

**BOARD OF SELECTMEN
MEETING AGENDA**

**Fuller Meadow School
Nathan Media Center**

143 South Main Street, Middleton, MA 01949

Tuesday, September 11, 2018

7:00 PM

This meeting is being recorded

1. 7:00 PM Warrants:
Minutes: August 14, 2018 open session; August 14, 2018 executive session; August 27, 2018 executive session jointly with Finance Committee
Town Administrator updates and reports
2. 7:05 PM Review and discuss Main Street Grill's compliance with the terms of its license; schedule a public hearing if non-compliant
3. 7:15 PM Public Hearing: Cable television public hearing to determine whether to issue a cable television license to Verizon and to Comcast. The ascertainment hearing for both carriers is being jointly held.
4. 7:30 PM Discuss Special Town Meeting tentatively scheduled for Tuesday, November 13, 2018, for the purpose of acquiring land on which to build municipal buildings and funding to undertake site planning; and vote to open the Special Town Meeting warrant
5. 8:00 PM Discussion of Masconomet capital projects with Masconomet representatives
6. 8:10 PM New Business: Reserved for topics that the Chair did not reasonably anticipate would be discussed
7. 8:15 PM Executive session, if necessary, 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.

The Board reserves the right to consider items on the agenda out of order. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

PRELIMINARY MINUTES
FINANCE COMMITTEE and BOARD OF SELECTMEN
JOINT MEETING
TOWN OF MIDDLETON
FULLER MEADOW SCHOOL
August 27, 2018
7:00 p.m.

Finance Committee Members Present: John Erickson (Co-Chair); Toni Mertz; Michelle Mahoney; and George E. Dow, Sr.

Members Absent: Richard Gregorio

Board of Selectmen Members Present: Kosta Prentakis (Chair); Timothy Houten; Rick Kassiotis; and Brian Cresta

Members Absent: Todd Moreschi

Others Present: Andrew Sheehan (Town Administrator); and Cortney B. Dalen (Recording Secretary)

Call to Order - K. Prentakis called the meeting to order at 7:00 p.m.

Executive Session - *R. Kassiotis motioned to enter into Executive Session at 7:00 p.m. 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. Seconded by M. Cresta. Motion passed 9-0-0 on a roll call vote (K. Prentakis - yes; T. Houten - yes; R. Kassiotis - yes; B. Cresta - yes; J. Erickson - yes; T. Mertz - yes; M. Cresta - yes; J. Mahoney - yes; G. Dow, Sr. - yes).*

Other Business - None

Adjournment - *M. Cresta motioned to adjourn at 8: 31 pm. Seconded by J. Mahoney. Motion passed 9-0-0.*

Respectfully submitted,

Cortney B. Dalen

Richard Kassiotis, BOS Clerk

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

Warrant Date: 8/30/18

Warrant Number: #1905

Payroll Warrant Total:

\$ 570,887

<u>Department</u>	<u>Amount</u>	<u>Detail of Expenses</u>
Board of Health	\$7,656	
COA	\$10,533	
Election	\$0	
Electric Light	\$57,647	\$4,530 Overtime; \$1,471 Call Out
Fire	\$45,318	\$15,704 Overtime; \$0 Part time
Inspections	\$10,013	
Library	\$13,876	
Memorial Hall	\$28,268	
Planning	\$3,577	
Police	\$55,685	\$3,412 Overtime; \$4,117 Reserves
Police Details	\$8,978	
Public Works	\$36,304	\$0 Snow; \$901 Overtime
Recreation	\$3,349	
Senior Work Off	\$0	
School	\$289,684	
Teacher Balloon Pay	\$0	
Town Officers	\$0	

Bills Payable Warrant Total:

\$ 1,171,069

<u>Department/Expense Category</u>	<u>Amount</u>	<u>Detail of Expenses</u>
All Payroll Deductions	\$72,447	
Administrator	\$1,380	Various Expenses
Accounting	\$0	
Assessor	\$0	
Clerk	\$9,400	\$9,400 New Voting Booths ATM Art.18
Cultural Council	\$1,350	Various Expenses
COA	\$2,218	Various Expenses
DPW	\$41,912	\$14,459 Waste Disposal; \$6,353 Equip Repair; \$4,226 Lakeview Ave Water Maint.
Fire	\$11,744	\$2,888 Fire Safety Handouts; \$2,346 Quarterly Ambulance Maint; \$1,670 Fuel
Health Director / IT	\$3,042	\$2,785 IT Related
Inspections	\$142	Various Expenses
Library	\$8,051	\$3,876 Purchase Books; \$2,079 Electricity
MELD	\$848,626	\$758,317 Purchase Power
Planning	\$484	Various Expenses
Police	\$63,864	\$60,096 New Police Vehicles ATM Art.18
Recreation	\$3,111	\$2,331 Park Program Expenses
School	\$41,665	\$20,142 IT Related; \$16,063 Tuition
Treasurer	\$61,634	\$24,731 Masco Assess; \$22,909 SESD
Veterans Agent	\$0	

Return of Service

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Essex County

Middleton Massachusetts

August 30, 2018

I, Adam Maccini, served the within notice by delivering a copy thereof to the within named

. (or) by leaving a copy thereof at the usual place of business. Said service was made at 245 South Main Street, Middleton.

Adam Maccini
Manager


Adam Maccini, Detective Town of
Middleton Police Department



OFFICE OF THE TOWN ADMINISTRATOR

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

August 30, 2018

Mr. Spero J. N. Demakes, Manager
245 Middleton Pub Corporation
245 South Main Street
Middleton, MA 01949

Re: 245 Middleton Pub Corporation d/b/a Main Street Grill

1. Common Victualler License to Expose, Keep for Sale and Sell All Kinds of Alcoholic Beverages to be Drunk on the Premises License #00008-RS-0704
2. Common Victualler's License
3. Entertainment License

Dear Mr. Demakes:

The Middleton Board of Selectmen, as the local licensing authority for the above licenses held by your business, requests your presence at its next meeting to be held on September 11, 2018 at 7:30 PM. We are requesting the updated documentation regarding your re-payment plan from the Commonwealth of Massachusetts. Additionally, you are currently in arrears of with Town of Danvers water fees and Middleton electric service fees. Your continued failure to pay your taxes and fees to the Town in a timely manner is of concern to the Board of Selectmen.

If the licensing Authority determines that you are in violation of a condition of your liquor license, the Board may choose to schedule a hearing at which it may decide, upon the provision of satisfactory proof, that your liquor license issued by the Town could be suspended, modified, revoked or cancelled under the provisions of Massachusetts General Laws Chapter 138, Section 64. All other licenses issued by the Town could also be revoked.

Please confirm your intention to appear before the Licensing Authority on September 11th by calling this office at 978- 777-3617 no later than noon on Wednesday, September 5, 2018.

Sincerely,

Andrew J. Sheehan
Town Administrator

NOTICE OF CABLE TELEVISION PUBLIC HEARING

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The Board of Selectmen of the Town of Middleton, Massachusetts, as Issuing Authority for a cable television license under M.G.L. c.166A, will hold a public hearing on Tuesday, September 11, 2018 at 7:15p.m. The public hearing will be held in the Nathan Media Center in the Fuller Meadow School, 143 South Main Street, Middleton, MA 01949. The purpose of the public hearing will be to determine whether to issue a cable television license to Verizon and to Comcast. All applications, reports, statements and license drafts to be considered at the hearing that constitute public records under state law are available for public inspection during regular business hours and for reproduction at a reasonable fee. Members of the public are invited to attend and be heard on the topic: (a) whether the current cable operator is in full compliance with its currently-existing cable license; and (b) what are the Town's future community cable-related needs.

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Please publish in the *Tri-Town Transcript* on August 24 and 31, 2018

Please bill: Middleton Board of Selectmen
c/o Michelle Creasi
48 South Main Street
Middleton, MA 01949
978-777-3617

Town of Middleton Massachusetts

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Special Town Meeting

Tuesday, November 13, 2018, 7:00 P.M.

Special Town Meeting Warrant

Howe Manning School Gymnasium
26 Central Street, Middleton, MA

**TOWN OF MIDDLETON
SPECIAL TOWN MEETING
THE COMMONWEALTH OF MASSACHUSETTS
NOVEMBER 13, 2018**

ESSEX s.s.

To the Constable of the Town of Middleton in the County of Essex:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in Elections and Town Affairs, to meet at the Howe Manning School Gymnasium, 26 Central Street in said Middleton on Tuesday, November 13th, 2018 next, at 7:00 p.m., then and there to act on the following articles:

To transact any other business that may lawfully come before this meeting.

ARTICLE 1. On petition of the Board of Selectmen and Finance Committee, to see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of three million eight hundred thousand dollars (\$3,800,000) to fund the acquisition, by purchase, gift, or eminent domain, of two certain parcels of land located off South Main Street and Boston Street shown as Lots 59A and 63 on Middleton Assessors Map 25 consisting of 23.74 acres more or less; and to authorize the Board of Selectmen to convey and accept easements; or take any other action relative thereto.

Purpose: This article will authorize the acquisition of land for future municipal use.

Planning Board Recommendation:

Master Plan Recommendation:

ARTICLE 2. On petition of the Board of Selectmen and Finance Committee, to see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sum of money to fund a master development plan of land located off South Main Street and Boston Street shown as Lots 59A and 63 on Middleton Assessors Map 25; or take any other action relative thereto.

Purpose: This article will fund a master development plan of the site for future municipal use.

Planning Board Recommendation:

Master Plan Recommendation:

ARTICLE 3. On petition of the Board of Selectmen and Finance Committee, to see if the Town will vote to transfer a sum of money from Free Cash to various stabilization funds; or act in relation thereto.

End of Special Town Meeting Warrant

To the Town Constable:

You are hereby directed to service this Warrant by posting up attested copies thereof at:

- Memorial Hall
- Post Office
- Flint Public Library
- Store at Howe Station Market
- Ferncroft Towers, and
- Fuller Pond Village

In said Town fourteen days, at least, before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereof, to the Town Clerk at time and place of meeting aforesaid.

Given under our hands this _____ th day of _____ in the year of our Lord Two Thousand and Eighteen.

MIDDLETON BOARD OF SELECTMEN

S. _____

S. _____

S. _____

S. _____

S. _____

A true copy Attest:

S. _____
Constable of the Town of Middleton

Date Posted

TIMELINE
NOVEMBER 13, 2018
SPECIAL TOWN MEETING

Tuesday, September 4, 2018 State Primary Election

Tuesday, Sept. 11, 2018 BOS votes to open Special Town Meeting warrant

Sat.-Weds., Sept. 22-26 ICMA Conference, Baltimore: TA out of office

Monday, October 8, 2018 Columbus Day observed

Thursday, October 11, 2018* BOS/FinCom/TA warrant reading at Flint Public Library— not required

Friday, October 12, 2018 Warrant book to printer

Monday, October 22, 2018 Early Voting for 11/6/18 State Election begins

Tuesday, October 23, 2018 Motions meeting: TA, CFO, Town Counsel, Town Clerk, Moderator

Weds., October 17, 2018 Last day to register for 11/6/18 State Election (8PM)

Saturday, October 27, 2018 Town Clerk's Office open for Early Voting for 11/6/18 State Election

Monday, October 29, 2018 Deadline for Constable to post Warrant

Friday, November 2, 2018 Early Voting for 11/6/18 State Election ends

Friday, November 2, 2018 Last day to register to vote for 11/13/18 STM (8PM)

Friday, November 2, 2018 Warrant book to USPS for mailing to households on Saturday, November 3, 2018

Tuesday, November 6, 2018 State Election

Weds/Thurs, Nov. 7 or 8* Pre-Town Meeting at Flint Public Library

Friday, November 16, 2018 Last day for Clerk to receive overseas ballots

Tuesday, November 20, 2018 Deadline for Clerk to certify State Election

Sunday, November 22, 2018 Veterans' Day

Monday, November 12, 2018 Veterans' Day observed

November 13, 2018 Special Town Meeting: 7PM, Howe Manning Gymnasium

*Subject to availability of meeting room