



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

**Regular Meeting Notice Agenda
Tuesday, February 13, 2018 at 7:00 p.m.**

Meeting Opened

Opening Remarks, Announcements, and Agenda review by Chair

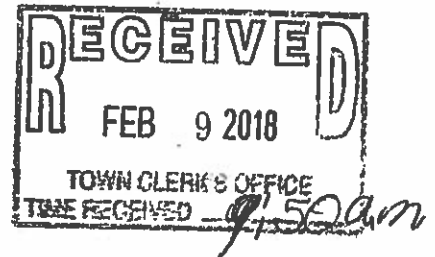
Consent Agenda

- **Approval of Meeting Minutes of January 10, 2018 and January 23, 2018**

Comments and Concerns of Citizens

Scheduled Appearances

- **7:10 p.m. Public Hearing: FY18 CDBG Application**
- **Request to Speak: Keith Krukas, Financial Accountability**



Old Business

- **Review of Storage of Flammables License Fees**
- **Approval of CDA appointment:**
 - **John E. Carroll**
 - **Lucas G. McDiarmid**

New Business

- **Board of Selectmen FY2019 Budget Preparation Worksheet**
- **Vote to Submit Statement of Interest for Accelerated Repair Program of MA School Building Authority**
- **Approval of Common Victualler License: Puerto Rican Flavors, Inc., 158 West Street, contingent upon proper permits from Building Department and Board of Health**
- **Announce Position on Cemetery Commission, Term to April 9, 2018 Election – Submit Applications by 12:00 p.m. February 27, 2018**
- **Reschedule or Cancel March 6, 2018 meeting – To Attend Open Meeting Law Training Seminar, Monson, MA**
- **Approval of One-Day Liquor License: St. Mary's Church, Saturday, March 10, 2018**

Town Manager Report

Adjournment

Executive Session: MGL Chapter 30A, Section 21 (a) #3 Litigation, #6 Real Estate



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

Regular Meeting Minutes Wednesday, January 10, 2018 at 7:00 p.m.

Meeting Opened

Opening Remarks, Announcements, and Agenda review by Chair

Chairman Talbot requested a moment of silence for Al Albrecht, who was 98 on Saturday, January 6, 2018 and passed away on Tuesday, January 9, 2018. Mr. Albrecht was a veteran and outstanding community leader of Boy Scouts and many veterans' organizations.

Consent Agenda

- **Approval of Meeting Minutes of November 21, 2017**

Selectman Opalinski moved approval of the minutes; Selectman Whitney seconded the motion. The motion passed unanimously (5-0).

Selectman Opalinski announced that the Ware Fuel Bank is still taking applications through Community Action for fuel assistance – citizens can call 967-9981. Selectman Opalinski asked that items assigned to the Town Manager be tracked, and that Selectmen be given follow-up on these items. Selectman Opalinski asked about the By-Law Committee; Chairman Talbot noted this Committee would meet soon. Selectman Opalinski noted that the Board of Selectmen should be notified when a lawsuit has been filed against the town. Selectman Opalinski requested updates from Palmer Planning regarding the racetrack lawsuit. Selectman Opalinski noted the schematics list of a previous meeting related to RT's Welding; Chairman Talbot noted that a meeting needs to be set up for affected departments to attend and discuss this. Chairman Talbot also noted she is compiling the list of licensed storage of flammables. Selectman Opalinski stated that the press release and survey for the Town Manager evaluation and almost ready. Selectman Whitney requested an updated status of the burned house at West Main Street.

Scheduled Appearances

- **7:10 p.m. Public Hearing: National Grid/Verizon New England Pole Petition #25236124 Gould Road**

Selectman Opalinski moved approval of Petition #25236124; Selectman Fountain seconded the motion. The motion passed unanimously (5-0).

Comments and Concerns of Citizens

Keith Krukas noted he previously requested FOIA of Fire Department information, and there are many discrepancies in the information. He requested that the Fire Department have a State Independent Audit done, and questioned what is going on behind the scene.

John Desmond questioned the status of the ER at Baystate Mary Lane Hospital; Mr. Beckley noted that a monthly advisory group is working on this situation and the ER remains open. Mr. Desmond stated that the Town needs to do a critical review of all departments and use of town vehicles. Mr. Desmond suggested that the Town Manager relocate to the Town. Mr. Desmond noted that the Division of Local Services shows a bleak forecast, and the Town should push for changes in School Choice. Mr. Desmond noted that over \$600,000 insurance costs for employees should be addressed.

Phil Bourcier questioned why the Town does not have a fully licensed water operator, as this is a public safety issue.

Randy Letourneau, RT's Welding owner, stated that they are continuously singled out for discussion; Chairman Talbot noted the discussion must be of all licensees, not any business to be singled out.

- **Commendations: Kevin Lizak, Edward Wloch**

Mr. Beckley explained that Mr. Lizak and Deputy Wloch responded quickly to the transformer explosion at Barnes Street on December 13, 2017, and their quick actions saved town services.

Selectman Whitney read the commendations; Commendations were presented to Mr. Lizak and Deputy Wloch.

Old Business

- **Approval of Assessment Center – Sergeants**

Chairman Talbot recused herself and turned the gavel over to Vice Chairman Whitney.

Chief Crevier presented the information to seek approval of the assessment center for a sergeant position. Selectman Carroll stated that the Board of Selectmen should have input in the process, noting his 20+ years' police experience.

Selectman Opalinski moved approval of the assessment center for a sergeant position; Selectman Fountain seconded the motion. The motion passed on a vote of 4 Yes, 0 No, 1 Abstention (Chairman Talbot recused).

- **Approval of Language for Road Bond Ballot Question**

Mr. Beckley noted the specific ballot question language with a Yes/No vote.

Selectman Whitney moved approval of the ballot question; Selectman Carroll seconded the motion. The motion passed on a vote of 4 Yes, 1 No (Selectman Fountain).

Selectman Fountain stated he believed there were other options to save funds.

New Business

- **Retroactive Approval of Common Victualler License #28: DMD Pizza, LLC d/b/a Domino's Pizza, 124 West Street (opened December 18, 2017)**

Mr. Delisle, manager, was present. Ms. Midura explained that the Building Inspector and Board of Health were correctly contacted for the December opening of this business, but the application for a Common Victualler license was overlooked.

Selectman Opalinski moved approval of the Common Victualler License #28; Selectman Whitney seconded the motion. The motion passed unanimously (5-0).

Town Manager: *Stuart Beckley*
sbeckley@townofware.com

- **Approval of DEP Administrative Consent Order**

Mr. Beckley noted that the Board must choose an option and return this order by Friday, January 12, 2018 to remain in DEP compliance. The best option at this time would be #3 to hire a contractor for the remaining 19 hours/week for 5 months for approximate total of \$29,000.

Phil Bourcier questioned why work on Church Street was not properly supervised.

Keith Krukas questioned why no ads for operators have been placed.

Mr. Beckley noted that the chief sewer system operator will become licensed and full-time in June 2018.

Selectman Whitney moved approval of option #3 on the Administrative Consent Order; Selectman Fountain seconded the motion. The motion passed unanimously (5-0).

- **Vote on MMA Business Meeting Resolutions**

Selectman Opalinski moved approval of the three resolutions for the MMA Business Meeting; Selectman Whitney seconded the motion. The motion passed on a vote of 4 Yes, 1 No (Selectman Carroll).

Town Manager Report

Mr. Beckley has presented a level-funded budget cover sheet to departments. The Governor's budget may provide a 3-4% increase in local aid to towns. The LED lights have been installed; the State will reimburse the town. The Senior Center was closed on Monday and Tuesday due to repairs needed to sprinkler valves; insurance will cover these repairs. The Solar lease will be a topic on January 23, 2018 agenda. The 5 year TIF language for the South Street School building will also be presented to the Board. Mr. Beckley is in touch with Berkshire Bank and the owner regarding Wildflower Drive. Articles on this and sidewalks may be ready by Town Meeting. With expectation of a large rainstorm on Friday/Saturday, the DPW has been cleaning catch basins; residents are welcome to help with clearing catch basins and hydrants to make the whole town safer. The Quaboag Connector van system is transporting approximately 800 riders per month. The MMA conference is January 19 and 20, 2018.

Selectman Whitney moved to Adjourn Regular Session at 8:09 p.m.; Selectman Opalinski seconded the motion. The motion passed on a Vote of 5 Yes, 0 No.

Attest: 
Mary L. Midura, Executive Assistant



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

Regular Meeting Notice Agenda Tuesday, January 23, 2018 at 7:00 p.m.

**Meeting Opened by Chairman Talbot at 7:00 p.m.
Selectman Alan G. Whitney was absent.**

Opening Remarks, Announcements, and Agenda review by Chair - none

Consent Agenda

- **Approval of Meeting Minutes of December 5, 2017 and December 19, 2017**

Selectman Opalinski presented amendments to the minutes of December 19, 2017.

Selectman Fountain made the motion to approve the minutes of December 5, 2017, and the Amended Minutes of December 19, 2017; Selectman Carroll seconded the motion. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Whitney).

Comments and Concerns of Citizens

Phil Bourcier read a prepared statement: I want the townspeople to know that I do not have town water and sewer but I'm a concerned taxpayer that wants everyone to know what is going on. I am doing this for all of you. Many of you have been coming up to me with your ideas and concerns and have asked me to get them addressed. I worked for the DPW for 33 years and retired in 2005, I'm not saying I know everything but I do know a lot that is going on is unacceptable. One of my main concerns is why are we paying Mr. Lizak foreman's pay for being an operator in training when he has very little field training or experience. You can't be at work for 8 hours a day and think that is being trained properly. You have to have field training by a fully licensed operator. The only fully licensed operator is Mr. Kilhart and he cannot be with Mr. Lizak for 8 hours a day and still do his own work. So how is that being properly trained? His apprenticeship training should start when he is actually being properly trained and that training should be documented. My next concern is where was our DPW director when we had the incident on Upper Church St. with the ice dams. That was a major issue because well #5 is at the airport. That is a big part of our town's water supply and could have been compromised. And with that being said, has well 5 been inspected since then? I would also like to give a big thanks to the Highway dept. for being there and getting the road cleaned and back in working order. I think they should be brought before the board and commended.

John Desmond asked for follow-up on the hospital and stated it is important to have a plan in place to keep the ER open. Mr. Desmond stated that a critical review of all town departments should be done, especially of the Fire department and vehicles. Mr. Desmond stated that the town must have at least 100 employees that live out of town and our tax dollars are leaving the town. Mr. Desmond stated that DLS shows a documented negative of \$900,000. There are over \$600,000 of benefits for employees, and there should be a critical review of all operating expenses of the town.

Town Manager: Stuart Beckley
sbeckley@townofware.com

Keith Krukas stated the town was lucky to have good people who worked on the Church Street situation. Mr. Krukas questioned what is going on at the Fire department, and if people knew the nepotism, pay and benefits and bad finances of that department.

Stuart Beckley asked the Board of Selectmen if he could give responses at some time or now to this misinformation. The Board agreed Mr. Beckley was welcome to answer. Mr. Beckley noted that Mr. Kilhart was fully aware of the Church Street ice jams and was in constant contact with police and staff and emergency management, with excellent results of the handling of the situation. Mr. Beckley stated that the override is an opportunity to repair more roads at \$1million per year, with almost \$23million in projects; the ballot question gives the citizens the vote. There will be information with the actual cost of actual roads and specific purpose. Mr. Beckley stated that, regarding the Fire Department, it is important to understand the expense is worth the excellent, professional, well-trained personnel that we have. Mr. Beckley noted that all departments are audited each year.

Keith Krukas stated that he heard police have to bring people to the hospital at times; Mr. Beckley stated that has never happened.

Scheduled Appearances

Old Business

- **Request for Loan Forgiveness**

Paula Conner was present to represent the owner of the property. The sale price is greatly less than the property value; it is sad, as this was the family home for many years.

Selectman Carroll made the motion to authorize the loan forgiveness, contingent upon receipt of the \$15,000 check from the owner; Selectman Fountain seconded the motion. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Whitney).

- **PVPC: Community Development Strategy for FY18 CDBG Funds**

Ted Harvey, PVPC, presented the revised language of the Community Development Strategy for FY18 CDBG Funds.

Selectman Carroll made the motion to approve the revised Community Development Strategy for FY18 CDBG Funds; Selectman Fountain seconded the motion. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Whitney). (A public hearing will be held at 7:10 p.m. on February 13, 2018 to approve the FY2018 CDBG Application).

- **Review of Storage of Flammables License Fees**

Chairman Talbot noted the list of storage of flammables license fees, and noted a memo from the Ware Fire Chief regarding that department's fee schedule. Selectman Opalinski presented a list of fees from Adams, Orange, Dudley, Springfield, Amherst and Franklin. Chairman Talbot noted that Selectman Whitney should be included in this discussion and requested to table this topic to the next meeting.

Selectman Opalinski made the motion to Table to February 13, 2018; Selectman Fountain seconded the motion. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Whitney).

- **Town Manager Evaluation Update, Next Steps**

Selectman Opalinski presented the evaluation in excel format, and noted that the survey takes only 8 minutes to complete. Selectman Opalinski stated that the survey will be done on survey monkey by Ms. Midura, will be posted on the Town of Ware website, and a press release will be sent out to media, as well. Selectman Opalinski stated that, if Selectmen thought the survey was too long, the section "Board of Selectmen" could be taken out. Selectman Opalinski noted that required fields will be respondent's name, address, and email. The survey tracks by IP address, therefore no one can use the same computer more than once. **Selectman Fountain made the motion to approve the survey as submitted; Selectman Carroll seconded the motion. The motion passed on a vote of 3 Yes, 0 No, 1 Absent (Selectman Whitney), and 1 Abstention (Selectman Talbot).**

Selectman Opalinski questioned Mr. Beckley as to why he has not posted his self-evaluation and goals on the Town website; Mr. Beckley asked what the purpose and benefit would be.

John Desmond stated that the only role of the Town Manager is that of a financial advisor, and Mr. Beckley should be reviewed for his overspending, deficits, too much debt, and overuse of free cash.

Selectman Opalinski defended Mr. Beckley.

Mr. Beckley stated it is illegal to spend more than the Town has in the budget, there are deficits each year, the debt is really low compared to past years, the Town has a balanced budget, and the Town is doing better every year. Selectman Carroll agreed that each year is level funded.

Keith Krukas noted his appreciation that Stuart Beckley keeps the public informed.

New Business

- **Approval of Solar Lease at Robbins Road**

Present for the Board of Health were Judy Metcalf, Director, and John Desmond, member. Present for ForeFront Power were Rachel McLaughlin and Ed Switzer. Mr. Beckley noted the memos and letters from the Board of Health regarding these leases; ForeFront Power has worked with Town Counsel. Ms. McLaughlin noted that ForeFront Power spent money on engineering at their own risk. Mr. Switzer noted they have worked with Board of Health, and are on track with the Planning Department to get approved for an incentive program. ForeFront Power still needs permits in place, this project is real and open to start construction to be online in 2019. The landfill has a \$500,000 bond, and the greenfield site (Banas) has a \$299,000 bond.

Selectman Opalinski questioned if there will be continued access to the bike path; Mr. Beckley noted the bike path goes through this site.

Mr. Switzer noted the site plan needs completion; Ms. McLaughlin note that ForeFront must obtain site plan approval and control to be eligible for the incentive program. This should move forward next month.

Selectman Opalinski noted there is no escalation in rent over the 20 years; Mr. Beckley stated that the RFP was so written. Ms. McLaughlin stated that this is front loaded, and while escalation could be discussed, the higher lease now is preferable.

Judy Metcalf noted that the Board of Health was involved in negotiations. There are two parcels with two bonds. Ms. Metcalf expressed the BOH concern that the construction bond is three years for damage, erosion, elevations; while the Banas property bond is for decommissioning only.

Mr. Beckley noted the town counsel points out that the lease calls for a 24-month option period at \$500 per month, and depends on insurance liability coverage for surveying and environmental work.

Ms. McLaughlin and Mr. Switzer noted that the \$299,000 bond is clearly stated in place from the start of construction. Ms. Metcalf stated that the bonds are specific and the Banas property should have a construction bond. Ms. McLaughlin noted that the language could be made clearer that this is a performance bond, per obligations under contract. The lease language can be made clearer that any assignees take on the obligations of the contract.

Chairman Talbot questioned if further town meeting approval is required; Mr. Beckley noted that previous town meeting authorization delegated the contract. Ms. McLaughlin stated that ForeFront Power agrees to the language changes including performance and decommissioning.

Selectman Carroll made the motion to approve the Solar leases, with language changes; Selectman Fountain seconded the motion. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Whitney).

- **Approval of Special Tax Agreement between Town of Ware and Ware Senior Living, LLC**
Christian Boysen was in attendance. Mr. Beckley expressed his appreciation for all that Mr. Boysen and his contractors are doing.

Selectman Opalinski made the motion to approve the Special Tax Agreement between the Town of Ware and Ware Senior Living, LLC; Selectman Fountain seconded the motion. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Whitney).

Selectman Carroll asked Mr. Boysen for an update: The property, plus the parcel being bought from the hospital, are surveyed. The company must learn the layout of the lot, utilities, water, and boorings. The hospital has been very cooperative. The architect, civil engineer and Mr. Boysen have completed the 3rd modification. Selectman Carroll asked how close to the road will the facility be; Mr. Boysen noted there will be green space and a driveway.

- **Vote to Install/Re-Install “No Parking This Side” Signs on Prospect Street**
Selectman Opalinski made the motion to approve the install/re-install of the signs; Selectman Carroll seconded the motion. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Whitney).

Selectman Carroll requested that the safety officer look at other streets in the area that have “one-sided” parking.

- **Retroactive Approval of One-Day Liquor License: Workshop 13, January 19, 2018**
Selectman Fountain made the motion to approve the one-day liquor license; Selectman Carroll seconded the motion. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Whitney).
Selectman Carroll suggested that a late application should have a late fee added; no motion was made.

- **Approval of One-Day Liquor Licenses: Workshop 13, February 11, February 16, February 23, March 16, April 20, and May 18, 2018**
Selectman Carroll made the motion to approve the one-day liquor licenses; Selectman Fountain seconded the motion. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Whitney).

The Board of Selectmen rescheduled the February 6, 2018 meeting to February 13, 2018 at 7:00 p.m.

- **Designation of Animal Control Officers 2018**

Selectman Opalinski made the motion to approve the Designation of Animal Control Officers for 2018; Selectman Fountain seconded the motion. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Whitney).

- **Vote to Place Cemetery Commission: 2 Year Unexpired Term on April 9, 2018 Ballot/Accept Resignation of Maggie Sorel**

Chairman Talbot read Ms. Sorel's resignation letter and Mr. Simmons' letter praising Ms. Sorel for her work. Chairman Talbot requested that the Board of Selectmen vote to place the 2 Year Unexpired Term for Cemetery Commission on the Annual Town Election Ballot.

Selectman Opalinski made the motion to accept the resignation of Maggie Sorel, with regrets; Selectman Fountain seconded the motion. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Whitney).

Selectman Carroll made the motion to place the position of Cemetery Commissioner, 2-Year Unexpired Term, on the April 9, 2018 Ballot; Selectman Opalinski seconded the motion. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Whitney).

Town Manager Report

Mr. Beckley noted that Community Compact regional program has awarded a grant for a regional Animal Shelter for the towns of Palmer, Warren, Monson and Ware.

The Town has submitted an application to Community Compact for expansion and support of the Quaboag Connector service to coordinate with the region's senior center vans.

The Town has submitted an application to Community Compact for the coordination and design of a program that addresses the region's needs for education and employment for young adults ages 17-25.

The Town applied for a design assistance grant under the Commonwealth Places program to prepare a design for re-use of the Casino lot and connectivity to Main Street.

The region had applied earlier in the year for a Robert Wood Johnson Foundation "Culture of Health" award for the many activities and services in the Quaboag region. Out of 190 applicants, Quaboag was one of 38 chosen to move forward with a second round application and video. The video can be seen on YouTube at <https://www.youtube.com/watch?v=iMvZFeczcwM>. Thank you to the CDC and many others for putting this together.

The warm weather two weeks ago loosened ice upstream which led to an ice jam at the Church Street bridge. This detoured the Ware River east and around the bridge, blocking the road with large chunks of ice. The police and DPW and Emergency Management Director kept watch on the progress of the ice and river. Once the river level dropped, the DPW did a commendable job opening the road for use. The Mass DOT and the US Army Corps of Engineers inspected the bridge for public safety, and found no reason for concern.

Town Manager: *Stuart Beckley*
sbeckley@townofvare.com

Mr. Beckley noted open positions that have been recently filled: a part-time custodian at the Senior Center, and a seasonal part-time position in the tax collector's office.

Mr. Beckley presented a list of issues, as requested by the Board of Selectmen at the last meeting. The Main Street project is paid by State funding and requires bike lanes. The faulty light near the post office has been repaired. The social media policy is prepared and reviewed by the labor attorney and is ready for adoption. Inspectors held a meeting on multifamily inspections, and determined that the town will be divided into 5 sectors for 5-year inspections. This will be a challenge to complete fully, and may be an established coordination system utilizing a new software system. The appraisal of 116 Pleasant Street is complete and the Town is in discussion with the homeowner for the purchase of this property.

Selectman Opalinski questioned the water contract; Mr. Beckley noted a contract is not yet signed.

Chairman Talbot noted there is a vacancy on the Community Development Authority.

Selectman Opalinski made the motion to Adjourn Regular Session at 8:34 p.m.; Selectman Carroll seconded the motion. The motion passed on a Vote of 4 Yes, 0 No, 1 Absent (Selectman Whitney).

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

Town of Ware
Public Hearing – Tuesday, February 13, 2018
7:10 PM Town Hall
126 Main Street, Ware

FY 2018 Ware CDBG Application

The Ware Board of Selectmen will conduct a Public Hearing on **Tuesday, February 13, 2018 at 7:10 p.m.** in the Selectman's Meeting Room at Ware Town Hall, 126 Main St. regarding its proposed FY 2018 Community Development Fund application to the DHCD for up to \$800,000. In case of inclement weather, the back-up date will be **Tuesday, February 27, 2018 at 7:00 PM** at the same location.

The application will seek funds for public works improvements to Spring Street and funding for the Ware Domestic Violence Services program. If awarded, the Domestic Violence Services Program will be managed by the Pioneer Valley Planning Commission (PVPC) in consultation with a local domestic violence task force. The Ware Planning & Community Development Department will be responsible for administration of the Ware grant, with assistance from the PVPC.

Any person or organization having questions or comments concerning the proposed application will have an opportunity to be heard. Persons who require special accommodations should contact the Ware Town Hall at least one week prior to the hearing date, (413) 967-9648. For further information contact Ted Harvey at PVPC at (413) 781-6045 or tharvey@pvpc.org.

Town of Ware

FY2018 Community Development Program: Public Hearing, 2/13/18

Purpose of the public hearing

- Public presentation and discussion of the FY2018 CDBG grant application
- Ware Board of Selectmen votes whether to authorize application's submission by PVPC on its behalf

Program Background

- Community Development Block Grant (CDBG), funded by US Dept. of Housing & Urban Development
 - Projects must serve low- to moderate-income beneficiaries or eliminate 'blight'
- Administered for communities below ~50,000 population by the Massachusetts Department of Housing and Community Development as the Community Development Fund
- Previously, activities had to be geographically targeted in towns over 5,000 population (Ware). Not the case this year. There are no Target Areas this year (like last year).
- Towns are limited to \$1.35 million in FY18 due to previous year funding. Ware is eligible for \$885,250
- Max individual grant is capped at \$800,000
- Competitive grant program with 18 month performance period

What projects are in the application this year?

- Public Infrastructure (Spring Street Improvement Project). Water, drainage, sidewalk and road repair on Spring Street. Part of the ongoing "Northside Neighborhood Improvement Project" **Budget: \$586,055 (appx.)**
- Public Social Services. A portion of the Domestic Violence Prevention Program will be funded through this Ware application. This is specifically for direct services. The regional task force piece will be funded through the regional grant with Warren as the lead community. **Budget: \$35,000 (appx.)**
- **Total Budget: \$725,000 (appx.)** (includes grant administration; \$48,000 of which is designated for the Ware Department of Planning & Community Development)

Recommendation

- The Ware Community Development Authority met February 12, 2018, voting to recommend the projects discussed above.

Application Timing

- Application due date: March 2, 2018
- Award announcement date: likely July/August, 2018

Request for vote

- Board requested to vote formally to support and approve the activities presented here and the FY18 CDBG application
- **Proposed motion:** *A motion for authorization to submit the proposed FY2018 Ware Community Development Fund Grant application to the DHCD in an amount not to exceed \$800,000, as detailed in the public hearing and to include funding for the Spring Street Infrastructure Program. Further, the town authorizes the Chairman of the Board of Selectmen to sign all required forms, documents, and authorizations pertaining to the proposed FY2018 Ware Community Development Fund Grant application. The town also acknowledges and accepts the recommendation of the Community Development Advisory Committee to include a request for funding for the Domestic Violence Prevention, a program of the Regional Domestic Violence Task Force managed by the PVPC.*
- **Proposed Motion:** *The Town approves participation in the proposed FY18 Ware River Valley regional grant application and supports the submission of said application by the lead community of Warren.*

Residents or others with questions should contact Ted Harvey of the Pioneer Valley Planning Commission at (413) 781-6045 or Ruben Flores-Marzan, Director of Planning & Community Development, at (413) 967-9648.

FY2018 WARE Grant Application budget

27-Dec-17

Activity	Description	TOTAL
6F Public Infrastructure: Spring Street Improvements	Public works improvement to Spring Street, including water & sewer	451,868
10% Contingency		45,187
Total Construction Cost		497,055
Engineering Services	Project Delivery	39,000
	Total project cost & delivery	50,000
		586,055
8B Domestic Violence Prevention	Ware Domestic Violence Prevention Direct Services	35,000
Activities Subtotal		621,055
General Administration	Including Ware Planning and CD Dept.	103,945
		\$48,000 for Ware
	Total Program Costs	\$725,000

Total allowable under application:

\$800,000

TOWN OF WARE

FLAMMABLE STORAGE LICENSES ISSUED

OWNER	LOCATION OF TANK	TOTAL STORAGE	ORIGINAL ISSUE DATE & FEE/RENEWAL FEE
15 South St. LLC	15 South St.	20,000 gallons	recreated license 2015 - \$40.00
Baystate Health	85 South St.	26,500 gallons	2009 - \$100.00/renewal - \$100.00
Big Y Foods	148 West St.	12,000 gallons	2009 - \$100.00/renewal - \$100.00
Edward Campbell	31 Campbell Rd.	280 gallons *	no information as to original license year Renewal fee is \$10.00
Chrabasz Oil Co., Inc.	239 Belchertown Rd		
		19,900 gallons	no information on original license year Renewal Fee - \$35.00
Church St. School Ltd.	68 Church St.	8,000 gallons	2007 - \$100.00/renewal - \$100.00
Cumberland Farms, Inc	182 West St.	24,000 gallons	1975 - no information on initial license fee Renewal fee \$40.00
	These tanks have been removed		
Cumberland Farms, Inc	195 West St.	41,000 gallons	2014 - \$100.00/renewal - \$100.00
Carol DeSantis	307 Belchertown Rd.	500 gallons*	no information on original license year Renewal fee is \$10.00
Gaspar DeSantis	374 Belchertown Rd.	500 gallons*	Renewal fee is \$10.00
G & G Medical	6 E Main St.	3,000 gallons	2017 - \$100/renewal fee - \$100.00
Kanzaki Papers	20 Cummings St.	100,000 gallons	2008 - \$100.00/renewal fee \$100.00
Robert J. Koziol	100 East St.	21,000 gallons	no information on original license year Renewal fee is \$15.00
Chester Lemon	471 Belchertown Rd.	unknown #	no information on original license year Renewal fee is \$10.00
Malden Real Estate	75 East St.	25,000 gallons	no information on original license year Renewal fee is \$100.00
Owl's Nest, LLC	96 West St.	4,000 gallons	2014 - \$100.00/renewal fee - \$100.00
Osterman Realty	109 Gilbertville Rd.	78,000 gallons	1968 & 1985 issue years/renewal - \$40.00
Quabbin Wire & Cable	10 Maple St.	5,000 gallons	2009 - \$100.00/renewal fee - \$100.00
Sherman Oil Co., Inc.	90 East St.	1,000,000 gallons	no information on original license year

			Renewal Fee \$500.00
Sherman Oil Co. ,Inc.	131 West St.	23,000 gallons	no information on original license year
			Renewal fee is \$40.00
Speedway	18 West St.	38,000 gallons	2001 – fee amount ?/renewal fee - \$40.00
W/S Ware Properties	348 Palmer Rd.	8,052 gallons	2007 - \$100.00/renewal fee - \$100.00
" "	350 Palmer Rd.	7,000 gallons	2008 - \$100.00/renewal fee - \$100.00
" "	352 Palmer Rd.	14,000 gallons	2015 - \$100.00/renewal fee - \$100.00

***Please note that under MGL Chapter 148, Section 13 storage of less than 2,000 gallons does not require a Storage of Flammables due to change in law. The law does require, however, an Annual Permit and Fee from the Fire Department in addition to the Annual Storage of Flammables Licensing. The Fire Chief and I discussed retaining licensing of these for purposes of knowledge of tanks and where they are located as well as the annual renewal of the license.**

 **Nancy J. Talbot – Town Clerk**

January 18, 2018

**Guidelines for Municipal Officials on the
Issuance and or Reconstruction of Licenses Granted under
Massachusetts General Law, Chapter 148 § 13**

PURPOSE

This guidance document is to clarify the requirements and procedures for the issuance of Licenses for the storage of flammables, combustibles and explosives. As you know, Massachusetts General Law Chapter 148, Section 13 requires land on which buildings or structures (such as storage tanks) that contain certain quantities of these products *be licensed*. This license is granted by local licensing authorities.

527 CMR 1.00 Table 1.12.8.50 specifies the quantities of each material which require a license.

A license is granted by a local licensing authority and then is recorded in the office of the city or town clerk. From the time of its granting by the licensing authority, a license is deemed a grant attached to the land. A license is not a personal privilege. A certificate of registration must be filed annually on or before April thirtieth by the owner/occupant of the land who holds (exercises) the license.

Massachusetts General Law Chapter 148, Section 13 establishes the procedure under which local licensing authorities may grant licenses for the storage of flammable combustibles and explosives on the land. City and town clerks are required to maintain records of licenses that have been granted. Licenses must provide particulars on the license in such detail that the quantity of material, any restrictions imposed on storage, and the location of the licensed land will always be a matter of public record.

Chapter 148 establishes no set format for a license to store flammable, combustible and explosives granted in accordance with Massachusetts General Law, Chapter 148, Section 13. It is prudent that all licenses *in whatever format* contain *as a minimum* the following information:

- The date the license was issued;
- The location of the land (Street, Number, Assessors Map and Parcel ID);
- Owner of the land
- Address of the owner of the land



TOWN OF WARE FIRE DEPARTMENT

Thomas Coulombe
Fire Chief

Daniel Danitis
Deputy Chief

1 East Main Street Ware, Massachusetts 01082
Station (413) 967-5901* Office (413) 967-9631* Fax (413) 967-9632
Email Tcoulombe@TownofWare.com Email Ddanitis@townofware.com

Ware Fire Department Fee Schedule

Smoke Detector/ CO Alarm	\$40.00 single unit \$20.00 each additional unit
Reinspection of Smoke Detector	\$20.00
Oil Burner/ Fuel Oil Storage Residential	\$40.00
Reinspection of Oil Burner/Fuel Oil	\$20.00
Propane Residential	\$30.00
Reinspection Propane	\$15.00
Blasting Permit	\$50.00
Tank Truck	\$50.00
Reinspection Tank Truck	\$25.00
Black Powder Residential	\$10.00
Black Powder Commercial	\$50.00
Flammable Liquids/Solid Storage	\$50.00
Reinspection Flammable Liquids/Solid Storage	\$25.00
Plan Review Fire Alarm Commercial	\$100.00
Sprinkler Review/Inspection Commercial	\$100.00
Reinspection Sprinkler test	\$50.00
Underground Storage Tank Removal Residential	\$100.00
Underground Storage Tank Removal Commercial	\$200.00
Underground Storage Tanks New	\$50.00
Open Burning permits	\$10.00

*per Tank
TWC*

1 by tank
2 for use on
3 for distribution

TOWN OF WARE Flammable Storage Fees

<u>GALLONS</u>	<u>RENEWAL FEE CHARGE</u>	<u>ORIGINATION FEE</u>
280	\$10	
500	\$10	
1,000	none	
2,000	none	
3,000	\$100	\$100 2017
4,000	\$100	\$100 2014
5,000	\$100	\$100 2009
6,000	none	
7,000	\$100	\$100 2008
8,000	\$100	\$100 2007
8,052	\$100	\$100 2007
9,000	none	
10,000	none	
11,000	none	
12,000	\$100	\$100 2009
14,000	\$100	\$100 2015
19,900	\$35	?
20,000	\$40	\$40 2015
21,000	\$15	????
22,000	none	
23,000	\$40	????
24,000	\$40	1975 cost ?
25,000	\$100	????
26,000	\$100	\$100 2009
38,000	\$40	\$40 2001
41,000	\$100	\$100 2014
100,000	\$100	\$100 2008
1,000,000	\$500	????

Adams
Installation Underpinning
0-1,500 \$75
1501-5000 \$100
5001-7500 \$150
7501+ \$250

\$75 renewal
\$75 failed test renewal

above ground
0-1500 \$15
1501-5000 \$100
5001-7500 \$150
7501+ 250

Orange
Install tanks

\$160 per hour 2 hr minimum

1 tank \$400
2 tanks 400
3 tanks 400
4 tanks - 500
5 tanks \$1600

Dudley

0-1,000 \$50
1001-10,000 100
10,000+ 150

11 stalls
1,100 > \$50
1,101 < \$150

Springfield

0-100 \$75
101-1,000 \$125
1001+ \$225

Amherst

install 0-5,000 \$100 5,001+ instal \$150
REMOVAL \$100
0-1,000 \$100
1,001-5,000 300
5,001-10,000 300
10,001-20,000 400
20,001+ → 500

Franklin

101-500 \$150
501-1,000 300
1001-5,000 450
5001-10,000 600
10,000+ 750



Town of Ware
Application for Appointment to
Boards and Committees

Name: John Carroll
Address: 77 Church St Ware, Ma
Email: jeccware@lecturn.com
Home Phone: N/A Work: N/A Cell: 413-335-2474
Occupation: Regional Manager Years lived in Ware: 50
Ware Resident: Yes No

Please indicate the Committee(s) you have interest in serving on: (Appointment subject to vacancies)

Ware Agricultural Commission		Ware Cultural Council
ADA Commission		Finance Committee
Board of Registrars		Historical Commission
Capital Planning Committee		Open Space Committee
Community Development Authority	<input checked="" type="checkbox"/>	Tax Increment Financing (TIF) Committee
Conservation Commission		Zoning Board of Appeals
Council on Aging		

What skills and experience will you bring to this Board/Committee:

(attach additional sheet or resume if desired)

30 plus years of town government experience
Public Housing Authority, Recreation, Open Space
B.O.S.

Are you currently serving or have you served on any Town committee: ☒ Yes* ☐ No
(if yes, please state what committee) BOS

Required: Please read the following. By signing below, you state that you understand and agree:
The filing of this form does not guarantee my appointment. An application is kept on file for two (2) years.
Being appointed to a committee, board or commission means that I am considered a Municipal Employee under MGL Chapter 268A and thereby subject to Conflict of Interest Law MGL Chapter 268A, Financial Disclosure Law MGL Chapter 268B, as well as Open Meeting Law. I understand that I will take the conflict of interest test after being appointed and that I also must be sworn in by the Town Clerk. **IMPORTANT:** Once this form is submitted, it becomes a public document. If there is information you do not want open to the public, please do not include it on this form!

Signature: John Carroll Date: 11-8-2017

Please return this form to Stuart Beckley, Town Manager, 126 Main Street, Ware, MA 01082 or email to sbeckley@townofware.com.

7/25/2017

Midura, Mary

From: Mosso, Judith
Sent: Thursday, January 18, 2018 9:43 AM
To: Midura, Mary; Talbot, Nancy
Cc: Beckley, Stuart; Paul Opalinski; Flores-Marzan, Ruben
Attachments: 12-11-2017-minutes.pdf

Hi,

Attached are the minutes from the 12/11/2017 CDA meeting where the CDA discussed John Carroll's interest in serving on the CDA; it's at the bottom of p. 2 w vote on the next page.

I think this will be helpful as the BOS discuss CDA appointments at their next meeting.

Thanks,

~J



TOWN OF WARE

Planning & Community Development

126 Main Street, Ware, Massachusetts 01082

t. 413.967.9648 ext. 186 f. 413.967.9642

pcd@townofware.com

Minutes from December 11, 2017 Community Development Authority

Meeting held at Town Hall, 126 Main Street, Ware, MA

Authority members present:	D. Gravel, P. Opalinski, T. Opalinski, B. Cooper
Authority members absent:	none
Staff present:	Rubén Flores-Marzán, Director Judi Mosso, Assistant to the Director
Public:	Ted Harvey (PVPC), Denis Ouimette, John Carroll (Board of Selectmen), Geleny Rodriguez (QV CDC), Alexandria Martinez (QV CDC), Nancy Talbot (Board of Selectmen), Press: Melina Bourdeau (<i>Ware River News</i>), Jim Russell (<i>Republican</i>), Stuart Beckley (Town Manager), Sheila Cuddy (QV CDC/BAC)

D. Gravel called the meeting to order at 6:32 p.m.

1. Public Performance Hearing on CDBG programming – Public hearing was opened at 6:33; the Chairman made introductions and introduced T. Harvey from PVPV. T. Harvey described the FY2016 grant program.
 - Prospect Street infrastructure improvements: no new developments, will close out at the end of 2017; hole on High Street has been filled and repaired; topography of the neighborhood causes problems with severely sloped driveways so work on Bank and Spring Streets may need a higher contingency; bid for engineering work was lower than expected so surplus may be used for driveway repairs. DPW Director, Dick Kilhart was recognized by the CDA and PVPC for his outstanding work and collaboration on the infrastructure project. T. Harvey will follow up on curb repair on Bank Street where Borges Construction staged the project; punch list items to be completed by June 30, 2018. Application for payment for Prospect have been submitted; application for payment for High Street repair has not been

submitted yet. P. Opalinski requested that original amounts, change orders, and final costs, as well as any surplus amounts be shown on documentation moving forward.

- Bank & Spring Street improvements: should be split into two projects due to cost and that we are limited in how much grant money we can request; draft budget presented did not include contingency for slopes/driveways. D. Oumette inquired about paving the municipal lot on Bank Street (will not be included in FY2018 application). There was discussion about using the lot for staging for the TIP project.
- Domestic Violence education and prevention: program provides education, outreach and services; DV advocate provided services to 37 new survivors this year including safety planning, court assistance, rides, emotional support, access to services. J. Mosso reported that the Task Force does not meet in July or August; the fall months are used to review success and how to make improvements and plan new programming.

Public hearing closed at 6:53 pm.

2. Retirement of Chairman – D. Gravel was recognized for his years on the CDA. He was presented with citations and a custom fleece jacket.
3. Community Development Strategy, follow up (public hearing held 10/12/2017) – The CDA accepted the CDS and it is ready to go before the Board of Selectmen for acceptance. However, since there was further discussion about it after the CDA approved it, J. Mosso and T. Harvey wanted to be sure there were no further revisions. According to DHCD, the BOS is not required to approve or sign the CDS. The only requirement is that the Strategy is presented at a public meeting at least a month before the March 2, 2018 deadline; BOS approval is more of a formality.
4. Administrative
 - a. Minutes of November 16, 2017 – Motion by P. Opalinski to accept the minutes as presented. Seconded by T. Opalinski. So voted 4/0/0.
 - b. Citizen interest in CDA – The board currently has one vacancy with another vacancy beginning December 26. The board reviewed Danielle Souza's letter of interest to join the community planning board [sic]. There was discussion about her credentials. Other interested candidates include Stephen Smith and John Carroll. Michelle McGuigan and Matt Coletta were also mentioned. Mr. Carroll provided comments about his experience and interest in serving on the CDA. The CDA and P&CD staff agree that Mr. Carroll would be a more appropriate candidate if he did not already serve as a Selectman, that it is important to continue the diversity and health of the CDA, and that we already have a BOS member on the CDA.

Motion by B. Cooper to recommend that the Board of Selectmen appoint Danielle Souza to the Community Development Authority. Seconded by P. Opalinski. So voted 3/0/1 (T. Opalinski).

5. Updates

a. CDBG

- i. FY2014 High Street repairs – repairs have been completed; awaiting final payment request.
 - ii. FY2015 WRV – surplus funds will be used for an emergency HR roof repair project; after that expenditure, approximately \$2,262 of unexpended funds will be returned to DHCD. The earlier PARP dispute has been worked down to a \$400 dispute; resolution continues.
 - iii. FY2016 Prospect Street/Bank & Spring – discussed under Item 1.
 - iv. FY2017 WRV (w Warren & Hardwick)
 1. Program Income guidance from DHCD – no word from DHCD
 - v. FY2018 application and draft budget – The CDA reviewed the draft budget; numbers are close but have not yet been finalized, contingency may be increased to 15%. The CDA will review further next month. PVPC will ask Stantec for a cost estimate for West Street review design; it's <1 mile of sidewalk but well-used and an important pedestrian thoroughfare. An alternative is to use the \$35,000 to repave the paved portion of the Bank Street municipal lot; are will likely income-qualify and it is in the slum and blight designated area. It is important to move forward with the "Complete Streets" designation, which is a bylaw amendment.
- b. Memorial Field (Brownfields grant, subdivide parcels) – We were planning to move forward with subdividing the parcel into 2-3 lots so that we could address the DEP requirements in more manageable parts. However, we may not need to do that since the House of Representatives passed a bill to reauthorize the EPA's Brownfields program. It needs Senate and president approval, but if it passes, the cap would increase from \$200,000 to \$500,000.
- c. Municipal Vulnerability Preparedness (MVP) grant – We are in the process of evaluating a consultants. The planning document will provide strategies for dealing with climate change and making more resilient towns; should be ready by the end of summer 2018.

6. Other (any discussion and action may be postponed until next meeting) – none.

7. Adjourn – Motion by P. Opalinski to adjourn at 7:47 p.m. Seconded by T. Opalinski.

*Respectfully submitted by
Judi Mosso, Assistant to the Director*

Documents reviewed:

Draft CDS
Minutes from November 16 12, 2017
Interest letter and resume from Danielle Souza
FY2018 application and draft budget
Spring Street design plans from Wright-Pierce

Documents received:

Interest letter and resume from Danielle Souza
FY2018 application and draft budget
Spring Street design plans from Wright-Pierce



Town of Ware
Application for Appointment to
Boards and Committees

Name: Lucas G. McDiarmid
Address: 28 Morse Ave
Email: lmediarmid mediarmaid.lucas@gmail.com
Home Phone: _____ Work: 413-253-9227 Cell: 413-237-4531
Occupation: Program Assistant - Social Auditing Years lived in Ware: 3 mo.
Ware Resident: ☒ Yes ☐ No Verité Fair Labor

Please indicate the Committee(s) you have interest in serving on: (Appointment subject to vacancies)

Ware Agricultural Commission	Ware Cultural Council
ADA Commission	Finance Committee
Board of Registrars	Historical Commission
Capital Planning Committee	Open Space Committee
Community Development Authority <input checked="" type="checkbox"/>	Tax Increment Financing (TIF) Committee
Conservation Commission	Zoning Board of Appeals
Council on Aging	

What skills and experience will you bring to this Board/Committee:

(attach additional sheet or resume if desired)

• Previous Municipal Government Experience: Asst. to Town Manager - Lanesboro MA
• Budgeting, communications, program development, inter Agency negotiation
• facilitation, Press Release writing

Are you currently serving or have you served on any Town committee: ____ Yes* ☒ No
(if yes, please state what committee) _____

Required: Please read the following. By signing below, you state that you understand and agree:
The filing of this form does not guarantee my appointment. An application is kept on file for two (2) years.
Being appointed to a committee, board or commission means that I am considered a Municipal Employee under MGL Chapter 268A and thereby subject to Conflict of Interest Law MGL Chapter 268A, Financial Disclosure Law MGL Chapter 268B, as well as Open Meeting Law. I understand that I will take the conflict of interest test after being appointed and that I also must be sworn in by the Town Clerk. **IMPORTANT: Once this form is submitted, it becomes a public document. If there is information you do not want open to the public, please do not include it on this form!**

Signature

Date

26 Jan. 2018

Please return this form to Stuart Beckley, Town Manager, 126 Main Street, Ware, MA 01082 or email to sbeckley@townofware.com.

Lucas G. McDiarmid
28 Morse Avenue
3rd Floor Left
Ware, MA 01082

26 January 2018

Dear Mr. Beckley, and Mr. Flores-Marzan,

Please accept this letter as an introduction to my application to serve as a member of the Community Development Authority.

As an introduction to myself, I am a Program Assistant with the Assessments Department at the global non-profit, and non-government organization Verité, Inc., based out of Amherst, Massachusetts. My role at Verité is similar in function to a junior/ assistant program officer. The assessment's department at Verité is responsible for conducting labor and ethics audits at a variety factories and agricultural facilities across the world, and the United States. In my role, I assist in budgeting and planning as well as facilitating the actual audit; working with the audit field teams to coordinate the onsite visit. I also conduct research on behalf of the Verité Research Department. My focus has been on the development of the agrarian sector, investigating the risk of, and occurrence of human trafficking, labor trafficking and child labor within the logging industry, and coffee production.

As a 2015 graduate of the Massachusetts College of Liberal Arts, I focused on local issues, serving as the Assistant to Town Administrator in Lanesboro; working directly with the local populace on a wide range of municipal issues. My interest in local policy issues, eventually led me to work as the campaign manager for Senator Anne M. Gobi in the 2016 election cycle.

Given my experience in local politics, municipal government and, labor and ethics, I bring a unique skillset, and an understanding of working families, and their needs to the Community Development Authority. I believe, that in addition to perspective, I also have a work ethic will benefit the Authority in its service to the town. I am prepared to face the challenges facing the Community Development Authority, town and the communities it encompasses.

I would like to thank you in advance for your consideration. I look forward to hearing back in reply.

Sincerely,

Lucas G. McDiarmid



LM

OBJECTIVE

I am seeking a position, post entry level, in the field of Corporate Social Responsibility, International Trade and Development, or Labor Rights.

SKILLS

Multi-tasking, time management, budgeting, Microsoft Office Suite, Quickbase Project management, interviewing, staff development and management, public communications

EXPERIENCE

PROGRAM ASSISTANT • VERITÉ • MAY 2017 – CURRENT

- *Client relations
- * Budget and planning
- *Research and security assessment writing, copy editing
- *Coordinating audits and assessments, domestically and abroad

ASSISTANT • COMMITTEE FOR PUBLIC COUNSEL SERVICES • AUGUST 2016 – MAY 2017 (CONTRACT)

Public Defender Division: Superior Court Of fice

- *Client Meetings
- *Investigative Assistance
- *Interagency Communications and coordination with various agencies of the Judiciary and Law Enforcement

CAMPAIGN MANAGER/ STRATEGIST AUGUST 2016 – November 2016

Gobi Committee: Re-elect Anne Gobi To State Senate

- *Volunteer Coordination
- *Advertisement and Message Development
- *Voter Contact
- *Fundraising

HILLARY FOR AMERICA JANUARY 2016 – MARCH 2016

Keene, NH/ Greensboro, NC

- *Volunteer Coordination
- *Event Planning
- *Database VoteBUILDER
- *Volunteer Training

WILL YANDIK FOR CONGRESS APRIL 2016 – JULY 2016

- *Intern Management and Staff Development
- *Universe building
- *Voter Coordination

SCHOOL



LM

EDUCATION

BA • MAY 2015 • MASSACHUSETTS COLLEGE OF LIBERAL ARTS

GPA: 3.113 Major: Political Science and Public Policy

Minor: History

Course Work Includes: Modern Middle East, North American Politics, Legacies of Communism, The U.S. Border, A History of Diplomacy, Independent Study on Immigration Policies, and Undergraduate Research "Human Trafficking in North America"

VOLUNTEER EXPERIENCE OR LEADERSHIP

St. Thomas the Apostle Parish: Eucharistic Minister

MCLA Student Government Association: Senator- at-Large, 2 terms

- **Constitution Committee, and Property Committee**

MCLA Political Science Club: Vice President, One term

MCLA Class of 2015: Vice President

MCLA Office of Admission, Student Affairs Div.: Admission Ambassador

- **Volunteer Coordinator**

MCLA Mission Abroad: Belize; Spring 2015

- **Community Service in Mahogany Heights, Belmopan, BZE**

REQUIRED FORM OF VOTE TO SUBMIT A STATEMENT OF INTEREST

REQUIRED VOTES

If the SOI is being submitted by a City or Town, a vote in the following form is required from both the City Council/Board of Aldermen **OR** the Board of Selectmen/equivalent governing body **AND** the School Committee.

If the SOI is being submitted by a regional school district, a vote in the following form is required from the Regional School Committee only.

**Current votes for each SOI submission are required.*

FORM OF VOTE

Please use the text below to prepare your City's, Town's or District's required vote(s).

Resolved: Having convened in an open meeting on February 13, 2018, prior to the SOI submission closing date, the Board of Selectmen of Ware, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 14, 2018 for the Stanley M. Koziol Elementary School located at 4 Gould Road, Ware, Ma 01082 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future: Priority No. 5 – Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility. The priority project is to replace the existing original boiler system; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

DOCUMENTATION OF VOTE

Documentation of each vote must be submitted **in hard copy** to the MSBA as follows:

- 1) For the vote of the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body, a copy of the text of the vote must be submitted **with a certification** of the City/Town Clerk that the vote was duly recorded and the date of the vote must be provided.
- 2) For the vote of the School Committee, Minutes of the School Committee meeting at which the vote was taken must be submitted **with the original signature** of the Committee Chairperson.

REQUIRED FORM OF VOTE TO SUBMIT A STATEMENT OF INTEREST

REQUIRED VOTES

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If the SOI is being submitted by a regional school district, a vote in the following form is required from the Regional School Committee only.

**Current votes for each SOI submission are required.*

FORM OF VOTE

Please use the text below to prepare your City's, Town's or District's required vote(s).

Resolved: Having convened in an open meeting on February 13, 2018, prior to the SOI submission closing date, the Board of Selectmen of Ware, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 14, 2018 for the Ware Middle School located at 239 West Street, Ware, Ma 01082 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future: Priority No. 5 – Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility. The priority project is to replace the windows with more energy-efficient windows; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

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- 1) For the vote of the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body, a copy of the text of the vote must be submitted **with a certification** of the City/Town Clerk that the vote was duly recorded and the date of the vote must be provided.
- 2) For the vote of the School Committee, Minutes of the School Committee meeting at which the vote was taken must be submitted **with the original signature** of the Committee Chairperson.



TOWN OF WARE

Common Victualler Application

(MASSACHUSETTS GENERAL LAWS, CHAPTER 140, SECTION 6)

Application is hereby made to the Town of Ware (date): 1/31/2018

CORPORATION NAME: Puerto Rican Flavors Inc

D/B/A NAME _____

ADDRESS OF ESTABLISHMENT: 158 West st. Ware MA 01082

TELEPHONE: 413-455-1364

NAME OF MANAGER: Aaron Dunn

DESCRIPTION OF

PREMISES: Restaurant located on a main Road
in a strip plaza.

If this license is granted, I hereby agree to abide by all of the laws of the Commonwealth of Massachusetts and all rules and regulations of the Ware Board of Selectmen. I understand and accept responsibility of ensuring that these are enforced.

Pursuant to MGL, C. 62C, s. 49A, I certify under the penalties of perjury that I have, to the best of my knowledge and belief, complied with the law of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Pursuant to MGL, C. 152, s. 25A, I certify under the penalties of perjury that I have, to the best of my knowledge and belief, complied with the law of the Commonwealth relating to Workers' Compensation Insurance.

1-31-18

Date

Aaron Dunn

Signature of Individual or Corporate name

Corporate Officer and Title (if applicable)

DATE OF PUBLIC HEARING (to be determined): 2/13/2018

TOWN OF WARE, MA
CHECKLIST FOR NEW LICENSED PREMISE
 Contact Executive Assistant to Town Manager at 413-967-9648 ext. 101

CV
#29

—	Application Packet for Liquor License (from A.B.C.C. website)
✓	Common Victualler License Application per MGL Ch.140,Sec.6 (\$50.00 annual fee)
—	Entertainment License Application per MGL Ch. 140, Sec.183A (\$100.00 annual fee)
—	Automatic Amusement Device License Application per MGL Ch. 140, Sec. 177A (\$60.00 annual fee per device)
✓	Workers' Compensation Insurance Affidavit
	Copy of Deed or Lease Agreement
yes	Has Town Clerk been contacted for Business Certificate? — <i>They are incorporated</i>
	Signature of Town Clerk: _____ Dated: _____
	Has Building Inspector been contacted for licenses, permits or inspections?
✓	Signature of Building Inspector: _____ Dated: _____
	Has Board of Health been contacted for licenses, permits or inspections?
✓	Signature of Board of Health Director: _____ Dated: _____
	Has the Planning Board/ZBA been contacted for permits? <i>HC zone / E10</i>
	Signature: <i>Quentin Blum</i> Dated: <i>1/8/2018</i>
	Parcel ID: Map <u>56</u> Block <u>0</u> Lot <u>102</u>
	Zoning Designation <u>HC</u>

4.25 allowed by right

The applicant understands that a public hearing will be scheduled, a legal advertisement will be placed which the applicant will be billed for, and the applicant is required to attend the scheduled public hearing for the Board of Selectmen to consider all information.

Corporation Name: Puerto Rican Flavors Inc
 D/B/A _____
 Address of Establishment: 158 West st
Ware Ma 01082
 Telephone: 413-277-0031
 Email: mraaron.dunn@gmail.com
 Name of Manager or Contact: Aaron Dunn + Tabitha Evans



Aaron Dunn
 Signature of Applicant

1-30-18
 Date



The Commonwealth of Massachusetts
Department of Industrial Accidents
1 Congress Street, Suite 100
Boston, MA 02114-2017
www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses.
TO BE FILED WITH THE PERMITTING AUTHORITY.

Applicant Information

Please Print Legibly

Business/Organization Name: Puerto Rican Flavors INC

Address: 158 West St Ware MA 01082

City/State/Zip: Ware MA 01082 Phone #: 413-455-1364

Are you an employer? Check the appropriate box:

1. ☐ I am a employer with _____ employees (full and/or part-time).*
2. ☐ I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
3. ☒ We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**
4. ☐ We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

5. ☐ Retail
6. ☒ Restaurant/Bar/Eating Establishment
7. ☐ Office and/or Sales (incl. real estate, auto, etc.)
8. ☐ Non-profit
9. ☐ Entertainment
10. ☐ Manufacturing
11. ☐ Health Care
12. ☐ Other _____

*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information

**If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: _____

Insurer's Address: _____

City/State/Zip: _____

Policy # or Self-ins. Lic. # _____ Expiration Date: _____

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.

Signature: Wilson Dean Date: 1-30-18

Phone #: 413-504-8723

Official use only. Do not write in this area, to be completed by city or town official.

City or Town: _____ Permit/License # _____

Issuing Authority (circle one):

1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office
6. Other _____

Contact Person: _____ Phone #: _____

MEMO

January 30, 2018

**To: Board of Selectmen
Cemetery Commissioners**

From: Nancy J. Talbot  **Chairman/Board of Selectmen**

RE: Cemetery Commissioner Vacancy in Office

Per MGL Chapter 41, Section 11 the Cemetery Commissioners discussed this vacancy at their meeting of January 29th and are notifying the Selectmen they wish to proceed with an appointment.

I have suggested the Board advertise the vacancy at their meeting of February 13th and ask interested individuals to **apply by noon on Tuesday – February 27th.**

At our meeting of the 27th the two boards will meet and by roll call vote appoint this individual to serve in the vacant position until the April 9, 2018 Annual Town Election.

Applicants should forward their letters of interest to the Board of Selectmen Attn: Mary Midura, 126 Main St. Ware, MA.

Part I	ADMINISTRATION OF THE GOVERNMENT
Title VII	CITIES, TOWNS AND DISTRICTS
Chapter 41	OFFICERS AND EMPLOYEES OF CITIES, TOWNS AND DISTRICTS
Section 11	APPOINTMENT TO FILL VACANCY IN TOWN OFFICE

Section 11. As used in this section, the term "vacancy" includes a failure to elect. If a vacancy occurs in any town office, other than the office of selectman, town clerk, treasurer, collector of taxes or auditor, the selectmen shall in writing appoint a person to fill such vacancy. If there is a vacancy in a board consisting of two or more members, except a board whose members have been elected by proportional representation under chapter fifty-four A, the remaining members shall give written notice thereof, within one month of said vacancy, to the selectmen, who, with the remaining member or members of such board, shall, after one week's notice, fill such vacancy by roll call vote. The selectmen shall fill such vacancy if such board fails to give said notice within the time herein specified. A majority of the votes of the officers entitled to vote shall be necessary to such election. The person so appointed or elected shall be a registered voter of the town and shall perform the duties of the office until the next annual meeting or until another is qualified.



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

Name: St Mary's Church
Effective Date(s) of License: March 10, 2018
Hours of Service (In conformity with MGL): 5:00pm 10:00 pm
Event (describe activities): Dinner
Anticipated Attendance: 200
Sponsoring Organization: St. Mary's Church
For Profit: Beer & Wine (only) Non Profit: All Alcoholic Beer & Wine X
Address (include Street & Number): 60 South Street - Ware
Names of All Servers (bartenders) for this event: Paul Moryl - Ross Pelski
Estimated Number of Attendees -
Crowd Control Manager -

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: Rev. Fr. Gabriel Ballon
Social Security # or Federal I.D.#: 004-0208520

Fire Inspection Shul

Date: 2-5-18

Building Inspection

Date: _____

Restrictions: No Smoking in Room/Exo Lave

Date Received: 2/5/2018

Insurance Certificate: EFFECTIVE TO
7/1/2018

Application Fee: \$30

Action Taken: (X) Approved Denied

Date: 02-06-18

Police Chief Review and Action

Sharon Greer
Sharon C Greer
Chief of Police