



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

**Meeting Notice Agenda
Tuesday, February 21, 2017 at 7:00 p.m.**

Meeting Opened

Opening Remarks, Announcements, and Agenda review by Chair

Consent Agenda

- **Approval of Meeting Minutes of February 7, 2017 and September 20, 2016**

Comments and Concerns of Citizens

Scheduled Appearances

- **7:15 pm, Public Hearing on Proposed FY2017 Joint CDBG Application**
- **Joint Meeting of Community Development Authority and Director RE: Slum and Blight Designation and vote of December 6, 2016**
- **Medicinal Marijuana - Request For Letter Of Non-Opposition**

Old Business

New Business

- **Approval of Equipment Lifetime for Borrowing – Parks Mower**

Town Manager Report

Adjournment

Executive Session: MGL Chapter 30 (a) Section 21 (a) #1 Discipline of Public Employee



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

Meeting Minutes

Tuesday, February 7, 2017 at 7:00 p.m.

Present: Selectman Carroll, Selectman Desmond, Selectman Fountain, Selectman Whitney, Stuart Beckley, Mary Midura, Stanley Ciukaj
Absent: Selectman Talbot

Meeting Opened by Chairman Carroll at 7:00 p.m. Mr. Carroll requested a moment of silence to honor Anthony J. Krasnecky who worked for the Ware Water Department for 27 years and passed away January 22, 2017.

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

Consent Agenda

- **Approval of Meeting Minutes of January 24, 2017 and July 12, 2016, July 26, 2016, August 9, 2016, August 23, 2016, and September 6, 2016**

Selectman Desmond moved approval of the above minutes; Selectman Whitney seconded. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Talbot).

Comments and Concerns of Citizens

Cathy Cascio questioned when the Blight Designation would be discussed; Mr. Beckley confirmed that this will be on the agenda of February 21, 2017. Ms. Cascio questioned the status of the South Street School; Mr. Beckley confirmed that no action has occurred, some use of building for storage only. Ms. Cascio noted a past gentleman who proposed renovation for condos for sale; Mr. Beckley confirmed that this proposal was never submitted to the town. One proposal from HAP and two single-family offers were all rejected. Ms. Cascio stated she would speak to a realtor.

Scheduled Appearances

- **7:05 pm Public Hearing: Gabryel Narutowicz, Inc. for Change in Beneficial Interest, Change in Officers/Directors**

The Board of Selectmen noted the presence of Stanley Ligawiec, president and manager of Gabryel Narutowicz, Inc.

Selectman Desmond moved approval of the application of Gabryel Narutowicz, Inc. for Change in Beneficial Interest, Change in Officers/Directors; Selectman Whitney seconded. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Talbot).

Old Business - none

New Business

- **Approval of One-Day Liquor License for St. Mary's Church, Saturday, February 25, 2017**

Selectman Desmond moved approval of the license; Selectman Fountain seconded. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Talbot).

- **Approval of One-Day Liquor Licenses for Workshop 13, Friday, February 17, 2017 and Sunday, February 26, 2017**

Selectman Desmond moved approval of the license, pending department approvals (received); Selectman Whitney seconded. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Talbot).

- **Review of License #29 JHN Enterprises, Inc. d/b/a Snow's Restaurant**

Selectmen reviewed a memo from Mary Midura, Executive Assistant to Town Manager, and a draft letter to the licensee that has been reviewed by Attorney Wojcik. The licensee will be given fourteen (14) days to pay all outstanding licenses, fees, and outstanding real estate taxes to the Town of Ware. If not paid by February 24 (certified letter mailed February 10, 2017, delay due to snowstorm on February 9, 2017), the Board of Selectmen will REVOKE liquor license #29 JHN Enterprises, Inc. d/b/a Snow's Restaurant.

Town Manager Beckley noted that Attorney Wojcik may be asked to research revocation due to the felony conviction of the licensee.

Selectman Whitney moved to approve mailing of the certified letter to the licensee and also to ask Attorney Wojcik to research revocation due to licensee conviction; Selectman Fountain seconded. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Talbot).

- **By-Law Study Committee per Charter**

Mr. Beckley noted that the last page of the Town Charter calls for a By-Law Study Review Committee. The goals of the By-Law Study Review Committee would be to review all town by-laws, submit a report with recommendations to the Board of Selectmen, and, upon approval and completion, post all by-laws on the website of the Town of Ware. Interested residents who would like to serve on this committee are encouraged to submit a letter to the Town Manager's office.

Selectman Desmond moved approval of the By-Law Study Review Committee; Selectman Whitney seconded. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Talbot).

Town Manager Report

Mr. Beckley noted that his assistant, Ms. Midura, has drafted the 2016 Annual Report of the Selectmen.

Selectman Whitney moved approval of the 2016 Annual Report of the Selectmen; Selectman Desmond seconded. The motion passed on a vote of 4 Yes, 0 No, 1 Absent (Selectman Talbot).

Mr. Beckley noted that the new mower for the Parks Department has arrived. The Infiltration and Inflow study of the sewer system is commencing. Ware is a Green Community with an initial grant of \$169,000 for energy saving projects. The WBCA Bass Fishing Tournament will be held on July 22, 2017. This is a unique and exciting opportunity for the Town of Ware and Quabbin Reservoir. Registration begins in March. Town departments have submitted their budgets for review and the budget will go to the Finance Committee by March 1, 2017. The Quaboag Connector vans are on the road and there is a need for drivers and riders. A Verizon presentation to town department heads and unions regarding GPS in town vehicles was held last week. Cost would be \$85 per vehicle installation, with \$14 per month per vehicle charge. The town would need this in 20 town vehicles.

Town Manager: Stuart Beckley
sbeckley@townofware.com

Selectman Desmond requested a representative of Holyoke Community College attend an upcoming meeting to report on the college's activities and class offerings. Mr. Beckley noted that he could request Ms. Sheila Cuddy to return to speak to the Selectmen.

Selectman Desmond questioned the current system of town vehicle use. Mr. Carroll noted that the GPS system would have built-in alerts. Selectman Desmond stated that the system needs to be monitored. Mr. Carroll stated that five communities in the area already use this system. Selectman Whitney noted that the review process should also outline rules and consequences.

Cathy Cascio further questioned the status of the building which had Otto Florists; Mr. Beckley noted that the owner was paid \$700,000 and the property is on the market. Ms. Cascio questioned the status of the Hitchcock building; Mr. Beckley noted that the town has cut ties with the owner and there will be no grant. Selectman Desmond noted that the sidewalks are not maintained.

Ms. Cascio questioned the grants awarded to the Ware Fire Department; Mr. Beckley explained that the department is up to full staff of sixteen (16) firefighters plus Chief and Deputy Chief. The newer SAFER grant covers two firefighters.

Selectman Desmond noted that a critical review of all departments must be done. Selectman Whitney noted the budget process does that review with the full budget picture. Selectman Desmond questioned the process and priority given to road repairs. Mr. Beckley noted that the Board of Selectmen adopted policies of percentage and capital improvements of \$3million were approved at town meeting. Selectman Desmond questioned the high cost of health insurance; Mr. Beckley noted that the Insurance Advisory Committee does address this issue with all unions.

Selectman Whitney moved to Adjourn Regular Session at 7:46 p.m., to move into Executive Session per MGL Chapter 30A, Section 21 (a) #3, To Discuss Strategy with Respect to Litigation, NOT TO RECONVENE IN OPEN SESSION; Selectman Fountain seconded. The motion passed on a Roll Call Vote of 4 Yes, 0 No, 1 Absent (Selectman Talbot):

John E. Carroll	Yes✓
John A. Desmond	Yes✓
Michael Fountain	Yes✓
Alan G. Whitney	Yes✓
Nancy J. Talbot	Absent

Attest: 
Mary L. Midura, Executive Assistant



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

Meeting Minutes

Tuesday, September 20, 2016 at 7:00 p.m.

Present: Selectman Carroll, Selectman Desmond, Selectman Talbot, Selectman Fountain, Selectman Whitney, Stuart Beckley, Stanley Ciukaj

Meeting Opened by Chairman Carroll at 7:00 p.m.

Opening Remarks, Announcements, and Agenda review by Chair
Mr. Carroll welcomed new Selectman Alan Whitney.

Consent Agenda - none

Comments and Concerns of Citizens

Cathy Cascio questioned how annual and special town meetings are held per the Charter. Selectman Talbot explained that special town meetings are scheduled by selectmen when needed, annual town meeting is per Charter Article 2.

Diane Marshall questioned why PVTa will not stop at the Senior Center. Mr. Beckley noted that PCTA refused to pull into the Senior Center lot due to safety and size of the vehicle and the need for an appropriate turnaround. Mr. Beckley noted that the CDC and community college are working on creating their own transportation over the next months.

Selectman Desmond questioned the hiring of the building assistant who lives in Belchertown, stating people in the community should be hired. Ms. Cascio said rumor is that hires should not live in town. Mr. Beckley stated that is not true, the best qualified is hired.

Scheduled Appearances

- **Public Hearing for RT's Welding Application for Class II and Class III Licenses is Continued to October 4, 2016**

Old Business

New Business

- **Zoning Amendments, Forward to Planning Board for Public Hearing**

Selectman Talbot moved to send the zoning amendments forward to the Planning Board for a Public Hearing; Selectman Whitney seconded. The motion passed unanimously (5-0).

- **Open Warrant, Special Town Meeting, November 14, 2016 at WHS, 7:00 p.m.**

Selectman Talbot moved to open the warrant for the Special Town Meeting; Selectman Whitney seconded. The motion passed unanimously (5-0).

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

- **Richfield Ave Bid Review**

Selectman Talbot moved to table the bid review to October 4, 2016; Selectman Whitney seconded. The motion passed unanimously (5-0).

- **Approve One Day Licenses for Workshop 13**

Selectman Desmond moved approval for One Day Licenses for Workshop 13 on September 23, October 8, October 21, and October 29, 2016; Selectman Talbot seconded. The motion passed unanimously (5-0).

Town Manager Report

Mr. Beckley noted that the Master Plan Public Hearing will be September 21, 2016 at 7:00 p.m. The Master Plan Steering Committee will come to the October 4, 2016 Board of Selectman meeting. On September 29, 2016 at 6:30 pm, Gail Grammarosa will present a Forum of Education Issues RE: Marijuana. The Drug Free Communities Grant is moving forward with two positions - \$125,000 received per year for five years. Only two were awarded in Massachusetts, only 62 in the country. Congressman McGovern announced this grant and a \$96,000 grant for WFD turnout gear. The Knights of Columbus will hold the Halloween Parade on October 28, 2016. The Board of Selectmen noted no set hours for trick or treat for the town. Mr. Beckley noted, from the MMA conference, the Modernization Bill regarding procurement, assessment law changes and the Public Records Law requiring more accurate record keeping effective January 1, 2017. Mr. Beckley noted that Karen Brearley, Executive Assistant, will retire in October 2016. Ms. Brearley has been an employee of the Town of Ware for 12 years.

At 7:40 p.m., Selectman Talbot made the motion to adjourn; Selectman Whitney seconded. The motion to adjourn passed unanimously (5-0).

Attest:


Mary L. Midura, Executive Assistant
Transcription per Video 1/26/2017

TOWN OF WARE
Public Hearing - Tuesday, February 21, 2017
7:15 PM Town Hall
126 Main Street, Ware, MA

FY 2017 Ware River Valley CDBG Application

The Towns of Ware, Hardwick, and Warren (Ware River Valley) are seeking to apply for a regional CDBG grant of up to \$1,300,000. The application will seek funds for a regional housing rehabilitation program in all three towns, and social service programs. There were 6 applicants for social service programs, however, only a maximum of 5 are allowed for a grant. The Ware Community Development Committee has recommended the following for inclusion in the grant: Domestic Violence Prevention, PATCH Program, Adult Literacy Program, Hardwick Senior Outreach Program, Hardwick Youth Center Summer Program. The public hearing will offer Ware, Hardwick, and Warren residents an opportunity to comment on proposed projects which were identified as priorities in the towns' Community Development Strategies.

Items needed from the Select Board:

A motion for authorization to submit the proposed FY2017 Ware River Valley Community Development Fund Grant application to the DHCD in an amount not to exceed \$1,300,000, as detailed in the public hearing and to include funding for the Ware River Valley Regional Housing Rehabilitation Program and recommended social service programs.

A motion for the Chairman of the Board of Selectmen to sign all required forms, documents, and authorizations pertaining to the proposed FY2017 Ware River Valley Community Development Fund Grant application.

Ware CDBG Budget Proposal

Revenue

DESE Career Pathways	14,487
DESE Direct	102,067
Donations & Other Income	20,000
Hall Foundation	1,200
MA Women's Home Mission	1,316
United Way of Franklin County	2,766
Urban Foundation	1,848
Ware CDBG	<u>75,000</u>

Revenue Total	<u>218,684</u>
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Expense

TLP Administrative Staff @20%	22,130
TLP Support Staff @20% (office Man)	10,811
TLP Tech Coord	6,968
WALC Site Director @100%	35,835
WALC Instructor @100%	25,930
Total salaries	<u>101,674</u>

Fringe @30%	30,502
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Total with fringe	<u>132,176</u>
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Additional WALC Personnel:

Educational and Carer Advisor	25,930
Total salaries	<u>25,930</u>

Fringe @30%	7,779
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Total with fringe	<u>33,709</u>
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Personnel Total	<u>165,885</u>
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Non-personnel:

Rent	15,793
Utilities/Telephone/Internet	6,544
Office Expenses	1,994
Consultants/Substitutes	1,023
Educational Supplies/Materials	3,140
Equipment/Copier	920
Marketing	0
Professional Services	11,831
Accounting/Audit	2,173
Dues and Subscription	511
Insurance and fees	895
Special Event	844
Student Expenses	2,940
Staff Development & Travel	2,124
Total non-personnel	<u>50,731</u>

Ware Site Totals	<u>216,616</u>
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Net	<u>2,068</u>
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Personnel:	DESE	CDBG Request	Other	FY18 Ware Site Budget
TLP Administrative Staff @20%	\$12,630	\$2,000	\$7,500	\$22,130
TLP Support Staff @20% (office Man)	\$7,281	\$3,530	\$0	\$10,811
TLP Tech Coord	\$648	\$6,320		\$6,968
WALC Site Director @100%	\$13,921	\$11,914	\$10,000	\$35,835
WALC Instructor @100%	\$15,574	\$6,856	\$3,500	\$25,930
Total salaries	\$50,054	\$30,620	\$21,000	\$101,674
Fringe @30%	\$15,015	\$9,187	\$6,300	\$30,502
Total with fringe	\$65,069	\$39,807	\$27,300	\$132,176
\$39,502				
\$11,851				
Additional WALC Personnel:				
Transition Counselor(Educational and Carer Adv	\$4,199	\$16,731	\$5,000	\$25,930
Total salaries	\$4,199	\$16,731	\$5,000	\$25,930
Fringe @30%	\$1,257	\$5,019	\$1,503	\$7,779
Total with fringe	\$5,456	\$21,750	\$6,503	\$33,709
\$51,352				
Personnel Total	\$70,525	\$61,557	\$33,803	\$165,885
Non-personnel:				
Rent	\$8,293	\$7,500	\$0	\$15,792.81
Utilities/Telephone/Internet	\$2,544	\$3,000	\$1,000	\$6,544.12
Office Expenses	\$1,444	\$550	\$0	\$1,993.91
Consultants/Substitutes	\$613	\$410	\$0	\$1,022.52
Educational Supplies/Materials	\$665	\$475	\$2,000	\$3,140.41
Equipment/Copier	\$170		\$750	\$920.27
Marketing	\$0		\$0	\$0.00
Professional Services	\$7,831	\$0	\$4,000	\$11,830.54
Accounting/Audit	\$1,617	\$556	\$0	\$2,172.85
Dues and Subscription	\$511		\$0	\$511.26
Insurance and fees	\$595	\$300	\$0	\$894.70
Special Event	\$588		\$256	\$843.58
Student Expenses	\$1,440	\$500	\$1,000	\$2,939.74
Staff Development & Travel	\$971	\$153	\$1,000	\$2,124.28
Total non-personnel	\$27,281	\$13,444	\$10,000	\$50,725
WALC Budget Totals	\$97,807	\$75,000	\$43,809	\$216,616

Ware, Hardwick & Warren
Request for Proposals for Public Social Service Programs

This form is to be used for proposals for the grant period starting in the fall of 2017 and continuing through December 2018. When completing this form, assume a **12-month** program.

Participating communities include the towns of **Ware, Hardwick and Warren.**

Please complete this form in its entirety and return to the PVPC no later than 3:00 p.m. Thursday

February 2, 2017. Return to tharvey@pvpc.org, fax: (413) 732-2593, or mail to:

Ware, Hardwick & Warren Public Social Service Proposal
c/o Pioneer Valley Planning Commission
60 Congress Street – 1st Floor
Springfield, MA 01104
Attn: Ted Harvey

For questions: Contact Ted Harvey at (413) 781-6045.

Name of Organization/Agency: Valley Human Services, A Program of Behavioral Health Network, Inc.

Program or Service: PATCH, Planned Approach to Community Health

Description of Program/Services: Valley Human Services (VHS), a program of Behavioral Health Network, Inc., will provide support services to low and moderate income families in Warren, Ware and Hardwick. The objective of the program is to provide community-based access to the following ten need areas: *medical appointments, food, housing, basic benefits, employment, education, clinical services, connection to domestic violence services, addiction services, and/or parenting supports.*

PATCH provides qualified residents of Warren, Hardwick and Ware limited transportation to their appointments and their adult education classes, and limited childcare during appointments. PATCH staff help participants prioritize, plan and learn life management skills. Staff offer interpersonal support and mentoring to people in need. The program is modeled after national and regional initiatives designed to break barriers to services to isolated, multi-stressed individuals and families. Services are offered to any low or moderate income families seeking assistance, with outreach being provided at the Town of Warren Council on Aging, the Warren Community Dinner, the Ware Adult Learning Center, the Ware Faith Community, the Hardwick Senior Center and the Hardwick Youth Center. Participants are referred through word of mouth or through participating social service networks. The services to be provided include but are not limited to:

- In-home parenting/daily living skills
- healthy relationship support group and referrals to collaborating domestic violence advocate
- Access to addiction services as part of the PATCH team
- Individual and family therapy as part of the PATCH team
- Link to job training and adult education program through the Adult Learning Center
- Daily phone contact when needed
- Transportation to Hi-Set classes, addiction services, doctor's appointments, childcare, etc.
- Weekly Support Group – including parenting education and guest speakers
- Brazelton trained childcare during class, testing, Weekly Parent Support Group and specified appointments for high risk families and multi-stressed parents
- Wrap around case management services helping with homelessness, accessing benefits and court appointments.

The PATCH service model responds to our community members' most pressing and difficult to address social service needs by offering intensive, hands-on supports and activities to strengthen families' safety and well-being.

Amount of Funding Request: \$47,000.

Matching Funds Being Provided (amount and source): \$30,000 United Way of Hampshire County. Applications pending, Department of Public Health, \$22,000 by BHN, Inc.

In-Kind Resources Being Provided: Trauma-informed clinical services for children and adults, domestic violence advocacy, supervision and childcare.

Description of Beneficiaries (#, total low/mod, % low/mod, etc.): .): Primary beneficiaries will be 50 Warren, Ware and Hardwick residents of low to moderate income, who may also be pregnant or parenting, seeking their Hi-Set through the Ware Adult Learning Center (WALC) or who are transitioning to work or higher education or who are in need of *access to medical appointments, food, housing, basic benefits, employment, education, clinical services, access to domestic violence services, addiction services, and/or parenting supports for at risk families.*

Is this program/service a new service, an expansion of an existing service or a continuation of a project presently funded with MA CDBG Funds? This is a continuation of a successful project presently funded with MA CDBG Funds.

If this is a continuation of a project presently funded with MA CDBG Funds, please provide a justification for this additional funding. According to the WALC, and the Ware Police Department, Hardwick Police Department and Hardwick Youth and Senior Center staff, the list of these clients continues to grow at a rapid pace, especially given the alarming rates of addiction and domestic violence in our area. These community members represent one of the largest groups at risk of needing long-term public assistance. A grassroots, flexible and responsive system of service is needed to combat the unusually high poverty rate that adversely affects our

families. We currently turn away many more people we can serve, maintaining a wait list of between 81-102 persons at any time. We are actively pursuing other sources of sustainable funding, yet at this time, CDBG funding is the foundation of the program, along with our funding partners at the United Way of Hampshire County.

Is this project/service not provided by other state or federal agencies, or provided, but not available to CDBG-eligible residents in the towns of Ware, Hardwick, and/or Warren? This program is not funded by other state or federal agencies.

Has this project/service been funded with local funds within the past 12 months?

Yes ☒ No ☐

Submitted By:

Signature



Printed Name/Title Steven Winn, PhD, Senior Vice President

Agency/Organization Behavioral Health Network, Inc.

Date February 1, 2017

Phone (413) 747-0705

E-mail steven.winn@bhninc.org

**Ware, Hardwick & Warren
Request for Proposals for Public Social Service Programs**

This form is to be used for proposals for the grant period starting in the fall of 2017 and continuing through December 2018. When completing this form, assume a **12-month** program.

Participating communities include the towns of **Ware, Hardwick and Warren.**

Please complete this form in its entirety and return to the PVPC no later than 3:00 p.m. Thursday February 2, 2017. Return to tharvey@pvpc.org, fax: (413) 732-2593, or mail to:

Ware, Hardwick & Warren Public Social Service Proposal
c/o Pioneer Valley Planning Commission
60 Congress Street – 1st Floor
Springfield, MA 01104

Attn: Ted Harvey

For questions: Contact Ted Harvey at (413) 781-6045.

Name of Organization/Agency: Ware River Valley Domestic Violence Task Force

Program or Service: Domestic violence prevention and response services

Description of Program/Services: This Project will work to prevent domestic violence, and to help communities respond effectively and compassionately when domestic violence occurs. The Task Force will use various strategies to achieve these goals including: research based prevention initiatives with local schools; extensive community education and outreach; provision of critical support services to victims including groups and locally provided and accessible domestic violence advocacy services in collaboration with local police (currently through a subcontract with Behavioral Health Network at VHS); and professional training and development designed to ensure that local schools, social service and health care agencies, and faith groups screen and respond effectively to domestic violence.

This project is directed by a community Task Force comprised of local residents as well as representatives of agencies that serve the region including police, schools, health workers, local faith leaders, and domestic violence shelters and programs. Approximately 50% of Task Force members are themselves survivors of domestic violence. A Task Force facilitator with expertise in domestic violence is funded through this project, and is responsible for guiding and overseeing the implementation of all Task Force projects, and for ensuring that all projects use public health 'best practices'.

Amount of Funding Request: \$75,000

Matching Funds Being Provided (amount and source): Behavioral Health Network at Valley Human Services has a STOP grant which provides approximately \$20,000 to provide police follow-up services for domestic violence victims in the region. STOP funds DO NOT meet the full need for advocacy services in the region, and are combined with Task Force funded advocacy hours to meet this need.

In-Kind Resources Being Provided: The in-kind contribution of volunteer time provided by Task Force members is the back-bone and strength of this Project. Task Force members together provide an average of 500 hours of volunteer time each year.

Description of Beneficiaries (#, total low/mod, % low/mod, etc.): 100 beneficiaries. Domestic violence victims are presumed to be low-moderate income.

Is this program/service a new service, an expansion of an existing service or a continuation of a project presently funded with MA CDBG Funds? Yes. It is a continuation of services provided in Ware, Warren and Hardwick.

If this is a continuation of a project presently funded with MA CDBG Funds, please provide a justification for this additional funding. In order to continue providing prevention and response services to those experiencing and at risk of domestic violence, continued funding is needed. The project served at least 100 beneficiaries.

Is this project/service not provided by other state or federal agencies, or provided, but not available to CDBG-eligible residents in the towns of Ware, Hardwick, and/or Warren?

It is not provided by any other agency.

Has this project/service been funded with local funds within the past 12 months?
Yes No ☒ x

Submitted By:

Signature

Printed Name/Title

Agency/Organization

Date

Phone

Email

**Ware, Hardwick & Warren
Request for Proposals for Public Social Service
Programs**

This form is to be used for proposals for the grant period starting in the fall of 2017 and continuing through December 2018. When completing this form, assume a 12-month program.

Participating communities include the towns of Ware, Hardwick and Warren.

Please complete this form in its entirety and return to the PVPC no later than 3:00 p.m. Thursday February 2, 2017. Return to tharvey@pvpc.org, fax: (413) 732-2593, or mail to:

**Ware, Hardwick & Warren Public Social Service
Proposal c/o Pioneer Valley Planning Commission**

60 Congress Street – Springfield, MA 01104

Attn: Ted Harvey at (413) 781-6045

CDBG Grant Request

Name of Organization/Agency: Hardwick Youth Center

Program or Service: Youth Center Summer Program

Description of Program/Services:

Funds would support salaries and expenses for summer programs for four age-related projects at the Hardwick Youth Center.

If funded, the 2018 summer program will be the fifth year the program has run. It is well-established program and reaches a large and growing number of youth.

Following is a breakdown of the over-all program:

Summer Art and Activity Day Camp: ages 4-12 years.
Number capped at 30 and full every year.

Summer Robotics Camp: ages 11-14 years -15 youth limit
and full every year

Summer Camping and Swimming Program: ages 12-15
years. 20 youth participated summer 2016

Summer Camping and City Program: ages 16-19 years. 20
youth participated in summer 2016

Amount of Funding Request: \$8,000

Matching Funds Being Provided (amount and source):

Local savings bank—probable continuation of \$2000 grant

Donovan Foundation: \$1000

Fleming Family Foundation: \$1000

Pledged funds from individuals for camp 2018: \$3000

In-Kind Resources Being Provided:

Volunteer support—chaperones and cooks and transportation

Tent set up/break down for the large day camp—ages 4-12

Food—purchase and cooking

Computers for use in Robotics Camp

Teen volunteer experts for Robotics Camp

Art supplies—donated or already purchased

Description of Beneficiaries (#, total low/mod, % low/mod, etc.):

The number of youth participating in 2016 was 80 —ages 4-19. We expect this number to grow.

Well over half of the young people benefiting from this program are low or moderate-income students. Of those, most are low-income. For example, 100% of the present oldest group of 20 kids are low-income.

Is this program/service a new service, an expansion of an existing service or a continuation of a project presently funded with MA CDBG Funds? No

If this is a continuation of a project presently funded with MA CDBG Funds, please provide a justification for this additional funding. No

Is this project/service not provided by other state or federal agencies, or provided, but not available to CDBG-eligible residents in the towns of Ware, Hardwick, and/or Warren? No, it is not provided by other state agencies. It is available and most-used-by CDBG-eligible residents. All participants are residents of the town of Hardwick.

Has this project/service been funded with local funds within the past 12 months?

Yes ☒ No ☐

A small portion of the Center's town-funded budget was used in camp in 2016.

Submitted By: Elizabeth Reilly, Chair, Hardwick Youth Commission

Signature 

Printed Name/Title Elizabeth Reilly

Agency/Organization Hardwick Youth Commission/
Hardwick Youth Center

Date 1/27/2017

Phone Email: ereilly10@gmail.com 508-868-6811.

Ware, Hardwick & Warren
Request for Proposals for Public Social Service Programs

This form is to be used for proposals for the grant period starting in the fall of 2017 and continuing through December 2018. When completing this form, assume a **12-month** program.

Participating communities include the towns of **Ware, Hardwick and Warren.**

Please complete this form in its entirety and return to the PVPC no later than 3:00 p.m. Thursday February 2, 2017. Return to tharvey@pvpc.org, fax: (413) 732-2593, or mail to:

Ware, Hardwick & Warren Public Social Service Proposal
c/o Pioneer Valley Planning Commission
60 Congress Street – 1st Floor
Springfield, MA 01104

Attn: Ted Harvey

For questions: Contact Ted Harvey at (413) 781-6045.

Name of Organization/Agency: The Literacy Project, Inc.

Program or Service: The Literacy Project (TLP) Ware Adult Learning Center (WALC) provides an integrated curriculum of Adult Basic Education (ABE), HiSET (high school equivalency) preparation, and economic literacy to undereducated residents of the Ware River Valley, notably to reach the towns of Ware, Hardwick, and Warren. In the upcoming FY17, WALC will continue to build on the core ABE services with a range of career- and college-readiness services. Additionally, WALC will offer TLP's Next Steps Transitions Program for job readiness and preparation for post-secondary education.

Description of Program/Services: WALC will continue to provide educational services in basic literacy instruction through HiSET preparation, with specific concentrations in writing, reading skills development, and math (including Accuplacer test preparation for placement into college math 101). In addition to classroom training, students are offered a range of community activities and field trips designed to provide practical application of skills developed in the classroom. Health education, computer literacy, and civics education, as well as a current affairs curriculum, are included in the coursework. In addition, WALC seeks funds to support TLP's Next Steps Transitions Program at WALC (enabling site staff to offer job and post-secondary readiness and training through workshops, a college-readiness course, one-to-one counseling, and case management for out-of-school youth and adults).

Amount of Funding Request: \$75,000

Matching Funds Being Provided (amount and source): WALC will cost an estimated \$216,616 to operate this proposed program in its entirety. Of these funds, 65% are secured from other funders. For FY17, Mass. Dept. of Elementary and Secondary Ed.

(DESE) has committed approximately \$116,554 to WALC. The remaining \$100,062 is raised from sources including private foundations, businesses and individual donors.

In-Kind Resources Being Provided: WALC works closely with multiple collaborative partners in the Ware River Valley and is a founding partner of Quaboag Hills Community Coalition, whose many partners support and supplement each other's services. For example, Valley Human Services, the local psychological services agency, provides childcare, transportation, and parenting education to the teen mothers under the Under Five Thrive program. WALC also enjoys a strong collaboration with Quaboag Valley Community Development Corporation (QVCD). Importantly, for several years, QVCD has owned a property in Ware in which WALC and other social services rent space, resulting in a greatly improved location and learning environment. QVCD also offers a range of computer classes for community members. WALC also benefits from classroom volunteers: in FY16, 17 volunteers donated 1404 hours, valued at \$40,716.

Description of Beneficiaries (#, total low/mod, % low/mod, etc.): FY16 data (July 2016–Sept. 2017) of beneficiaries from the towns specifically served by the Ware Community Development Block Grant (CDBG) projects that approximately 100 recipients from Ware, Hardwick, and Warren will attend classes in FY17 and at least another 350 people from these towns will receive drop-in support or phone services. Extrapolating from FY16 data, over 90% of beneficiaries will be low- to moderate-income (most will be very low income).

Is this program/service a new service, an expansion of an existing service or a continuation of a project presently funded with MA CDBG Funds?

WALC continues to expand our programming to provide work readiness training for our students to meet the federal government mandate for Workforce Innovation Opportunity ACT (WIOA) and to meet the needs of both employers and our students.

- Resume writing and computer skills
- Job Interview skills
- Reading writing and math classes with contextualized curriculum in four areas designated by the REB as priority industry segments: manufacturing, health care, hospitality, and STEM
- Bridges to manufacturing and health care programming
- Field trips to employers, colleges and job fairs
- Our classes are designed to build the soft skills that employers require such as critical thinking, problem solving and group interpersonal social cooperation skills, as well as good attendance and punctuality

If this is a continuation of a project presently funded with MA CDBG Funds, please provide a justification for this additional funding.

The Ware area has higher unemployment rate, higher high school dropout rate, and lower per capita income than MA state averages. Yet, there are employers who need workers and workers who need basic education to either keep their jobs or to move up in their jobs. Building connections with the Franklin Hampshire Career Center and

Holyoke Community College at the Ware Education to Employment Center is key to the success of WALC students.

Is this project/service not provided by other state or federal agencies, or provided, but not available to CDBG-eligible residents in the towns of Ware, Hardwick, and/or Warren?

This project is not provided by other state or federal agencies This program is the only local program that is offered at no cost to low- and moderate-income adult learners who no longer attend public or private institutions.

Has this project/service been funded with local funds within the past 12 months?
Yes _____ No _____

Submitted By:

Judith Roberts
Signature

Judith Roberts / Executive Director
Printed Name/Title

The Literacy Project, Inc.
Agency/Organization

2/1/17
Date

413-774-3934 ext. 17
Phone

jroberts@literacyproject.org
Email

Hardwick Senior Outreach Program FY17 Budget

Description	Program Budget	In Kind	Matching Funds	CDBG Request
Total Personnel Costs				
Executive Director	200	500		
Outreach Coordinator	200			
Caregiver Training				
Lead Chore Provider	1,000			
Caregiver Service	10,625		3,000	
Fiscal Coordinator	500	100		
Payroll Expenses	100	50		
TOTAL SALARIES	12,625			
Non-Personnel Costs				
Travel	1,000.00			
Advertising/Mailing	300.00			
Office Supplies	50.00			
Insurance	200.00			
NON-PERSONNEL TOTALS	1,550.00			
GRANT TOTALS	14,175.00	650	3000	10,525.00

Chore Descriptions	Hours	Activities
COA Van Companion	24	12
Gilbertville Food Bank	30	15
Western MA Mobile Food Bank	72	12
Grocery shopping/prescription pickup	80	40
Yardwork/Shoveling	360	60
Total	566	139

Ware, Hardwick & Warren
Request for Proposals for Public Social Service Programs

This form is to be used for proposals for the grant period starting in the fall of 2017 and continuing through December 2018. When completing this form, assume a 12-month program.

Participating communities include the towns of Ware, Hardwick and Warren.

Please complete this form in its entirety and return to the PVPC no later than 3:00 p.m. Thursday February 2, 2017. Return to tharvey@pvpc.org, fax: (413) 732-2593, or mail to:

Ware, Hardwick & Warren Public Social Service Proposal
c/o Pioneer Valley Planning Commission
60 Congress Street – 1st Floor
Springfield, MA 01104

Attn: Ted Harvey

For questions: Contact Ted Harvey at (413) 781-6045.

Name of Organization/Agency: Quaboag Valley Community Development Corporation

Program or Service: Hardwick Senior Outreach Program

Description of Program/Services: To provide free services to low-moderate income senior citizens of Hardwick, in effort to assist in the goal of living independently as long as possible. These services include mobile food bank and food bank deliveries, yard work, shopping for groceries and/or personal items, companion for COA van for medical appointments or running simple errands such as prescription pick-ups.

Amount of Funding Request: \$10,525.

Matching Funds Being Provided (amount and source): Private donations raised by QVCDC; \$3,000.

In-Kind Resources Being Provided: Oversight and administration by QVCDC including payroll, coordinating the chores and service providers, workers compensation insurance and reporting; \$650.

Description of Beneficiaries (#, total low/mod, % low/mod, etc.):

Currently there are 37 clients enrolled in the program; 16 are extremely low (43%), 17 low (46%), and 4 mod low (11%).

Is this program/service a new service, an expansion of an existing service or a continuation of a project presently funded with MA CDBG Funds?

This program is a continuation of a project funded through December 31, 2016 with MA CDBG funds.

If this is a continuation of a project presently funded with MA CDBG Funds, please provide a justification for this additional funding.

Funding for this project was through FY14 CDBG Funds that ended on December 31, 2016 with no possibility of an extension. This program is the only way that homebound Hardwick seniors receive food from the mobile food pantry, on average 23 seniors per month are delivered a box of fresh meat and produce from the mobile food pantry in Ware. In addition, seniors who are not able to take the COA Van with assistance are now able to get to doctors' appointments through this service. Home bound seniors are able to have groceries and prescriptions shopped for and

picked up as a result of this service, enabling them to remain in their homes. This service enables those seniors who do have home health aides to have the home health aides devote more of their limited hours to the seniors personal care.

Is this project/service not provided by other state or federal agencies, or provided, but not available to CDBG-eligible residents in the towns of Ware, Hardwick, and/or Warren?

There is a similar program being run in the Western Massachusetts hill towns, called the Hilltown Elder Network, but those services are not eligible to residents in the towns of Hardwick, Ware or Warren.

Has this project/service been funded with local funds within the past 12 months?

Yes _____ No ☒

Submitted By:

Shela Lundy
Signature

Shela Lundy, Executive Director
Printed Name/Title

QUABRIAC VALLEY CDBG
Agency/Organization

2/2/2017
Date

413 967-3001
Phone

shela@quval.org
Email

Ware, Hardwick & Warren
Request for Proposals for Public Social Service Programs

This form is to be used for proposals for the grant period starting in the fall of 2017 and continuing through December 2018. When completing this form, assume a 12-month program.

Participating communities include the towns of Ware, Hardwick and Warren.

Please complete this form in its entirety and return to the PVPC no later than 3:00 p.m. Thursday February 2, 2017. Return to tharvey@pvpc.org, fax: (413) 732-2593, or mail to:

Ware, Hardwick & Warren Public Social Service Proposal
c/o Pioneer Valley Planning Commission
60 Congress Street – 1st Floor
Springfield, MA 01104

Attn: Ted Harvey

For questions: Contact Ted Harvey at (413) 781-6045.

Name of Organization/Agency: Tri Community YMCA, 43 Everett St Southbridge MA 01550

Program or Service: YMCA Kids Club in Ware (Hillside and Highland Village Apartments)

Description of Program/Services: Children living within the Highland and Hillside Village Apartments as well as children living in the surrounding community in Ware attend an Afterschool Program that meets in the Community Center at Hillside Village two days a week and additional days when special events are planned. The Parents register the children for this free program which allows the children to be in a safe, comfortable setting at the apartment complex for the after school hours. The program is open from 3:00 p.m. - 6:00 p.m. after school. This greatly assists parents that work outside of the home or attend classes etc. The program is open mid day during the summer months so that children can be engaged with social and educational activities while the school is closed. Children attending the YMCA Program receive homework help during the school year and guidance to complete creative projects throughout the calendar year. Some of these projects include planning, designing and maintaining an organic garden, healthy cooking and eating as well as fitness/health oriented activities. During the summer portion of the YMCA Program children participate in field trips to the local pool and are taken off site to the local park frequently. Most of these children had never been to the town pool before attending the program and many did not access the park prior to our program. These children have the opportunity to visit iconic state landmarks such as the Dr. Seuss Museum in Springfield because of the transportation and supervision we provide. Other field trips have included roller-skating, bowling, and miniature golfing. Because transportation and income in general is extremely limited for most of our families, many of these children would not have an opportunity to go outside of the Town of Ware without this program. Food insecurity is a primary issue and we provide free lunches and healthy food and snacks at our program. The healthy habits that the children learn can benefit them for a lifetime. Each child has individual challenges and strengths and we foster an

environment where children gain self worth, acceptance and have opportunities to grow and challenge themselves. The program has provided children and parents opportunities to interact positively with each other in their community and foster strong and meaningful friendships. All of the families that participate in this program are low income and, our program provides the social, educational, and positive emotional experiences that they might not otherwise have in our community.

Amount of Funding Request: \$14,400.00 (\$1200.00/ month)

Matching Funds Being Provided (amount and source): Meredith Management Company which operates the Housing Complex, has funded the Program at Hillside/ Highland Village at \$900.00 per month. Funding will end in September 2017.

Funding through the Ware, Hardwick & Warren Public Social Service Proposal will allow the Program to continue for another year while other partnerships are developed in the area.

In-Kind Resources Being Provided: Meredith Management Company provides in-Kind Space at Hillside/ Highland Village to house the program.

In-Kind supplies for schooling, arts and crafts have been provided by Staples.

Project Bread has provided lunch for all of the children who attended the summer portion of the Program.

The Resident Service Coordinator, Julie Jediny, has provided guidance, office assistance and assists with recruitment and retention of families within the Apartment Complex.

Tri Community YMCA Senior Program Director, Susan Casine provides In-Kind guidance, support, and supervision of the program.

Other Employees of the Tri Community YMCA also provide oversight and management services including payroll process, finance assistance, and the leadership assistance from the Executive Director of the Agency.

Description of Beneficiaries (#, total low/mod, % low/mod, etc.): There are currently 20 Children enrolled in the Program however with certain events we have increases in numbers and our numbers grow during the summer months. We were able to create a December holiday party with individual gifts (supplied by donations from members of the YMCA) and a party with Santa for approximately 70 children that reside in the two communities. Most of the Children in this afterschool program are residents of the Hillside/ Highland Village Apartments; however word of mouth has increased numbers with children of low-income families that do not reside in the apartment communities. We have some children that have moved from the property but still attend the program because the friendships they have fostered and opportunities to learn are important to them and their parents. We have also seen a trend of parents of our attending children forming relationships and more of a sense of community. This program continues to grow and while we have a turnover of residents who move out of the two communities, we gain new residents who are excited to have a program that allows them to integrate into the community with their children in a welcoming and accepting environment. We have a very diverse population including a child that is wheelchair bound, children with deaf parents, and children in homes where English is the second language. Each and every child is important to us and so are their dreams and aspirations.

Is this program/service a new service, an expansion of an existing service or a continuation of a project presently funded with MA CDBG Funds?

This is a continuation of a Program which began three years ago. It was funded with CDBG monies which ended in August, 2016.

If this is a continuation of a project presently funded with MA CDBG Funds, please provide a justification for this additional funding

This Program is no longer funded with MA CDBG Funds

Is this project/service not provided by other state or federal agencies, or provided, but not available to CDBG-eligible residents in the towns of Ware, Hardwick, and/or Warren?

This Project is not provided by other state or federal agencies it has been CDBG funded in the past but currently has no CDBG funding available.

Yes X No (Past and current funding through Meredith Management company and also Country Bank)

Due Course
Signature

Tri Community YMCA

Agency / Organization

Phone **Email**

FY2017 Ware, Hardwick, Warren (WRV) CDF Program

Budget

15-Feb-17

Activity	Description		Ware	Hardwick	Warren	TOTAL
Housing Rehabilitation						
Rehabilitation Loans/Grants	# of Units	Housing rehab, project delivery, relocation & misc. expenses				
Ware	11	at approximately \$25,000 per unit (plus \$4,750 delivery)	275,000	0	0	275,000
Hardwick	10	at approximately \$25,000 per unit (plus \$4,750 delivery)	0	250,000	0	250,000
Warren	3	at approximately \$25,000 per unit (plus \$4,750 delivery)	0	0	75,000	75,000
Total Units	24					
		Total before delivery	275,000	250,000	75,000	600,000
		Project Delivery	52,250	47,500	14,250	114,000
		Total project cost & delivery	327,250	297,500	89,250	714,000
Social Services		Adult Learning Center (all towns)	30,000	30,000	15,000	75,000
		PATCH (all towns)	20,000	15,000	12,000	47,000
		Domestic Violence Task Force (all towns)	25,000	25,000	0	50,000
		Hardwick Youth Center (Hardwick only)	0	8,000	0	8,000
		Hardwick Senior Outreach (Hardwick only)	0	10,525	0	10,525
		Total before delivery	75,000	88,525	27,000	190,525
		Project Delivery	4,500	4,575	1,500	10,575
		Total project cost & delivery	79,500	93,100	28,500	201,100
Activities Subtotal			406,750	390,600	117,750	915,100
General Administration			58,000	63,000	20,000	141,000
Total Program Costs			\$464,750	\$453,600	\$137,750	\$1,056,100



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

Understanding a "Slum and Blight" Designation

What does this mean for my property?

The simple answer is "nothing". The longer answer is that it makes the Town eligible and more competitive for federal funding. Under the federal Community Development Block Grant Program (CDBG), one of three CDBG National Objectives must be met in order to be eligible for funding. These are 1) Benefit to Low and Moderate Income Persons 2) Prevention and/or the Elimination of Slum and Blight or 3) Urgent or Critical Need.

Unfortunately, not all desired projects predominately benefit persons of low and moderate income and projects deemed as urgent or critical are typically the result of an unforeseen disaster such as a flood, tornado, or hurricane. However, an area which meets the Commonwealth's definition of a "substandard, blighted, or decadent" area qualifies under the federal CDBG National Objective of the Prevention and/or Elimination of Slum and Blight. It does not mean the area designated is a slum. Under the federal standard, a mere 25% of properties must be in observable, deteriorating condition and/or abandonment. Properties built prior to 1978 are presumed to have lead and are considered to be a deficiency. Similarly, known brownfield sites, deteriorating public facilities (streets, sidewalks, water, sewer, drainage) and high turnover and/or vacancy rates are contributing factors to meeting the Commonwealth's definition of a substandard, blighted, or decadent area.

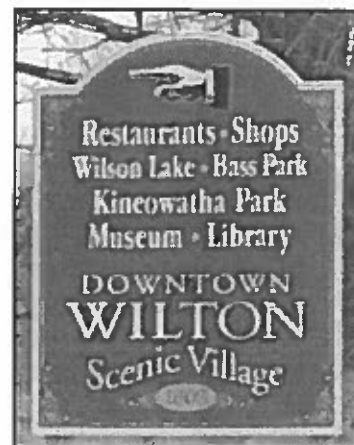
If my property is included in the designated area, does that mean my home or business is "blighted"? No. Blight is a legal term used solely for the purposes of determining whether a community can qualify for certain funding for redevelopment. Some areas that qualify for redevelopment have well-maintained homes and businesses interspersed among deteriorating structures.

Is Ware alone in this designation? Absolutely not! Spencer, Montague, Adams, and other towns have similarly-designated areas of those communities in order to make them more competitive for funding and to allow them to do projects which they could not do otherwise, such as demolition and redevelopment. A number of years ago, Hardwick designated a section of Gilbertville as "slum and blight" which allowed the town to purchase a vacant and abandoned lot and convert it into a landscaped parking lot for area residents and businesses. Spencer is looking at numerous downtown improvements as a result of their designation, and more recently, South Hadley considered the same for the Falls area, but fell short of qualifying.

Looking beyond Massachusetts: Wilton, ME, South Norwalk, CT, and Steamboat Springs, CO have areas designated as slum and blight. The following are excerpts from local news articles:

Wilton, Maine

Listed as fourth among the ten prettiest villages in central Maine in a *Kennebec Journal* feature in 2012, Wilton, recently voted to accept the designation "slum and blight" because it was the only way to qualify for Community Development Block Grant funding—much needed federal funds to improve the infrastructure of the downtown area.



South Norwalk, Connecticut



Norwalk City Council designated South Norwalk as a slum/blighted area in accordance with the guidelines set by the U.S. Department of Housing and Urban Development (HUD). Although some council members were not pleased with doing so, they realized it was a way "to open the window of opportunity" to bring in federal funding. At stake is millions of dollars to remediate environmental contamination and redevelop abandoned and/or underutilized properties.

Steamboat Springs, Colorado



Poor pedestrian lighting, missing sidewalks, peeling paint, crumbling windows and some crumbling foundations in downtown, inadequate curbing and sidewalks, and the presence of a flood zone are some of the things that have helped downtown Steamboat Springs join Colorado's long and growing list of blighted areas.

According to local officials, Steamboat Springs and several other places across the state have sought out the designation because of the significant benefits a blight designation brings. Main Street Steamboat Springs Manager, Tracy Barnett recognizes that the word "blight" conjures up



images of abandoned buildings and slums like you see in urban places such as Detroit. However, in the context of urban renewal, to authorities in Colorado, the word's meaning is more complex and open to interpretation. Under the law, "blight" is anything that "substantially impairs or arrests the sound growth of the municipality".

So what does this all mean?

It means that slum and blight are dirty words that most cities and towns would seem to want to avoid. It does not mean that a city or town is, in fact, a slum. Steamboat Springs, Wilton, Norwalk and, yes, the Town of Ware, as well as hundreds, if not thousands, of places across the country have sought out this designation because of the significant redevelopment benefits and that can result. The goal now is to use this designation to make those improvements and show that Ware is truly "The Town That Can't Be Licked"!

GUEST COLUMNIST

By Dar Goudreau Sojka
Guest columnist

Do you live in the newly designated Slum & Blight area? Do you want the decision reversed? Then please attend the Ware selectmen's meeting on Feb. 21 at 7 p.m. in Town Hall.

I remember where I was the day we found out we were now living in an area our selectmen approved to be designated as slum and blighted. It was Sunday, Dec. 11, 2016 and I was at a Christmas party when my friend told me she had read the headline: 'Slum designation for downtown gets okay.' I was shocked - I didn't understand how a designation could be thrust upon these neighborhoods without any prior communication from our selectmen to property owners. But the selectmen did authorize it at a meeting on Dec. 6, 2016.

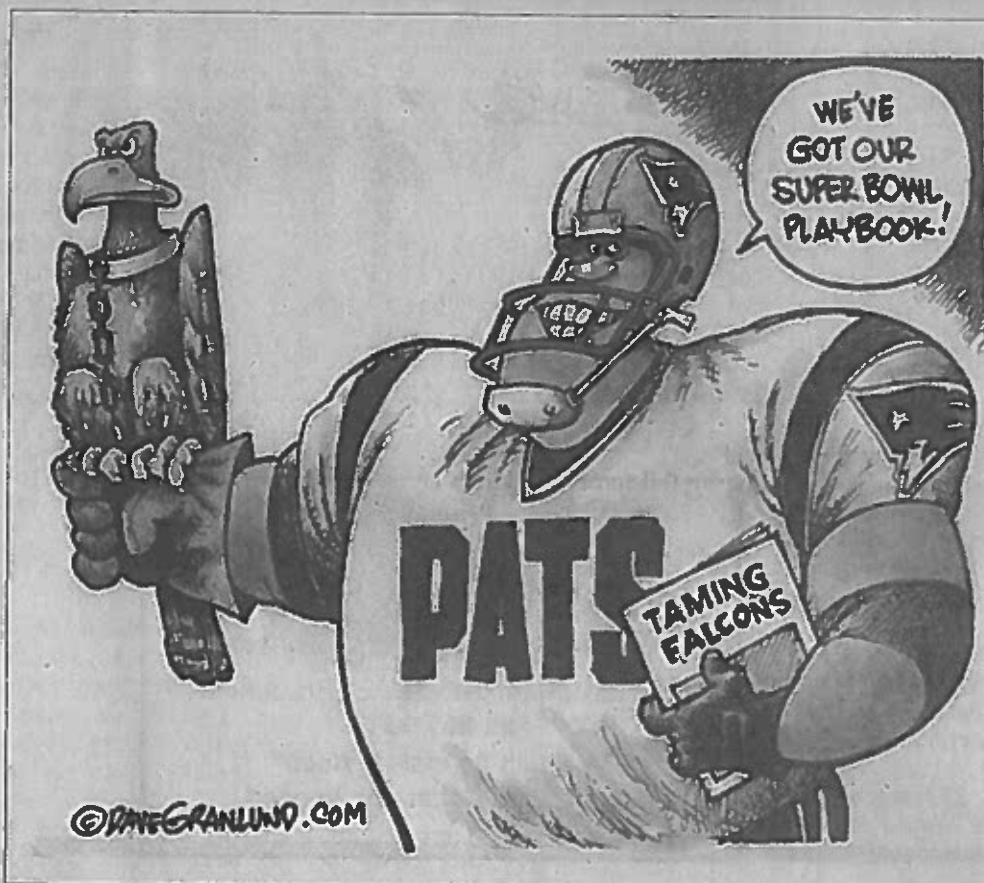
Many residents think this designation was for Main Street - but friends, let me list all the neighborhoods involved in the Slum & Blighted designation: Pleasant Street, Aspen Street up to Dale, Dale Street, part of Bellevue Avenue, Vigeant, Eddy, Storrs and Parker streets, North Street up to Prospect, Prospect, Bank and High streets, part of Spring Street, Church Street up to Prospect, Park Avenue, Canal, Grove, Pine and Cherry streets, East Court, Otis Avenue, East Main, Main, West Main and Pulaski streets, Webb and Buckley Courts, Knox Avenue, Maple Street, end of Monroe Street, part of South and Vernon street. The target area encompasses six miles of streets within the target area.

Is this a new grant?

At first I thought this was pushed through so Ware could receive a new grant of some sorts that would be solely used for the Slum & Blighted designation for those homeowners in that area and throughout Ware who were desperate to receive help.

As I understand - and have asked - this is not a new grant. The town does have a successful Community Development Block Grant program which averages \$600,000 to \$800,000 per year. On June 21, 2016, it was announced "Baker-Polito Administration Awards \$28 Million in Community Development Block Grants." The release continued: The Town of Ware received \$800,000 for infrastructure improvements to Prospect Street, for design services Bank and Spring Street improvements and to support domestic violence prevention services.

So why would the Community



Development and Pioneer Valley Planning Commission push this Slum & Blighted designation through - so quietly - and quickly - and without alerting the public? It's because with this designation, they can use the money towards industrial and commercial property - whereas before - they could not. Before this designation it had to be used for infrastructure, housing and social services - the Slum and Blight designation allows them to take money away from the infrastructure, housing and social service programs and use also for commercial and industrial.

The way I understand that Ware applies for the grant is an alternative 'type' each year. Meaning one year the use is for infrastructure projects (street, water & sewer repairs), the following year it is used for housing and social services - and they keep alternating each year.

Regarding the 'housing' part of the grant, the state allows for a maximum of \$35,000 for repairs per home.

At the Dec. 20, 2016 selectmen's meeting we were told the slum and blight designation lasts for 'around' 10 years.

Public notification

At the Dec. 20 meeting where we were expressing much concern over this designa-

tion, the selectmen were asked if this information was posted before the Dec. 6, 2016 meeting. We were told it was. Upon further investigation, it was revealed it was never posted in the Ware River News - instead was posted in the Springfield Republican, the town website and Town Hall's bulletin board. Was told the PVPC missed the Thanksgiving deadline for the Ware River News. If the deadline was missed, then the meeting should have been postponed.

I was at the selectmen's meeting of Jan. 24 with my questions and concerns. They could not have answers and requested a meeting with selectmen, Community Development and possibly the PVPC. This meeting is scheduled for Feb. 21. Anyone with concerns attend this meeting and let your voices be heard! There are many who agree with the concern of designating neighborhoods Slum & Blight just to be able to take some of the funds from infrastructure, housing and social services and earmark them for industrial and commercial. There is no way the real estate value of the homes involved, when you try to sell, are not affected by the designation of Slum & Blight. I've asked the questions and received a few answers - this meeting should help to clarify. I've also requested that the designation of Slum & Blight be reversed.

WRN 2/2/2017



Slum and Blight Inventory for Ware, MA Town Center



**Funded In Part by the Massachusetts Department of Housing & Community
Development through the Community Development Block Grant Program**

**Report compiled by the Pioneer Valley Planning Commission for the Town of Ware, Massachusetts
October 2016**

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Introduction

The Town of Ware, Massachusetts, with the assistance of the Pioneer Valley Planning Commission (PVPC), has completed an inventory of the Ware Town Center in order to determine if the area qualifies as “slum and blighted.” The designation will allow the Town to apply for funding critical to revitalizing the area. A smaller area around Vigeant Street was previously designated “Slum and Blighted” in 2001. This current inventory is meant to update the designation, allowing the Town to continue eliminating the current conditions of blight on an area wide basis. It will also prevent further blight by addressing marginal properties that could, if left unassisted, deteriorate further. Specifically, the designation will allow Ware to continue with its work on infrastructure improvements, housing rehabilitation and other activities that support neighborhood revitalization.

Inventory results show that **Ware Town Center meets the definition and criteria to be considered a “Slum and Blighted” area.** The boundary of Ware’s Slum and Blight target area was determined by indentifying areas with high concentrations of properties displaying signs of deferred maintenance, disinvestment, and abandonment. The eastern portion of the area is largely industrial and consists primarily of old mill buildings, some of which are unmaintained and abandoned. The northern and western portions are mostly occupied single and multi-family residential properties, as well as unoccupied and unmaintained properties. At the center and extending southward is an area where most of the town’s commercial properties are located, including vacant store fronts and unmaintained parcels. More than 25% of the properties within the Ware Town Center have experienced physical deterioration of buildings and abnormally low property values. In addition, more than 51% of the public infrastructure is in poor or fair condition and is in a general state of deterioration based on an infrastructure assessment conducted by PVPC.



Figure 1: Ware Town Center, Massachusetts (target area for the 2016 Slum and Blight Assessment outlined in red)

Background

At one time the Town of Ware had a thriving service industry which shifted to industrial at the beginning of the 18th century. Saw and grist mills were developed on the banks of the Ware River, utilizing the river to power the mills. The most notable products produced in Ware during the Industrial Revolution were textiles, clothing, and shoes by Otis, Stevens and Gilbert, respectively. These mills employed nearly 6,000 people by the 20th century.

With the arrival of the Great Depression, the mills in the Town of Ware barely had a chance. The citizens of Ware decided to buy out shares the struggling companies to form the publically-owned Ware industries. This was the first employee buy-out in the United States of a major manufacturer. LIFE Magazine covered this momentous occasion in a 1938 article titled "Life Goes to a Party: Ware, Mass. Celebrates Comeback."

The major road way, Route 9, traverses the town center which is inclusive of downtown Ware. The proposed town center slum and blight target area extends north four blocks to Dale and Prospect Street, south to Pulaski and Maple Street, east to Knox Avenue, and ends along Vernon Street (See Figure 1 or Appendix E). This area belongs in the U.S. Census Tract 72845.

Within the target area, there are:

- 470 structures,
- 30,250 linear feet of roads,
- 46,273 linear feet of sidewalks

Within the Ware Town Center, there are two National Register Historic Districts and four parcels that have been inventoried that are possibly eligible for listing (See Appendix E, Figure 9). The Church Street National Register Historic District and the Ware Millyard National Register Historic District area fall partially into the proposed target area for slum and blight inventory. The two cover about 20% of the proposed target area.

A part of this area was previously designated "Slum and Blighted" in 2001. Such a designation is good for 10 years. The Town has successfully applied for grant funding since 2001 to work towards eliminating slum and blight. Since this designated area encompasses much of the town center and improvements have been incremental over the past 15 years, additional enhancements and improvements are needed.

Methodology of Slum and Blight Inventory

In order to determine the level of deterioration of buildings in the target area, PVPC staff completed field surveys of all the properties in July/August 2016. Assessing slum and blight requires viewing certain structure components including: roofing, windows and doors, exterior walls, porch/stairs/deck, foundation, storefront and signage, and parking lots. PVPC staff evaluated each structure component as excellent, good, fair, or poor, according to the MA DHCD guidelines. After assessing each individual component, staff gave each structure an overall property rating. Conditions

were documented through photographs and notes. Staff also used property cards from the Town of Ware's database to assess each structure's age and the respective property's total assessed value.

Results of the Slum and Blight Inventory

This assessment was conducted in accordance with the guidelines established by the Massachusetts Department of Housing and Community Development (DHCD) and the United States Department of Housing and Urban Development (HUD). PVPC, with help from the Town of Ware, also assessed the public infrastructure as part of the Slum and Blight Inventory. The staff of the Community Development department at PVPC conducted the building and public infrastructure inventory during July/August 2016. In order to be considered as "Slum and Blighted," an area must meet the following criteria:

1. The area must meet the Massachusetts's definition of substandard, blighted, or decadent areas as stated in MGL Ch. 121B.
2. Additionally, the area must meet either one of the two conditions specified below:
 - a. The area must also have at least 25% of its properties experience one or more of the following conditions:
 - i. Physical deterioration of buildings or improvements;
 - ii. Abandonment of properties;
 - iii. Chronic high occupancy turnover rates or chronic high vacancy rates in commercial or industrial buildings;
 - iv. Significant declines in property values or abnormally low property values relative to other areas in the community; or
 - v. Known or suspected environmental contamination;

OR

- vi. The public improvements throughout the area are in a general state of deterioration.

Both criteria 1 and 2 have been met in the Ware Town Center. Massachusetts General Law chapter 121B defines a *slum, blighted or decadent area* as "an area which is detrimental to safety, health, morals, welfare or sound growth of a community because of the existence of buildings which are out of repair, physically deteriorated, unfit for human habitation, or obsolete, or in need of major maintenance or repair." By viewing Table 1, it is clear that the proposed slum and blight target area of Ware Town Center has met the criteria set by DHCD and HUD

Table 1: Criteria Checklist for Ware Town Center

Criteria Number	Met Criteria?	Criteria for Slum and Blight Designation	# of Buildings	% of Buildings
1	Yes	Physical deterioration of buildings or properties	192	40.85%
2	Yes	Abandonment of Property	47	10.00%
3		Chronic high occupancy turnover rates, OR		
		Chronic high vacancy rates		
4		Significant decline in property values, OR		
		Abnormally low property values		
5		Known or suspected environmental contamination	1	
			# of Public Improvements	% of Public Improvements
6	Yes	Public improvements throughout the Area are in a general state of deterioration	20	57.1%

From the assessment, PVPC calculated that of the 470 structures within the target area, 192 of those structures are considered to be in fair or poor condition (see Table 2), according to the definitions provided by DHCD and HUD. Industrial, Mixed Use, and Residential land use in the Ware Town Center have the highest percentage of fair/poor structures.

Table 2: Total Percent of Blighted Structures by Property Land Use in Target Area

	Residential	Commercial	Inst/Gov't	Mixed Use	Industrial	Total
Total Structures	354	48	25	26	17	470
Total Blighted	146	16	4	13	13	192
% Blighted	41.24%	33.33%	16.00%	50.00%	76.47%	40.85%

Supporting documentation as well as infrastructure and individual property evaluation sheets are provided in the Appendices. Figures 2, 3, 4, and 5 located below provide a sample of some of the properties that fall under fair or poor condition.



Figure 2 (Upper Left): A residential structure at 7 Church Street
Figure 3 (Upper Right): A commercial structure at 116 Main Street
Figure 4 (Bottom Left): A commercial structure at 9 E. Main Street
Figure 5 (Bottom Right): A residential structure at 33 Vigeant Street

Appendix A: Ware Board of Selectmen Town Center Certification as an Area of Slum and Blight



Town of Ware
Office of the Board of Selectmen
&
Town Manager

Board of Selectmen:
Michael Fountain
Nancy J. Talbot
John A. Desmond
John E. Carroll
Town Manager:
Stuart Beckley
sbeckley@townofware.com

December 2016

Based on information provided in the Slum and Blight Inventory for Ware, Massachusetts dated December 2016, the Ware Board of Selectmen hereby certifies that the designated Town Center area is in disrepair with recognizable and patterns of disinvestment. As such, the area meets the Commonwealth's definition of substandard, blighted, or decadent areas as stated in MGL Chapter 121A and 121B.

Motion by: SELECTMAN TALBOT

Second: SELECTMAN WHITNEY

Vote: 5 Yes 0 No

Certified by: _____
John E. Carroll, Chairman
Ware Board of Selectmen

Date: 12/6/2016

Appendix B: Baseline Information Form for CDBG Activities to Prevent or Eliminate Conditions of Slum or Blight: Area Basis

Base-line Information Form for CDBG activities to prevent or eliminate conditions of slums or blight: Area Basis			
Documentation category	Specific Item	Numerical Response (# or %)	Identify on Target Area Map?
Total acreage of target area: 153.2 acres			
Land uses as % total land area: <i>Estimate the percentage of the total target area by listed item.</i>	Commercial	35%	Yes
	Industrial	25%	Yes
	Residential	25%	Yes
	Transportation (roads)	13%	Yes
	Open Space	1%	Yes
	Public/Institutional & Other	1%	Yes
Distribution of buildings: <i>Indicate how many of the buildings are commercial, industrial, residential or public in the target area.</i>	Estimate # Commercial buildings	48	No
	# Industrial buildings	17	No
	# Residential buildings	354	No
	# Institutional/Gov't buildings	23	No
	# Mixed Use buildings	26	No
Building Condition Determination:	# Total Buildings in Target Area # Total Buildings Fair and Poor % Total Buildings Fair and Poor	470 192 40.85%	No
Rank the # of Commercial buildings by condition	# in Excellent Condition # in Good Condition # in Fair Condition # in Poor Condition	5 27 12 4	No
Rank the # of Industrial buildings by condition	# in Excellent Condition # in Good Condition # in Fair Condition # in Poor Condition	0 4 7 6	No
Rank the # of Residential buildings by condition	# in Excellent Condition # in Good Condition # in Fair Condition # in Poor Condition	17 191 121 25	No
Rank the # of Institutional/Gov't buildings by condition	# in Excellent Condition # in Good Condition # in Fair Condition # in Poor Condition	2 20 3 0	No
Rank the # of Mixed Use buildings by condition	# in Excellent Condition # in Good Condition # in Fair Condition # in Poor Condition	3 10 9 4	No
Historic Resources	Buildings on or eligible for listing on National Register	4	Yes
Roads	Total linear feet of roads	30,250	Yes

	Total linear feet in deterioration	15,450.15	Yes
	<i>Deteriorated road surfaces within the target area are mostly cosmetic, displaying cracked asphalt with missing pieces and pot holes.</i>		

Documentation category	Specific Item	# or % Response	Identify on Map?
Sidewalks	Total linear feet of sidewalks	46,273	No
	Total linear feet of sidewalks in deterioration	24,700.32	No
	<i>Deterioration both of cosmetic and structural in nature. Some sidewalks have no curbs, are missing chunks of asphalt, or totally non-existent.</i>		
Parking: Public or Private	# Parking areas, public or private		
	# Parking areas in deterioration		
	Attach narrative indicating whether cosmetic or structural deterioration		
Parks, Playgrounds or vacant, open space areas	# parks, playgrounds, open spaces	1	No
	# parks, playgrounds, open spaces in deterioration		No
	Attach narrative indicating types of deterioration		
Other public improvements: Examples: sewer lines, lighting, landscape. List total amount; Estimate # or % in deterioration.	List public improvement Total # Total # % in deterioration		
	Attach narrative indicating type of deterioration		
Vacancy and indicators of disinvestment	# vacant commercial units	7	No
	# vacant industrial units	5	No
	# of vacant residential units	23	No
	# of vacant inst/gov't units	5	No
	# of vacant mixed use units	6	No
Abandonment of Properties	# of abandoned buildings and lots Commercial Industrial Residential Inst/Gov't Mixed Use	7 5 23 6 6	No
Chronic high occupancy turnover rates or high vacancy rates	Estimated # of commercial or industrial buildings with high occupancy turnover rates Estimated # of commercial or industrial buildings with high vacancy rates		
Significant decline in property values or Abnormally low property values	Estimated # of commercial or industrial buildings with significant decline in property value Residential Estimated # of commercial or industrial buildings with abnormally low property values		

	Residential		
Known or Suspected Environmental contamination	# of properties which have known or suspected environmental contamination	1	No
Basic business data:	Estimate # of Businesses operating in the target area		
	Estimate # of Businesses that have left target area in the last 24 months		
	Estimate # of Business that have come into the target area in the last 24 months		

Appendix C: CDBG Property Inventory and Ratings

Street listing of properties located in the Slum and Blight Study Area

Aspen Court	Monroe Street
Aspen Street	Nenameseck
Bank Street	North Street
Buckley Court	Otis Avenue
Canal Street	Park Avenue
Cherry Street	Park Street
Church Street	Parker Street
Dale Street	Pine Street
East Court	Pleasant Street
East Street	Prospect Street
East Main Street	Pulaski Street
Eddy Court	South Street
Eddy Street	Spring Street
Grove Street	Storrs Street
High Street	Vernon Street
Knox Avenue	Vigeant Street
Main Street	Webb Court
Maple Street	West Street
	West Main Street

Healthwise Foundation, INC: Letter of Non-Opposition Template

Instructions from the DPH: “The letter of support or non-opposition must contain the language as provided below. The letter must be printed on the municipality’s official letterhead”

Genericised Language:

“I, [Name of person], do hereby provide [support/non-opposition] to [name of non-profit organization] to operate a Registered Marijuana Dispensary (“RMD”) in [name of city or town]. I have verified with the appropriate local officials that the proposed RMD facility is located in a zoning district that allows such use by right or pursuant to local permitting.”

Keyed to Healthwise Foundation, INC:

“I, Chief Kenneth Kovitch, do hereby provide non-opposition to Healthwise Foundation, INC to operate a Registered Marijuana Dispensary (“RMD”) in Ware. I have verified with the appropriate local officials that the proposed RMD facility is located in a zoning district that allows such use by right or pursuant to local permitting

Name: _____

Title: _____

Date: _____”

Please call James McMahon, (203) 520-8555, with any questions or comments regarding this request. We truly appreciate your support! We’re excited to start!

Healthwise Foundation, INC: Letter of Non-Opposition Template

Instructions from the DPH: "The letter of support or non-opposition must contain the language as provided below. The letter must be printed on the municipality's official letterhead"

Genericised Language:

"The [name of council/board], does hereby provide [support/non-opposition] to [name of non-profit organization] to operate a Registered Marijuana Dispensary in [name of city or town]. I have been authorized to provide this letter on behalf of the [name of council/board] by a vote taken at a duly noticed meeting held on [date]. The [name of council/board] has verified with the appropriate local officials that the proposed RMD facility is located in a zoning district that allows such use by right or pursuant to local permitting."

Keyed to Healthwise Foundation, INC:

"The Board of Selectmen of the Town of Ware does hereby provide non-opposition to Healthwise Foundation, INC to operate a Registered Marijuana Dispensary in Ware. I have been authorized to provide this letter on behalf of the Board of Selectmen of the Town of Ware by a vote taken at a duly noticed meeting held on MONTH, DATE, 2017. The Board of Selectmen of the Town of Ware has verified with the appropriate local officials that the proposed RMD facility is located in a zoning district that allows such use by right or pursuant to local permitting

Name: _____

Title: _____

Date: _____"

Please call James McMahon, (203) 520-8555, with any questions or comments regarding this request. We truly appreciate your support! We're excited to start!

VOTE OF THE BOARD OF SELECTMEN

I, the Clerk of the Board of Selectmen of the Town of Ware, Massachusetts, certify that at a meeting of the board held on **February 21, 2017**, of which meeting all members of the board were duly notified and at which a quorum was present, the following vote was unanimously passed, all of which appears upon the official record of the board in my custody.

Voted: that the maximum useful life of the departmental equipment listed below to be financed with the proceeds of the following borrowings authorized by the votes of the Town stated below is hereby determined pursuant to G. L. c.44 §7(9) to be as follows:

<u>Town Meeting Date</u>	<u>Article</u>	<u>Purpose</u>	<u>Borrowing Amount</u>	<u>Maximum Useful Life</u>
November 14, 2016	19	Parks Department Mower	\$73,000	10 Years

I further certify that the vote was taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above vote) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located, or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the subject matter of this vote were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.

Dated: _____

Clerk of the Board of Selectmen