

# ACTION TAKEN

## BOARD OF SELECTMEN MEETING AGENDA

Fuller Meadow School  
Nathan Media Center  
143 South Main Street, Middleton, MA 01949  
Tuesday, December 18, 2018  
7:00 PM

*This meeting is being recorded*

1. 7:00 PM Warrant: 1913 **Approved 5-0**  
Minutes: December 4, 2018 **Approved 5-0**  
Town Administrator updates and reports
  - The Police Department received 2 awards from AAA for traffic safety. Congratulations to Officer Smith and the entire department.
  - Thanks to Senator Bruch Tarr, North Shore 104.9, and all who participated in and donated to the annual North Shore Holiday Toy Drive last Thursday at the Flint Public Library.
  - After last meeting's tax classification hearing, the DOR approved the recap and the tax rate at \$13.69 (which is down \$0.27 from FY19, emblematic of the continued appreciation of property values).
  - The Town will convert our financial management software to a cloud-based version this Thursday and Friday and the system will not be available. Payments may still be made, but we may not be able to provide balances to the penny.
  - We will be applying for two Community Compact Grants from the State in the near future – one for human resources software and one for cemetery software, mapping, and scanning of documents.
  - There will be no meeting on January 1, 2019.Selectman Houten is authorized to sign the next warrant, #1914. **Approved 5-0**
2. 7:15 PM Middleton House of Pizza for a license to serve wine and malt beverages on premises. **Approved 5-0**
3. 7:30 PM Review and vote to adopt Criminal Offender Registry Information (CORI) Policy **Approved 5-0**
4. 7:35 PM Review and vote to adopt Equal Employment Opportunity, Discrimination, and Sexual Harassment Policy **Approved 5-0**
5. 7:40 PM Vote to accept the following donations to the Middleton Food Bank:
  - From Michael and Ann Bushee: \$500
  - From Ruth Karchenes: \$500 **Approved 5-0**
6. 7:45 PM Vote to discontinue use of Accuvote voting equipment and use ImageCast voting equipment beginning with the Annual Town Election on May 21, 2019 and all subsequent elections, in the form described below:  
**Recommended Motion: I move to discontinue using the Accuvote-Optic Scan ballot tabulating voting equipment and to authorize Ilene Twiss, Middleton's Town Clerk, to purchase three (3) ImageCast scanning and tabulation voting equipment through LHS Associates, and to use the ImageCast voting equipment beginning with the Annual Town elections on May 21, 2019 and all elections and primaries federal, state and local from that date forward. Approved 5-0**
7. 7:50 PM Update on FY20 budget process, including instructions to departments  
**Update**
8. 8:05 PM Vote to renew remaining licenses for calendar year 2019 **Approved 5-0**

9. 8:10 PM Review, accept, and authorize expenditures on the following Council on Aging grants:
  - Title IIIB grant in the amount of \$11,500 for elder outreach
  - Formula Grant in the amount of \$20,088 for outreach and staffing
  - New England BioLabs in the amount of \$2,000 to support memory cafes as part of the regional respite care grant **Approved 5-0**
10. 8:15 PM New Business: Reserved for topics that the Chair did not reasonably anticipate would be discussed **None**
11. 8:20 PM Executive Session under GL c. 30A, s. 21(a)(6), to consider the purchase, acquisition, or value of real property 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.*