



## **Board of Selectmen**

**Ware Town Hall, Meeting Room, 126 Main Street  
Regular Meeting Minutes – Tuesday, April 2, 2019 at 7:00 p.m.**

### **Meeting Opened by Chairman Carroll**

**Present: Selectman John E. Carroll, Selectman Michael P. Fountain, Selectman Keith J. Kruckas, Selectman Tracy R. Opalinski, Selectman Alan G. Whitney, Town Manager Stuart Beckley, Clerk Mary L. Midura, Ware Community TV General Manager Stanley Ciukaj.**

A moment of silence was observed for Alma Rolla, a former election volunteer.

### **Opening Remarks, Announcements, and Agenda review by Chair**

Selectman Kruckas noted the accident involving young adults last week. He stated that fire, police and hospital staff all did an amazing job of response and treatment. There will be a spaghetti supper for the benefit of Sean Piechota, a town employee, on April 20 at Gabe's @ 6pm. There is also an account at Country Bank for Mr. Piechota and a GoFundMe account for Brandon and Haley.

Selectman Opalinski asked Mr. Beckley if there were mental health services for employees; Mr. Beckley noted the EAP program.

Selectman Kruckas requested a vote to allow the special event on April 20, 2019.

**Selectman Kruckas made the motion to allow the special event Spaghetti Supper at Gabryel Narutowicz, Inc. at 11 East Main Street, on April 20, 2019 at 6:00 p.m.; Selectman Whitney seconded the motion. The motion passed on a vote of 5 Yes, 0 No.**

Chairman Carroll read and presented a commendation to Michael P. Fountain for his service as a Selectman from April 11, 2016 – April 8, 2019. Selectman Fountain thanked the voters and fellow Board members.

### **Consent Agenda**

- **Special Event Application: Trinity Episcopal Church – Extreme Tour, July 31, 2019**

Edie Kirk and Barbara Newton were present for the application. Ms. Kirk stated the Extreme Tour is 20-35 artists who travel the country and volunteer and give music concerts that are faith-based, not evangelizing, but uplifting. The group will arrive Monday, July 29, and the concert will be held from 3:00 pm – 9:00 pm.

**Selectman Whitney made the motion to approve the Special Event: Extreme Tour; Selectman Opalinski seconded the motion. The motion passed on a vote of 5 Yes, 0 No.**

### **Scheduled Appearances**

- **7:10 p.m., Pole Petition by National Grid: Bumpy Hill Road (27642166)**
- **7:12 p.m., Pole Petition by National Grid and Verizon: River Road (27642166-1)**
- **7:14 p.m., Pole Petition by National Grid and Verizon: Bumpy Hill Road (27642166-2)**
- **7:16 p.m., Pole Petition by National Grid and Verizon: Belchertown Road (27642166-3)**

**Chairman Carroll read aloud the public hearing notice of petition #27642166.**

Robert Swift, CHA field planner, and Jared Sawabi, National Grid designer, were present for the petitions. The poles will be used to add upgraded voltage to bring Ware up to industry standards.

Selectman Kruckas questioned if this is related to solar plans; Mr. Swift stated that some wire on Belchertown Road would accommodate power lines for solar.

Chairman Carroll asked for anyone who wished to speak on the petition; there were no abutters to speak to or protest the petition.

**Selectman Whitney read aloud the public hearing notices of petitions #27642166-1, #27642166-2, and #27642166-3.**

Chairman Carroll asked for anyone who wished to speak on the petitions; there were no abutters to speak to or protest the petitions.

**Selectman Whitney made the motion to approve Pole Petitions #27642166, #27642166-1, #27642166-2, and #27642166-3; Selectman Fountain seconded the motion. The motion passed on a vote of 5 Yes, 0 No.**

### **Old Business**

- **Review Draft of Amended Town Snow Policy**

Mr. Beckley noted that language regarding delay has been removed. Selectman Opalinski stated that DPW must plow roads first; she was concerned that a citizen was hurt last year when the parking lot had not yet been sanded, and the Board of Selectmen must consider risk for insurance purposes.

Selectman Kruckas noted the changes applied to the Town Hall only. Selectman Opalinski noted this would not stop a lawsuit. Mr. Beckley noted that the Parks plow the parking lots and the DPW does the sanding. Selectman Opalinski stated this was not just a personnel but also a town policy, and other items could be part of the policy such as parking, snow, and ice removal.

Selectman Kruckas questioned how long there has been such a policy; Mr. Beckley stated the policy has been in place since the 1990's. Selectman Kruckas asked how employees were paid, as some are always here on time; Selectman Whitney noted the regular payroll. Selectman Kruckas stated this discriminates against those employees who must report to work. Selectman Kruckas noted the policy should be the same for all employees across the board.

**Selectman Whitney made the motion to approve the Town Snow Policy with submitted revisions; Selectman Kruckas seconded the motion.**

Selectman Opalinski questioned if the policy would be in the employee handbook. Mr. Beckley stated yes, and there is a Snow and Ice bylaw. He questioned why the Board would not apply that to staff. Selectman Kruckas stated that there should be no delay at Town Hall. Selectman Opalinski stated the first priority should be to open the roads. Selectman Kruckas stated that the roads were in good shape this season. Selectman Whitney stated that those who don't want to come in should take personal time. Selectman Opalinski stated that the sidewalks and parking lots must be sanded.

Resident Andrew Choquette stated that some employees can earn overtime, but departments have different responsibilities such as covering night meetings. Selectman Kruckas stated that these are the jobs as hired, not to be paid for delays, and there have been previous discussions of finding ways to save funds for more important items.

Resident Laurie Whitney stated that her work distinguishes essential and non-essential employees, but leaves the final decision to the site manager.

**The motion passed on a vote of 4 Yes, 1 No (Selectman Opalinski).**

- **Town Manager Goals Review**

Fiscal Management & Capital Planning  
Long Range Planning

Mr. Beckley noted that the town budget process is in a good position, and the Capital Improvement meets next week.

Selectman Kruckas questioned why one department was out of funds four days before the Special Town Meeting; Mr. Beckley noted that budgets are fluid throughout the fiscal year. Selectman Kruckas stated there should be more notice.

Mr. Beckley noted that departments submit monthly reports and budgets must be flexible to get through to June 30. He noted that debt is less than \$1million, and insurance costs have a 9.3% decrease, due to claims decrease, and incentives such as the wellness program for town and school employees.

For #4, improvements to departments, website is kept more up to date and includes community events, elections, warrants, water issues, use of Code Red. Selectman Opalinski questioned if policies are online; Mr. Beckley noted some towns post their employee handbook, and the bylaw committee is moving forward to have the bylaws online by year end, with a meeting with the Code representative scheduled for April 17.

Selectman Kruckas questioned why a bylaw passed last year for ban of skateboarding in Veterans Park was not sent to the AG by the Town Clerk, and how many other bylaws have not been sent to the AG. He stated that the Town Clerk should be doing the basic job, not on committees, and keeping priorities and do the job hired for. Mr. Beckley stated that all bylaws are prepared to be sent to the AG.

Selectman Carroll asked Mr. Beckley what will be done with outdated bylaws; Mr. Beckley noted some can be deleted with a motion at Town Meeting.

Mr. Beckley noted the Historic MHC grant application has been submitted, and the electrical system of Town Hall still needs to be reviewed. Selectman Opalinski noted that the windows for WMS were not on the Capital Plan, and how can these be better tracked. Mr. Beckley noted that the school must tell us to put such items on the Capital Plan and the Finance Committee must consider. There are other items such as the Master Plan, Open Space Plan, and the Main Street project.

Selectman Opalinski suggested other towns may be better planned. Selectman Kruckas noted the need for maintenance of all town buildings. Selectman Opalinski noted all buildings should be assessed.

#### Staff and Personnel Relations

Mr. Beckley noted that four department heads have had performance evaluations, with six month reviews scheduled for building, accounting, senior center, town clerk. Evaluations are not merit based, and if changed with rewards would need standard ratings.

Selectman Opalinski referred back to #4 of Long Range Planning to ask if Mr. Beckley checked on outsourcing billing and collections; Mr. Beckley noted the website showed 3X what the town now pays, but other towns have had great success, so he may further research the option. Another possible solution is to share the position. The plan is to move the water bill collection to town hall, but there is a gap between tax bill collection and water bill collection, with possible changeover in the summer months.

Selectman Kruckas commented on staff turnover; Selectman Whitney noted there is turnover everywhere in the business world. Selectman Opalinski questioned Mr. Beckley regarding applicants for DPW Director; Mr. Beckley noted there has not been a good fit, and he continues to search.

Mr. Beckley continues to work on the draft of the Personnel Manual, and the town continues to maintain training in Police, Fire, and DPW departments. The wellness program is challenge-based and well received by employees.

#### Community and Intergovernmental Relations

Mr. Beckley noted for Code Enforcement, that multi-family inspections will begin soon. The CDBG grant includes legal help for Board of Health and Building Inspector. Selectman Kruckas stated that the Building Inspector is doing a great job!

Mr. Beckley noted he is optimistic regarding Quaboag Connector. Monson has now included funding in their budget, as have Palmer and Hardwick.

Mr. Beckley noted that Board of Health and Building Department are moving forward on Clean/Lien on small clean ups. The West Main Street property should have a deed in approximately one week.

Selectman Opalinski asked for a Bulky Goods Day; Mr. Beckley noted this is to be scheduled soon. Selectman Opalinski also asked for a Hazardous Waste Day; Mr. Beckley noted this may be arranged in the Fall. Resident Andrew Choquette suggested use of an AG rolling grant; Mr. Beckley noted that particular grant must have a 50% match.

Mr. Beckley also noted the plan to train newly elected Board of Selectmen members. Selectman Kruckas noted #5 under Communication and the need for disciplinary action, not to follow past practices. Selectman Opalinski noted that the Employee Handbook will help greatly with that goal.

### **New Business**

- **Announce Resignation of Jason Patrissi, and New Open Position on Committee to Recommend Legislative Action Regarding Sex Offender Density**

Chairman Carroll stated that those who previously replied can re-apply, and to advertise the open position on the town website.

- **Citizens' Petition for Zoning Use Change, Residential Business (RB) – Forward to Planning Board**

Mr. Beckley requested that the Board forward the petition to the Planning Board for a public hearing.

**Selectman Whitney made the motion to forward the Citizens' Petition for Zoning Use Change, Residential Business (RB) to the Planning Board for a public hearing; Selectman Opalinski seconded the motion. The motion passed on a vote of 5 Yes, 0 No.**

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

Resident Brandy Bruso noted the Eggstravaganza on April 13 will include Department of Children and Families booth with information of fostering and adoption, and Headstart for education.

Selectman Kruckas noted his hope there is another National Night Out; Mr. Beckley stated that this event will occur again.

Selectman Opalinski noted the Town Election on Monday, April 8. She announced that Caring Health Center will hold an informational meeting at Highland Village on Tuesday, April 9 from 5-6 p.m.

### **Town Manager Report**

Upcoming dates:

April 8 – Town Election

April 27- Town Cleanup Day and Ware Spring Shop Hop

May 13 – Town Meeting

Tighe and Bond is preparing quotes for the design of the Beaver Brook Bridge on Old Belchertown Road. With MassDOT bridge review required, they expect this project will be Spring 2020 for

construction. Similarly, after reviewing the Senior Center, they are seeking quotes for the performance of soiling sample drilling in order to prepare a cost for fixing the wall cracks. DPW is keeping an eye on drainage from the roof.

All the Town-owned streetlights have been replaced with LED. The Town is working to complete purchase of the remaining 70 National Grid owned lights, and then those will be replaced.

Flushing of the Town's water lines will begin on April 15. The areas being flushed will be posted on the Town's website and notifications sent via the Code Red system. Similar to last year, most work will be completed at night.

The Ware Substance Support Hub (WSSH) is a working group considering the needs of Ware in response to all substance abuse (as opposed to focusing on opioids). WSSH was formed after the work of an opioid focused group meeting that has been active for over a year plus. After time the group sought to evolve into an all substances prevention, treatment and recovery working group committee looking at the needs of Ware, in partnership with the newly formed police department DART program outreach work. During this process the WSSH group has also explored the forming a recovery center based on the local level need that has come up regularly by the group members for improving services and the growing peer recovery community network in Ware and surrounding towns. With the DART (Officer Cacela) program and other local organizations invested in seeing the recovery community succeed in Ware it logically made sense Ware is the centralized location for people who have transportation limitations and access to recovery center supports.

The WSSH group has toured several facilities to explore recovery center concepts and conduct research on what communities have embraced as models successfully that might fit into Ware. We know the intersections of three County's find Ware as a hub for medical care, education with E2E, social services, retail and many other needs which makes it an ideal home for a recovery center with a centralized downtown area.

The WSSH group received recommendations and were advised on the creation of a survey tool about what the recovery community would benefit from in such a possible recovery center. This survey will be disseminated in Ware and the surrounding towns/areas to identify what a recovery center and programming might comprise of.

The Building Inspector, Planner, Planning Commission met with a consulting engineer and Mass Development to consider funding options for the study and redevelopment of the Millyard area. Mass Development has funding for cleanup and reuse of sites. With the Town now owning property, an environmental review would include that site.

The financial team is working with the Town's financial advisor, Unibank, to prepare for the next borrowing, which will occur before June. As part of this process, Standard and Poor's may review the Town's bond rating.

The Parks Department is working on repairs to the damage done to Veterans Park. The District Attorney's office is coordinating restitution. The driver was insured. A new flag pole has been ordered.

School Building Committee: Working with Dr. DiLeo and reviewing other towns' committee set ups, we recommend that the makeup be:

Member of the School Committee

Member of the Selectmen

School Superintendent

Town Manager

Chris Dymon, School Maintenance

School Principal (respective to each project)

1 or 2 residents knowledgeable in construction

This committee will work with the Owner's project manager and architect and contractor to review project plans and designs.

**Selectman Whitney made the motion to appoint Selectman Kruckas to the School Building Committee; Selectman Opalinski seconded the motion. The motion passed on a vote of 5 Yes, 0 No.**

**At 8:22 p.m., Selectman Whitney made the motion to Adjourn the Regular Meeting; Selectman Kruckas seconded the motion. The motion passed on a vote of 5 Yes, 0 No.**

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

