



**SPECIAL AND ANNUAL TOWN
MEETING**

TOWN OF WARE

MONDAY, MAY 24, 2021

**6:30 PM SPECIAL TOWN MEETING
7:00 PM ANNUAL TOWN MEETING**

@ WARE JUNIOR SENIOR HIGH SCHOOL



**WARRANT FOR SPECIAL TOWN MEETING
TOWN OF WARE
COMMONWEALTH OF MASSACHUSETTS**

Hampshire, ss.

To any of the Constables of the Town of Ware, in said County,

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn all of the inhabitants of the Town of Ware, Precincts A, B and C, qualified to vote on Town affairs, to meet at the Ware High School, 237 West Street, Ware, on ~~Saturday, April 24, 2021 at nine o'clock in the morning (09:00 A.M.)~~ Monday, May 24, 2021 at six thirty o'clock (06:30 P.M.), then and there to act on the following articles:

ARTICLE 1.

I move that that the Town appropriate and authorize the Treasurer with the approval of the Board of Selectmen to expend the sum of \$ 72,000 for the re-constructing for recreational purposes the Grenville Park drainage and ballfield repairs, located at Grenville Park, 73 Church Street, and that the Park shall be managed and controlled by the Ware Parks Commission and the Parks Commission be authorized to file on behalf of the Town of Ware any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts deemed necessary under the Urban Self Help Act (301 CMR and /or any others in any way connected with the scope of this article, and the Town of Ware and the Recreation Commission be authorized to enter into all agreements and execute any and all instruments as may necessary on behalf of the Town of Ware to affect such redevelopment. Grenville Park is dedicated to park and recreation purposes under M.G.L. Chapter 45, Section 3.

Recommended by:	Board of Selectmen	Yes 5
	Finance Committee	Yes 3 -0
	Town Manager	Yes

Explanation: The Town has received a PARC grant for drainage improvements around the entrance to Grenville Park and Field 1. The Grant is \$50,000 and requires a match for the construction work.



127 Church Street

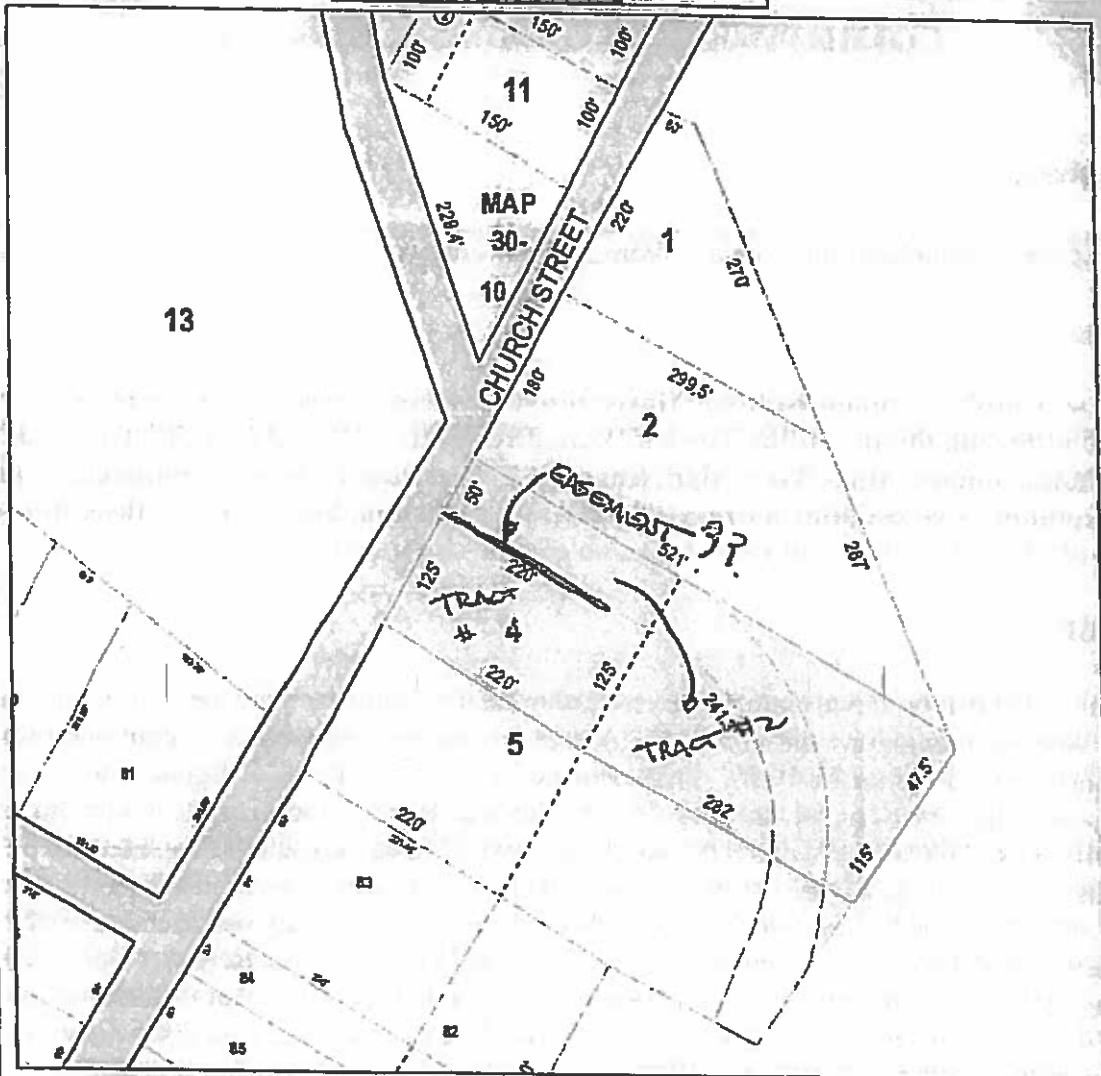
Ware, MA



1 Inch = 139 Feet

0 139 278 416

September 1, 2020



Common Line	Tract Line
Property Line	Right of Ways
Public Road	
Right of Way	

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

ARTICLE #2

ARTICLE 2.

I move to authorize the Select Board to abandon the drainage easement at 127 Church Street described in the deed recorded in the Hampshire County Registry of Deeds at Book 936 p.311 on condition that the current property owners of 127 Church Street, their successors and assigns, release the Town from all claims related to or arising out of the drainage easement including but not limited to the pipes, culverts or other materials or condition of such easement and agree to indemnify and hold the Town harmless from all claims, suits or actions related to or arising out of said drainage easement or its use or condition. All documents subject to review and approval by Town Counsel.

Recommended by:	Board of Selectmen	Yes 5
	Finance Committee	Yes 3 - 0
	Town Manager	Yes

Explanation: Per the attached drawing, the Town holds an easement across the property at 127 Church Street to Grenville Park. The Town does not use this easement and does not have plans to. The owners of the property have asked for a release of the drainage easement.

Articles 3 through 6 are related to the funding of the proposed Water Filtration Plant.

ARTICLE 3:

I move that the Town create a Water Filtration Plant Stabilization Fund for the purpose of providing funds for the debt service and operation of the Water Filtration Plant.

Recommended by:	Board of Selectmen	Yes – Selectmen Kruckas, Talbot, Barnes
	No – Selectmen Morrin, McCarthy	
	Finance Committee	Yes 3 - 0
	Town Manager	Yes

Explanation: This article would establish a new Stabilization Fund for the purpose of creating an account to place funds and appropriations to pay the borrowing cost for the Water Filtration plant.

ARTICLE 4.

I move to accept the fourth paragraph of MGL Chapter 40, Section 5B.

Recommended by:	Board of Selectmen	Yes – Selectmen Kruckas, Talbot, Barnes
	No – Selectmen Morrin, McCarthy	
	Finance Committee	Yes 3 - 0
	Town Manager	Yes

Explanation: The language from the state law is below. This would allow the Town Meeting to dedicate funds for a purpose.

"Notwithstanding section 53 of chapter 44 or any other general or special law to the contrary, a city, town or district that accepts this paragraph may dedicate, without further appropriation, all, or a percentage not less than 25 per cent, of a particular fee, charge or other receipt to any stabilization fund established pursuant to this section; provided, however, that the receipt is not reserved by law for expenditure for a particular purpose. For purposes of this paragraph, a receipt shall not include taxes or excises assessed pursuant to chapter 59, 60A, 60B, 61, 61A or 61B or surcharges assessed pursuant to section 39M or chapter 44B. A dedication shall be approved by a two-thirds vote of the legislative body of the city, town or district, subject to charter, and may be terminated in the same manner. A vote to dedicate or terminate a dedication shall be made before the fiscal year in which the dedication or termination is to commence and shall be effective at least for 3 fiscal years."

ARTICLE 5.

I move that commencing with fiscal year 2022 the Town dedicate 100% of the revenue raised from the Town's local tax on retail marijuana to the Water Filtration Plant Stabilization Fund, this dedication to be effective for forty fiscal years.

Recommended by:	Board of Selectmen	Yes – Selectmen Kruckas, Talbot, Barnes
	No – Selectmen Morrin, McCarthy	
	Finance Committee	No 3 - 0
	Town Manager	Yes (Reduce %)

Explanation: This article would tie revenue raised by the Town's local sales tax on retail marijuana (3%) to the Water Plant Stabilization Fund created in Article #3. In the past year of operation, the local tax generated \$164,000 of revenue.

ARTICLE 6.

I move that \$7,300,000 is appropriated, in addition to the \$6,000,000 previously appropriated under Article 14 of the warrant for the Town Meeting held on May 8, 2017 for a total appropriation of \$13,300,000, for the design, and construction of an iron and manganese removal plant, including the payment of costs incidental or related thereto; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow said amount under Chapter 44 of the General Laws or any other enabling authority; that the Town Manager, with the approval of the Board of Selectmen is authorized to contract for and expend any federal or state aid available for the project; and that the Town Manager and the Board of Selectmen are authorized to take any other action necessary or convenient to carry out this project. Any premium received upon the sale of any bonds or notes approved by this vote and all prior votes of the Town that authorized a borrowing, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote and such prior votes, respectively in accordance with M.G.L. c.44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Recommended by:	Board of Selectmen	Yes	5
	Finance Committee	No	3 - 0
	Town Manager	Yes	

Explanation: This vote will increase the appropriation for the Water Filtration Plant from the \$6 million approved in 2017 to the current cost estimate of \$13.3 million. It authorizes the Town to seek additional assistance through grants. Additional information about the costs and design of the Plant are on the following pages.

ARTICLE 7

I move to dismiss Article 7.

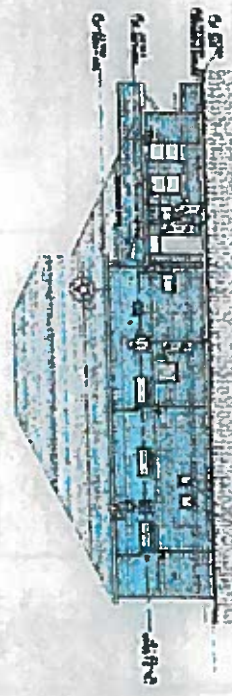
[To see if the Town will vote to rescind the approval by Town Meeting of Article 14 of the Annual Town Meeting held May 8, 2017, or take any other action relative thereto.]

Recommended by:	Board of Selectmen	Yes	5
	Finance Committee	Yes	3 - 0
	Town Manager	Yes	

C-4 DRAWING		WANE DEPARTMENT OF PUBLIC WORKS WANE, MASSACHUSETTS BARBER STREET WATER TREATMENT PLANT	
DATE: 10/1/2010		WRIGHT-PIERCE Engineering & Better Environment Office: Springfield, New England WRIGHT-PIERCE www.wright-pierce.com	
PROJECT NO.	10-001	DATE	10/1/2010
PROJECT NAME	BARBER STREET WATER TREATMENT PLANT	DESIGNED BY	WRIGHT-PIERCE
PROJECT LOCATION	SPRINGFIELD, MA	CHECKED BY	WRIGHT-PIERCE
PROJECT OWNER	WANE DEPARTMENT OF PUBLIC WORKS	APPROVED BY	WRIGHT-PIERCE
PROJECT STATUS	FINAL	DATE	10/1/2010



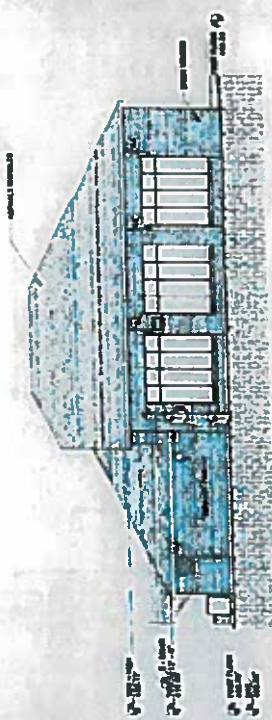
EAST ELEVATION



NORTH ELEVATION



WEST ELEVATION



SOUTH ELEVATION

WATER FILTRATION PLANT

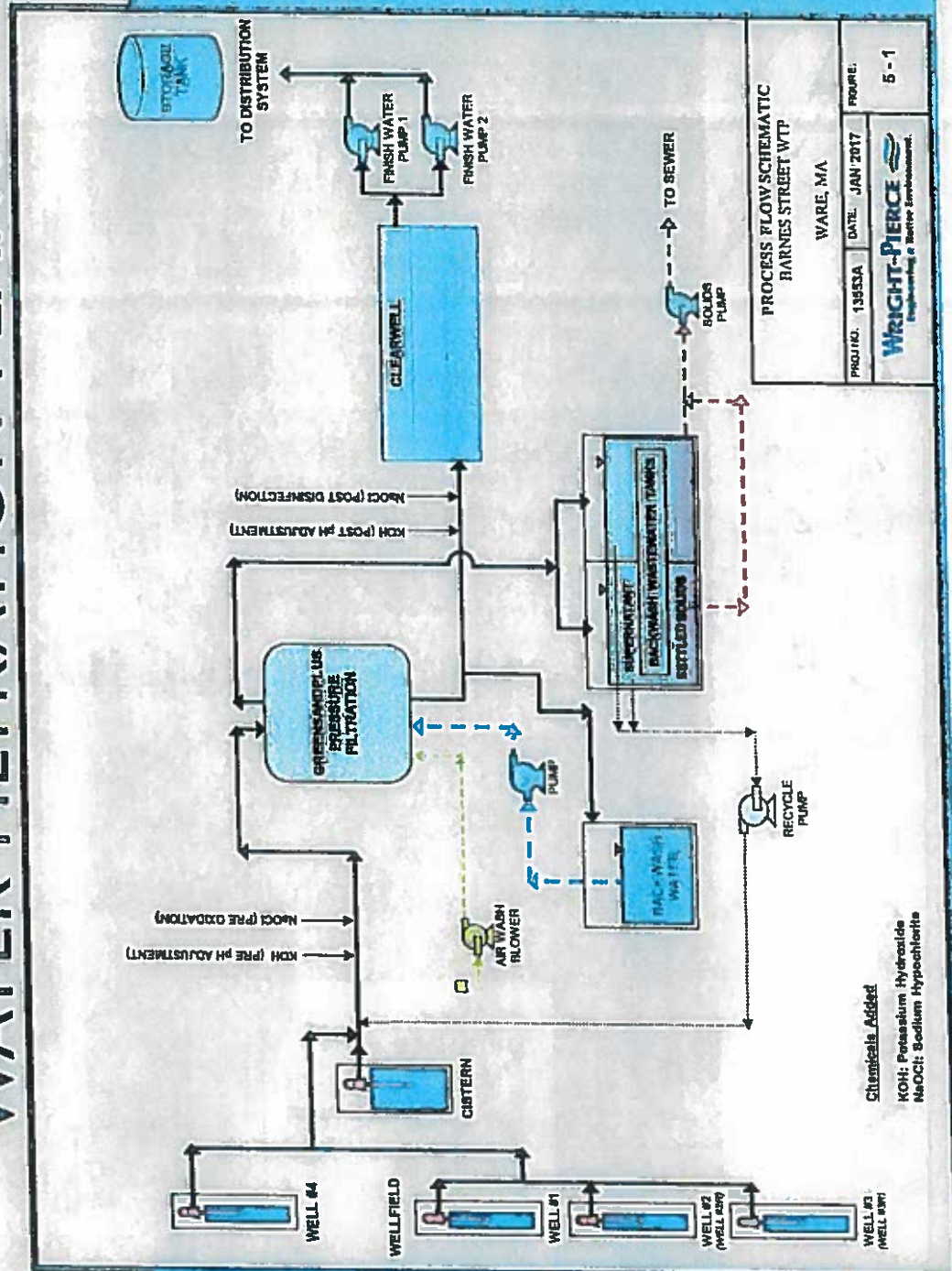


TABLE 4-9
ESTIMATED CONSTRUCTION COST (UPDATED 05/20)

Work Type	Estimate
General Conditions	\$1,057,000
Civil	\$387,000
Architectural	\$1,622,800
Structural	\$1,688,500
Process	\$1,400,600
HVAC	\$400,000
Plumbing	\$155,000
Fire Protection	\$125,000
I&C SCADA	\$250,000
Electrical	\$1,331,500
15% Overhead & Profit	\$1,250,000
Total	\$9,667,400

TABLE 4-10
ESTIMATED NON-CONSTRUCTION COST (UPDATED 05/20)

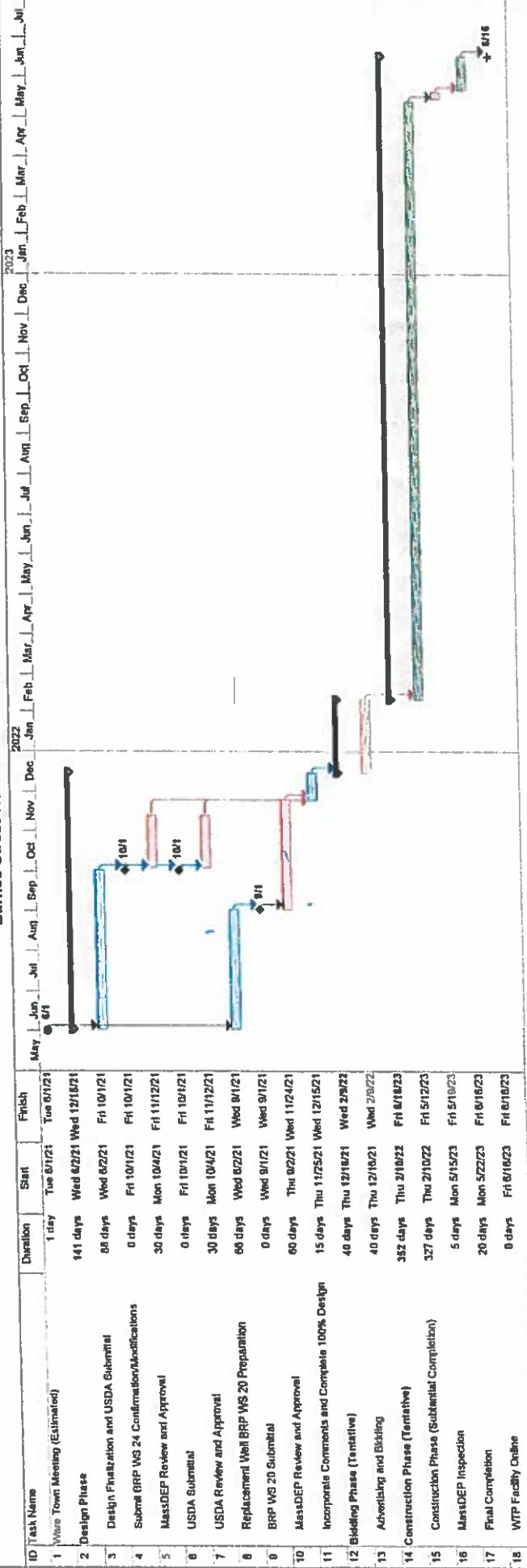
Work Type	Estimate
Construction Contingency (15%)	\$1,450,000
Engineering Services (18% - TBD)	\$1,765,000
<i>Design</i>	<i>\$415,000*</i>
<i>Bidding/Construction Administration</i>	<i>\$600,000</i>
<i>Inspection</i>	<i>\$450,000</i>
<i>OPM</i>	<i>\$300,000*</i>
Legal/Administrative (1%)	\$95,000
Financing (2%)	\$190,000
Total	\$3,500,000

* TBD once remaining scope, schedule, etc. is defined.

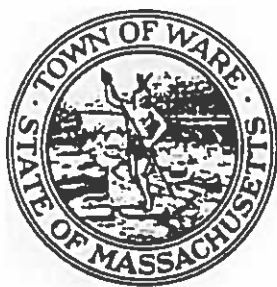
TABLE 4-11
ESTIMATED ANNUAL O&M COST (UPDATED 05/20)

O&M Category	Annual Estimate
Personnel (i.e. Salary, Benefits, Payroll Tax, Insurance and Training)	\$45,200
Administrative Costs (i.e. office supplies, printing, etc.)	\$1,000
Water Purchase or Waste Treatment Costs	N/A
Insurance	N/A
Energy Cost (Fuel and/or Electrical)	\$115,310
Process Chemical	\$82,000
Monitoring and Testing	\$10,000
Short Lived Asset Maintenance/Replacement	\$48,040
Professional Services	\$5,000
Residuals Disposal	N/A
Miscellaneous (General Maintenance)	\$25,200
Total O&M Estimate	\$331,750

Anticipated Project Schedule Barnes Street Water Treatment Plant



Wright-Pierce



WARRANT FOR ANNUAL TOWN MEETING
TOWN OF WARE
COMMONWEALTH OF MASSACHUSETTS

HAMPSHIRE, ss

To any of the Constables of the Town of Ware, in said County,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn all of the inhabitants of the Town of Ware, Precincts A, B and C qualified to vote on

Town affairs to meet at the Ware High School Auditorium, 237 West Street Ware, on Monday May 24, 2021, at seven (7:00 PM) o'clock in the evening, then and there to act on the following articles:

Consent Articles (1-9)

Warrant articles on a Consent Agenda are exceptions to the general process of Town Meeting. The Select Board, Moderator, and Finance Committee can identify, for Town Meeting consideration, those articles that they believe should generate no controversy and can be properly voted upon without debate. These articles are put on the Consent Agenda to allow motions under these articles to be acted upon as one unit and to be passed without debate. At the call of the Consent Agenda, the Moderator will read out the numbers of the articles, one by one. If one or more voters object to any particular article being included in the Consent Agenda, they say "HOLD" in a loud voice when the number is called. The article will be removed automatically from the Consent Agenda and restored to its original place in the Warrant, to be debated and voted under the usual manner.

After the calling of the individual items in the Consent Agenda, the Moderator will ask for a motion that the voters pass all items remaining AS A UNIT on one vote. Use of the Consent Agenda process makes the Town Meeting more efficient by speeding up the handling of non-controversial items.

Please review the list of articles and motions proposed for each Consent Item which follows:

I move that the Town take Articles 1, 2, 3, 4, 5, 6, 7, 8, and 9 out of order and that they be "Passed by Consent" in accordance with the Motions shown on the Consent Agenda distributed this evening.

Article 1.

To see if the Town will vote to accept the reports of Town Boards, Committees and Departments as presented in the Annual Town Report, or take any other action relative thereto.

Article 2.

To see if the Town will vote to authorize the Treasurer/Tax Collector to enter into Compensating Balance Agreements during Fiscal Year 2021 as

permitted by Massachusetts General Laws, Chapter 44, §53F, or take any other action relative thereto.

- Article 3.** To see if the Town will vote to authorize the Treasurer/Tax Collector, with the approval of the Selectmen to borrow money from time to time in anticipation of the revenue of the Fiscal Year 2022, beginning July 1, 2021 in accordance with the Provisions of Massachusetts General Laws, Chapter 44, §4, and to renew notes or notes payable as may be given for a period of less than one (1) year in accordance with Massachusetts General Laws, Chapter 44, §17 or taken any other action relative thereto.
- Article 4.** To see if the Town will vote to accept and appropriate any Grant Funds awarded to the Town of Ware under Massachusetts Community Development Fund by the Executive Office of Housing and Economic Development and to authorize the Board of Selectmen and Community Development Authority to expend the funds in accordance with the Terms and Conditions of the Grant Agreement or take any action relative thereto.
- Article 5.** To see if the Town will vote to accept all State and Federal Educational Grants in any amount as may be awarded for the direct educational expenditures for Fiscal Year 2022 to be expended by the Pathfinder Regional Vocational Technical High School District or take any other action relative thereto.
- Article 6.** To see if the Town will vote to accept all State and Federal Educational Grants in any amount as may be awarded for the direct educational expenditures for Fiscal Year 2022 to be expended by the Ware Public Schools or take any other action relative thereto.
- Article 7.** To see if the Town will authorize the Board of Selectmen and Town Manager to apply for, accept and expend any grants or donations from State or Federal governments or private agencies, individuals or institutions, or take any other action relative thereto.
- Article 8.** To see if the Town will vote to raise and appropriate a sum of money to be expended for road repairs in anticipation of reimbursement by the Commonwealth of Massachusetts Highway Department under the Chapter 90 State Highway Aid Program and to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, or any other means or any combination thereof or take any other action relative thereto.
- Article 9.** To see if the Town will vote to establish the total amount to be expended from each of the Town's revolving funds for certain Town departments under Massachusetts General Laws, Chapter 44, §53 E ½ for the fiscal year beginning July 1, 2021 or take any other action relative thereto.

I move that the Town establish FY2022 spending limits for the revolving funds listed in the Town's General bylaw and to authorize such expenditure limits to remain in place from fiscal year to fiscal year unless revised by Town Meeting prior to July 1 for the ensuing fiscal year as follows:

Authorized Revolving Fund	Fiscal Year Expenditure Limit
Senior Center Rental	20,000.00
Ware Public School Athletic Advertising	100,000.00
Community Development Septic Repair	25,000.00
Community Development	120,000.00
Cemetery Maintenance and Burial	10,000.00
Bulky Waste	15,000.00

Recommended by: Board of Selectmen Yes _____ No _____
 Finance Committee Yes _____ No _____
 Town Manager Yes _____ No _____

Article 10. To see if the Town will vote to fix the salaries of the several Elected Officers of the Town for the Fiscal Year 2022 and to determine whether any Town Board, Commission or Committee shall be authorized to employ any of its members for additional salary or compensation, or take any other action relative thereto.

Town Moderator	\$ 250.00
Chairman, Selectmen	\$2,652.00
Members, Selectmen	\$2,232.00 each member
Board of Assessors, Chair	\$3,800.00
Board of Assessors Member	\$3,100.00 each member
Planning Board Members	\$800.00 each member
Board of Health Members	\$654.50 each member

Recommended by: Board of Selectmen Yes _____ No _____
 Finance Committee Yes _____ No _____
 Town Manager Yes _____ No _____

Article 11. To see if the Town will vote to raise and appropriate a sum of money to operate the Water Enterprise during Fiscal Year 2022 and to determine the manner of meeting said appropriation whether by taxation, transfer of available funds, borrowing or any other means or any combination thereof or take any other action relative thereto.

Explanation: This article adopts the budget for the Water Enterprise

Salaries	\$313,005.00
Operating Expenses	\$396,100.00
Budgeted Surplus to Separate Reserve Fund	<u>\$170,699.00</u>
	\$879,804.00

To be raised from Department Receipts

Recommended by:	Board of Selectmen	Yes _____	No _____
	Finance Committee	Yes _____	No _____
	Town Manager	Yes _____	No _____

Article 12. To see if the Town will vote to raise and appropriate a sum of money to operate the Sewer Enterprise during Fiscal Year 2022 and to determine the manner of meeting said appropriation whether by taxation, transfer of available funds, borrowing or any other means or any combination thereof or take any other action relative thereto.

Sewer Enterprise Budget

Salaries	\$247,150.00
Operating Expenses	<u>\$541,850.00</u>
Total	\$789,000.00

\$664,508.00 be raised from Department Receipts, and \$124,492.00 be raised from taxation.

Recommended by:	Board of Selectmen	Yes _____	No _____
	Finance Committee	Yes _____	No _____
	Town Manager	Yes _____	No _____

Article 13. To see if the Town will vote to determine what sums of money the Town will raise and appropriate including appropriations from Available Funds of whatever type, to defray the charges and expenses of the Town including Debt and Interest for Fiscal Year 2022 or take any other action relative thereto.

I move that the Town raise and appropriate from taxation \$31,404,602 and Transfer \$45,500.00 from Ambulance Receipts Reserved and \$212,000 from available free cash for a total appropriation of \$31,662,102 to defray the charges and expenses of the Town, including Debt and Interest for the Fiscal Year 2022.

Recommended by:	Board of Selectmen	Yes _____	No _____
	Finance Committee	Yes _____	No _____
	Town Manager	Yes _____	No _____

TOWN OF WARE FY21 BUDGET									
									TOWN MGR
									FY22 RECOMMEND
	FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 REQUEST				
SEWER ENTERPRISE FUND									
Estimated Revenues									
User Fees	703,779.60	774,530.44	754,798.15	782,400.00	806,650.00				806,650.00
Sewer Liens	75,701.15	82,976.30	73,856.76	70,000.00	61,235.00				61,235.00
Construction & Other	39,366.95	32,600.00	17,700.00	25,000.00	20,000.00				20,000.00
Penalties & Interest	3,562.39	6,181.50	13,477.53	3,500.00	11,000.00				11,000.00
Use of Retained Earnings	8,564.00	-	-	30,000.00	-				-
Municipal/School Charges	16,974.00	24,975.00	13,392.00	12,000.00	13,500.00				13,500.00
Total Est Revenues	847,948.09	921,263.24	873,224.44	922,900.00	912,385.00				912,385.00
5100 Salaries	212,292.38	236,021.41	239,172.02	226,129.00	214,800.00				214,800.00
5150 Overtime	27,460.51	27,481.72	30,561.07	25,000.00	30,000.00				30,000.00
5180 Licenses	275.00	-	235.98	1,000.00	1,000.00				1,000.00
5190 Clothing Allowance	1,350.00	1,787.05	1,695.79	1,350.00	1,350.00				1,350.00
5200 Purchase of Services	333,602.31	341,724.43	322,106.37	350,000.00	368,100.00				368,100.00
5400 Supplies	129,139.55	122,998.75	146,460.06	145,000.00	162,000.00				162,000.00
5700 Other Charges	757.28	1,305.95	1,382.95	1,750.00	1,750.00				1,750.00
5800 Capital Outlay	22,335.91	-	-	-	-				-
5850 Extraordinary/Unforeseen	-	-	-	5,000.00	10,000.00				10,000.00
TOTAL	727,212.94	731,319.31	741,614.24	755,229.00	789,000.00				789,000.00
Indirect Costs	153,801.82	155,839.12	236,705.88	269,594.00	247,877.00				247,877.00
Profit/Loss	(33,066.67)	34,104.81	(105,095.68)	(101,923.00)	(124,492.00)				(124,492.00)
Note: Available Retained Earnings									
Charges) Total Revenue	830,974.09	896,288.24	859,832.44	910,900.00	898,885.00				898,885.00
(f)/Loss) Total Expenditures	694,146.27	765,424.12	636,518.56	653,306.00	664,508.00				664,508.00
For Recap-Total Enterprise Funds									
Charges) Total Revenue	1,792,452.04	1,976,833.21	1,939,231.55	2,040,900.00	2,046,405.00				2,046,405.00
(f)/Loss) Total Expenditures	1,470,603.12	1,648,794.93	1,523,684.43	1,477,163.00	1,544,312.00				1,544,312.00

#N/A	TOWN OF WARE FY22 BUDGET									
		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 REQUEST	FY22 RECOMMEND				
163 BOARD OF REGISTRARS										
5100 Salaries	3,400.00	3,400.00	3,300.00	3,400.00	3,400.00	3,400.00				3,400.00
5200 Purchase of Services	6,410.49	6,410.49	4,820.73	5,700.00	6,200.00	6,200.00				6,200.00
5400 Supplies	377.35	377.35	179.99	180.00	180.00	180.00				180.00
5700 Other Charges	-	-	-	-	-	-				-
TOTAL	10,187.84	10,187.84	8,300.72	9,280.00	9,780.00	9,780.00				9,780.00
171 CONSERVATION COMMISSION										
5100 Salaries	12,384.84	12,384.84	13,701.48	16,100.00	15,700.00	15,700.00				15,700.00
5200 Purchase of Services	60.73	60.73	360.99	300.00	300.00	300.00				300.00
5400 Supplies	-	-	69.01	300.00	300.00	300.00				300.00
5700 Other Charges	638.77	638.77	470.00	500.00	500.00	500.00				600.00
TOTAL	13,084.34	13,084.34	14,601.48	17,200.00	16,800.00	16,900.00				16,900.00
175 PLANNING/COMMUNITY DEVELOPMENT										
5100 Board's Salaries-PB	2,333.34	2,333.34	4,800.00	4,800.00	4,800.00	4,800.00				4,800.00
5100 Board's Salaries-ZBA	2,000.00	2,000.00	1,600.00	2,000.00	2,000.00	2,000.00				2,000.00
5110 Town Planner Salary	32,526.11	32,526.11	35,742.61	35,190.00	36,700.00	36,700.00				36,700.00
5120 Admin Asst Salary	15,012.71	15,012.71	9,584.24	11,275.00	7,250.00	7,250.00				7,250.00
5200 Purchase of Services	10,645.27	10,645.27	16,320.66	7,500.00	8,975.00	8,975.00				8,975.00
5400 Supplies	4,437.26	4,437.26	2,566.39	2,500.00	2,000.00	2,000.00				2,000.00
5700 Other Charges	1,048.57	1,048.57	1,279.86	2,000.00	1,500.00	1,500.00				1,500.00
TOTAL	68,003.26	68,003.26	71,993.76	65,265.00	63,225.00	63,225.00				63,225.00
192 TOWN HALL										
5100 Custodian's Salary	5,640.52	5,640.52	5,966.50	7,500.00	7,500.00	7,500.00				7,500.00
5200 Purchase of Services	35,318.08	35,318.08	36,197.68	34,000.00	37,500.00	36,000.00				36,000.00
5400 Supplies	3,495.95	3,495.95	5,389.11	6,000.00	6,500.00	6,500.00				6,500.00
5700 Other Charges	-	-	-	-	5,000.00	3,000.00				3,000.00
TOTAL	44,454.55	44,454.55	47,553.29	47,500.00	56,500.00	53,000.00				53,000.00
194 FACILITIES MAINTENANCE										
5200 Purchase of Services	13,581.00	13,581.00	19,535.53	15,000.00	20,000.00	18,000.00				18,000.00
195 TOWN REPORT										
5200 Purchase of Services	500.00	500.00	238.00	500.00	500.00	500.00				500.00
198 AMERICANS W/DISABILITY COMMISSION										
5200 Purchase of Services	-	-	-	-	-	-				-
5400 Supplies	-	-	-	-	-	-				-
5700 Other Charges	-	-	-	100.00	100.00	100.00				100.00
TOTAL	-	-	-	100.00	100.00	100.00				100.00
TOTAL GENERAL GOVERNMENT	1,280,589.86	1,280,589.86	1,420,752.02	1,507,407.00	1,721,080.00	1,767,516.00				1,767,516.00

#/N/A	TOWN OF WARE FY22 BUDGET								
									TOWN MGR
		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 REQUEST	FY22 RECOMMEND			
	PROTECTION OF PERSONS & PROPERTY (PUBLIC SAFETY)								
210	POLICE DEPARTMENT								
	5100	Chief's Salary	114,499.84	118,500.00	127,500.00	131,500.00	131,500.00		
	5120	Officer's Salary	1,121,173.86	1,049,143.42	1,157,000.00	1,298,500.00	1,253,500.00		Add Lieutenant
	5120	Overtime/Replacement	190,310.62	243,774.09	220,000.00	250,000.00	225,000.00		
	5160	Custodian Salary	5,630.85	6,327.00	7,200.00	6,750.00	6,750.00		
	5190	Clothing Allowance	18,171.03	16,021.95	19,000.00	19,000.00	19,000.00		
	5200	Purchase of Services	91,819.84	105,669.48	100,478.00	109,978.00	105,978.00		
	5400	Supplies	25,482.90	46,357.03	27,500.00	29,000.00	29,000.00		
	5700	Other Charges	17,646.92	20,903.50	24,150.00	18,750.00	18,750.00		
	5800	Capital Expenditures	45,000.00	14,397.92	-	14,500.00	74,500.00		copier, cruiser
	TOTAL		1,629,735.86	1,621,094.39	1,682,828.00	1,877,978.00	1,863,978.00		
220	FIRE DEPARTMENT								
	5100	Chief's Salary	103,340.32	99,385.75	105,000.00	105,000.00	105,000.00		
	5110	Deputy Chief's Salary	97,313.21	78,299.40	91,500.00	90,500.00	90,500.00		
	5120	Firefighters Salary	776,895.40	898,478.92	899,296.00	930,235.00	908,085.00		
	5180	Off Site Training	-	-	1,000.00	1,500.00	1,500.00		
	5190	Clothing Allowance	10,346.09	8,271.60	10,500.00	11,500.00	11,500.00		
	5200	Purchase of Services	66,826.83	51,272.46	50,500.00	114,300.00	80,000.00		
	5400	Supplies	12,197.36	10,229.39	11,600.00	13,400.00	13,400.00		
	5700	Other Charges	-	-	-	50,000.00			In Ambulance
	5800	Capital Expenditures	-	-	-	-	60,000.00		response vehicle
	TOTAL		1,066,919.21	1,145,937.52	1,169,396.00	1,316,435.00	1,269,985.00		
231	AMBULANCE								
	5100	Salary	414,876.38	338,633.44	353,738.00	406,620.00	371,620.00		
	5200	Purchase of Services	60,434.58	56,671.88	75,000.00	119,600.00	98,600.00		
	5400	Supplies	24,155.36	24,947.53	34,000.00	45,500.00	45,500.00		
	5700	Other Charges	79,983.03	80,466.03	80,650.00	81,125.00	81,125.00		
	5800	Capital Expenditures	-	-	-	-	-		
	TOTAL		579,449.35	500,718.88	543,388.00	652,845.00	596,845.00		
241	INSPECTIONAL SERVICES/CODE ENFORCEMENT								
	5100	Building Inspector Salary	65,834.96	58,544.53	58,111.00	59,360.00	59,360.00		
	5115	Admin Asst Salary	31,541.65	29,893.22	38,002.00	38,205.00	38,205.00		
	5110	Gas Inspector Salaries (2)	2,092.00	3,500.00	3,500.00	3,500.00	3,500.00		
	5120	Electrical Inspector Salaries (2)	10,814.00	40,000.00	12,000.00	12,000.00	12,000.00		
	5200	Purchase of Services	13,124.63	28,948.37	25,630.00	39,660.00	30,000.00		
	5400	Supplies	871.59	1,405.56	2,000.00	2,000.00	2,000.00		
	5700	Other Charges	1,282.89	1,512.72	2,200.00	5,100.00	3,000.00		
	TOTAL		125,561.72	163,804.40	141,443.00	159,825.00	148,065.00		

#N/A	TOWN OF WARE FY22 BUDGET								
									TOWN MGR
		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 REQUEST	FY22 RECOMMEND			
423 SNOW REMOVAL									
5100 Salaries	61,171.39	48,352.76	60,000.00	60,000.00	60,000.00	70,000.00			
5400 Supplies	152,107.77	118,052.11	140,000.00	140,000.00	140,000.00	150,000.00			
TOTAL	213,279.16	166,404.87	200,000.00	200,000.00	200,000.00	220,000.00			
424 STREETLIGHTS									
5200 Purchase of Services	86,680.24	29,697.74	40,000.00	40,000.00	40,000.00	40,000.00			
425 TREE WARDEN									
5100 Salary	-	4,800.00	5,000.00	5,400.00	5,400.00	5,400.00			
5200 Purchase of Services	-	4,055.00	4,000.00	5,000.00	5,000.00	4,000.00			
5400 Supplies	-	66.00	400.00	400.00	400.00	400.00			
5700 Other Charges	-	-	-	300.00	300.00	300.00			
TOTAL	-	8,921.00	9,400.00	11,100.00	11,100.00	10,100.00			
426 CEMETERY									
5200 Purchase of Services	-	-	-	-	-	1,000.00			
5400/580 Supplies	-	-	-	-	-	24,800.00			Utility Vehicle
TOTAL	-	-	-	-	-	25,800.00			
TOTAL DEPT. OF PUBLIC WORKS	1,021,456.32	1,026,956.45	1,013,015.00	1,117,610.00	1,148,210.00				
HEALTH & SANITATION									
510 BOARD OF HEALTH									
5100 Member's Salaries	1,908.95	1,963.50	1,964.00	1,964.00	1,964.00	1,964.00			
5121 Public Health Nurse Salary	-	-	-	-	-	-			
5122 Clerk's Salary	-	-	200.00	200.00	200.00	200.00			
5123 Seven Appointees Salaries	9,856.01	17,658.00	9,856.00	9,856.00	9,856.00	9,856.00			
5200 Purchase of Services	30,575.76	34,045.65	46,950.00	65,000.00	65,000.00	50,000.00			
5400 Supplies	870.89	219.09	500.00	500.00	500.00	500.00			
5700 Other Charges	47.02	-	200.00	200.00	200.00	200.00			
TOTAL	43,258.63	53,886.24	59,670.00	77,720.00	77,720.00	62,720.00			
TOTAL HEALTH & SANITATION	43,258.63	53,886.24	59,670.00	77,720.00	77,720.00	62,720.00			
HUMAN SERVICES									
541 COUNCIL ON AGING									
5110 Director's Salary	50,564.24	52,649.95	53,761.00	53,761.00	53,761.00	53,761.00			
5120 Salaries	52,576.34	55,736.62	58,590.00	59,177.00	59,177.00	59,177.00			
5200 Purchase of Services	35,914.41	28,634.81	39,000.00	39,000.00	39,000.00	39,000.00			
5400 Supplies	272.07	2,472.27	4,000.00	4,000.00	4,000.00	4,000.00			
5700 Other Charges	92.24	-	1,000.00	1,000.00	1,000.00	1,000.00			
5800 Capital Expenditures	-	-	3,850.00	10,000.00	10,000.00	2,000.00			
TOTAL	139,419.30	139,493.65	160,201.00	166,938.00	166,938.00	158,938.00			

Article 14.

To see if the Town will vote to raise and appropriate a sum of money to fund the Employee Compensated Absences Reserve Fund and to determine the manner of meeting said appropriation whether by taxation, transfer of available funds, borrowing or any other means or any combination thereof; or take any other action relative thereto.
\$20,000 from Free Cash.

Recommended by: **Board of Selectmen** Yes _____ No _____
 Finance Committee Yes _____ No _____
 Town Manager Yes _____ No _____

Explanation: This reserve fund is for use to fund employees benefit payouts upon retirement.

Article 15.

To see if the Town will vote to adopt the Vacant/Blighted Property bylaw and rescind the Unkempt Property bylaw adopted by Town Meeting Article 28, May 12, 2014, or take any other action relative thereto.

Recommended by: **Board of Selectmen** Yes _____ No _____
 Finance Committee Yes _____ No _____
 Town Manager Yes _____ No _____

Article 16.

To see if the Town will vote to amend the Cannabis Control bylaw by amending the limit on the number of retail establishments, or take any other action relative thereto.

Recommended by: **Board of Selectmen** Yes _____ No _____
 Finance Committee Yes _____ No _____
 Town Manager Yes _____ No _____

Article 17.

To see if the Town will vote to 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 or take any other action relative thereto.

Recommended by: **Board of Selectmen** Yes _____ No _____
 Finance Committee Yes _____ No _____
 Town Manager Yes _____ No _____

Explanation: The building on this property (44 West Main Street) burned and was cleared several years ago. To save the Town costs, the owner is willing to donate the property to the Town, which will then auction it.

Article 18. To See If The Town Will Vote To Adopt

"We As Citizens Of The Town Of Ware Call Upon The Town Manager To Organize The Ware Charter Commission To Act And Follow All Due Processes To Put Forth A Charter Amendment In Accordance With The Home Rule Amendment And Home Rule Procedures Act Of The Commonwealth Of Massachusetts Involving The Board Of Selectmen For Consideration, And To Be Voted Upon At The Next Year 2022 Annual Town Meeting. The Important Matters To Be Considered By The Ware Charter Commission Shall Include, But Not Necessarily Be Limited To The Following:

1. There Shall Be A Simple, And Clearly Written Means And Due Processes Added To Article 3: Board Of Selectmen Of The Town Of Ware Charter For Voters Of The Town To Remove And Dismiss Any Individual Member, Or Multiple Members, Of The Board Of Selectmen For Violations Of Code Of Conduct Unbecoming The Office Including, But Not Necessarily Limited To Workplace Harrassment, Sexual Harrassment, Discrimination, Ethics, Convicted Felony, Etc. Verbal Harrassments Against Any Other Town Employee, Elected Or Appointed Officer Of The Town Of Ware, Whether It Be Done Publicly, Or Privately, Shall Also Be Just Cause To Remove And Dismiss Any Member.
2. The Intent Of This Warrant Article Is To Hold The Board Of Selectmen As Our Executive Branch Elected Officers To The Same Code Of Conduct And Ethical Standards Which They May Demand Of All Other Town Employees, Town Manager, Department Heads, Elected Or Appointed Board And Committee Members.
3. There Shall Be A Clearly Written Means In This Home Rule Charter For Voters To Remove Violating Members Of The Board Of Selectmen At Any Time During Their Term Through A Secret Two- Thirds Vote At Special Town Meeting Or Annual Town Meeting. All Other Serving Board Of Selectmen Members And The Town Moderator Shall Abstain From Voting To Allow Citizens To Act Upon A Board Of Selectmen Members' Removal And Dismissal Without Subjecting Themselves To Potential Conflicts Of Interest Due To The Roles And Responsibilities Which They May Serve During Said Meetings As The Other Executive Or Legislative Branch Officers, Respectively.
4. The Town Clerk At Time Of An Elected Officer's Oath Of Office Shall Provide A Complete Hardcopy Of The Town Charter, Including Any Amendements, So The Elected Officers Are Familiar With Their Own And Others' Roles And Responsibilities Governed By The Home Rule Charter While Serving The Citizens Of The Town Of Ware.
5. The Citizens Of The Town Of Ware Deserve From All Elected Officers A High Level Of Professionalism, Compentency, And Order While Maintaining A Proper Code Of Conduct At Any Public Meeting They Attend Whether It Be In Person, By Phone, Or Virtually.

6. All Members Of The Board Of Selectmen Shall Serve The Town Without Personal Agenda And Strictly Serve Within The Provisions Of Article 3-2 General Powers And Duties Of The Office In Order To Best Serve The Town Under The Current Home Rule Charter. Failure To Do So May Be Cause For Removal And Dismissal At Any Time During Their Term By The Votes Of The Town Of Ware Following Their Election.

7. Any Member Of The Board Of Selectmen Removed And Dismissed By The Voters Of The Town Of Ware For Violation Of Code Of Conduct Unbecoming The Office Shall Never Again Serve On The Town Of Ware Board Of Selectmen, Or Any Other Elected Or Appointed Board And Committee.”

Or take any other action thereon. BY PETITION

Recommended by:	Board of Selectmen	Yes _____	No _____
	Finance Committee	Yes _____	No _____
	Town Manager	Yes _____	No _____

Article 19. To see if the Town will vote to raise and appropriate a sum of money to be purchase a utility vehicle for use in the Cemetery for the Department of Public Work and to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, or any other means, or combination thereof, or take any other action relative thereto.

DISMISS. Included in the Budget

Recommended by:	Board of Selectmen	Yes _____	No _____
	Finance Committee	Yes _____	No _____
	Town Manager	Yes _____	No _____

Article 20. To see if the Town will vote to raise and appropriate a sum of money to be purchase a payloader for the Department of Public Works and to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, or any other means, or combination thereof, or take any other action relative thereto.
\$205,000 to be Borrowed.

Recommended by:	Board of Selectmen	Yes _____	No _____
	Finance Committee	Yes _____	No _____
	Town Manager	Yes _____	No _____

Explanation: Currently, the Town has two payloaders: a Komatsu WA 320 purchased in 2003 and a John Deere 544G purchased in 2006. The Town under this article would replace the older machine this year. The operators have noticed the machine is starting to lose power and there appears to be some slippage in the transmission. These are very costly repairs to make on a seventeen-year-old machine. The machine will be auctioned. These machines are used for road work, snow removal and other DPW tasks These machines became even more critical when the engine failed in the old grader and the machine was not replaced.

Article 21. To see if the Town will vote to raise and appropriate a sum of money to purchase additional water meters for the Water Enterprise and to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, or any other means, or combination thereof, or take any other action relative thereto.

Recommended by:	Board of Selectmen	Yes _____	No _____
	Finance Committee	Yes _____	No _____
	Town Manager	Yes _____	No _____

Explanation: Under this article the Water Enterprise will purchase additional water meters to expedite the conversion of existing water meters into the new remote readers; a typical water meter for a home costs \$250.00. These funds will supplement the amount in the operating budget. This article will require an appropriation of \$50,000.00 to be taken from Water Enterprise Fund Retained Earnings.

Article 22. To see if the Town will vote to raise and appropriate a sum of money to design and install a section of water main and appurtenant works on Upper North Street to connect Upper North Street to Greenwich Road and to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, or any other means, or combination thereof, or take any other action relative thereto and further to authorize the Town to apply for and to accept any grants and/or loans that may be available for said project.

Recommended by:	Board of Selectmen	Yes _____	No _____
	Finance Committee	Yes _____	No _____
	Town Manager	Yes _____	No _____

Article 23. To see if the Town will vote to transfer a sum of money from the sale of lots account for part-time seasonal help for the care and maintenance of the cemeteries, or take any other action thereto.

Recommended by:	Board of Selectmen	Yes _____	No _____
	Finance Committee	Yes _____	No _____
	Town Manager	Yes _____	No _____

Article 24. To see if the Town will vote to raise and appropriate a sum of money for the purchase and outfitting of a firetruck for the Fire Department and to determine the manner of meeting said appropriation whether by taxation, transfer of available funds, borrowing or any other means or any combination thereof or take any other action relative thereto.
\$625,000 from Borrowing

Recommended by:	Board of Selectmen	Yes _____	No _____
	Finance Committee	Yes _____	No _____
	Town Manager	Yes _____	No _____

Explanation: See attached pages



TOWN OF WARE FIRE DEPARTMENT

Office of the Fire Chief

200 West Street Ware, Massachusetts 01082
Station (413) 967-5901* Office (413) 967-9631* Fax (413) 967-9632
Email Chief- cgagnon@townofware.com Email Deputy- jmartinez@townofware.com

Ware Fire Department Fire Engine and Command Vehicle Replacement Plan

May 5, 2021

Overview:

Currently the Ware Fire Department has two pieces of fire apparatus that should be under high consideration for replacement.

Engine 2 is a 1000-gpm Class A pumper truck purchased in 1987. Carrying 500 gallons of water, it responded for many years carrying our extrication tools (Jaws of Life), equipment for brush and car fires along with hazardous Materials mitigation resources. This unit is currently 33 years old.

Engine 1 is a 1994 KME 1250-gpm Class A pumper with a 750-gallon water tank. This unit previously owned by Orleans Fire Department, was purchased as an interim measure when Ware's 1981 Hahn pumper unexpectedly had to be removed from service. We had hopes of replacing the 1994 KME in 2020. It is currently 26 years old.

The projected costs of repairs, challenges with reliability, coupled with design, safety, and technological advancements, both units are beyond or near their prospective 30-year service life. Currently the Ware Fire Department only has a Single Class A pumper that is less than 10 years old.

Narrative:

Engine 2: This Engine no longer meets the response needs of the Department. Current safety standards such as seat belt requirements, interior cab mounted Self Contained Breathing apparatus and ability to transport a 4-5 person crew are not met. This unit is mounted on a commercial chassis that has always been considered underpowered. A condition that has only worsened with time and use. Currently it is mainly used for brush fires and in some occasions to assist where remote water supply is required. The on board Foam system no longer is operational as the tanks and supply lines to the pump need major repairs. Moderate body rust is noted as well.

Engine 1: This Engine was manufactured for an area on Cape Cod and was not powered or geared for the topography consistent with our area. This has been a challenge since its purchase. It was also exposed to a significant amount of salt and weather prior to our acquisition. The paint on the vehicle is oxidized and corroded in certain areas. Areas in the pump house, valves and linkage, are showing signs of rust and decay. All issues that most likely will require costly repairs over the next few years.

Request and Plan:

I am requesting support for the immediate replacement of Engine 2 with a new 2021 Class A pumper and associated equipment. This new apparatus would be designed to meet the current response and scene mitigation requirements of the Ware Fire Department. Such design would be in accordance with NFPA 1901 Standard for Automotive Fire Apparatus. Current estimated cost of replacement is \$625,000.00. Currently, new fire apparatus of

this type are taking over a year to build. Taking action now would hope to see a new unit in summer of 2022. See attached drawings for clarification of design requested.

I would also recommend that Engine 1, the 1994 KME be scheduled for replacement in 2023.

Command Vehicles:

Overview:

Currently both command vehicles are near or over 100K miles. These vehicles are operated for daily operations by the administrative staff during daily duties and responding to Fire and EMS incidents acting as the primary platform for Incident command, inspection and code enforcement.

Narrative:

Car-2: 2004 Chevy Tahoe. This Vehicle was purchased used from the Town of Palmer at or around 2012 to replace a previous car that was taken out of service due to mechanical failure. It currently has mileage of 98,908, and its 16 years old. Current issues with the vehicle include the following. Body rust around rear wheel well, Driver's door is damaged and has undergone repairs but still hard to close, (2) error engine codes are active in the vehicle, Speedometer not functional and AC blower works intermittently. The Windshield leaks causing moisture to condensate inside the vehicle. Other electrical failures have occurred causing the emergency lights to fail and frequent burnout of OEM chassis bulbs.

Car-1: 2011 Chevy Tahoe. The Town purchased this vehicle new in 2011. It currently has 106,000 miles. Although operational and in good condition, its approaching 10 years old and mechanical expenses are likely to increase. The vehicle has been involved in a few low speed accidents over the years effecting the body integrity as well.

Request and Plan:

I am requesting support for the replacement of Car 2 with a new 2021-22 similar SUV style vehicle and associated equipment. Estimated cost is 60,000.00. I believe we could plan on consideration at the Annual town meeting in 2021.

I would also request plan for the replacement of Car 1 with a new 2022-23 similar SUV style vehicle and associated equipment for 2022.

Conclusion:

All of the above-mentioned units are emergency vehicles that we rely upon to function and transport our firefighters and equipment safely to and from incidents. Such reliability is imperative to the Ware Fire Department daily and emergency operations. Although maintained, vehicles this age are much more likely to have mechanical failure at times when needed most, during the Emergency.

Respectfully submitted:

Christopher Gagnon
Acting Fire Chief-EMD
Ware Fire Department

Reference Photos for Ware Fire Department Engine 1

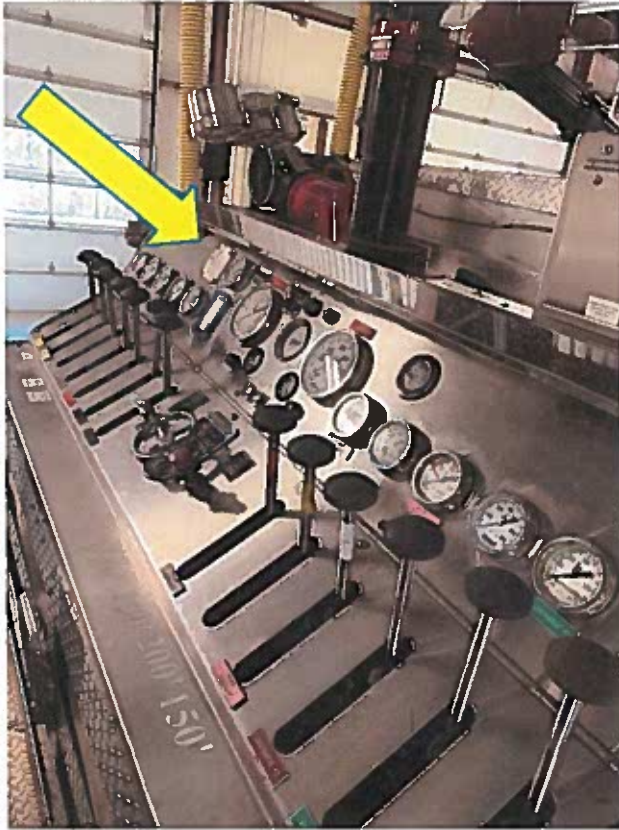


Engine 1. 1994 (1250 gpm KME chassis)

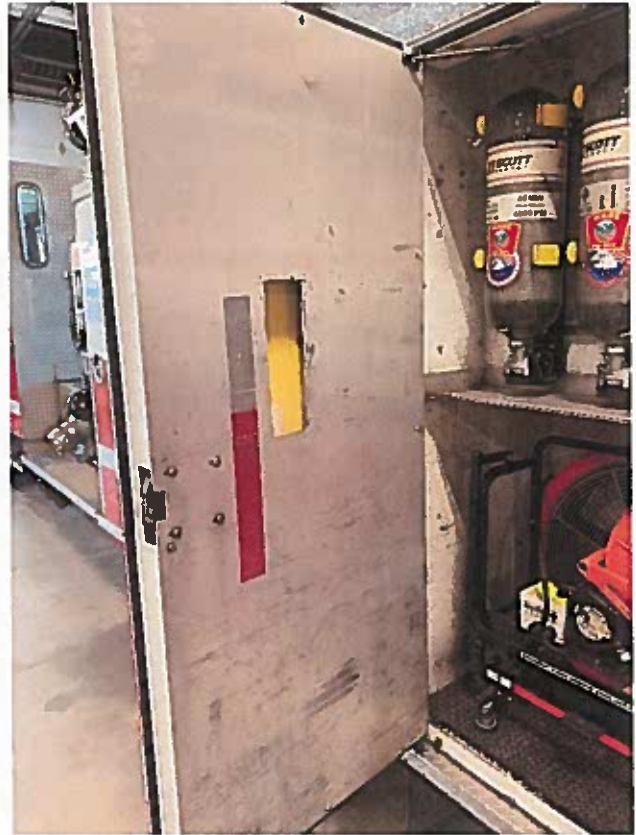


Engine 1 exterior paint

Reference Photos for Ware Fire Department Engine 1



Pump Panel: *Rear pneumatic valve failed and Capped.*



Inner door panels damaged.



Cab: *Damaged steering wheel and Vinyl seats.*

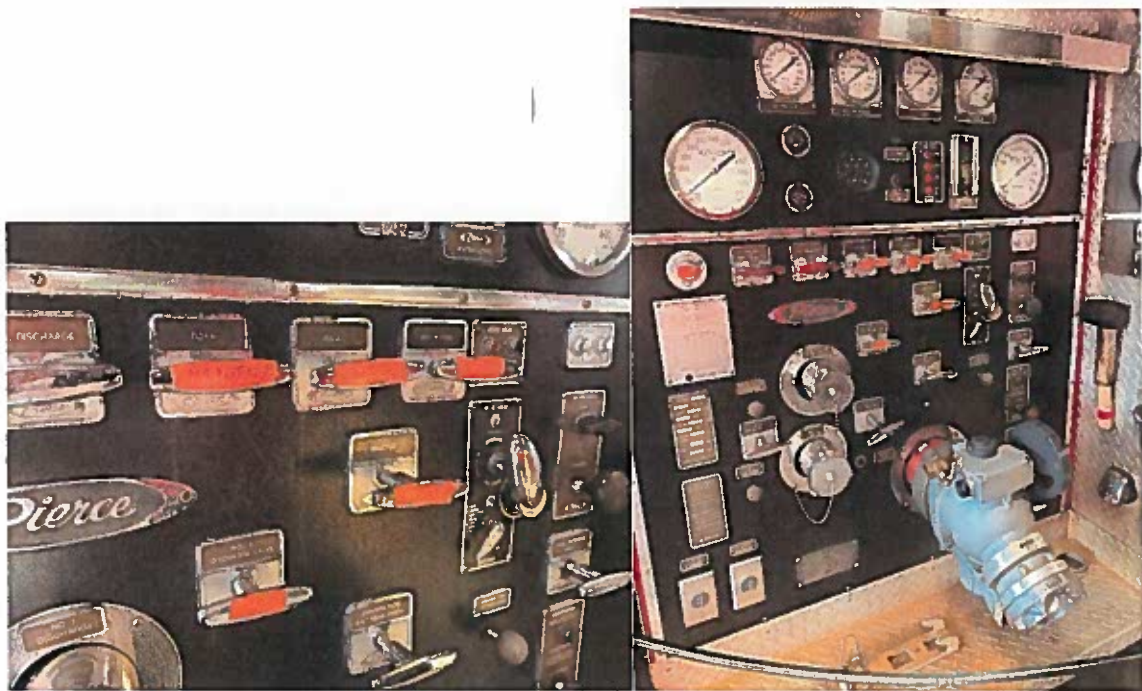


Cab: *Catch latches missing or damaged. Parts unavailable or difficult to find.*

Reference Photos for Ware Fire Department Engine 2



Engine 2, 1987 500 GPM pumper International Chassis

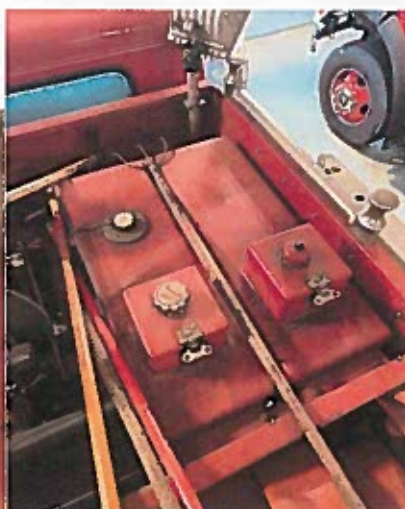


Engine 2 Pump Panel, Foam system and discharges OOS shown by orange tape.

Reference Photos for Ware Fire Department Engine 2



Engine 2 cab



Engine 2 Foam Tanks. (Out of service)

Reference Photos for Ware Fire Department Engine 2



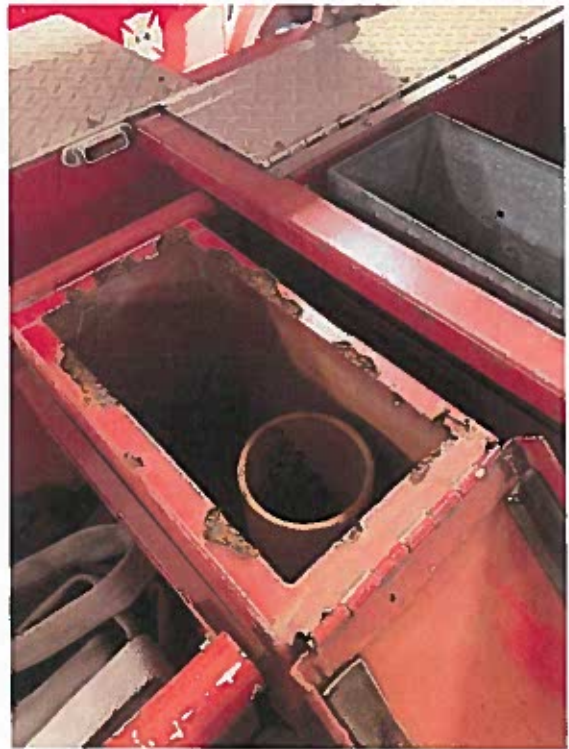
Rusted right rear wheel well.



Main chassis electrical wiring.



Engine 2 Pump house. (Rusted valves)



Engine 2 tank fill