

**BOARD OF SELECTMEN
MEETING AGENDA**

**Fuller Meadow School
Nathan Media Center
143 South Main Street, Middleton, MA 01949
Tuesday, July 17, 2018
7:00 PM**

This meeting is being recorded

1. 7:00 PM Warrant: 1827, 1901, 1902

Minutes: June 19, 2018 open session; June 19, 2018 executive session

Town Administrator updates and reports
2. 7:10 PM Discuss status of Essex Regional Emergency Communications Center (ECRECC) and vote to support transitioning oversight to State 911/Executive Office of Public Safety & Security
3. 7:20 PM Review request of Michaela Giragosian for a waiver of Cemetery rules to allow for a larger headstone/monument than is allowed under the Cemetery rules.
4. 7:30 PM Vote to appoint Gary Bent as Interim Veterans Services Officer
5. 7:35 PM Vote to appoint Ken Gibbons as Interim Superintendent of Public Works.
6. 7:40 PM Vote to amend traffic rules to install a heavy commercial vehicle exclusion on River Street, from Natsue Way to Boston Street, with a carrying capacity of 2 ½ tons.

MOTION: I move to amend the Traffic Regulations of the Town of Middleton by adding a 24-hour heavy commercial vehicle exclusion for vehicles exceeding 2 ½ ton carrying capacity on the portion of River Street from Natsue Way to Boston Street.
7. 7:45 PM Vote to accept a donation to the Middleton Food Pantry in the amount of \$1,600 from the unit owners of the Ferncroft Tower.
8. 7:50 PM Discuss transfer station fees and vote to adopt new fees
9. 7:55 PM Discuss Town Administrator/Board of Selectmen draft goals for FY2019
10. 8:00 PM Update on the recruitment of an Assistant Town Administrator/Human Resources Coordinator and designate a Board member to serve on the screening panel.
11. 8:10 PM New Business: Reserved for topics that the Chair did not reasonably anticipate would be discussed
12. 8:15 PM Executive session under GL c. 30A, s. 21(a)(6), to consider the purchase, acquisition, or value of real property off South Main Street and Boston Street where the Chairman declares discussion in open session would have a detrimental effect on the position of the Town.

Town of Middleton
Summary of Weekly Bills Payable and Payroll Warrants
Office of the Town Accountant

Warrant Date: 6/28/18

Warrant Number: #1827

Payroll Warrant Total: \$ 645,984

<u>Department</u>	<u>Amount</u>	<u>Detail of Expenses</u>
Board of Health	\$8,201	
COA	\$11,406	
Election	\$0	
Electric Light	\$62,647	\$ Overtime; \$ Call Out
Fire	\$107,884	\$15,894 Overtime; \$28,298 Part time
Inspections	\$10,003	
Library	\$17,963	
Memorial Hall	\$38,556	
Planning	\$3,579	
Police	\$152,122	\$69,410 Overtime; \$12,989 Reserves; \$19,384 Training
Police Details	\$8,948	
Public Works	\$43,162	\$0 Snow; \$4,016 Overtime
Recreation	\$0	
Senior Work Off	\$0	
School	\$178,308	
Teacher Balloon Pay	\$0	
Town Officers	\$0	

Bills Payable Warrant Total: \$ 963,215

<u>Department/Expense Category</u>	<u>Amount</u>	<u>Detail of Expenses</u>
All Payroll Deductions	\$61,226	
Administrator	\$35,651	\$27,110 Attorney/Legal Fees
Accounting	\$584	
Assessor	\$1,182	Various Expenses
Clerk	\$3,422	\$1,313 Census Related
Cultural Council	\$0	
COA	\$7,044	\$1,460 Van Storage; \$1,505 IT Related
DPW	\$76,722	\$21,841 Street Sweeping; \$12,024 Street Striping; \$7,700 Landfill Maint.
Fire	\$5,006	\$1,307 Equipment Repair
Health Director / IT	\$1,653	Various Expenses
Inspections	\$253	Various Expenses
Library	\$0	
MELD	\$608,609	\$442,711 Purchase Power
Planning	\$93	Various Expenses
Police	\$28,045	\$17,000 New Cruiser
Recreation	\$3,610	\$2,295 NY Bus Trip
School	\$28,112	\$8,819 Transport; \$5,111 Custodial Contracted Services; \$3,014 Chromebooks
Treasurer	\$101,188	\$92,848 Refundable Fees
Veterans Agent	\$816	Various Expenses

Town of Middleton
Summary of Weekly Bills Payable and Payroll Warrants
Office of the Town Accountant

Warrant Date: 7/05/18

Warrant Number: #1901

Payroll Warrant Total:

\$ 46,029

<u>Department</u>	<u>Amount</u>	<u>Detail of Expenses</u>
Board of Health	\$0	
COA	\$0	
Election	\$0	
Electric Light	\$0	\$0 Overtime; \$0 Call Out
Fire	\$0	\$0 Overtime; \$0 Part time
Inspections	\$0	
Library	\$0	
Memorial Hall	\$0	
Planning	\$0	
Police	\$0	\$0 Overtime; \$0 Reserves
Police Details	\$0	
Public Works	\$0	\$0 Snow; \$0 Overtime
Recreation	\$0	
Senior Work Off	\$0	
School	\$46,029	
Teacher Balloon Pay	\$0	
Town Officers	\$0	

Bills Payable Warrant Total:

\$ 1,848,137

<u>Department/Expense Category</u>	<u>Amount</u>	<u>Detail of Expenses</u>
All Payroll Deductions	\$4,450	
Administrator	\$0	
Accounting	\$60,488	\$60,488 Insurance Renewal (CHUBB & Renaissance Alliance)
Assessor	\$0	
Clerk	\$0	
Cultural Council	\$0	
COA	\$0	
DPW	\$0	
Fire	\$0	
Health Director / IT	\$0	
Inspections	\$0	
Library	\$0	
MELD	\$0	
Planning	\$0	
Police	\$0	
Recreation	\$0	
School	\$0	
Treasurer	\$1,783,199	\$1,743,117 Essex Regional Retirement; \$22,909 SESD
Veterans Agent	\$0	

Minutes of the MIDDLETON BOARD OF SELECTMEN
Fuller Meadow School
Nathan Media Room
143 South Main Street, Middleton, MA 01949
June 19, 2018 7:00PM

Present: Kosta Prentakis, Rick Kassiotis, Brian Cresta, Todd Moreschi, Timothy Houten

Absent: Timothy Houten

Others Present: Town Administrator Andrew Sheehan, Minutes Secretary Judi Stickney, Town Accountant/Chief Financial Officer Sarah Wood, Chris LaPointe

7:09 PM Chairman Kosta Prentakis called the meeting to order at 7:09PM

7:09 PM **Consider Request for a Waiver of Cemetery Rules:** Town Administrator Andrew Sheehan provided the Board with a written request from Michaela Giragosian for a waiver to the cemetery rules to allow for a larger headstone for her daughter's gravesite than is currently allowed. Sheehan provided the Board with information on two waivers that were allowed in the past. Michaela Giragosian met personally with the Board of Selectmen to request the waiver and provided her reasons for the waiver. A discussion ensued with Selectman Houten expressing his opinion that the cemetery rules were in place to provide uniformity and to prevent "one upmanship" with requests for larger and larger stones. Selectman Cresta provided Giragosian with the sizes that were allowed in the past, noting that the largest they've allowed is just over 3 feet high, and the one requested is over 2 feet higher than what they've approved. He added that he was hopeful that they could find middle ground and approve something that could be acceptable to everyone. Cresta suggested that the Town Administrator work with the family and O'Rourke Brothers to find an acceptable compromise.

7:33 PM

- **Warrant:** Town Administrator Andrew Sheehan provided a brief review of Warrant 1826, dated June 21, 2018, with a total for the weekly bills of \$1,590,546 and payroll of \$1,163,449, and the Board took the following action:

On a **MOTION** made by **Houten**, second by **Cresta**, the Board of Selectmen **VOTED** unanimously to approve warrant number 1826, as presented.

- **Minutes:**
 - **April 2, 2018: Joint Meeting of Board of Selectmen and Finance Committee**
 - **June 5, 2018**

After a brief review of available minutes, the Board took the following action:

On a **MOTION** made by **Kassiotis**, second by **Moreschi**, the Board of Selectmen **VOTED** unanimously to accept the minutes of April 2, 2018 and June 5, 2018. (Cresta and Moreschi abstained from the April 2 minutes approval, Houten abstained from the June 5 minutes approval.)

- **Town Administrator Updates and Reports:** Town Administrator Andrew Sheehan provided the Board with updates and information on the following:

- **Cumberland Farms Trail Work:** Sheehan advised that the trail work is underway and they expect it to be completed by the end of July.
- **Update on Meals Tax and Rooms Tax Issue with Ferncroft:** Sheehan advised that the Town Accountant talked to the DOR and is awaiting a ruling from their legal department. Sheehan added that the DOR will not provide the Town with information on which establishments are behind on meals tax payments.
- **Chief DiGianvittorio Attending Annual Award Ceremony:** Sheehan advised the Board that Chief DiGianvittorio was attending the Massachusetts Association for Women in Law Enforcement's annual meeting tonight, where they will posthumously award Officer Nowak with the Spirit Award. Sheehan publicly thanked the Chief for nominating her for that recognition.
- **Suffolk University Mass. Municipal Association Graduation:** Sheehan advised the Board that Katrina O'Leary and Cassandra Murphy graduated with honors and high honors from the Mass. Municipal Association classes at Suffolk University. Sheehan publicly congratulated them on their accomplishment.
- **Chief Wills Day:** The 18th annual Chief Will's Day will be held on Saturday, June 23rd, from 5-9:30, Emily Maher Park on Natsue Way.
- **River Street Truck Exclusion:** There have been speeding and truck traffic issues on River Street. Sheehan advised they had requested a truck exclusion on River Street and MassDOT has approved the truck exclusion, from Natsue Way to Boston Street. Selectman Cresta requested that the Town provide information to the commercial entities in the area regarding the truck exclusion and the truck and speeding issues.
- **Transition at DPW:** Sheehan advised the Board that the DPW Superintendent, Bob LaBossiere, has accepted a similar position in Peabody. They will be recruiting for that position in the near future with a screening committee, which includes a Board member. Selectmen Houten volunteered to be on the screening committee.
- **Retirements:** Sheehan advised that the Director of Veteran's Services Ted Butler, and Treasurer/Tax Collector Don Carter were retiring on Thursday. He added that Assistant Town Administrator Ryan Ferrara is finishing up this week as well. Sheehan thanked Ferrara publicly for all his help, noting that he's been a tremendous asset. Sheehan wished him well in Boxborough.

7:48 PM **Vote to Approve Annual Appointments of Board and Committee Members and Municipal Officials:** Chairman Prentakis read aloud the list of board and committee members who are up for reappointment, as provided by the Town Administrator, and asked for a motion to reappoint them:

On a **MOTION** made by **Cresta**, second by **Houten**, the Board of Selectmen **VOTED** unanimously to reappoint the individuals listed for the terms as stated.

Chairman Prentakis read aloud the list of staff reappointments and asked for a motion to reappoint them:

On a **MOTION** made by **Cresta**, second by **Kassiotis**, the Board of Selectmen **VOTED** unanimously to reappoint the staff members, as listed, for the terms as stated.

Chairman Prentakis read aloud the list of those individuals who declined reappointment and publicly thanked them for their service to the Town.

7:52 PM **Review and Approve Ambulance Receivable Abatement/Write-Off for Fiscal Years 2013-2015:** The Town Administrator provided the Board with information on the ambulance

receivable abatements for the period of FY2013-FY2015, totaling \$272,712.71. Selectmen Cresta and Kassiotis requested that Sheehan provide the reasons why the abatements were so high. Sheehan will get the information for the Board, as requested. After a brief discussion, the Board took the following action:

On a **MOTION** made by **Houten**, second by **Moreschi**, the Board of Selectmen **VOTED** unanimously to authorize the Town Accountant/CFO to write off ambulance receivables that they deemed as uncollectible, in the amount of \$272,712.71.

7:55 PM Discuss Establishment of Goals for FY2019: Town Administrator Andrew Sheehan provided the Board with historical information on the goals setting in the past, noting that currently, facilities are on his plate, as well as the budget and financial management. He asked the Board for their input on specific suggestions for goals. Selectman Prentakis suggested he contact the Department Heads for their priorities.

8:01 PM Discuss Staffing in Town Administrator's Office: Selectman Chair Prentakis began a discussion on the open position of Assistant Town Administrator, noting that they may not need someone with the financial background that the current Assistant Town Administrator was hired for. Prentakis suggested they may want someone with more of a human resources background. A lengthy discussion ensued with the Board members expressing their opinion on the experience and talent they would want in the next Assistant Town Administrator, with an agreement on a human resources person. Sheehan advised the Board that he has been working on the job description and is hoping to have the position posted soon.

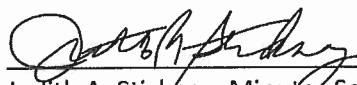
7:55 PM New Business:

- **Rain Date for Chief Will's Day:** Selectman Houten advised that the rain date for Chief Will's Day will be on Sunday. Selectman Cresta added that it will also be posted on the town's website.
- **Property Appraisal:** Selectman Cresta asked the Town Administrator if the appraisal for the South Main Street property had come in yet. Sheehan advised that it had not. The appraiser advised that he didn't expect to have it for tonight. Cresta requested that they go into Executive Session to talk about the process and negotiations.

8:15 PM Executive Session

On a **MOTION** made by **Cresta**, second by **Kassiotis**, the Board of Selectmen **VOTED** unanimously by roll call vote to go into Executive Session, under GL c. 30A, s. 21(a)(6), to consider the purchase, acquisition, or value of real property off South Main Street and Boston Street where the Chairman declares discussion in open session would have a detrimental effect on the position of the Town, and they will not return to open session after Executive Session.

Respectfully submitted,


Judith A. Stickney, Minutes Secretary

Richard Kassiotis, BOS Clerk

Documents either distributed to the Board of Selectmen before the meeting in a packet or at the meeting:

1. Agenda: June 19, 2018
2. Town of Middleton Summary of Weekly Bills Payable and Payroll Warrants
 - 6/21/18, #1825: Payroll: \$1,163,449; Bills Payable: \$1,590,546
3. Minutes:
 - 4/2/18
 - 6/5/18
4. List of Reappointments: Committees/Boards, Staff, Declined
5. Letter from Michaela Giragosian to Superintendent Cemetery Division, Re: Monument for Family Plot, 6/5/18
6. Memo from Town Administrator to Board of Selectmen, Re: Grave Marker Waiver Request: Anderson/Giragosian, 6/19/18
7. Ambulance Receivable Abatement June 2018
8. Letter from Board of Assessors to Board of Selectmen, et al, Re: Overlay Surplus Transfer, 6/12/18
9. Letter from Chief Martinuk to Board of Selectmen, Re: Vacation, 6/12/18
10. Letter from FEMA to Board of Selectmen, Re: Town of Middleton, Essex County, Massachusetts Community No. 250094 Flood Insurance Rate Maps, 6/11/18
11. Letter from DPW Superintendent to Board of Selectmen, Re: Resignation, 6/13/18
12. Letter from xfinity to Board of Selectmen, Re: Package Equipment Changes, 6/5/18
13. E-Mail from Petroleum Engineering to Building Commissioner, Re: Cumberland Farms Bridge – Middleton, 6/11/18
14. Letter from Danvers Community YMCA to Board of Selectmen, Re: Annual Meeting Committee, 6/8/18

Andrew Sheehan

2

From: Alyson Dellisola <adellisola@ecrecc.org>
Sent: Wednesday, June 27, 2018 12:08 PM
To: Brendhan Zubricki; Andrew Sheehan; Kellie Hebert; Peter Lombardi; Mayor Kenneth Gray; James Digianvittorio (MPD); Chief Evan Haglund; Chief Thomas Perkins; Chief Peter Silva; William Scholtz; Chief Jen Collins-Brown; Thomas Martinuk (Midfire); Stephen Kavanagh; Chief Daniel Doucette; Chief Ken Berkenbush
Subject: FW: STATE EXPLORING OPTION OF FULLY FUNDING ESSEX COUNTY REGIONAL EMERGENCY COMMUNICATION CENTER

Good Morning-

Below is the official press release that was released after the meeting yesterday held with the State, ECSD and the Financial Advisory Board.

Thank you,
Alyson

From: William Raynard <WRaynard@essexsheriffma.org>
Sent: Wednesday, June 27, 2018 11:31 AM
To: William Raynard <WRaynard@essexsheriffma.org>
Subject: STATE EXPLORING OPTION OF FULLY FUNDING ESSEX COUNTY REGIONAL EMERGENCY COMMUNICATION CENTER

FOR IMMEDIATE RELEASE
June 27, 2018

William Raynard
Public Information Officer
978-774-3281

STATE EXPLORING OPTION OF FULLY FUNDING ESSEX COUNTY REGIONAL EMERGENCY COMMUNICATION CENTER

Representatives from the Commonwealth of Massachusetts met yesterday with Sheriff Kevin Coppinger and the members of the Financial Advisory Board of the Essex County Regional Emergency Communications Center (ECRECC) to discuss future options for the center.

The ECRECC, located in Middleton and which currently falls under the Sheriff's oversight, has been in operation since 2013. It serves as both a regional dispatch center for the towns of Amesbury, Essex, Middleton, Topsfield and Wenham and a Wireless Call Center for the state, processing approximately 500,000 emergency cell phone calls annually across 70 plus cities and towns.

Currently, the ECRECC is funded through three revenue sources: an assessment paid by the member towns, a Support and Incentive grant from the State 911 Department, and a subsidy from the Sheriff's Department. Since 2017 when Coppinger took office, he and the Joint Advisory Board, made up of stakeholders from the 5 towns serviced, have worked jointly with State 911 to improve operations and fiscal management of the center.

A comprehensive operational and fiscal audit commissioned by the group shone light on several areas needing attention and improvement in order to situate the ECRECC for future sustainability. "I have always believed in regionalization and the potential of the ECRECC," stated Coppinger, "since the release of the audit we have been diligently working with our partners at State 911 and our member communities to affect the necessary changes needed to both stabilize and

structure the ECRECC for the future. We have made significant progress instituting new management, reworking the budget to yield something that is both fiscally and operationally responsible, and streamlining and universalizing operational procedures."

As part of the ongoing effort to right-side the ECRECC, Coppinger met with Secretary Daniel Bennett of the Executive Office of Public Safety and Security (EOPSS), who proposed the idea of moving the ECRECC under the management of the State 911 Department.

On July 1, 2018, the State 911 Department launches its new operational division overseeing the 911 Wireless Call Center in Framingham. As part of this new division, the ECRECC could join in July, 2019 as a phase two addition. "It makes a lot of sense to me" Coppinger said, referring to transitioning the ECRECC over to State 911 operations. "Today, State 911 funds the regional services, provides and maintains the equipment as well as the infrastructure, sets the training standards, and provides operational policies and procedures. It's a perfect fit for the State 911 Department to oversee the operation in its entirety!"

Matthew Moran, EOPSS Undersecretary for Forensic Science and Technology, and Frank Pozniak, Executive Director of the State 911 Department, indicated that it is the Commonwealth's intention to add the ECRECC to their new operational division effective July 1, 2019. They stated that once the ECRECC was part of the State 911 Department, they would fully fund the entire operation, which would eliminate any costs to the participating communities.

"We had a productive and encouraging meeting with the Sheriff and the Finance Advisory Board today," said Undersecretary Matt Moran. "The State 911 Department is appropriately positioned to provide the critical resources to support the financing and operations of the ECRECC, while ensuring that the highest level of public safety services are provided to each member community. We look forward to continuing the discussion around this partnership."

####

William Raynard
Public Information Officer
Essex County Sheriff's Department
20 Manning Road PO Box 870
Middleton, MA 01949
(978) 750 1900 ext 3660
wraynard@essexsheriffma.org

Easy come, easy go.

7/16/18
SALEM NEWS

State should move quickly on 911 center

The state seems poised to take over operations of the Essex County Regional Emergency Communications Center by this time next year.

The change can't come soon enough. In fact, it should come sooner, if at all possible.

What should have been a shining example of the benefits of regionalization has instead become a symbol of its failure. Yes, the 911 center provides emergency dispatch services for a handful of municipalities, but it's a far cry from the more than a dozen expected to sign on when the center opened five years ago.

Some of the financial difficulty faced by the \$13 million center can be traced to resistance to change in many municipalities, including unions clinging to local jobs. But there was more at work than good, old-fashioned parochialism. The center simply hasn't been run well. Stories of missed calls and misdirected ambulances were common. Technical glitches delayed, and ultimately scuttled, Beverly's addition to the program. Poor accounting procedures made it difficult to track how money was spent. Its \$6 million yearly budget is "well above" comparable 911 operations, according to an audit released earlier this year.

The sheriff's department has taken responsibility for running the center and keeps it propped up with more than \$2 million a year from its own budget. That's taxpayer money that could be spent better elsewhere, on reentry programs or the department's innovative detox unit.

Last week, the state 911 Department opened a new division in Framingham, and said it will have the capacity to take on the Essex County work next year. Here's hoping the lessons learned from the center's difficulties are applied to the next attempt at regionalization.

president.

One of them is Mitch Daniels, who boasts a distinguished Republican pedigree. He was Reagan's chief political adviser, director of the Office of Management and Budget under President George W. Bush and a successful two-term Indiana governor. Before the rise of Trump, he would have been considered by knowledgeable Republicans, conservatives and moderates alike, to be a top-quality candidate for president.

But now he says this: "I feel homeless."

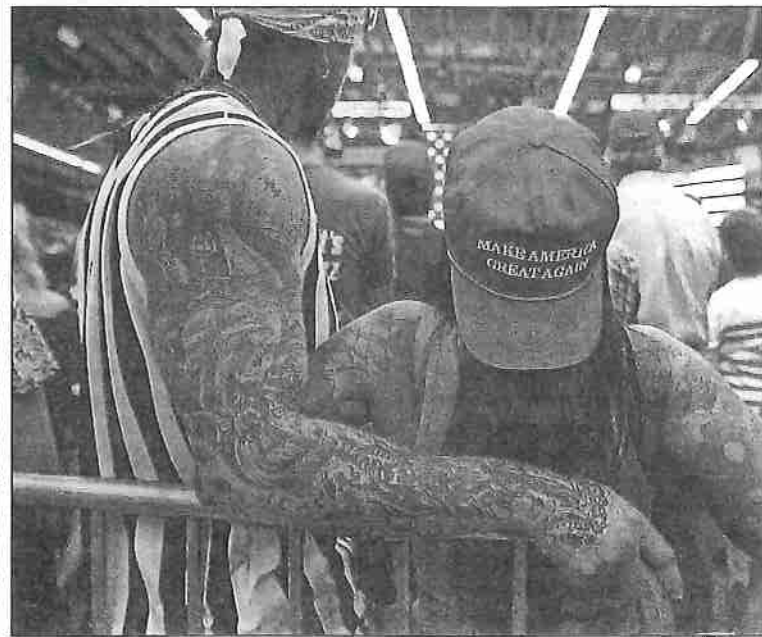
The options for disaffected Republicans are bad or worse: voting for Democrats, taking on Trump or biding time until Jan. 21,

Trump for the 2020 nomination to reestablish the economic, national-security and moral principles of the Republican Party. Kristol argues that Trump's support among the rank and file will diminish over time. Neither Flake nor Sen. Ben Sasse, a Nebraska conservative, have ruled out taking on the incumbent in 2020.

Ohio Governor John Kasich, who was beaten for the nomination by Trump in 2016, and his political adviser, John Weaver, are testing the waters for another run. A few Republicans think that the 2012 presidential nominee, Mitt Romney, who is likely to become a Utah senator after November, should lead

ferred three able years record in ketball As tried to b "Trust the team urge

This year a winning though no tender for ship. Trust process for half a very appe Albert F berg opini covering p He was th of Bloomb which he bureau ch Washingto Wall Stree



Supporters of President Donald Trump listen to him speak during a campaign in Fargo, North Dakota.

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DAVID OLSON
EDITOR

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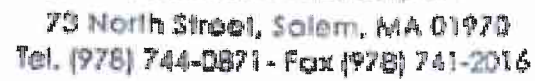
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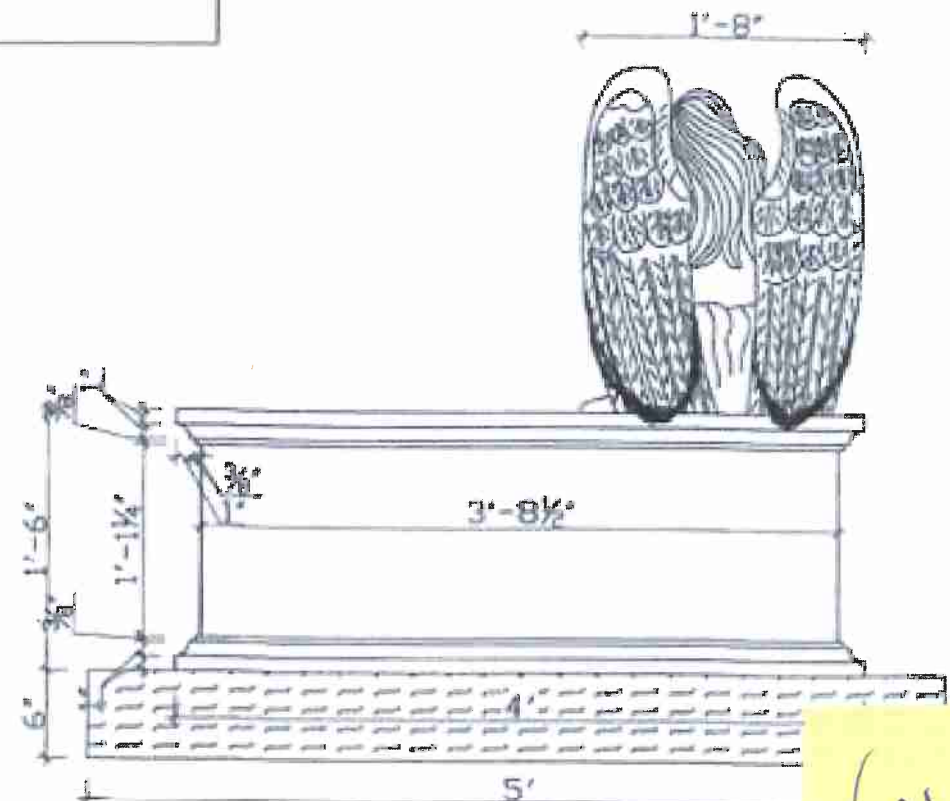
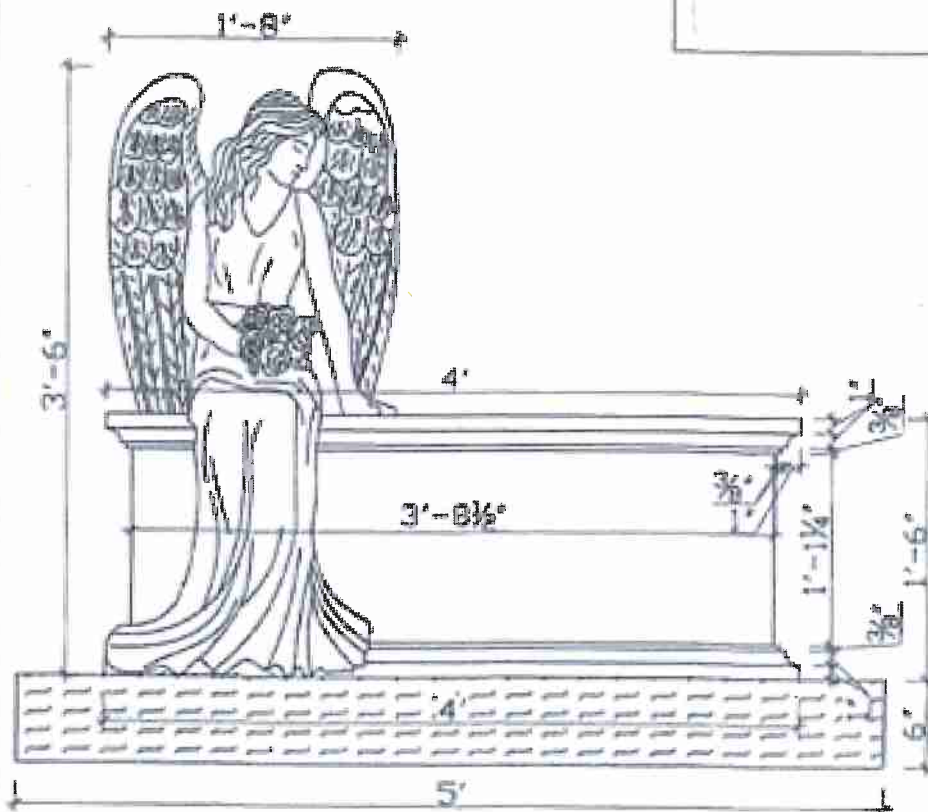
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CUT	COLOUR	SIZE	QTY
Bench	Midnight Black	48x24x42	1
Base	Midnight Black	60x28x6	1



APPROVED BY: _____ DATE: _____

65

5 June 2018

Michaela Giragosian
61 Essex Street
Middleton, Massachusetts 01949

Superintendent
Cemetery Division of Middleton
195 N Main Street
Middleton, MA 01949

To : Middleton, MA Superintendent, Cemetery Division

Subject : Monument For Family Plot

I would first like to take this time to thank you for your support, generosity and prayers your office has sent our way during Lola's treatments and especially after her passing. Our family is very fortunate to be part of such a wonderful community. Since Lola's passing, we have been struggling with idea that we have to pick out a headstone, and so I am writing to you today to ask for permission for a special monument to be placed where Lola is buried.

I guess, in order for you to understand the struggle, you would have to understand the background. Although my husband, Robert Anderson, was born and raised in Middleton, I was born in raised in New York and my family never had to decide on a monument for loved ones that had passed because our family tradition is to be placed in a mausoleum. The thought that my daughter is buried in the ground has been very difficult to accept, but since we planted our seeds in Middleton, I have no choice but to accept it.

Rob and I decided prior to Lola's passing to purchase 2 double plots, and will be purchasing 2 more double plots in order to ensure our family has a family space, as morbid as that may sound. With that being said, the monument that we have chosen is larger than what is allowed.

I understand that certain plots can only have certain size statues, however, where our plots are, I believe, ensures the monument would have enough space for a foundation to carry the weight without having to ever move it for future burials.

This monument will not only embrace Lola's spirit and love of the Blessed Mother Mary and angels and all things magic, but also encompass the faith and love our family has, as well as bring peace and comfort to those who may pay respect. Ultimately, there will be only one monument that will on our plots.

I have attached the image given to me by O'Rourke Bros. Memorials in Salem, MA, with dimensions.

Warm regards,

A handwritten signature in black ink, appearing to read 'Michaela', with a large, stylized loop at the end.

Michaela Giragosian
646-243-7770
mgiragosian1@gmail.com

SHOWN FOR SHAPE OF SCULPTURE ONLY.

ANGEL ON BENCH (1 PIECE)

4-0 X 2-0 X 5-0

ANGEL + BENCH WILL BE CARVED
FROM ONE PIECE OF BLACK GRANITE
BENCH WILL BE POLISHED (JET BLACK) AND
SCULPTURE WILL BE KEPT NATURAL
(LIGHT GREY)

TOTAL
HEIGHT

5'8"

68"

2267.
LARGER
THAN ALWAYS

FRONT VIEW

BACK VIEW

POLISHED

BENCH SHAPE APPROX. 4-0 X 1-4 X 1-8
(EXTRA 8" FRONT TO BACK IS ANGEL'S KNEE
AND THE BACK OF THE WINGS)

SUB-BASE 5-0 X 2-4 X 0-8 PFT, BRP

60" X 25" X 5"



O'ROURKE BROS MEMORIALS

June 6, 2018

4

Sir,

I'm writing this letter to express my continued interest in the possible upcoming employment opportunity of the Middleton Director of Veterans Services.

During the last ten months I have volunteered approximately 140 hours alongside Ted as he conducted his duties as the Veterans Service Officer for the town of Middleton. During this time, I was asked to attend and briefly speak at a Veterans Day presentation at the Fuller Meadow Elementary School, assisted with the presentation of the Korean Peace Medal to residents that served during the Korean War, assisted with planning a Veterans lunch at the senior center as well as accompanying Ted with transporting Veterans to their medical appointments. In addition to the time spent around Middleton I attended two weeklong conferences - one put on by the Massachusetts Department of Veterans Services and the second presented by the Massachusetts Veterans Service Officer Association. Both of these conferences were extremely informative and offered me a much better insight as to what a Veterans Service Officer needs to know and do to be successful. In addition to working alongside Ted, I recently completed a semester-long internship with the North Andover/Boxford Veterans Service Officer where I was able to learn and experience more of what a VSO's duties are. This internship was part of my final project for earning my Bachelors of Science degree which will be presented to me next week. I'll be graduating with high honors and beginning a Master's of Science program in the fall.

As a recently discharged Veteran, who has served in two separate branches of the military, I am quite knowledgeable with current state and local benefits as well as how to interact/work with the VA and other state and federal agencies to get Veterans the benefits and assistance they have earned or need.

Lastly, I'd like to thank you and your staff who were always kind and courteous to me throughout my time with Ted. Everyone was extremely helpful and I appreciate that. Thanks again and please feel free to contact me if you feel that I may be a good fit for this position. I understand that Ted has served Middleton for many years and has set extremely high standards and if given the opportunity I would work diligently to meet and exceed those high standards.

Sincerely,

Mary R Bent
Gary Bent

978-888-1868



Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Stephanie Pollack, Secretary & CEO
Jonathan L. Gulliver, Highway Administrator



June 11, 2018

Mr. Andrew Sheehan
Town Administrator
48 S Main Street
Memorial Hall
Middleton, MA 01949



Dear Mr. Sheehan:

This is in reference to the Town's recent request for a heavy commercial vehicle exclusion (HCVE) on a portion of River Street in Middleton.

Please be advised that both our District 4 Traffic Engineering Section and our Boston Office Regulations Section are in agreement with the Town regarding approval of a 24 hour HCVE for vehicles exceeding 2 ½ ton carrying capacity on the portion of River Street from Natsue Way to Boston Street.

At your earliest convenience, please forward to this office three originals, signed by the Board of Selectmen, of the official adoption of this HCVE regulation for River Street into the Town's Traffic Rules and Orders so that we may issue the appropriate permit accordingly.

Thank you in advance for your attention to this matter.

Sincerely,

Neil E. Boudreau
State Traffic Engineer

RFW/
Cc: Dist. 4 Traffic
Robert N. LaBossiere, Supt. Public Works



BOARD OF SELECTMEN

**Town of Middleton
48 South Main Street
Middleton, Massachusetts
01949-2253
978-777-3617**

RIVER STREET HEAVY COMMERCIAL VEHICLE EXCLUSION JULY 17, 2018

It is hereby voted to amend the Traffic Regulations of the Town of Middleton by adding a 24-hour heavy commercial vehicle exclusion for vehicles exceeding 2 ½ ton carrying capacity on the portion of River Street from Natsue Way to Boston Street.

MIDDLETON BOARD OF SELECTMEN

Kosta E. Prentakis, Chairman

Richard Kassiotis

Timothy P. Houten

Brian M. Cresta

Todd Moreschi

Andrew Sheehan

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From: jseagrams@aol.com
Sent: Thursday, July 12, 2018 7:11 AM
To: Andrew Sheehan
Cc: mercial@Comcast.Net; dougdjc1@aol.com; ferncrofttower@gmail.com;
danshirlich@comcast.net; carmellagee@comcast.net; carlgilda@yahoo.com;
jseagrams@aol.com; cjliserre@comcast.net
Subject: Food Bank

Hi Andy,
Just a short note to let you know that the owners at Ferncroft ran their annual dinner to support the Middleton Food Bank. Frank Leary was present. The chairman of the event was Frank Giannelli. The owners raised \$1600.00 for the Food Bank. I would appreciate it if you share this note with the selectmen.
Regards
Dick

Dick Nazzaro
JSeagrams@AOL.Com
617-962-9513



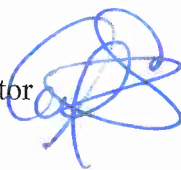
OFFICE OF THE TOWN ADMINISTRATOR

Town of Middleton
Memorial Hall
48 South Main Street
Middleton, MA 01949-2253
978-777-3617
www.middletonma.gov

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MEMORANDUM

TO: Board of Selectmen

FROM: Andrew J. Sheehan, Town Administrator 

SUBJ.: Transfer Station Fees

DATE: July 13, 2018

As was documented during the development of the FY19 budget, transfer station operating costs are not covered by the revenues generated by the sale of stickers. There are many reasons for this. The largest culprits are increasing tipping fees and changes in the recycling markets. Tipping fees were \$69/ton in FY17 and increased to \$70/ in FY18 and \$72/ton in FY19. As recently as a few years ago, a large portion of our recycling was sent overseas and communities received money or credit for recycled products. Those overseas markets are drying up and those that remain are paying less for these products.

The FY19 transfer station operating budget is approximately \$404,000. Revenues generated from the sale of stickers is estimated at \$160,000, approximately 40% of the operating budget. Actual receipts have averaged \$162,400 over the past five years. The difference between our FY19 estimated receipts and the approved budget is \$244,000.

It is important to note that the transfer station is not operated as an enterprise fund. We therefore do not need to cover all costs with fees. However, the shortfall falls to the tax levy and is borne by all taxpayers, including those who do not use or derive a benefit from the transfer station.

Residential users make up the vast majority of the stickers sold and revenues raised. So-called first car residential stickers have averaged 1,484 per year from FY13-FY18. Other sticker sales have brought in at most \$14,830 (FY17). In all but two years from FY13-FY18 non-first car stickers raised less than \$10,000. No fee is charged for recycling stickers.

Transfer station stickers have been at \$100 since October 2007, when they were increased from \$85. We do not have reliable data from this time period and are unable to determine the percentage of the operating budget offset by sticker fees at that time. The transfer station operating budget in FY08 was \$232,325, but we do not know how many stickers were sold.

In order to cover 100% of our current operating costs, we would need to dramatically raise the fee. Using first car stickers only, the fee would have to increase as follows to cover the noted percentages of the operating budget at \$404,000:

<u>% of operating budget</u>	<u>First car fee</u>
100%	\$270
75%	\$202
556%	\$150
50%	\$135
46%	\$125

Based on 1,484 first car stickers, a fee of \$125 would raise an additional \$37,200; a fee of \$150 would raise an additional \$74,200. In order to cover a greater share of our operating costs by the users of the transfer station, I recommend increasing transfer station sticker fees for the coming year, commencing October 1.

I recommend increasing the fee to either \$125 or \$150.

As noted above, there is no cost for recycling stickers. So far this year we have given out 326 recycling stickers. We do not have many historic data points for the distribution of recycling stickers, but the numbers have steadily increased the past four years, from FY15-FY18. Taking the four year average from FY15 to FY18 to date, a fee of \$25 would have offset operating costs by approximately \$7,356.

In addition to increasing the first car sticker fee, I recommend adding a \$25 fee for recycling stickers.

I recently met with the Board of Health. Under statute, the Board of Health regulates solid waste and chapter 323 of the Middleton Code is adopted as a Board of Health regulation. I informed the Board that we were reviewing solid waste regulations and would likely be offering some recommended changes. The Board is amenable to considering changes. One component could be mandating that private haulers require clients to recycling. This would level the playing field with transfer station users and potentially reduce recycling tonnage and thereby our operating costs. I will be working with Health Director Derek Fullerton, DPW staff, and others to revise the regulations. This process is independent of the fees discussed above.

In addition to revising the regulations, we will continue to explore efforts to reduce costs and/or increase revenues to offset the transfer station operation.

I look forward to discussing this in more detail.

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Assistant Town Administrator/Human Resources Coordinator

The Town of Middleton, MA seeks a highly motivated and qualified individual for the position of Assistant Town Administrator/Human Resources Coordinator. Working under the general direction of the Town Administrator, the Assistant Town Administrator/Human Resources Coordinator leads the Town's human resources efforts, assists in the coordination of the Town's risk management program and employee training, and provides management, leadership, and coordination of various administration functions. Bachelor's degree in public administration, human resources, political science, business, or related field and five years of supervisory experience, or equivalent combination of education and experience; master's degree preferred. Must possess excellent written, administrative, and oral skills. Compensation subject to negotiation; FY19 budgeted salary \$93,312. Send letter of interest and resume to: Andrew J. Sheehan, Town Administrator, 48 South Main Street, Middleton, MA 01949, or via email to michelle.creasi@townofmiddleton.org. Deadline: August 3, 2018. The Town of Middleton is EEO/AA.