

Board of Selectmen: *Alan G. Whitney, Keith J. Kruckas, Nancy J. Talbot, Thomas H. Barnes, John J. Morrin*  
Town Manager: *Stuart B. Beckley*  
[sbeckley@townofware.com](mailto:sbeckley@townofware.com)



## Board of Selectmen

Ware Town Hall, Meeting Room, 126 Main Street

Regular Meeting Notice Agenda – Tuesday, November 24, 2020 at 7:00 p.m.

**Instructions for call in option:** at or before 7:00 p.m., call the phone number below and when prompted enter the Meeting ID number. The platform is Zoom Meetings.

Join online: <https://us02web.zoom.us/j/7846041861> (the online option will require a download).

Meeting ID: 784 604 1861

Passcode: 01082

Phone: 929-205-6099

### Meeting Opened

Opening Remarks, Announcements, and Agenda review by Chair

### Consent Agenda

- Special Event Permit Application: Main Street Stroll, December 5, 2020
- Special Event Permit Application: Holiday Flair, December 12, 2020

### Scheduled Appearances

- 7:10 p.m. Tax Classification Hearing

### Old Business

### New Business

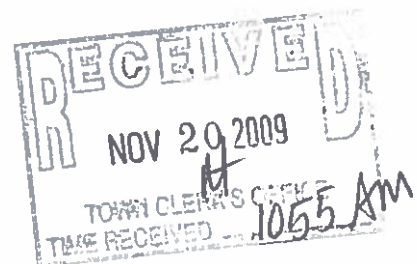
- Review of November 30, 2020 Special Town Meeting Warrant Articles
- Reconsider Creation of Safety Zone and 20 MPH, Beaver Lake Road (Vote of October 20, 2020)

### Comments and Concerns of Citizens

### Town Manager Report

### Adjournment

Executive Session: M.G.L. Chapter 30A, Section 21 (a) #2 Conduct Strategy Sessions for Negotiations with Non-Union Personnel



TOWN OF WARE

SPECIAL EVENT PERMIT APPLICATION  
(To be posted or made available at event)

Return to: Board of Selectmen, Town of Ware, 126 Main Street, Ware, MA 01082

APPLICATION PACKET MUST BE RECEIVED NO LATER THAN 30 DAYS PRIOR TO THE EVENT.

Event Name: Main Street Stroll Event Producer: Ware B&CA

Primary Contact Information:

Primary Contact Name: Carol Zins Fax: \_\_\_\_\_

Non-Profit Organization / Event: Yes  No

Day Phone: 413 967 8304 Cell Phone: \_\_\_\_\_

E-mail: warebca@gmail.com  
CZins1@gmail.com Website: \_\_\_\_\_

Event Information:

Event Address / Location: ~~Ware~~ All Retail Shops Invited

Starting Date: 12/5/20 Time: 10:00AM Ending Date: 12/5/20 Time: 2:00PM

Total attendance expected: Vary Rain plan: none

List any streets to be closed for special event: none

Will food be prepared and/or sold at the event: no

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

Merchandizing event. Due to Covid we are promoting in store sales, drawings, give aways. We will not be hosting kids craft or play areas as in the past couple of years. Two outside parts include a live waving Santa behind a barrier socially distanced at Veterans Park. And an outside Raku demonstration outside in the parking lot of Artworks (I believe this has been approved by the WFD) Each merchant has been advised that all give aways should be wrapped for take away. Santa will be only 2 hours at the park.

TOWN OF WARE

SPECIAL EVENT PERMIT APPLICATION  
(To be posted or made available at event)

Return to: Board of Selectmen, Town of Ware, 126 Main Street, Ware, MA 01082

APPLICATION PACKET MUST BE RECEIVED NO LATER THAN 30 DAYS PRIOR TO THE EVENT.

Event Name: Ware Holiday Flair Drive Thru at Greenville Park Event Producer: Town of Ware Holiday Flair Committee

Primary Contact Information:

Primary Contact Name: Jamie Imbier Fax: \_\_\_\_\_

Non-Profit Organization / Event: Yes \_\_\_\_\_ No \_\_\_\_\_

Day Phone: 413-262-8990 Cell Phone: 413-262-8990

E-mail: jamie.l.kenyon@gmail.com Website: \_\_\_\_\_

Event Information:

Event Address / Location: Greenville Park

Starting Date: 12/12/20 Time: 5:00 PM Ending Date: 12/12/20 Time: 8:00 PM

Total attendance expected: 500+ cars Rain plan: \_\_\_\_\_

List any streets to be closed for special event: \_\_\_\_\_

Will food be prepared and/or sold at the event: NO

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

The town of Ware Holiday Flair committee would like to host a holiday themed drive thru at Greenville Park in place of the annual Holiday Flair Parade on Main Street. In light of the current pandemic, this event will bring joy and help spread holiday cheer to the residents of Ware. The event will be open to vehicles only, no one can walk into the park. For those volunteering, everyone will wear masks and maintain social distancing. Holiday displays will include lights, inflatables and some holiday characters to wave at vehicles.

Board of Selectmen: *Alan G. Whitney, Keith J. Kruckas, Thomas H. Barnes, Nancy J. Talbot, John J. Morrin*  
Town Manager: *Stuart B. Beckley*  
sbeckley@townofware.com



# TOWN OF WARE

Town Hall, 126 Main Street  
Ware, Massachusetts 01082  
Tel. 413-967-9648

## PUBLIC HEARING NOTICE

The Board of Selectmen will conduct a Public Hearing on **Tuesday, November 24, 2020 at 7:10 p.m.**, in the Selectmen's Meeting Room, 126 Main Street, Ware, MA. The purpose of the Public Hearing is to conduct a Tax Classification: The Board of Selectmen will consider tax policy options including (1) whether to have a single or split tax rate and (2) whether to allow an open space discount, a residential exemption, and a small commercial exemption. The Board of Selectmen will receive comments from interested taxpayers at the hearing, or taxpayers may send written comments to Town Manager, 126 Main Street, Ware, MA 01082. **This notice shall also be posted on the Massachusetts Newspaper Publishers Association's (MNPA) website (<http://masspublicnotices.org>).**

All interested parties are invited to attend.

Alan G. Whitney  
Chairman  
Board of Selectmen  
November 12, 2020



**Fiscal Year 2021**

**TAX CLASSIFICATION HEARING**

**126 Main Street  
Ware, MA 01082**

**November 24, 2020  
7:10 p.m.**

**Presented to  
Board of Selectmen**

## Table of Contents

<u>Description</u>	<u>Page</u>
1. Table of Contents	1
1. Purpose	2
1. Property Type Classification Codes	2
1. Percentage of Tax Levy	3
1. Summary of Rate Options	4
1. Split Tax Rate Breakdown - Residential	5
1. Split Tax Rate Breakdown - CIP	6
1. History of differential in tax rates	7
1. Conclusion	7

## **Purpose**

The purpose of the public classification hearing is for the Board of Selectmen to determine the allocation of the local property tax to be borne by the four classes of real property and class five personal property for FY 2021. In deciding the allocation, the Selectmen must adopt a residential factor, which is used to determine the percentage of the tax levy to apply to each class of real and personal property. The Board of Assessors applies these percentages to the individual property classes (M.G.L. Chapter 40, Section 56).

It is the responsibility of the Assessors to provide the Selectmen with relevant information and to discuss the fiscal effect of possible alternatives.

The Board of Assessors recommends the Selectmen take the following action in adopting the FY 2021 tax rate:

Vote a "Residential Factor" of "1", which means a Single Uniform Tax Rate.

## **Property Type Classification Codes**

The Board of Assessors must determine the classification of all Real and Personal Property as of each January 1 into one of four classes in accordance with the definitions set for in M.G.L. Chapter 59, Section 2A.

Class One	Residential
Class Two	Open Space
Class Three	Commercial
Class Four	Industrial
Class Five	Personal Property

The usage codes are issued in accordance with the Department of Revenue, Bureau of Local Services Assessment guidelines.

**FY2021  
Percentage of Tax Levy**

**Based on Factor of "1"  
R&O - Residential & Open Space  
CIP - Commercial, Industrial & Personal Property**

Class	Full and Fair Cash Valuation	Percentage Share	Class	New % Shares of Total Tax Levy
1. Residential	\$665,517,604	83.8086%	R&O	83.8086%
2. Open Space	\$0	0.0000%		
3. Commercial	\$74,739,392	9.8757%	CIP	16.1914%
4. Industrial	\$24,191,300	3.1794%		
5. Personal Property	\$24,484,881	3.1363%		
<b>Total</b>	<b>\$788,583,177</b>			<b>100%</b>

**Maximum Allowable Levy \$16,110,470**



**Summary of Rate Options**

**Shift Range  
1.00 -1.50**

**100 = Factor of "1" (Single Tax Rate)**

Residential Factor	Percentage of Tax Levy		Estimated Tax Rate		Difference Residential VS CIP Shift Change
	CIP Residential	CIP	Residential	CIP	
100	84.3497	15,603	20.43	20.43	0
.9907	83.5672	16,4928	20.24	21.45	1.21
.9814	82.7847	17,2153	20.05	22.47	2.42
.9722	82.002	17,9978	19.86	23.49	3.63
.9629	81.2196	18,7804	19.67	24.52	4.78
.9536	80.4371	19,5624	19.48	25.54	6.06
.9072	76.5246	23,4754	18.58	30.64	12.06

**History of differential in tax rates**

Historically Ware has always maintained a single tax rate. Shifting the tax onto the CIP properties would create a tax burden for those properties, while the Residential properties would only benefit a small savings.

Fiscal Year	Tax Rates		Difference from Prior Year
	Prior Fiscal Year	Tax Rate	
2020		\$20.63	(\$0.42)
2019		\$20.21	(\$0.50 )
2018		\$20.71	(\$0.06)
2017		\$20.77	\$0.56
2016		\$20.21	\$0.56

**Conclusion**

The Board of Assessors recommendation is to retain a Single Tax Rate (Factor of "1") for Fiscal Year 2021.

**Levy Limit  
 Fiscal Year 2021**

FOR BUDGET PLANNING PURPOSES

I. TO CALCULATE THE FY 2020 LEVY LIMIT

A. FY 2019 Levy Limit	15,006,396	
A1. Amended FY 2019 Growth	0	
B. ADD (IA + IA1)*2.5%	375,160	
C. ADD FY 2020 New Growth	91,779	
C1. ADD FY 2020 New Growth Adjustment	0	
D. ADD FY 2020 Override	0	
E. FY 2020 Subtotal	<u>15,473,335</u>	
F. FY 2020 Levy Ceiling	<u>18,785,164</u>	I. <u>15,473,335</u> FY 2020 Levy Limit

II. TO CALCULATE THE FY 2021 LEVY LIMIT

A. FY 2020 Levy Limit from I	15,473,335	
A1. Amended FY 2020 Growth	0	
B. ADD (IIA + IIA1)*2.5%	386,833	
C. ADD FY 2021 New Growth	220,402	
C1. ADD FY 2021 New Growth Adjustment	0	
D. ADD FY 2021 Override	0	
E. ADD FY 2021 Subtotal	<u>16,080,570</u>	
F. FY 2021 Levy Ceiling	<u>19,714,579</u>	II. <u>16,080,570</u> FY 2021 Levy Limit

III. TO CALCULATE THE FY 2021 MAXIMUM ALLOWABLE LEVY

A. FY 2021 Levy Limit from II.	16,080,570
B. FY 2021 Debt Exclusion(s)	29,900
C. FY 2021 Capital Expenditure Exclusion(s)	0
D. FY 2021 Stabilization Fund Override	0
E. FY 2021 Other Adjustment :	0
F. FY 2021 Water/Sewer	0
G. FY 2021 Maximum Allowable Levy	<u>16,110,470</u>

**Signatures**

No signatures to display.

**Documents**

No documents have been uploaded.

NOTE : The information is preliminary and is subject to change.



**WARRANT FOR SPECIAL TOWN MEETING  
TOWN OF WARE  
COMMONWEALTH OF MASSACHUSETTS**

*Hampshire, ss.*

**Article 1.** To see if the town will vote to appropriate a sum of money to pay unpaid bills from prior fiscal years, and to determine the manner of meeting said appropriation, whether by taxation, transfer of available funds, borrowing or any other means or any combination thereof, or take any other action relative thereto. **\$7,286.45 from available funds**

**Recommended by:** **Board of Selectmen** Yes \_\_\_\_\_ No \_\_\_\_\_  
**Finance Committee** Yes \_\_\_\_\_ No \_\_\_\_\_  
**Town Manager** Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 2.** To see if the Town will vote to appropriate a sum of money for amendments to the Fiscal Year 2021 budget, and to determine the manner of meeting said appropriation, whether by taxation, transfer of available funds, borrowing or any other means or any combination thereof, or take any other action relative thereto.

**\$211,600 from Available funds**

DPW OT	14,000
DPW Roads	40,000
Police Officer	27,000
Police Expense	10,000
Firefighter	25,000
Fire POS	15,000
Fire Supplies	5,000
Parks Salary	4,000
Parks Purchase of Services	2,600
HR	10,000
Senior Center POS	9,000
Schools	50,000

**Recommended by:** **Board of Selectmen** Yes \_\_\_\_\_ No \_\_\_\_\_  
**Finance Committee** Yes \_\_\_\_\_ No \_\_\_\_\_  
**Town Manager** Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 3.** To see if the Town will vote to appropriate a sum of money for amendments to the Fiscal Year 2021 Sewer Enterprise budget, and to determine the manner of meeting said appropriation, whether by taxation, transfer of available funds, borrowing or any other means or any combination thereof, or take any other action relative thereto.  
**DISMISS**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 4.** To see if the Town will vote to appropriate a sum of money to fund the Other Post-Employment Benefits (OPEB) Liability Trust Fund and to determine the manner of meeting said appropriation whether by taxation, transfer of available funds, borrowing or any other means or any combination thereof; or take another action relative thereto.  
**\$245,000 free cash**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 5.** To see if the Town will vote to appropriate a sum of money for the Stabilization Fund, and to determine the manner of meeting said appropriation whether by taxation, transfer of available funds, or any other means or any combination thereof or take any other action relative thereto.  
**\$81,750 Free Cash**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 6.** To see if the Town will vote to appropriate a sum of money for the Capital Stabilization Fund, and to determine the manner of meeting said appropriation whether by taxation, transfer of available funds, or any other means or any combination thereof or take any other action relative thereto.  
**\$81,750 Free Cash**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 7.** To see if the Town will accept Massachusetts General Law Chapter 200A, Section 9A, or take any other action relative thereto.

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 8.** To see if the Town will vote to amend the Zoning Bylaw by amending or adding to Article 2, Definitions as presented at a Public Hearing on November 19, 2020 and available at the Town Hall and on the Town's website; or to take any action related thereto.

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_  
Planning Board Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 9.** To see if the town will vote to appropriate a sum of money to fund the operations of the local and regional transportation service, the Quaboag Connector, and to determine the manner of meeting said appropriation, whether by taxation, transfer of available funds, borrowing or any other means or any combination thereof, or take any other action relative thereto.  
**\$10,000 Free Cash**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 10.** To see if the Town will vote to raise and appropriate a sum of money for the support of veterans through the Brookfield Institute Care for the Troops program, or to take any action related thereto.  
**\$20,00 Free Cash**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 11.**

To see if the Town will vote to appropriate a sum of money for an integrated financial software package and to determine the manner of meeting said appropriation whether by taxation, transfer of available funds, or any other means or any combination thereof, or take any other action relative thereto.  
**\$225,000 Borrow**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_  
Capital Planning Comm. Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 12.**

To see if the Town will vote to raise and appropriate a sum of money to purchase a four-wheel drive water service truck with utility body for the Water Division of the Department of Public Works and to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, or any other means, or combination thereof, or take any other action relative thereto.  
**\$45,000 Water Enterprise and \$6,000 Free Cash**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_  
Capital Planning Comm. Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 13.**

To see if the Town will vote to raise and appropriate a sum of money to purchase a water gate valve operator and telescopic valve key for the Water Division of the Department of Public Works to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, or any other means, or combination thereof, or take any other action relative thereto.  
**\$7,500 Water Enterprise**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 14.**

To see if the Town will vote to raise and appropriate a sum of money to purchase an air compressor for the Water Division and the Department of Public Works and to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, or any other means, or combination thereof, or take any other action relative thereto.

**\$17,000 Water Enterprise Reserve and \$8,000 Free Cash**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_  
Capital Planning Comm. Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 15.**

To see if the Town will vote to raise and appropriate a sum of money to purchase a replacement remote water meter data collector, to upgrade the data conversion computer software program and to purchase additional water meters and to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, or any other means, or combination thereof, or take any other action relative thereto.

**DISMISS**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 16.**

To see if the Town will vote to raise and appropriate a sum of money for the purchase of a front loader tractor with backhoe for the School Department and to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, or any other means, or combination thereof, or take any other action relative thereto.

**\$42,000 from Free Cash**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_  
Capital Planning Comm. Yes \_\_\_\_\_ No \_\_\_\_\_



**Article 17.** To see if the Town will vote to raise and appropriate a sum of money for the purchase of a pickup truck for the School Department and to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, or any other means, or combination thereof, or take any other action relative thereto.  
**\$32,000 from Free Cash**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_  
Capital Planning Comm. Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 18.** To see if the Town will vote to raise and appropriate a sum of money to fund a truck for the Parks Department, and to determine the manner of meeting said appropriation whether by taxation, transfer of available funds, borrowing or any other means or any combination thereof; or take another action relative thereto.  
**\$68,000 from Free Cash**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_  
Capital Planning Comm. Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 19.** To see if the Town will vote to raise and appropriate a sum of money to be expended for the purchase and equipment of a vehicle for the Police Department, and to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, or any other means, or combination thereof, or take any other action relative thereto.  
**\$60,000 from Free Cash**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_  
Capital Planning Comm. Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 20.**

To see if the Town will vote to raise and appropriate a sum of money to purchase a payloader for the Department of Public Works and to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, or any other means, or combination thereof, or take any other action relative thereto.

**\$210,000 Borrow (less trade in)**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_  
Capital Planning Comm. Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 21.**

To see if the Town will vote to raise and appropriate a sum of money to purchase a dump truck and snowplow for the Department of Public Works and to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, or any other means, or combination thereof, or take any other action relative thereto.

**\$254,000 Borrow**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_  
Capital Planning Comm. Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 22.**

To see if the Town will vote to raise and appropriate a sum of money for the purchase and outfitting of a firetruck for the Fire Department and to determine the manner of meeting said appropriation whether by taxation, transfer of available funds, borrowing or any other means or any combination thereof or take any other action relative thereto.

**\$600,000 Borrow**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_  
Capital Planning Comm. Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 23.** To see if the Town will vote to raise and appropriate a sum of money to dispose of wood and brush stored at the former Banas farm on Robbins Road and to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, or any other means, or combination thereof, or take any other action relative thereto.  
**\$25,000 from Free Cash**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_  
Capital Planning Comm. Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 24.** To see if the Town will vote to raise and appropriate a sum of money for the removal and disposal of hazardous public shade trees and to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, or any other means, or combination thereof, or take any other action relative thereto.  
**\$65,000 from Free Cash**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_  
Capital Planning Comm. Yes \_\_\_\_\_ No \_\_\_\_\_

**Article 25.** To see if the Town will vote to raise and appropriate a sum of money to remove the nuisance and danger of the building located at 114 Main Street in accordance with MGL Chapter 139, Section or other applicable laws, including legal and engineering fees, and to determine the manner of meeting said appropriation, whether by taxation, transfer from available funds, borrowing, grants, state funds or any other means, or combination thereof, or take any other action relative thereto.  
**\$\_\_\_\_\_ from Free Cash**

**Recommended by:** Board of Selectmen Yes \_\_\_\_\_ No \_\_\_\_\_  
Finance Committee Yes \_\_\_\_\_ No \_\_\_\_\_  
Town Manager Yes \_\_\_\_\_ No \_\_\_\_\_  
Capital Planning Comm. Yes \_\_\_\_\_ No \_\_\_\_\_

## Midura, Mary

---

**From:** Gibby Sorel  
**Sent:** Tuesday, November 10, 2020 12:15 PM  
**To:** Beckley, Stuart  
**Cc:** Midura, Mary; Crevier, Shawn  
**Subject:** SAFETY ZONE SPEED LIMITS  
**Attachments:** SAFETY ZONE SPEED LIMITS.pdf

Hi Stuart,

I request the Selectboard vote reconsider creating a Safety Zone on a portion of Beaver Lake Road. I have attached the requirements for establishing such a Safety Zone. This section of road meets none of the requirements stipulated in the MassDOT's manual, "Procedures for Speed Zoning on State Highways and Municipal Roads."

The existing 30 miles per hour sign is useless, if it is not supported by a Special Speed Regulation. The motor vehicle accident there was the result of distracted driving, not speed. According to the accident report, the vehicle was travelling 15-20 miles per hour.

Gibby



# Procedures for Speed Zoning on State Highways and Municipal Roads

---

*Standards and Practices to Promote Safe and Efficient Travel in Massachusetts*

*Revised February, 2017*

(W1-8), One Direction Large Arrow (W1-6) shall conform to the Table 2C-5 of the MUTCD. These standards are based upon the difference between the speed limit and the calculated advisory speed. If the speed limit is:

- 10 mph or greater than the calculated advisory speed, an advisory speed plaque must be used;
- 5 mph greater than the calculated advisory speed, an advisory speed plaque is optional; and
- Equal to or less than the calculated advisory speed, an advisory speed plaque cannot be used.\*

*\*Under this condition it is strongly encouraged to perform a speed study on the tangent sections of road upstream and downstream from the horizontal curve to determine if the speed limit has been set artificially low. While seemingly counterintuitive, it may be appropriate to raise the speed limit to a rate that matches travel speeds on tangent sections in order to fully utilize proper curve warning signs and advisory speed plaques.*

Advisory speed signs and plaques may be installed by municipalities on any locally-owned street or highway without permission from MassDOT as long as their use conforms to the MUTCD.

### 9.b Reduced Speed Limit Ahead Signs



Fig. 9-2: W3-5 Sign  
(Source: MUTCD)

Reduced Speed Limit Ahead (MUTCD code W3-5) signs are warning signs that inform road users of an upcoming reduction in the regulatory speed limit. The MUTCD recommends their use any time the speed limit is being reduced by more than 10 mph. When used properly it can be an effective tool to reduce the likelihood of sudden drops in free-flow speed.

Under conditions where a School Zone will reduce the speed limit by 10 mph or more, a Reduced School Zone Speed Limit ahead (S4-5) sign should be used in place of a standard Reduced Speed Limit Ahead sign.

Reduced Speed Limit Ahead signs are advisory and cannot be used in place of a regulatory Speed Limit sign. The legal speed limit becomes enforceable only at the point at which the Speed Limit sign is placed.

### 9.c Safety Zone Speed Limits

Safety Zone speed limits are the only regulatory speed limits that municipalities can adopt on city- and town-owned ways without approval from MassDOT. Safety Zones cannot be placed on State Highway without prior written approval of MassDOT. Speed limits within a Safety Zone must be set at 20 mph and are intended to be used in areas where vulnerable road users are likely to be present, such as parks and playgrounds, senior citizen housing and centers, hospitals or other medical facilities, high schools and higher education centers, and daycare facilities. Please note that Safety Zones should not be used in place of School Zones for streets adjacent to grades 1-8 schools.



Fig. 9-3:  
MA-R2-8 Sign

To establish a Safety Zone, the following minimum criteria should apply:

- The street should be adjacent to a land use that is likely to attract vulnerable road users.
- The Safety Zone should contain one or more areas that have potential conflicts between motor vehicles and vulnerable road users that warrant a reduction in speeds such as crosswalks, driveways, or side streets.
- The minimum length of the Safety Zone should be at least  $\frac{1}{4}$  of a mile and it should not extend more than 500' beyond a side street unless an applicable land use continues along the adjacent block.

Regulatory speed limit signs, including Safety Zone speed limit signs, are required to conform to the MUTCD, per MGL c. 85 § 2. Therefore, an engineering study must be performed to validate the posting of signage. The engineering study "shall include an analysis of the current speed distribution of free-flowing vehicles."

Proper signage is also necessary to inform road users of the downstream end of a Safety Zone. In an area where a legal Special Speed Regulation has been enacted, the Safety Zone should be terminated with a Speed Limit (MUTCD code R2-1) sign that corresponds to the regulatory limit shown in the regulation. If the Safety Zone is in an area that has no Special Speed Regulation, it should be terminated with an End Speed Zone (MassDOT code MA-R2-7) sign.

Cities and towns are responsible for modifying their Municipal Traffic Code to reflect the locations of all Safety Zones prior to the posting any signage.

#### 9.d School Zone Speed Limits

School Zone speed limits are a statutory speed limit, but may be marked with regulatory (black legend on white background) signage. Speed limits within a School Zone must be set at 20 mph, but the limit is only in effect during days of the week and hours of the day when children are accessing the school grounds. School Zone warrants, design, and operation are governed by the Massachusetts Amendments to the MUTCD. The following is a summary of these criteria, but the full document should be reviewed to ensure all standards are met:

- The school property abuts the public right of way within the limits of the proposed School Zone;
- School children have direct access to the street or roadway from the school property;
- There is a marked, ADA-compliant crosswalk within the School Zone; and
- The school includes one or more grades between Grade 1 and Grade 8, inclusive.



Fig. 9-4: R2-1 Sign with S4-3P and S4-1P Plaques  
(Source: MUTCD)

Cities and towns are responsible for modifying their Municipal Traffic Code to reflect the locations and days and times of operation for all School Zones prior to the posting any signage. The sign assembly that is used to identify the school zone speed limit for drivers should be similar to Fig. 9-4; the assembly may

