

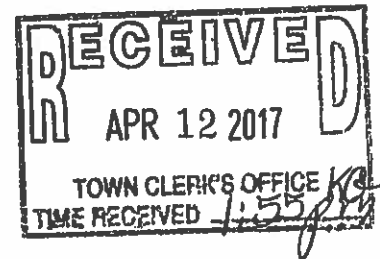


Board of Selectmen
Ware Town Hall, 126 Main Street, Meeting Room

Meeting Notice Agenda
Tuesday, April 18, 2017 at 7:00 p.m.

Meeting Opened

Reorganization of the Board of Selectmen



Opening Remarks, Announcements, and Agenda review by Chair

Consent Agenda

Comments and Concerns of Citizens

Scheduled Appearances

- **7:15 p.m. – Review of Warrants for Special and Annual Town Meeting with Moderator, Finance Committee and School Committee – Joint Meeting**
- **Tri-County Recycling, Host Agreement Discussion**
- **DPW Director, Water Treatment Plant Discussion**

Old Business

New Business

- **Beaver Lake Road – Speeding Concern**
- **Approval of Special Event – Buy Ware Now**
- **Set Public Hearing for National Grid/Verizon New England, Inc. Petition for Joint or Identical Pole Locations #23733546 Dugan Road**

Town Manager Report

Adjournment

Executive Session: MGL Chapter 30A, Section 21 (a) #2, Negotiations



**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 Auditorium, 239 West Street, Ware, on Monday, May 8, 2017 at six thirty o'clock in the evening (6:30 P.M.), then and there to act on the following articles:

ARTICLE 1. To see if the town will vote to appropriate or transfer from available funds a sum of money to pay unpaid bills from prior fiscal years, 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.
(\$2,430 Free Cash)

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

ARTICLE 2: To see if the Town will vote to amend or adjust any of the line items of the Fiscal Year 2017 Town Budget, including debt and interest, and to determine what sums of money the Town will appropriate for any such adjustments or amendments and to determine the manner of meeting said appropriation, whether by transfer from available funds, transfer from other items or appropriations, borrowing, or any other means or combination thereof, or take any other action relative thereto.
(\$67,000 Transfers)

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

ARTICLE 3. To see if the town will vote to authorize the Board of Selectmen on behalf of the Town to accept an easement for the purpose of a trail connecting community cemeteries, or take any other action relative thereto.

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

ARTICLE 4 To see if the town will vote to authorize the Board of Selectmen to amend the deed restrictions for 13 Church Street, or take any other action relative thereto.

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

ARTICLE 5 To see if the town will vote to raise and appropriate a sum of money to pay for new patient care reporting software and upgrade of computers for system upgrade for the Ambulance service 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.
(\$22,500 Ambulance Reserve)

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



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 8, 2017, at seven (7:00 PM) o'clock in the evening, then and there to act on the following articles:

Article 1. To see if the Town will vote to hear the report of the Finance Committee or take any other action relative thereto.

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

Article 2. To see if the Town will vote to hear the reports of committees and boards and to authorize their continuation, dissolution or any changes with respect to said committees, or boards or take any other action relative thereto.

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

Article 3. To see if the Town will vote to authorize the Treasurer/Tax Collector to enter into Compensating Balance Agreements during Fiscal Year 2018 as permitted by Massachusetts General Laws, Chapter 44, §53F, or take any other action relative thereto.

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

Article 4. 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 2018, beginning July 1, 2017 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.

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

Article 5. 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.

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

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 2018 to be expended by the Pathfinder Regional Vocational Technical High School District or take any other action relative thereto.

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

Article 7. 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 2018 to be expended by the Ware Public Schools or take any other action relative thereto.

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

Article 8. 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.

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

Article 9. 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.

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 authorize revolving funds for certain Town departments under Massachusetts General Laws, Chapter 44, §53 E ½ for the fiscal year beginning July 1, 2017 or take any other action relative thereto.

Revolving Fund	Authorized to Spend Fund	Revenue Source	Use of Fund	FY 18 Spending Limit	Disposition of FY17 Fund Balance
Senior Center Rental	Town Manager and/or Council on Aging Director	Fees charged for rental of the Senior Center.	Expenses associated with rental of the Senior Center	\$20,000	Balance available for expenditure
Athletic Advertising	School Committee	Sales of advertising at the Ware Public School campus	Expenses for Ware Public School (i.e., uniforms, equipment, use of fields)	\$100,000	Balance available for expenditure
Septic Repair program	Community Development Authority	Previous grant/loan payments	Septic system repair	\$25,000	Balance available for expenditure
Community Development Fund	Community Development Authority	Previous grant/loan payments	Assistance for Community Development projects	\$120,000	Balance available for expenditure
Cemetery Maintenance and Burial	Cemetery Commission/Parks Commission	Cemetery and Burial Fees	Cemetery Maintenance and Burials	\$10,000	Balance Available for Expenditure
Bulky Waste Fund	Town Manager	Appropriation and Fees	Bulky waste disposal	\$15,000	N/A

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 fix the salaries of the several Elected Officers of the Town for the Fiscal Year 2018 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.

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 Water Enterprise during Fiscal Year 2018 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.

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 raise and appropriate a sum of money to operate the Sewer Enterprise during Fiscal Year 2018 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.

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

Article 14.

To see if the Town will vote to appropriate a sum of money for the purpose of the design and construction of an iron and manganese removal plant and that the Town Manager be authorized to file on behalf of the Town of Ware any and all applications determined necessary or appropriate for grants and/or reimbursements from the United States Department of Agriculture Rural Development Programs and under any other applicable Massachusetts or Federal grant reimbursement or other assistance programs available to fund the work within the scope of this article, 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.

(\$6,000,000 Borrow, Grant, Enterprise)

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

Article 15.

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 2018 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 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 another action relative thereto.

(\$37,000 Transfer)

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 appropriate a sum of money to Valley Human Services a program of the Behavioral Health Network for its general operating budget to provide social and rehabilitative services to the citizens of Ware during Fiscal 2018 and to determine the matter of meeting said appropriation whether by taxation, transfer from available funds, borrowing or any other means or combination thereof or take any other action thereto.
(_____ **Free Cash**)

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

Article 18.

To see if the Town will vote to raise and appropriate a sum of money to pay for paramedic training for three (3) firefighters 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.
(\$24,000 **Ambulance Reserve**)

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 appropriate a sum of money for the purchase of an administrative vehicle for the Fire Department, 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.
(\$40,000 **Borrow, Ambulance**)

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

Article 20. To see if the Town will vote to raise and appropriate a sum of money for the purchase of a police vehicle, 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.
(\$40,000 Free Cash)

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

Article 21. To see if the Town will vote to appropriate a sum of money for the Ware Public Schools for the purpose of completing the last phase of the SMK carpet removal project including the office area and surrounding hallways. whether by taxation, transfer from available funds, borrowing, or any other means or combination thereof, or take any other action relative thereto.
(\$35,000 Free Cash)

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

Article 22. To see if the town will vote to appropriate or transfer from available funds a sum of money to pay for the surface repair to extend the life of roadways, 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.
(\$ 1,000,000 Borrow)

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

Article 23. To see if the town will vote to appropriate a sum of money to pay for a replacement fuel pump system at the Highway Barn, 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.

DISMISS

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

Article 24. To see if the town will vote to authorize the Board of Selectmen on behalf of the Town to accept an easement or easements for the purpose of drainage along Bacon Road, or take any other action relative thereto.

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

Article 25. To see if the Town will vote to appropriate funds for the purchase of a plot of land including home at 116 Pleasant Street for the purpose of public water supply protection and for the removal of said home, and to authorize the Board of Selectmen to complete said purchase, and that the Town Manager be authorized to file on behalf of the Town of Ware any and all applications determined necessary or appropriate for grants and/or reimbursements from the United States Department of Agriculture Rural Development Programs and under any other applicable Massachusetts or Federal grant reimbursement or other assistance programs available to fund the vehicle purchase within the scope of this article, 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.

(\$130,000 Borrow)

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

Article 26. To see if the town will vote to appropriate a sum of money to pay for a new Jetting/Vacuum Vehicle for the Sewer/Highway/Water Divisions, 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.
(\$ 400,000 Borrow/Enterprise)

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

Article 27. To see if the Town will vote to appropriate a sum of money for the purchase of a Water/Sewer response vehicle for the Department of Public Works, and that the Town Manager be authorized to file on behalf of the Town of Ware any and all applications determined necessary or appropriate for grants and/or reimbursements from the United States Department of Agriculture Rural Development Programs and under any other applicable Massachusetts or Federal grant reimbursement or other assistance programs available to fund the vehicle purchase within the scope of this article, 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.
(\$45,000 Grant/Enterprise)

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

Article 28. To see if the Town will vote to raise and appropriate a sum of money to fund the Bulky Waste Revolving 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 another action relative thereto.
(\$15,000 Free Cash)

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

Article 29. To see if the Town will vote to appropriate 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.
DISMISS

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

Article 30. To see if the Town will vote to consider and approve or otherwise act upon a host community agreement with Tri County Recycling, Inc and 198 East Street, LLC or take any other action relative thereto.

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

Article 31. To see if the Town will vote to reaccept MGL Chapter 32B, Section 20, related to retirees' health benefits, or take any other action relative thereto.

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

Article 32. To see if the Town will raise and appropriate a sum of money for the Stabilization Fund, and to determine the manner of meeting said appropriation whether by taxation, transfer of available funds, or any other means or any combination thereof or take any other action relative thereto.

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

Article 33.

To see if the Town will vote to authorize the Board of Selectmen to ratify and approve an agreement made between the Town of Ware and VH West Brookfield, LLC pursuant to G.L. C. 59, §38H, and regulations promulgated thereunder, with respect to annual payments in lieu of real and personal property taxes over a 20 year period relative to a parcel of land located at Gilbertville Road; said PILOT agreement is based upon the proposed construction and operation of a solar photovoltaic power plant with an expected nameplate capacity of approximately 1.4 megawatts and shall be executed in conjunction with a Massachusetts Solar Net Excess Generation Credit Purchase Agreement, or take any other action relating thereto.

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



TOWN OF WARE

POLICE DEPARTMENT

22 NORTH STREET, WARE, MASSACHUSETTS 01082 - 1004
TEL: (413) 967-3571 FAX: (413) 967-9606



KENNETH A. KOVITCH
CHIEF OF POLICE

To: Town Manager Stuart Beckley
Board of Selectmen
Ware Town Hall
126 Main Street

From: Chief Kenneth A. Kovitch

Date: April 9th 2017

Re: Beaver Lake Road Traffic

Dear Stuart Beckley and Ware Board of Selectman. I have received and reviewed the letter from Mr. and Mrs. Mooney of 304 Beaver Lake Road in regards to their safety and traffic concerns. I am in agreement with them that Beaver Lake Road, especially the beach area is an extremely dangerous location and it should be addressed. After reviewing the area, it is my opinion that there should be some signage indicating it is a beach area, Children playing, Pedestrians etc. along with a speed indicator showing a speed limit of 20MPH to 25MPH. Unfortunately this is a very short road and does not meet the thickly settled ¼ mile distance requirement therefore signage should be placed at the beginning of the roadway by the Monson Turnpike Road area indicating the reduced speed. As for the request for speed bumps. It is my opinion that this should not be allowed do to it being a **public way** and not a parking lot. This would have the potential of causing other safety issues for motorists during inclement weather conditions.

Respectfully Submitted;


Chief Kenneth A. Kovitch

April 2, 2017
304 Beaver Lake Road
Ware, MA 01082
413-885-0207
lr3cmooney@comcast.net



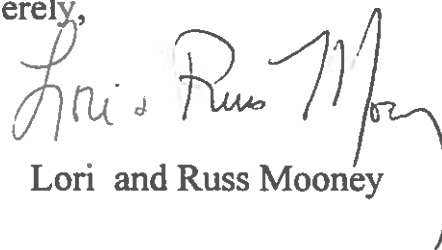
Board of Selectmen
127 Main Street
Ware, MA 01082

To the Board:

We live on a small residential street in Ware, across from a beach area on Beaver Lake. We have increasingly become concerned about the level of speed with which drivers travel down our road. There are small children playing here, people walking their dogs, elderly walking with assistance, children and adults on bikes, and many instances each day that could become tragic. The ice and snow on the road slowed some drivers down, but as spring approaches, we are concerned that the speed will only increase. The primary problem are drivers coming off Monson Turnpike Road, which may be a 40 mile per hour zone, and entering Beaver Lake Road without slowing down and sometimes accelerating. The top of Beaver Lake Road is wooded and may not alert drivers to the upcoming small neighborhood or the beach. We have contacted the Beaver Lake Club Corporation (BLCC) for a sign for the beach, but want you to be aware that the speed limit is not posted anywhere in our neighborhood. The BLCC liaison (Kathy Cronin) has let the police know about the dangerous speeds, and we hope to see increased police presence and perhaps a speed trap set up.

We are most interested in having the speed limit posted on our street, or to have a "thickly settled" sign to alert drivers to the slower speeds necessary when coming off Monson Turnpike Road. We would love to see speed bumps be installed to force the reduction in speed. We plan to copy this letter to both the DPW and the police, but would ask your help in expediting this matter so that we can do what is possible to prevent a fatal accident this summer. Please don't want for a tragedy to happen.

Sincerely,


Lori and Russ Mooney

cc Ware Police Department
cc Ware DPW

April 2, 2017
310 Beaver Lake Road
Ware, MA 01082
413-967-7223
llak310@comcast.net



Board of Selectmen
127 Main Street
Ware, MA 01082

To the Board:

We live on a small residential street in Ware, across from a beach area on Beaver Lake. We have increasingly become concerned about the level of speed with which drivers travel down our road. There are small children playing here, people walking their dogs, elderly walking with assistance, children and adults on bikes, and many instances each day that could become tragic. The ice and snow on the road slowed some drivers down, but as spring approaches, we are concerned that the speed will only increase. The primary problem are drivers coming off Monson Turnpike Road, which may be a 40 mile per hour zone, and entering Beaver Lake Road without slowing down and sometimes accelerating. The top of Beaver Lake Road is wooded and may not alert drivers to the upcoming small neighborhood or the beach. We have contacted the Beaver Lake Club Corporation (BLCC) for a sign for the beach, but want you to be aware that the speed limit is not posted anywhere in our neighborhood. The BLCC liaison (Kathy Cronin) has let the police know about the dangerous speeds, and we hope to see increased police presence and perhaps a speed trap set up.

We are most interested in having the speed limit posted on our street, or to have a "thickly settled" sign to alert drivers to the slower speeds necessary when coming off Monson Turnpike Road. We plan to copy this letter to both the DPW and the police, but would ask your help in expediting this matter so that we can do what is possible to prevent a fatal accident this summer.

Sincerely,

Lynn and Bill Lak

cc Ware Police Department
cc Ware DPW

April 6, 2017
308 Beaver Lake Road
Ware, MA 01082
413-967-6105



Board of Selectmen
127 Main Street
Ware, MA 01082

To the Board:

I have lived at 308 Beaver Lake Road for 22 years, and over the years have spoken repeatedly to the police about the speed on this road. I asked for speed bumps, but I was told that was not possible. I have 10 little grandchildren and I was always worried for them on the beach. Now I just worry about walking to the mailbox with my walker and my little dog. Nor can I take a short walk down the road. Beaver Lake Road is highly populated road and busy street with young and old alike. We need more protection. I believe a 20 mile per hour speed limit is not unreasonable but the speed is not posted here.

I would like to see more police presence in our neighborhood. Once, I was able to get the police to park their electronic speed limit sign on our road, and it really helped for a short time. Periodic speed traps would be excellent, but only if the speed limit is posted! Thank you for your quick attention to our problem. We are all worried about a possible fatal accident on our street.

Sincerely,

A handwritten signature in black ink that reads "Mary 'Beth' Kaltner".

Mary "Beth" Kaltner

cc Ware Police Department
cc Ware DPW



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 01201

Application packet must be received no later than 30 days prior to the event.

Event Name: The Sparkle Run Event Producer: Buy Ware Now Committee

Primary Contact Information:

Primary Contact Name: Deb Dischamps Fax: 413-279-9110

Non-Profit Organization / Event: Yes No

Day Phone: _____ Cell Phone: 413-530-8356

E-mail: sparklerunbwn@gmail.com Website: BuyWareNow.com

Event Information:

Event Address / Location: Granville Park

Starting Date: 4/29/17 Time: 8: AM Ending Date: 4/29/17 Time: 1: PM

Total attendance expected: 100 Rain plan: NOPE

List any streets to be closed for special event: NOPE

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

This will be a 5K + 1K run/walk event. Families are invited to participate in the "sassy stroller" event as well which is for best decorated stroller, carriage or wagon for children 6 + under. Proceeds will go to the Lions Club to fund the annual fireworks event



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. The original application packet will be handed back to you. You must bring the application packet to each department for their review.

Once you receive approval from all departments, return your application packet to the Board of Selectmen's Office for authorization.

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.

PLEASE 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

Building Inspection Department (967-9648 x114) Located at 126 Main Street
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.
 - 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.
- 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.

DPW – 4 ½ Church Street

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.)

Parks & Recreation Dept. 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.
-

Fire Department (967-5901) 200 West Street

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

DUMPSTERS

- Dumpster permits are issued by Fire Department.

Health Department (967-9648 x110) Town Hall, 126 Main Street
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.

Board of Selectmen (967-9648 x1010) Located at Town Hall
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.

No outdoor concerts

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.

Police Department (967-3571) 22 North Street

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

DPW (967-9620) 4 1/2 Church Street
Office Hours: Monday through Friday from 8:30am to 4:00pm

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 the department of Public Works & Utilities.

SIDEWALK CLOSURE / OBSTRUCTION

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

WEB LINKS

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

<i>VENUES</i>	
<p>Town Parks Greenville Park including Bandshell and Pavillon</p> <p>Veterans Memorial Park and Lot</p> <p>Memorial Field</p> <p>Town Hall Auditorium – Capacity 400</p> <p>Ware Senior Center, Robbins Road</p> <p>School Buildings Auditoriums Cafeteria Gyms Classrooms</p> <p>School Grounds</p>	

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

I, Deborah Dischamps, a representative from Buy Ware Now, does hereby acknowledge that in the course of its use of property owned by the Town of Ware, namely Greenville Park located at Church St, 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 Buy Ware Now), 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 Greenville Park, Buy Ware Now 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 Greenville Park.

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

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

X Deborah Dischamps Signature of the agent duly authorized by the Special Event Permit applicant to bind it.

Date: 3/13/17

This application packet (the checklist and the permit application) must be brought in person to each department for sign-offs - Community Development / Parks MUST be approved first. Once all sign-offs have been received, this application packet must be returned to the Licensing Board Clerk in the Town Clerk's Office for final approval.

Review & Submission for Sign -Offs Provided By Departments

Please note - Departments may provide additional comments below their sign-off

Community Development/Parks [Signature] Date: March 9, 2017

Health Department [Signature] Date: March 11, 2017
They bottled water & pre-packaged energy bars

Department of Public Works [Signature] Date: 3-15-17

Building Inspections [Signature] Date: 3-15-17

Building/Grounds Maintenance _____ Date: _____

Fire Department [Signature] Date: 3-13-17

Police Department [Signature] Date: 03/23/2017

of Officers (if applicable) _____

Licensing Board _____ Date: _____