatives.

On behalf of our community, I again thank you for your response to our concerns and look forward to continuing our efforts with your assistance.

Regards,

Elaine Murphy
306 Beaver Lake Road



TOWN OF WARE, MASSACHUSETTS
OFFICE OF THE TOWN CLERK

126 MAIN STREET, STE. F, WARE, MASSACHUSETTS 01082

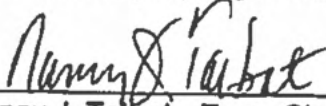
NANCY J. TALBOT
TOWN CLERK

CERTIFIED COPY OF VOTE

At a legal meeting of the qualified voters of the Town of Ware, held on Monday May 24, 2021, action as follows was passed under:

Article 17. Passed with 105 in favor and 16 opposed that the Town authorize the Board of Selectmen on behalf of the Town of Ware, to acquire by gift the parcel of land on West Main Street known as Assessors Map 60, Parcel 156-1, and to further authorize the Board of Selectmen to dispose of said property in the best interest of the Town.

A true copy attest:


Nancy J. Talbot – Town Clerk, Ware, MA

July 15, 2021

September 17, 2021

I/We do hereby certify to the following:

I James Kelly give the Town of Ware the parcel of land located on West Main St known as Assessors Map 60, Parcel 156-1 as a gift.

James J Kelly
Signature

9/20/21
Date



TOWN OF WARE


Office of the Town Manager
Ware, Massachusetts 01082-0089

Tel. 413-967-9648 Fax 413-967-9649

September 30, 2021

To : Select Board

CC : Trish Barnes, HR Director
C. Niedzwiecki, Highway Supervisor

From : Stuart Beckley, Town Manager 

After review and interview of candidates, the Human Resource Director and I recommend that the Board approve the appointment of Charles Niedzwiecki as Interim Director of Public works for a period of six months. Mr. Niedzwiecki has done exemplary work as Highway Supervisor, and we strongly believe he is well suited for this position. There is a strong team in place to support the department. Six months will give both Mr. Niedzwiecki and the Town time to determine if this is a strong fit.

This appointment would commence on Sunday, October 18.

Thank you for your consideration.

TOWN CLERK

Memo

To: Board of Selectmen

From: Nancy J. Talbot 

cc:

Date: October 1, 2021

Re: 2020 RePrecincting

The Federal Census was conducted in 2020, and as is the process after each federal census all communities in MA must comply with the guidelines and vote appropriately to approve the numbers of voters (fairly balanced) in all precincts within their communities.

Based on our population Ware has had three precincts for more than 20 years. In reviewing the totals from the 2010 census I found that –Precinct A had 3284 voters, Precinct B had 3291 voters and Precinct C had 3263; totaling 9838. In the 2020 Federal Census, the map as compiled with help from the Secretary of State's office the numbers are as follows – Precinct A has 3285, Precinct B has 3301 and Precinct C has 3480 voters; totaling 10,166.

As required by law the board must vote at their 10/5/2021 meeting to approve the 2020 reprecincting plan; thereafter I will submit the documentation to the Secretary of State.

COPY

October 5, 2021

Local Election Districts Review Commission
Office of the Secretary of the Commonwealth
c/o Elections Division
One Ashburton Place, Room 1705
Boston, MA 02108

EW: Town of Ware – 2020 RE-PRICINCTING

We, the undersigned, hereby certify that at a meeting held on on October 5, 2021, the Select Board voted to accept as presented by the Town Clerk the 2020 Re-Precincting Plan for the Town of Ware.

A true copy attest:

Signed:

Keith J. Kruckas - Chairman

Nancy J. Talbot – Town Clerk

John J. Morrin

Thomas H. Barnes

Caitlin M. McCarthy

Nancy J. Talbot

COPY



TOWN OF WARE

Town Manager

126 Main Street

Ware, MA 01082

413-967-9648 x100

Town Manager Updates October 5, 2021

Dates

Bulky Waste Collection – October 2

Parks Commission – Monday

Hospital Committee – Wednesday

Planning Board - Thursday

The Town's Green Communities application includes:

Ware, Town of Projects	Gross Cost	Incentive	Net Cost	GC Funding needed
G-6982 WWTP Boiler	\$ 63,481.00	\$ -	\$ 63,481.00	\$ 63,481.00
MS Lighting	\$ 87,103.00	\$ 17,180.00	\$ 69,924.00	\$ 69,924.00
HS Library LED	\$ 21,686.00	\$ 3,900.00	\$ 17,786.00	\$ 17,786.00
Ware Library LED	\$ 35,796.00	\$ 2,610.00	\$ 33,186.00	\$ 33,186.00
Ware SMK Elementary LED OBR	\$ 85,796.00	\$ 24,060.00	\$ 61,736.00	\$ -
Ware HS LED OBR	\$ 99,963.00	\$ 28,200.00	\$ 71,763.00	\$ -
Total Grant Application				
\$ 184,377.00				

Dispatch conversion to WESTCOMM. The plans are to complete the conversion in mid-November.

The Veterans Council has scheduled the Veterans Day parade for November 11 at 1 p.m. and invites the Board to attend.

Main Street construction is moving along. The project electrician is completing work on the traffic signals, though National Grid is needed to move some light poles. Palmer Paving will be in next week for paving. A part that will allow the completion of the decorative lights is on backorder, so the lights may be installed but may not be able to be electrified by the scheduled end of the project in November. This will affect the wiring for the holiday decorations.

Palmer Paving will be milling and paving West Warren Road beginning on Monday. This week All State stone sealed Cummings and Greenwich Plains roads.

After 13 years of service as the Outreach Worker at the Senior Center Maire Brighid Bresnahan is moving on to another position. Maire was very helpful to residents in finding shelter, heat, food, social security information and insurance. After 11 years with the

department, Firefighter Ryan Bateman is also moving on. HR will be working with both department heads to fill these positions.

By the middle of next week, the Town will post surplus property from the Cemetery Commission and two dump trucks on Municibid, an on-line auction site. The Town will advertise this on the website.

Beckley, Stuart

From: Avis, Mark
Sent: Thursday, September 30, 2021 8:57 AM
To: Beckley, Stuart
Subject: Veterans Day

Stuart:

At the last Veterans Council meeting it was decided to see if it is ok to hold the Veterans Day Ceremony on Thursday November 11th at 1:00P.M.. The Parade will begin at the American Legion Home on Maple and conclude with a ceremony in Veterans Park .

As always we would like to invite the members of the Board of Selectman as well as our Elected State Officials to participate in the parade/ceremony. As always after the parade there will be lite refreshments at the American Legion for all participants.

Thanking you in advance for your support of this endeavor,

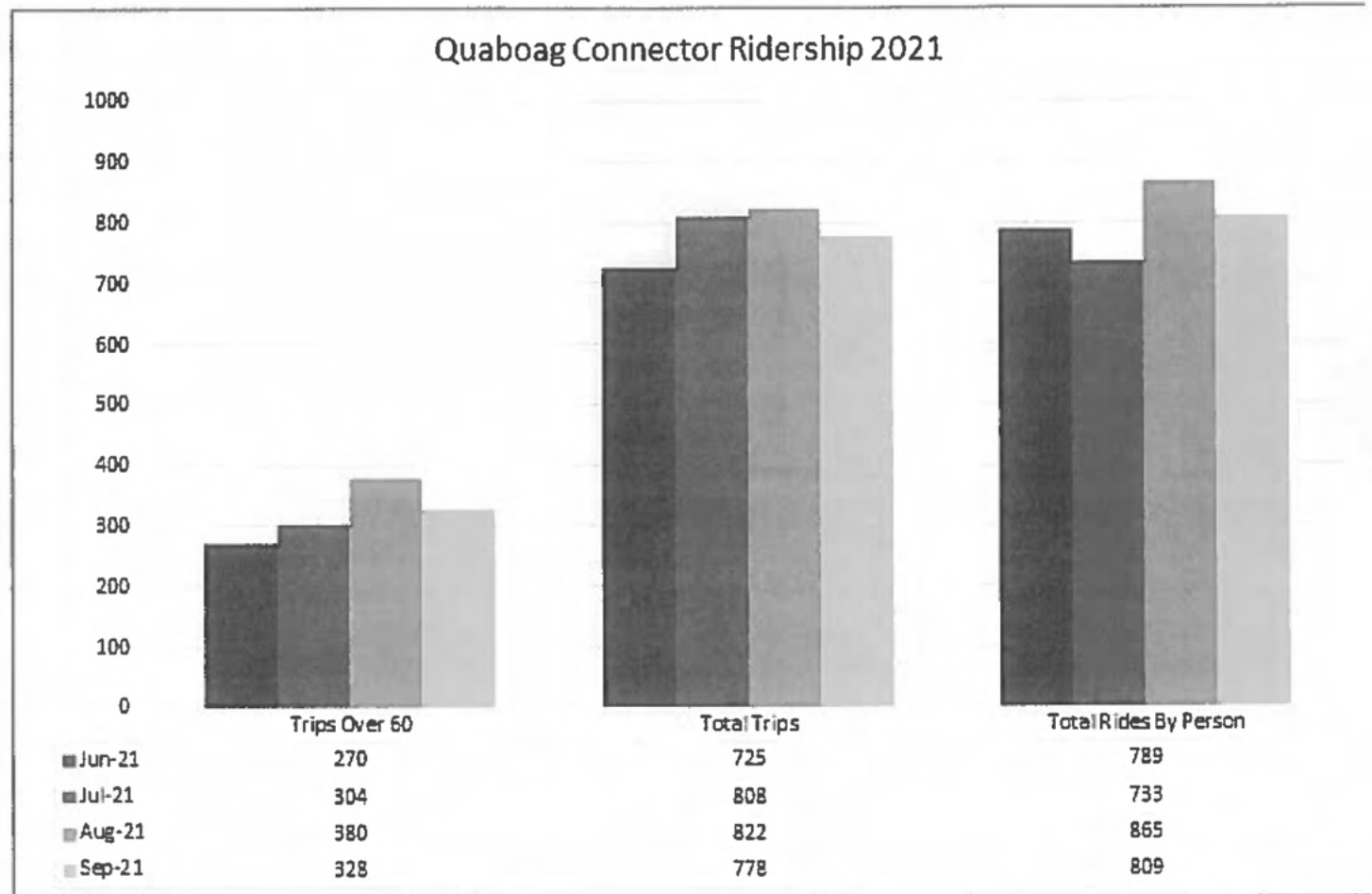
Mark Avis
Veterans Agent
Secretary Veterans Council.

Beckley, Stuart

From: MelJean <MelJean@qvcdc.org>
Sent: Friday, October 1, 2021 9:05 AM
To: Beckley, Stuart; Jen Healy; Sheila Cuddy
Subject: September 2021 Numbers

CAUTION: This email originated from outside of the Town of Ware organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

June – Sept 2021 Quaboag Connector Numbers



Mel-Jean Gravel
Rural Transportation Dispatch and Reservation Manager
Quaboag Connector
Quaboag Valley Community Development Corporation
23 West Main Street
Ware, MA 01082

COVID-19 Statistics as of 9/30/21



COVID-19 Updates and Information

Data as of September 30 2021

Ware COVID-19 Numbers (reporting period 9/12/21 - 9/25/21):

Total Case Count:	813
Cases in reporting period:	72
Cases in previous reporting period:	73
Incidence Rate (cases/100,000 residents):	50.6
Incidence Rate in previous reporting period:	51.3
Percent Positivity:	6.57%
Previous percent positivity:	6.7%
Total Tests Performed:	26,436
Tests Performed in reporting period:	1,249
Total Deaths:	12
Deaths in reporting period:	0

Vaccination Data (data as of 9/30/21)

	% with at least one dose	% fully vaccinated
Ware	61	56
Hampshire County	66	60
Massachusetts	74	65

PARK AND RECREATION COMMISSION MEETING NOTICE

Date: October 4, 2021

Time: 6:30 pm

Location: TOWN HALL

Call to order

Concerns of Citizens

Playground - O'Brien

Follow-up on the Halloween "Trunk or Treat"

Update - Reed Pool

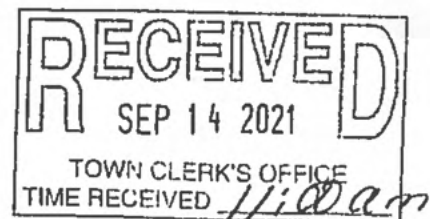
Park Grants

Review of Park Rules and Regulations and Veteran's Park Rules

Updates from John Piechota

Adjournment

Next Meeting: November 1, 2021





TOWN OF WARE

Planning & Community Development
126 Main Street, Ware, Massachusetts 01082
(413)967-9648 ext. 120

PLANNING BOARD

MEETING AGENDA

Location: Board of Selectmen's Room
Town Hall, 126 Main Street, Ware, MA 01082
Date & Time: Thursday, October 7, 2021 @ 7:00 PM

Digital Participation:

Phone number: 929-205-6099
Meeting ID: 784 604 1861
Passcode: 01082

Instructions for call-in option: at or before 7pm call the phone number above and when prompted enter the Meeting ID number. The platform is Zoom Meetings. Join online: <https://zoom.us/join>

-
- Pledge of Allegiance
 - Administrative
 - Approval of Minutes from September 16th, 2021
 - Release of Covenant (Maple Shade Development)
 - Request for release of covenant for parcel # 6-11-33 (1 Bel Air Drive) in Bel Air Estates
 - Public Hearings
 - 7:10 PM SP-2021-04: Bond Construction Corporation (Continued Discussion). Applicant is seeking approval for an earth removal operation under section 4.8.5 of the Zoning Bylaw. The project is located at 240 Babcock Tavern Road. Assessor's Parcel 4-0-14. Property is owned by the Irene Kulas Life Estate. Zone: Rural Residential (RR).
 - Old Business
 - Scenic Road Bylaw
 - New Business
 - Town Planner Update
 - Right to Farm Survey
 - Update on Planning Assistant Search
 - Any other updates

The next Planning Board meeting will be held October 21st, 2021.