



Board of Selectmen

Ware Town Hall, Meeting Room, 126 Main Street

Regular Meeting Notice Agenda – Tuesday, December 18, 2018 at 7:00 p.m.

6:30 p.m. Executive Session: MGL Chapter 30A, Section 21(a) #3 Litigation

Meeting Opened

Opening Remarks, Announcements, and Agenda review by Chair

Consent Agenda

- **Approval of October 30, 2018 Minutes**
- **Approval of One-Day Liquor License: Workshop 13, Saturday, December 22, 2018**
- **Approval of One-Day Liquor License: ClayWorks/Workshop 13, Friday, January 4, 2019**

Scheduled Appearances

- **7:05 p.m. State Legislators**

Old Business

New Business

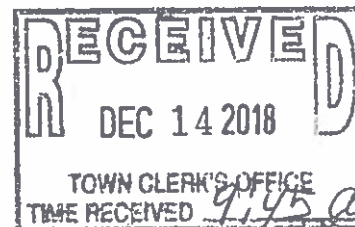
- **Approval of 2019 Licenses and Car Dealers' Licenses**
- **Designation of Records Access Officers**
- **Set Public Hearing: Melha Shriners, 126 West Main Street, Application for New Annual All Alcohol Club License, Common Victualler License, and Entertainment License**
- **Announcement of Vacancy on Ware Housing Authority**

Comments and Concerns of Citizens

Town Manager Report

Adjournment

Happy New Year 2019!





Board of Selectmen

Ware Town Hall, Meeting Room, 126 Main Street

Regular Meeting Notice Agenda – Tuesday, October 30, 2018 at 7:00 p.m.

Meeting Opened

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.

Opening Remarks, Announcements, and Agenda review by Chair

Selectman Kruckas questioned the Hardwick Ambulance contract and whether it should be revisited or discontinued. Mr. Beckley noted the payment plan with \$10,000 due and \$60,000 is the second installment. Selectman Kruckas stated it was a long time to get the money. Selectman Kruckas questioned the South Street status; Mr. Beckley noted the draft Purchase & Sale is being finalized by attorneys and closing is approximately in two weeks. Selectman Kruckas questioned the G&G Medical TIF; Mr. Beckley noted they are a bit behind schedule. Selectman Kruckas noted the TIF should be revoked. Selectman Kruckas questioned the Planning Board meeting of November 7 to revisit a vote regarding commercial solar on Monson Turnpike Road. Mr. Beckley noted the vote was 3-2 in favor, but not passed, and the applicant requested to be on the agenda, as a Board member wants to reconsider. Selectman Kruckas stated he has not heard positive comments, and citizens should attend that meeting. Selectman Kruckas noted that while the Town will save with LED lights, it was a waste of money and a fire hazard that employees use electric space heaters. Selectman Opalinski noted this was not an issue. Selectman Whitney noted his coworkers use space heaters in the office. Selectman Kruckas questioned the lights out on Main Street near the millyard; Mr. Beckley noted two lights to be replaced should be done on Thursday. Selectman Kruckas stated there should be extra lights.

Consent Agenda

- **Approval of Minutes of September 11, September 25, and October 16, 2018**
- **Amend One-Day Liquor License Approved on October 16, 2018: Workshop 13, Welcome Home (Veterans' Play), Sunday, November 11, add 7:00 – 10:00 pm**

Selectman Whitney made the motion to approve Consent Agenda items; Selectman Kruckas seconded the motion. The motion passed on a vote of 5 Yes, 0 No.

Scheduled Appearances - none

Old Business - none

New Business

- **Application for Sewer Abatement: Cherry Street Realty Trust, 17-23 Cherry Street**
Mr. Nubile was present for the application. Chairman Carroll stated he does not approve of an abatement if the owner is behind in taxes; Mr. Nubile stated he was unaware and would correct this.

Selectman Whitney made the motion to approve Sewer Abatement of \$865.59 to Account No. 07-0220, *with provided proof that all real estate taxes are paid up to date*; Selectman Kruckas seconded the motion. The motion passed on a vote of 5 Yes, 0 No.

- **Appointment to Council on Aging: Carl R. Waal, Term to Expire June 30, 2021**
Selectman Opalinski made the motion to approve the appointment; Selectman Fountain seconded the motion. The motion passed on a vote of 5 Yes, 0 No.

- **Reappointment to Ware Cultural Council: Aileen O'Regan, Term to Expire June 30, 2019**

Selectman Opalinski made the motion to approve the appointment; Selectman Whitney seconded the motion. The motion passed on a vote of 5 Yes, 0 No.

- **Appointment to Ware Cultural Council: Judith L. LaValley, Term to Expire October 30, 2021**

Selectman Opalinski made the motion to approve the appointment; Selectman Fountain seconded the motion. The motion passed on a vote of 5 Yes, 0 No.

- **Approval of 2019 Board of Selectmen Meeting Dates**

Selectman Whitney made the motion to approve the 2019 Board of Selectmen Meeting Dates, with a change from January 22, 2019 to January 29, 2019; Selectman Opalinski seconded the motion. The motion passed on a vote of 5 Yes, 0 No.

- **Approval of Winter Parking Lot Rules 12/1/2018 – 3/31/2019**

Selectman Whitney made the motion to approve the Winter Parking Lot Rules for 12/1/2018 – 3/31/2019; Selectman Kruckas seconded the motion. The motion passed on a vote of 5 Yes, 0 No.

- **Request for Subordination**

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

Selectman Opalinski made the motion to approve that the Town Manager sign on the Chief Elected Officials' behalf; Selectman Whitney seconded the motion. The motion passed on a vote of 5 Yes, 0 No.

- **Schedule Tax Classification Hearing for December 4, 2018**

Selectman Whitney made the motion to set the Tax Classification Hearing for 7:15 p.m. on Tuesday, December 4, 2018; Selectman Kruckas seconded the motion. The motion passed on a vote of 5 Yes, 0 No.

Selectman Opalinski requested that the Board be provided with the Tax Classification information prior to the hearing.

- **Zoning Amendment to Planning Board for December 5, 2018 Public Hearing**
Selectman Whitney made the motion to send the zoning amendment to the Planning Board for a December 5, 2018 Public Hearing; Selectman Opalinski seconded the motion. The motion passed on a vote of 5 Yes, 0 No.

- **Town Manager Goals Update**

Mr. Beckley presented progress on goals. Selectman Kruckas asked the progress of an employee handbook; Mr. Beckley noted a draft modeled on Sturbridge and Southbridge policies and procedures to include progressive discipline is being used, costs are not yet known. Selectman Opalinski questioned fiscal management and work with IAC; Mr. Beckley noted that IAC has a meeting with changes in January 2019, and premium increases must be negotiated and approved by unions. Capital Planning Committee will work on long term. Selectman Opalinski asked about code enforcement cleanup and removal; Mr. Beckley noted that Building and Deputy Fire Chief have started with unkempt property notices, including going to court. Selectman Opalinski emphasized that steps and policy need to be very clear with criteria and protocol. Selectman Kruckas noted the slum and blight designation, could the Town get state help, and noted safety issues. He noted that the town of Orange recently had a structure torn down. Why has this taken so long for Ware? Chairman Carroll noted buildings must be declared unsafe. Selectman Kruckas questioned cost of fences, and suggested the Town create a bylaw regarding liability. Selectman Opalinski noted the Town may need an attorney who specializes in real estate. The Board noted another review of the Town Manager's goals should be done on January 8, 2019.

Comments and Concerns of Citizens

Cathy Cascio expressed concern of the empty buildings on Main Street, and hoped the town planner would take on this issue. Selectman Opalinski noted progress on one property. Selectman Kruckas suggested the use of small business grants. Mr. Beckley noted that CDBG grants should balance with historic grants. Selectman Opalinski noted the length of time regarding the Vigeant Street home.

Town Manager Report

Upcoming dates:

November 1 – Second quarter Taxes due

November 3 – Veterans Breakfast at Senior Center, 9 – 11

November 6 – Election Day

November 10 and 11 – Welcome Home Veterans Play at Workshop 13

November 11 – Veterans Day Parade, 1 p.m.

Early voting is available through Friday, November 2. Voting is daily in the Grand Hall from 9 a.m. to 4 p.m. Election day is November 6 with polls open from 7 a.m. to 8 p.m.

With assistance from National Grid, the DPW and the provider of the LED lights, two borrowed lights will be installed on Main Street this week. These will be replaced when the permanent LED lights are installed.

Final paving of the side streets by Mary Lane should be completed this week weather permitting. The Town received an additional \$85,709 in Chapter 90 funds from the Governor's supplemental budget.

Projects:

The Town submitted paperwork completing the DEP "log-4" process which confirms the Town followed all steps from the Boil order and prevents future boil orders if the level of chlorination is maintained. DEP did an inspection on Friday to confirm the controls are working as needed and the new chlorination equipment is in place.

The Town is moving forward with the design of improvements to Elm Street. The Town has submitted a funding request to Chapter 90 for the highway portion of this design. Spring construction is the goal.

The Town signed a contract for the cleaning of Well 5 as approved by Town Meeting.

The Town is working with Tighe and Bond on design alternatives for the repair of the Old Belchertown Road Bridge over Beaver Brook. The two options include repairing the beams or wood cribbing.

The grant-funded replacement of motors at the Water Pollution Control Plant had its kickoff meeting last week. Work should be completed by the end of the calendar year on Phase 1.

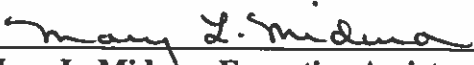
Funding from Town Meeting may be required to take advantage of the timing to remove sludge from the bottom of the tanks.

Holiday decorations will be installed before and after Veterans Day. The main installation will be on Sunday, November 18 beginning at 8 a.m. The Rotary Club and Decorations committee welcomes any help. The Ware Flair is November 24.

Thank you to the Knights of Columbus and the Shriners for another hugely successful Halloween Parade on Friday.

Mary will be attending OSHA training on Thursday to understand the Town's requirements to meet the new State law. I will be attending a Small Town Administrator meeting next Thursday with training on budget modeling and succession planning.

At 7:55 p.m., Selectman Whitney made the motion to adjourn Regular Session; Selectman Opalinski seconded the motion. The motion passed on a vote of 5 Yes, 0 No.

Attest: 
Mary L. Midura, Executive Assistant

The next Board of Selectmen meeting will be held on Tuesday, November 20, 2018 at 7:00 p.m.



APPLICATION FOR SPECIAL SERVICE OF
ALCOHOLIC BEVERAGES
MGL CHAPTER 138, SECTION 14
TOWN OF WARE

Name: Workshop13 Application Date: 12/11/2018

Contact Phone: 413-277-6072 Email: info@workshop13.org

Effective Date(s) of License: 12/22/18 SATURDAY

Hours of Service (In conformity with MGL): 5-9:30 pm

Event (describe activities): WHS Class of 2013 & 2014 Reunion

Anticipated Attendance: 90

Sponsoring Organization: _____

For Profit: Beer & Wine (only) Non Profit: All Alcoholic Beer & Wine X

Address (include Street & Number): 13 Church St. Ware, MA

Names of All Servers (bartenders) for this event Pat Goudreau & Brian Jyringi

Estimated Number of Attendees 90

Crowd Control Manager Roc Goudreau

I have received, and agree to abide by, all regulations of the Board of Selectmen. Furthermore, pursuant to MGL Chapter 52C, Section 49A, I hereby certify under penalties of perjury that I, to the best of my knowledge and belief, have filed all state tax returns and all state taxes required under law.

Signature of Applicant: _____

Social Security # or Federal I.D.#: _____

Fire Inspection EFFECTIVE TO
Date: 12/31/2018

Building Inspection EFFECTIVE TO
Date: 12/31/2018

Date Received: <u>12/11/2018</u>	Insurance Certificate: <u>EFFECTIVE TO</u> <u>7/9/2019</u>
Application Fee: <u>\$30</u>	
Action Taken: <u>Approved</u> Denied	Date: <u>12-11-18</u>
Police Chief Review and Action	
<u>Shawn Crevier</u>	
Shawn Crevier, Police Chief	
2018-31	



APPLICATION FOR SPECIAL SERVICE OF
ALCOHOLIC BEVERAGES
MGL CHAPTER 138, SECTION 14
TOWN OF WARE

Name: ClayWorks/Workshop13 Application Date: 12/13/18

Contact Phone: 413-277-6072 Email: info@workshop13.org

Effective Date(s) of License: 1/4/19 FRIDAY

Hours of Service (In conformity with MGL): 6:00 pm - 9:00 pm

Event (describe activities): Clayworks Grand Opening - Open House

Anticipated Attendance: 50-75 "invitation" only drop by/in

Sponsoring Organization: Workshop13

For Profit: Beer & Wine (only) Non Profit All Alcoholic white ~~Beer & Wine~~ only

Address (include Street & Number): 71 MAIN ST.

Names of All Servers (bartenders) for this event: Lisa DiMarezio, Pat Goudreau

Estimated Number of Attendees 50-90 "invitation" only

Crowd Control Manager Roc Goudreau

I have received and agree to abide by all regulations of the Board of Selectmen. Furthermore, pursuant to MGL Chapter 52C, Section 99A, I hereby certify under penalties of perjury that I, to the best of my knowledge and belief, have filed all state tax returns and all state taxes required under law.

Signature of Applicant: _____

Social Security # or Federal I.D.#: _____

Fire Inspection
Date: 12/14/2018

Building Inspection
Date: 12/13/2018

Date Received: <u>12/14/2018</u>	Insurance Certificate: <u>EFFECTIVE TO 7/9/2019</u>
Application Fee: <u>\$30</u>	
Action Taken: <input checked="" type="checkbox"/> <u>Approved</u> <input type="checkbox"/> Denied	Date: <u>12-14-18</u>
Police Chief Review and Action	
<u>Shawn Crevier</u>	
Shawn Crevier, Police Chief	
2019-1	



TOWN OF WARE, MASSACHUSETTS
OFFICE OF THE TOWN CLERK
126 MAIN STREET, STE. F, WARE, MASSACHUSETTS 01082

NANCY J. TALBOT
TOWN CLERK

December 5, 2018

Board of Selectmen
126 Main St.
Ware, MA 01082

Dear Board Members:

At the January 10, 2017 meeting of the Ware Board of Selectmen, the members made the following appointments relative to the implementation of the Massachusetts Public Records Law, however there have been personnel changes since that time.


In an effort to have accurate information available for the public and other agencies listed on the Town of Ware website – townofware.org as well as our Official Bulletin Board I am requesting that the Board rename accordingly the appropriate Department Heads which now serve the Town of Ware.

Once these changes have been made, I will appropriately repost, replace on our Official Bulletin Board and notify the Commonwealth of MA of this information.

Please vote to have the designations be as follows as RAO (Records Access Officers)

- RAO DPW – Stuart Beckley or designee (until a DPW Director is hired)
- RAO POLICE – Chief Shawn Crevier or designee
- RAO FIRE – Chief Thomas Coulombe or designee
- RAO PLANNING & COMMUNITY DEVELOPMENT – Stuart Beckley or designee (until a Director is hired)
- RAO TOWN HALL/FINANCE/MISCELLANEOUS – Stuart Beckley
- RAO HEALTH – Judi Metcalf or designee
- RAO SCHOOLS – Dr. Marlene DiLeo, Superintendent of Schools or designee

Sincerely,


Nancy J. Talbot
Town Clerk

v/

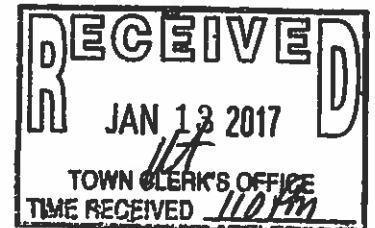


TOWN OF WARE
Office of the Town Manager

126 Main Street
Ware, MA 01082
413-967-9648 x100

January 13, 2017

To : Nancy Talbot, Town Clerk
From : Stuart Beckley, Town Manager *SB*
CC : Department heads
Subject: Records Access Officers



At the January 10, 2017 meeting of the Ware Board of Selectmen, the Selectmen made the following appointments related to the implementation of the Massachusetts Public Records Law:

Records Access Officers (RAO)

"Super" (overseeing) RAO – Town Clerk Nancy Talbot
RAO DPW – Mr. Kilhart or designee
RAO Police Department – Chief Kovitch or designee
RAO Fire Department – Chief Coulombe or designee
RAO Planning and Community Development – Director of PCD or designee
RAO Town Hall/Finance/Miscellaneous – Town Manager
RAO Health Department – Judi Metcalf or designee
RAO School Department – Superintendent or her designee

COPY

WARE HOUSING AUTHORITY

20 Valley View

Ware, MA 01082-1647

Telephone: 413-967-4477 FAX: 413-967-7040

Email: warehousing@comcast.net

December 10, 2018

Town of Ware Selectmen
126 Main Street
Ware, MA 01082

Dear Board Members:

The Ware Housing Authority Board met on December 7, 2018 to discuss the vacancy on our Board due to the passing of Jose Anacleto. It is the interest of the Board that this vacancy be filled until the next Annual Town Election in 2019.

Interested applicants should send letters of interest to the Board of Selectman and the Housing Authority by January 3, 2019 by noon. If there are any interested parties by that time, the Housing Authority Board will meet jointly at the Board of Selectmen Meeting on January 8, 2019, to vote with both Boards.

The candidate chosen would serve until the date of the election in April and hopefully will also take out papers to run for office for the remaining years of Mr. Anacleto's term until 2022.

Thank you for your consideration regarding this important matter. If you or any candidates have any questions, they may call the Housing Authority office and talk to Charlene Whitney, the Executive Director.

Sincerely,



Henrietta Devlin
Chairperson

Equal Housing Opportunity