



**Board of Selectmen  
Ware Town Hall, 126 Main Street, Meeting Room**

**Regular Meeting Minutes  
Tuesday, April 17, 2018 at 7:00 p.m.**

**Present:** Selectman John E. Carroll, Selectman Michael P. Fountain, Selectman Keith J. Kruckas, Selectman Tracy R. Opalinski, Selectman Alan G. Whitney  
**Meeting Opened by Selectman Alan Whitney**

**Reorganization of the Board of Selectmen**

**Mr. Beckley accepted nominations for Chairman of the Board of Selectmen:  
Selectman Opalinski nominated Selectman Whitney; the nomination was not seconded.**

**Selectman Fountain nominated Selectman Carroll; Selectman Kruckas seconded the nomination. The vote was 4 Yes, 1 No (Selectman Opalinski). Selectman Carroll is now Chairman.**

**Mr. Beckley accepted nominations for Vice-Chairman of the Board of Selectmen:  
Selectman Carroll nominated Selectman Whitney; Selectman Fountain seconded the nomination. The vote was 5 Yes, 0 No. Selectman Whitney is now Vice-Chairman.**

**Mr. Beckley accepted nominations for Clerk of the Board of Selectmen:  
Selectman Carroll nominated Selectman Opalinski; Selectman Whitney seconded the nomination. The vote was 5 Yes, 0 No. Selectman Opalinski is now Clerk.**

**Opening Remarks, Announcements, and Agenda Review by Chair - none**

**Commendations of Nancy J. Talbot and Peter D. Harder**

Chairman Carroll read the commendation for Mr. Harder's 24 years' service as an Assessor; the Board of Selectmen congratulated and thanked Mr. Harder.

Chairman Carroll read the commendation for Mrs. Talbot's 12 years' service as a Selectman; Mrs. Talbot was not present.

**Consent Agenda**

- **Approval of Minutes of March 20, 2018 and April 3, 2018**
- **Approval of One-Day Liquor License: Workshop 13, Sunday, May 6, 2018**

**Selectman Whitney made the motion to approve the consent agenda; Selectman Fountain seconded the motion.**

Selectman Carroll requested a change to the March 20, 2018 minutes: he objected to the "raised structures" of the proposed plan.

**The motion, as amended, passed on a vote of 5 Yes, 0 No.**

### **Comments and Concerns of Citizens**

Bill Jackson questioned the “raised structures”; Chairman Carroll noted there may be a need for MA DOT approval.

Cathy Cascio noted that someone could sue the town because of hitting the raised structures, the town should be clear with the state rules; Selectman Opalinski noted the town would follow MA DOT standards.

John Desmond congratulated all who ran, and encouraged citizens to stay involved. He questioned the decision to reappoint Stuart Beckley. He noted the election showed the override crushed 5 to 1, and the budget assumed the override would pass. He stated the Board should look at people that work in town who don’t live in town, with \$4million leaving the community, and that rings hollow if the Town Manager does not live in town to show commitment. He stated that the Town Manager should look at how to manage resources, expenditures are a problem, and the ambulance situation should be compared to other communities for solutions. He stated that a critical review of all departments and vehicles should be done, and insurance has increased by \$300,000. He stated that the schools and town cannot spend money it doesn’t have and the Town needs to get the financial house in order with a true pictures of the finances with detailed charts. He said he is available to discuss all this with Selectmen, and the Town Manager’s contract should only be for one year and he must move into town.

Chairman Carroll noted that the Board is already doing most of these suggestions: there is a petition article regarding residency requirements, the Town is reviewing all departments and seeking information on regionalization.

Carol Zins announced the Town Wide Tag Sale to be held on Saturday, June 16, it is \$15 to get on the map. The Spring Sparkle Run will be held May 12. Ware in Bloom meets on April 18 at 5pm at North Brookfield Savings Bank. Carol may be reached at 967-8304 or go to [BuyWareNow.com](http://BuyWareNow.com) or [RaceEntry.com](http://RaceEntry.com).

Phil Bourcier gave handouts of water department foreman timecards and questioned hours worked, pay for holidays, and why was this employee paid for 4 hours? Mr. Beckley noted he is investigating these questions. Mr. Bourcier stated that whoever signs off on these timecards should be held accountable.

**Selectman Kruckas made a motion to bring answers to the next meeting; Selectman Opalinski seconded the motion. The motion passed on a vote of 5 Yes, 0 No.**

Cathy Cascio congratulated Alan and Keith, and agreed citizens should stay involved. She stated that the Town Manager has a huge role with personnel issues, budget, and policies. The Board and Town Manager and Department heads must work together. She stated her concern that the town manager’s contract should have SMART goals with feedback and monthly reports. She questioned the Fire Chief’s class and previous questions with no follow up. She questioned the plan for the DPW department as to who is in charge and what is the plan? She questioned the valuation of homes and stated not all home valuations are going up.

Jack Cascio congratulated Keith and Alan, noting that people were looking for a change, and younger people are getting interested in government. He questioned the status of the GPS units and daily work reports are needed to know what the DPW should be doing.

Kim Ring questioned the use of the ambulance and what will be done if there is no ambulance. She stated that the vacant buildings on Main Street smell bad. She suggested the town look at the Town of Webster and the way that town addressed this. She warned to be careful of

regionalization because transportation is not always reimbursed. She questioned the method for the town manager evaluation. Selectman Whitney noted the process, and Selectman Opalinski stated a composite would be made public. Ms. Ring stated that all Selectmen's surveys should be public documents.

### **Scheduled Appearances - none**

### **Old Business - none**

### **New Business**

- **Request for Loan Subordination**

**Selectman Opalinski made the motion to approve the Request for Loan Subordination, as presented; Selectman Whitney seconded the motion. The motion passed on a vote of 5 Yes, 0 No.**

- **Reimbursement Policy (Employee)**

Selectman Opalinski questioned the Business and Office Supplies section at the top of page 3; Town Accountant Tracy Meehan noted that if an employee wishes to use a vendor that is not set up with the Town of Ware, they need approval beforehand. Selectman Whitney questioned the expenses that are not reimbursable, such as in-room expenses of alcohol; Ms. Meehan indicated the list at the end of the policy.

Cathy Cascio questioned how employees are reimbursed for training courses; Ms. Meehan stated that 90% of training courses are paid ahead by the town.

- **Approval of Annual Town Meeting Warrant**

- **Approval of Special Town Meeting Warrant**

Mr. Beckley explained that articles 15 and 16 would allow seniors and veterans to work tax off up to \$1,500.

Selectman Kruckas requested removal of Article 21, until after the audit of the Fire Department is completed and accepted.

Regarding article 26, Selectman Carroll stated another truck was not needed; Mr. Beckley noted the need was for snow operations.

Articles 28 and 29 would take funds from enterprise funds. Article 33 would fund the Quaboag Connector, with Palmer and Monson asked to contribute. Selectman Carroll proposed to move article 35 to Special Town Meeting warrant as the funds must be spent by June 30. Selectman Opalinski stated research must be done to find the original article for article 37. Selectman Carroll questioned article 38; Mr. Beckley noted that this must be part of union negotiations.

**Selectman Whitney made the motion to approve the Annual Town Meeting warrant as presented.**

Mr. Beckley noted the article regarding marijuana bylaw and did Selectmen wish to keep this on town meeting warrant.

**Selectman Whitney moved to keep the article regarding marijuana bylaw on the annual town meeting warrant; Selectman Kruckas seconded the motion. The motion passed on a vote of 4 Yes, 1 No (Selectman Carroll).**

The Planning Board is looking at options. Zoning was completed last fall, but there is no guide to say how to implement and plan. Mr. Beckley suggested that Selectmen may want to discuss whether to use Special Permit or implement as licensing of liquor. Selectman Kruckas questioned if the 3% additional tax could be dedicated to roads; Mr. Beckley noted there is a 5-year limit. Selectman Whitney suggested a draft motion for town meeting article to implement licensing requirements of 6% for first 5 years, then 3% dedicated to road repairs.

George Staiti questioned the impact of treating marijuana as liquor licensing, and noted that the Board should look at the bylaws, use table and there may be different criteria that would tie the hands of the Planning Board. He requested that the Board discuss this with Planning Board before making any decisions.

**Selectman Whitney made the motion for the Town Manager to draft a motion regarding the marijuana bylaw; Selectman Opalinski seconded the motion. The motion passed on a vote of 5 Yes, 0 No.**

Bill Jackson questioned the process of treating marijuana as liquor licensing. He noted that liquor licenses are approved by Alcoholic Beverages Control Commission.

**Selectman Whitney amended the motion to approve the Annual Town Meeting warrant as presented, to include removal of Article 21, until after the audit of the Fire Department is completed and accepted. Selectman Kruckas seconded the motion. The motion passed on a vote of 5 Yes, 0 No.**

**Selectman Opalinski made the motion to approve the Special Town Meeting warrant as presented; Selectman Whitney seconded the motion. The motion passed on a vote of 5 Yes, 0 No.**

- **Board Goals for Town Manager**

**Selectman Whitney made the motion to review the evaluation summary to discuss at the next Board of Selectmen meeting (May 8, 2018); Selectman Opalinski seconded the motion. The motion passed on a vote of 5 Yes, 0 No.**

### **Town Manager Report**

Upcoming dates:

April 21 – Clean up Ware

May 2 – Meeting with Moderator, Finance Committee to review Articles

May 14 – Town Meeting

**Condemned buildings.** There are two properties condemned by the building department: 73 West Main Street, and 114 Main Street. The Town, through its Block Grant program, also created a list of buildings in need of attention for rehabilitation or demolition. This is referred to as the PARP list. A local realtor is working with the Town to provide a list of bank owned properties. With regard to the condemned properties, Town Meeting assistance will be sought for 73 West Main Street. 114 Main Street is listed for sale.

**Beaver Brook Bridge.** The likely best option will be the closing of the bridge for a period of time while funds for repairs are sought. The temporary shoring of the bridge poses financial and environmental problems. The Town is waiting for the final report and order from the MA DOT.

**Climate Planning.** UMass and the Planning Department gathered final comments and is creating a final report on planning for environmental vulnerability. This plan will address issues such as flood, wind, and drought. The Governor announced the availability of funds to begin to address the proposed improvements.

**Dick Kilhart** is drafting a list of ongoing projects to be maintained by the Town, as his last day is April 22. The Water Treatment Plant is near 60% designed. The Town will have to hire an engineer to be the Town's representative in the process and during construction.

**Ongoing Issues Update**

Research (MMA, other towns) how other towns handle homes that need repair, demolition	Building Inspector met with owner of 73 Main Street. Has proposal for transfer of property to Town.
Meet with DPW Director to find out if Main Street project requires bike lanes	To use State funding, Main Street will require Bike lanes. <i>Main Street project is at 75% design. Decision on lighting will be needed.</i> Right of Way easements need approval from Town meeting and Selectmen prior to January 2019. Scheduled for bidding August, 2019.
Capital Plan. More clarity on descriptions and breakdowns by department. Expand Capital Plan to include long-term needs. Provide list of current assets.	<i>Capital Planning Process completed.</i> Several projected articles for Town Meeting and beginning of discussion of long-term planning
Chart of Full-time and Part-time positions. Explain advantages and disadvantages	
Social Media Policy	Prepared. Reviewed by Labor attorney. Ready for adoption.
Multifamily Inspections	Inspectors meeting held. Determined that town will be divided into 5 sectors for 5-year inspections. Based on comments from other towns, will be challenged to complete fully. Establishing coordination system utilizing new software system. on line on March 15.
Purchase of 116 Pleasant Street	Appraisal complete. Discussions with homeowner. <i>Second appraisal conducted. Need to discuss sale in executive session.</i>
GPS	6 units installed. Negotiations with unions initiated on appropriate vehicles. Working with Verizon on next order of units. <b>Verizon has deal for \$1 per unit available through April.</b> Budget to include cost of annual fees (\$5700)
Condemned buildings	

Selectman Kruckas questioned Mr. Beckley about the Fire Chief's class, condemned buildings. Mr. Beckley noted that 73 West Main Street will be addressed at town meeting, 114 Main Street is on the market, and 33 Vigeant Street must be cleaned up.

**Selectman Whitney made the motion to do a monthly review of all GPS units, with a quarterly report submitted to the Board of Selectmen; Selectman Opalinski seconded the motion. The motion passed on a vote of 5 Yes, 0 No.**

Selectman Kruckas questioned Mr. Beckley about the Main Street project; Mr. Beckley noted that MA DOT requires the bike lanes. Selectman Whitney noted the loss of parking spaces. Cathy Cascio stated that the Board should talk to businesses that would be hurt or closed.

**Selectman Whitney made the motion to Adjourn Regular Session at 9:20 p.m. to go into Executive Session per MGL Chapter 30A, Section 21 (a) #2 Negotiations with Town Manager, Union Updates, NOT TO RECONVENE IN OPEN SESSION; Selectman Opalinski seconded the motion. The motion passed on a roll call vote of 5 Yes, 0 No.**

<b>Selectman John E. Carroll</b>	<b>Yes</b>
<b>Selectman Michael P. Fountain</b>	<b>Yes</b>
<b>Selectman Keith J. Kruckas</b>	<b>Yes</b>
<b>Selectman Tracy R. Opalinski</b>	<b>Yes</b>
<b>Selectman Alan G. Whitney</b>	<b>Yes</b>

The next Board of Selectmen meeting, a Joint meeting with the Moderator, and Finance Committee to approve the Annual and Special Town Meeting warrants, will be held on Wednesday, May 2, 2018 at 7:00 p.m.

The next regular Board of Selectmen meeting will be held on Tuesday, May 8, 2018 at 7:00 p.m.

**ANNUAL TOWN MEETING IS MONDAY, MAY 14, 2018 AT 6:30 PM, WARE JUNIOR SENIOR HIGH SCHOOL AUDITORIUM**

Attest:   
**Mary L. Midura, Executive Assistant**