

MIDDLETON BOARD OF SELECTMEN
MEETING AGENDA
TUESDAY, DECEMBER 8, 2020
7:00 PM

This meeting is being recorded

Due to the state of emergency in Massachusetts due to the COVID-19 outbreak, this meeting will be held via ZOOM, an internet based meeting space. It is the intent that the virtual meeting space will be made accessible to the public; however, if this is not possible despite best efforts, the full and complete transcript of the meeting will be posted on the Town's website as soon as practicable upon the conclusion of the proceedings. To join the meeting, go to

Join Zoom Meeting

<https://us02web.zoom.us/j/87417122140?pwd=Wk5QUUG4rU1paemdMOFNEbFgvb3Badz09>

Meeting ID: 874 1712 2140

Passcode: 823427

One tap mobile 929-205-6099

1. 7:00 PM Warrant: #2112
Minutes: Open Session: November 24, 2020
Town Administrator updates and reports
2. 7:15 PM Public Comment Period
3. 7:20 PM FY2021 Tax Classification Hearing
Review of Fiscal Year 2021 final valuations approved by state Department of Revenue; votes required under Massachusetts General Law, Chapter 59, Section 2:
 1. To discount up to 25% of Open Space (No, as there are no qualifying parcels)
 2. To adopt up to a 20% Residential Exemption (Yes or No, and if Yes, at what %)
 3. To adopt up to a 10% Small Commercial Exemption (No, as there are no eligible parcels)
 4. To determine the percentage of the tax levy to be borne by the two main property classes:

Residential and CIP (Commercial, Industrial and Personal):
 1. 100% factor or unity for both classes
 2. A CIP factor between 100-150% of Residential factor as shown on options chart
4. 7:35 PM FY22 budget discussion
5. 7:45 PM Discussion of 2021 license renewal fees
6. 7:55 PM Approval of 2021 license renewals
7. 8:00 PM Review and vote to accept the following grants and donations:
 - \$25,000 from the Commonwealth of Massachusetts, Executive Office of Public Safety & Security toward the design and planning of a public security facility
 - \$7,500 from MIIA toward the purchase of a digital message board
8. 8:05 PM New Business: Reserved for topics that the Chair did not reasonably anticipate would be discussed
9. 8:25 PM Executive Session: Pursuant to GL c. 30A, s. 21(a)(6) to consider an offer to purchase real property where discussing the matter in open session may have a detrimental effect on the Town; and c. 30A, s. 21(a)(2) with respect to a contract for an Interim Police Chief

Upcoming Meetings: December 15: Police Chief Interviews, December 22: Regular BOS meeting

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.

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

Warrant Date: 12/03/20

Warrant Number: # 2112

Payroll Warrant Total: \$ 752,783

<u>Department</u>	<u>Amount</u>	<u>Detail of Expenses</u>
Board of Health	\$15,794	
COA	\$9,632	
Election	\$229	
Electric Light	\$89,962	\$ Overtime; \$ Call Out
Fire	\$70,654	\$20,068 Overtime; \$8,555 Part time
Inspections	\$9,632	
Library	\$16,398	
Memorial Hall	\$41,585	
Planning	\$3,864	
Police	\$70,096	\$4,890 Overtime; \$3,249 Reserves
Police Details	\$14,581	
Public Works	\$39,902	\$0 Snow; \$485 Overtime
Recreation	\$0	
Senior Work Off	\$0	
School	\$367,836	
Teacher Balloon Pay	\$0	
Town Officers	\$2,617	

Bills Payable Warrant Total: \$ 973,818

<u>Department/Expense Category</u>	<u>Amount</u>	<u>Detail of Expenses</u>
All Payroll Deductions	\$97,631	
Administrator	\$114,075	\$31,200 IT Related; \$14,329 Design Study; \$14,700 Tent Rentals
Accounting	\$0	
Assessor	\$312	Miscellaneous Expenses
Clerk	\$0	
Cultural Council	\$0	
COA	\$594	Miscellaneous Expenses
DPW	\$69,172	\$26,635 Railtrail; \$14,371 Paving
Fire	\$8,049	\$5,357 Ambulance Related
Health Director / IT	\$2,376	\$2,360 IT Related
Historical Comm.	\$0	
Inspections	\$0	
Library	\$0	
MELD	\$535,198	\$472,858 Purchase Power
Planning	\$14	Miscellaneous Expenses
Police	\$6,303	\$2,475 Antenna Radars ATM
Recreation	\$0	
School	\$90,829	\$38,310 IT Related; \$14,742 Extraordinary Maintenance; \$8,060 Tuition
Treasurer	\$49,245	\$23,256 SEDS; \$18,095 Unemployment
Veterans' Agent	\$19	Miscellaneous Expenses

**MEETING MINUTES
BOARD OF SELECTMEN
Tuesday, November 24, 2020 7:00 PM
This meeting was recorded**

NOTE: Due to the state of emergency in Massachusetts due to the COVID-19 outbreak, this meeting was held via ZOOM, an internet-based meeting space.

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

Absent: None

Others Attending: Town Administrator Andy Sheehan, Assistant Town Administrator Tanya Shallop, Minutes Secretary Judi Stickney, Paul Pellicelli, Marco Stefanelli, Town Clerk Ilene Harris Twiss

7:04 PM With a quorum present, Chair Rick Kassiotis called the meeting to order.

ROUTINES

- **Warrant Approval:** Town Administrator Andy Sheehan provided a brief review of Warrant #2111: Payroll: \$751,358, Bills Payable: \$4,403,825, noting that the Town Accountant had reviewed the warrant and requested the Board's approval. After a brief discussion, the Board took the following action:

On a **MOTION** made by **Prentakis**, second by **Cresta**, the Board of Selectmen **VOTED** unanimously by roll call vote to approve the warrant as presented.

Roll Call (Called by Selectman Moreschi):

CRESTA:	Yes
HOUTEN:	Yes
KASSIOTIS:	Yes
PRENTAKIS:	Yes
MORESCHI:	Yes

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

On a **MOTION** made by **Prentakis**, second by **Cresta**, the Board of Selectmen **VOTED** unanimously by roll call vote to accept the minutes of November 10th, 2020 as written.

Roll Call (Called by Selectman Moreschi):

CRESTA:	Yes
HOUTEN:	Yes
KASSIOTIS:	Yes
PRENTAKIS:	Yes
MORESCHI:	Yes

- **Town Administrator's Report:** Town Administrator Andy Sheehan provided the Board with information and updates on the following:
 - **Neighbors in Need:** Due to COVID-19, they are asking for either monetary donation to Friends of the Flint NIN, or donate gift cards for toy stores and similar.
 - **Senator Tarr's Toy Drive Through the District:** He'll be in Middleton on Thursday, December 3rd, at noon, at Teresa's. Details www.NorthShore104.com/toydrive
 - **COVID-19:** Sheehan advised hospitalization rates are rising along with positivity rates, as a result of the cold weather and people being inside with other people. There are only two states on the safe travel list which are Vermont and Hawaii. Middleton currently had 9 cases on the weekly report. 13 cases since November 13th. Our numbers are going up. They have encouraged all employees to follow the governor's directives on gatherings, social distancing, etc. Sheehan advised he was on a recent call regarding COVID and the news was that they need to expect COVID to last through 2021. Even with vaccines on the horizon, most will require an initial shot and a booster. He encourages everyone to avoid gatherings, to wear masks, and to wash hands.
 - **Update on Police Chief Search:** Sheehan advised that Municipal Resources Inc. is holding the assessment center in December. The finalists will be interviewed by Selectmen. Members identified December 15 or 17 for interviews. They will tell all the candidates and MRI to hold those dates open. A brief discussion ensued. Sheehan noted that Chief DiGi is willing to stay on until a new Chief has been sworn in.
 - **Executive Office of Public Safety & Security:** Sheehan reported the Town will receive a budgetary earmark of not less than \$25,000 from the state's COVID Act, a pass-through of federal funds. The town is thankful to Senator Tarr and Representatives Speliotis and Jones for their help in getting this grant, which will be used for the proposed public safety project at 105 South Main Street.

7:25 PM Public Comment Period: There were no public comments.

7:26 PM Review and Approve Application of Marco Stefanelli d/b/a Marco's Pizzeria for a Common Victualler License at 119 South Main Street, Unit A: The Town Administrator provided the Board with the license application and all supporting documents prior to the meeting. Marco Stefanelli was in attendance and provided a brief description of his restaurant, which occupies the same space as the previous occupant, Sol Bean Cafe. After a very brief discussion, the Board took the following action:

On a **MOTION** made by **Cresta**, second by **Houten**, the Board of Selectmen **VOTED** unanimously by roll call vote to approve the Common Victualler License for Marco Stefanelli d/b/a Marco's Pizzeria for a Common Victualler License at 119 South Main Street, Unit A, as presented.

Roll Call (Called by Selectman Moreschi):

CRESTA:	Yes
HOUTEN:	Yes
KASSIOTIS:	Yes
PRENTAKIS:	Yes
MORESCHI:	Yes

7:32 PM Discussion of 2021 License Renewals: The Town Administrator provided the Board with a copy of the license renewal fees as well as the revenue the licenses generate for the town. Sheehan noted that it's a tough time for restaurants and businesses and he suggested that the Board discuss the possibility of reducing or eliminating renewal fees for this year, due to COVID-related losses. A lengthy discussion ensued on the options. After discussion, the Board decided to reduce fees by 50% for this year's renewals.

MOTION made by **Houten**, second by **Cresta**, to reduce all license renewals by 50% for one year.

After discussion, the Board put this off until December 8th. Houten withdrew his motion.

7:56 PM Preliminary Discussion of FY22 Operating and Capital Budgets: The Town Administrator provided the Board with a brief update on FY22 Operating and Capital budgets, noting that they will be sending out instructions to the departments within the next few weeks, advising them to plan on level service, and a 0%-1% increase in wages. He expects that the proposed operating budget will change several times before it's ready for Town Meeting approval in May. Sheehan also provided the Board with a summary of the expected capital budget. Sheehan noted that they have an excellent finance team who have positioned the town to be able to weather budgetary shortfalls.

8:08 PM Review Calendar for FY2022: Town Administrator Andy Sheehan provided the Board with a proposed meeting calendar for FY2022, including budget meetings, May 11, 2021 Annual Town Meeting, and May 18, 2021 Annual Election. Sheehan advised he did speak with the Town Moderator and the Town Clerk on setting the proposed dates.

8:14 PM Continued Discussion of Composition of the Bylaw Review Committee: The Town Administrator provided the Board with a copy of the draft of the composition of the Bylaw Review Committee for the Board's review. Members expressed consensus for the description. Sheehan said he will offer reappointment to existing members before posting for new volunteers.

8:16 PM New Business:

- **Landfill Traffic Congestion:** Selectman Chair Kassiotis brought up the continuing issue of congestion at the landfill during peak usage times. He suggested that perhaps the back stairwell area should be reopened to alleviate some of the congestion. A brief discussion ensued. After discussion, the Town Administrator advised he is scheduled to meet with DPW Superintendent Paul Goodwin next week and he will bring this up with him and suggest a possible working group consisting of Selectmen and DPW to develop a plan to alleviate the congestion.

8:23 PM Executive Session: Pursuant to GL c. 30A, s. 21(a)(6) to consider an offer to purchase real property where discussing the matter in open session may have a detrimental effect on the Town

On a **MOTION** made by **Moreschi**, second by **Cresta**, the Board of Selectmen **VOTED** unanimously by roll call vote to go into Executive Session, Pursuant to GL c. 30A, s. 21(a)(6) to consider an offer to purchase real property, where discussing the matter in open session may have a detrimental effect on the Town, and not return to open session.

Roll Call (Called by Selectman Moreschi):

CRESTA: Yes


HOUTEN: Yes
KASSIOTIS: Yes
PRENTAKIS: Yes
MORESCHI: Yes

8:34 PM Adjourn

With no further business, on a **MOTION** made by **Prentakis**, the Board of Selectmen's meeting of November 24th, 2020 adjourned at 8:34 PM.

**Upcoming Meetings: December 8 & 22: Regular BOS meetings
January 12 & 26**

Respectfully submitted,



Judith A. Stickney, Minutes Secretary

Todd Moreschi, BOS Clerk

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

- Agenda: November 24, 2020
- Warrant:
 - Warrant #2111: Payroll: \$751,358, Bills Payable: \$4,403,825
- Minutes:
 - November 10, 2020
- Common Victualler/General License Application and supporting documents: Marco Stefanelli d/b/a Marco's Pizzeria
- Town of Middleton License Fees
- Town of Middleton License Fees Totals
- CALENDAR: FY2022 OPERATING AND CAPITAL BUDGETS, MAY 11, 2021 ANNUAL TOWN MEETING, MAY 18, 2021 ANNUAL TOWN ELECTION
- Bylaw Review Committee Mission



OFFICE OF THE TOWN ADMINISTRATOR

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

3.

**TOWN OF MIDDLETON
TAX CLASSIFICATION HEARING**

The Middleton Board of Selectmen will hold a public hearing on Tuesday, December 8, 2020 at 7:20PM. The purpose of the hearing is to determine the percentages of the tax levy to be borne by each class of property for Fiscal Year 2021, in accordance with Massachusetts General Laws Chapter 40, Section 56 and Chapter 797 of the Acts and Amendments thereto.

Interested taxpayers are encouraged to present oral testimony at the hearing or may submit information in writing to the Board of Selectmen's Office no later than December 8, 2020. Due to COVID restrictions the hearing will be conducted virtually. Interested parties can attend the virtual meeting by clicking the Zoom link or using the call in number.

<https://us02web.zoom.us/j/87417122140?pwd=Wk5QUG4rU1paemdMOFNebFgvb3Badz09>

Meeting ID: 874 1712 2140, Passcode: 823427, one tap mobile 929-205-6099

Please publish in the *Salem News* on Tuesday, December 1, 2020.

Submit bill to: Board of Selectmen
48 South Main Street
Middleton, MA 01949

978-777-3617



Town of Middleton
48 South Main Street
Board of Assessors
Middleton, Massachusetts
01949-2253
978-774-2099
www.townofmiddleton.org

December 3, 2020

Board of Selectmen
Town of Middleton
48 South Main Street
Middleton, MA 01949

Re: FY 2021 Property Tax Classification Hearing and Departmental Report for the Selectmen

Dear Selectmen:

The Assessors are pleased to submit documentation for the Property Tax Classification Hearing for FY 2021. Please see the attached informational packet. The Selectmen must vote annually on these questions in order to complete the tax rate setting process. I have also included my annual statistical report:

I would now like the opportunity to update the Board of Selectmen on the Assessors department:

FY2020 started out as usual, but was interrupted with the pandemic crisis. We managed and continue to manage taxpayer requests utilizing more online capabilities. We held Board meetings via ZOOM and held a few meetings outside while meeting safety requirements. While working remotely and in the office, we were able to complete our basic functions timely.

This fiscal year was an Interim Adjustment of values for Middleton. Sales and other market data from calendar 2019 was utilized to determine values. As usual, various neighborhoods and complexes saw increases, decreases and some with no significant change. The revaluation resulted in an overall increase of 1.8 % in the current to previous valuation. There was a 2.1 % increase in the current to previous class for single-family homes class. Condominiums saw an overall 2 % increase from the previous valuation. Our current overall assessment to sale median ratio is 97% for single-family properties and 96 % for condominiums. All the statistics meet the requirements of the Bureau of Local Assessment.



Town of Middleton
48 South Main Street
Board of Assessors
Middleton, Massachusetts
01949-2253
978-774-2099
www.townofmiddleton.org

The average single-family tax bill increase of \$196.26 is based on the projected tax rate of \$13.72. The average condominium tax bill will increase by \$135.78 using the same rate.

In the Tri-Town comparison, Middleton still has a lower average tax bill than the other two towns:

Community	Average Single Family Home 2021	FY21 Tax Rate	Average Tax Bill FY 2021	Average Tax Bill increase
Middleton	\$ 640,003	\$ 13.72	\$ 8,826	\$ 196
Boxford	\$ 683,186	\$ 16.01	\$ 10,938	\$ 130
Topsfield	\$ 611,779	\$ 17.92	\$ 10,963	\$ 349

Middleton maintains a higher average value than Topsfield, but retains a substantially lower average tax bill than the other two towns.

**Please note that the tax rates used are proposed rates and have not been certified by the DOR as of this date.*

This was a moderate year for growth in Middleton. New single-family homes and condominiums represented 61% of this year's growth. Commercial/Industrial/Personal growth was 26%.

Our next certified revaluation will be in 2022. Recent changes in the law have eliminated triennial certifications and spaced them to every five years. Interim adjustment of values are still required.

We have cooperated with other departments in developing various layers for the GIS system. The DPW is currently working on a water distribution and storm water layer. We look forward to more layer development to make GIS an integral part of our municipality.

Our department looks forward to utilizing more technology in the future to streamline many internal functions. We also continue to improve the education level of our department through coursework and continuing education seminars.

I would again like to take this opportunity to thank my outstanding staff: Therese Fontaine, Donna Peary, and my Board members for their adaptation, hard work and support during this past year and to other town departments for their cooperation.

Respectfully,

Bradford W. Swanson, M.A.A.
Assistant Assessor/Appraiser

TOWN OF MIDDLETON

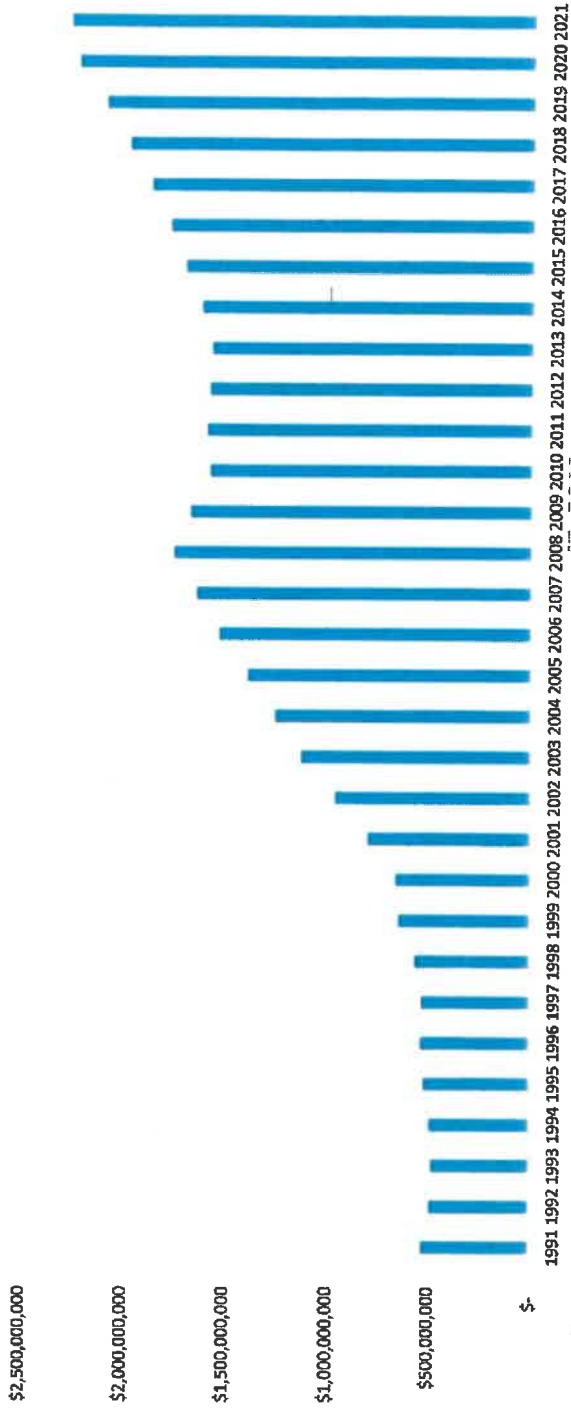
TOTAL VALUES BY CLASS HISTORICALLY

FY	Residential	Commercial	Industrial	Personal Property	Total Taxable	RES % of Total	C I P % of Total	Exempt Valuation	Total Town Valuation
1991	\$ 383,561,059	\$ 105,943,367	\$ 38,610,030	\$ 4,438,994	\$ 532,553,450	72.0	28.0		
1992	\$ 345,340,872	\$ 104,248,112	\$ 34,357,100	\$ 8,264,907	\$ 492,210,991	70.2	29.8		
1993	\$ 339,604,010	\$ 103,748,194	\$ 30,956,440	\$ 8,177,547	\$ 482,486,191	70.4	29.6		
1994	\$ 348,722,071	\$ 105,145,323	\$ 30,352,710	\$ 8,469,065	\$ 492,689,169	70.8	29.2		
1995	\$ 360,619,688	\$ 105,825,635	\$ 30,324,340	\$ 24,100,310	\$ 520,869,973	69.2	30.8		
1996	\$ 399,156,455	\$ 99,892,939	\$ 27,168,390	\$ 10,504,310	\$ 536,722,094	74.4	25.6		
1997	\$ 403,909,749	\$ 93,176,267	\$ 25,664,650	\$ 10,874,090	\$ 533,624,756	75.7	24.3		
1998	\$ 429,637,276	\$ 97,505,941	\$ 27,062,410	\$ 11,377,110	\$ 565,582,737	76.0	24.0		
1999	\$ 493,721,578	\$ 109,778,183	\$ 32,858,480	\$ 11,752,250	\$ 648,110,491	76.2	23.8		
2000	\$ 510,647,683	\$ 107,787,274	\$ 32,118,893	\$ 12,431,485	\$ 662,985,335	77.0	23.0		
2001	\$ 638,533,308	\$ 115,263,085	\$ 33,808,819	\$ 12,727,770	\$ 800,332,982	79.8	20.2	\$ 88,183,800	\$ 888,516,782
2002	\$ 776,039,716	\$ 130,673,551	\$ 38,153,810	\$ 16,510,730	\$ 961,377,807	80.7	19.3	\$ 96,153,800	\$ 1,057,531,607
2003	\$ 928,028,503	\$ 139,563,942	\$ 41,544,570	\$ 16,728,580	\$ 1,125,865,595	82.4	17.6	\$ 115,890,100	\$ 1,241,755,695
2004	\$ 1,048,574,320	\$ 141,225,273	\$ 41,732,670	\$ 19,310,250	\$ 1,250,842,513	83.8	16.2	\$ 120,575,000	\$ 1,371,417,513
2005	\$ 1,158,469,389	\$ 150,731,878	\$ 45,050,570	\$ 32,140,330	\$ 1,386,392,167	83.6	16.4	\$ 131,250,300	\$ 1,517,642,467
2006	\$ 1,302,816,103	\$ 145,008,136	\$ 45,491,130	\$ 32,681,560	\$ 1,525,996,929	85.4	14.6	\$ 135,493,300	\$ 1,661,490,229
2007	\$ 1,395,799,970	\$ 159,954,858	\$ 46,547,070	\$ 34,882,740	\$ 1,637,184,638	85.3	14.7	\$ 153,349,800	\$ 1,790,534,438
2008	\$ 1,466,783,487	\$ 191,497,302	\$ 54,237,400	\$ 37,901,380	\$ 1,750,419,569	83.8	16.2	\$ 139,258,800	\$ 1,889,678,369
2009	\$ 1,372,474,315	\$ 198,205,068	\$ 53,933,700	\$ 44,584,640	\$ 1,669,197,723	82.2	17.8	\$ 142,072,400	\$ 1,811,270,123
2010	\$ 1,268,424,640	\$ 196,849,217	\$ 59,579,100	\$ 50,591,580	\$ 1,575,444,537	80.5	19.5	\$ 128,834,800	\$ 1,704,279,337
2011	\$ 1,293,728,667	\$ 192,903,411	\$ 57,095,800	\$ 46,150,348	\$ 1,589,878,226	81.4	18.6	\$ 117,211,000	\$ 1,707,089,226
2012	\$ 1,296,726,278	\$ 177,190,183	\$ 58,113,600	\$ 46,347,793	\$ 1,578,377,854	82.2	17.8	\$ 151,017,300	\$ 1,729,395,154
2013	\$ 1,298,546,821	\$ 169,439,889	\$ 57,347,800	\$ 44,049,599	\$ 1,569,384,109	82.7	17.3	\$ 151,064,500	\$ 1,720,448,609
2014	\$ 1,339,427,196	\$ 177,093,210	\$ 57,348,600	\$ 46,806,572	\$ 1,620,675,578	82.6	17.4	\$ 162,113,000	\$ 1,782,788,578
2015	\$ 1,415,175,272	\$ 181,829,713	\$ 57,600,100	\$ 47,042,134	\$ 1,701,647,219	83.2	16.8	\$ 170,302,000	\$ 1,871,949,219
2016	\$ 1,483,941,972	\$ 187,537,809	\$ 60,162,200	\$ 47,930,565	\$ 1,779,572,546	83.4	16.6	\$ 174,841,500	\$ 1,954,414,046
2017	\$ 1,559,356,526	\$ 202,236,252	\$ 62,273,200	\$ 47,768,045	\$ 1,871,634,023	83.3	16.7	\$ 223,345,600	\$ 2,094,979,623
2018	\$ 1,644,695,469	\$ 218,433,004	\$ 70,957,400	\$ 46,394,707	\$ 1,980,480,580	83.0	17.0	\$ 227,589,100	\$ 2,208,069,680
2019	\$ 1,741,339,205	\$ 222,709,558	\$ 87,882,600	\$ 45,528,272	\$ 2,097,459,635	83.0	17.0	\$ 228,951,600	\$ 2,326,411,235
2020	\$ 1,822,954,152	\$ 244,852,278	\$ 115,611,800	\$ 50,713,687	\$ 2,234,131,917	81.6	18.4	\$ 229,479,900	\$ 2,463,611,817
2021	\$ 1,857,590,904	\$ 245,046,333	\$ 119,224,900	\$ 51,925,231	\$ 2,273,787,368	81.7	18.3	\$ 230,602,300	\$ 2,504,389,668

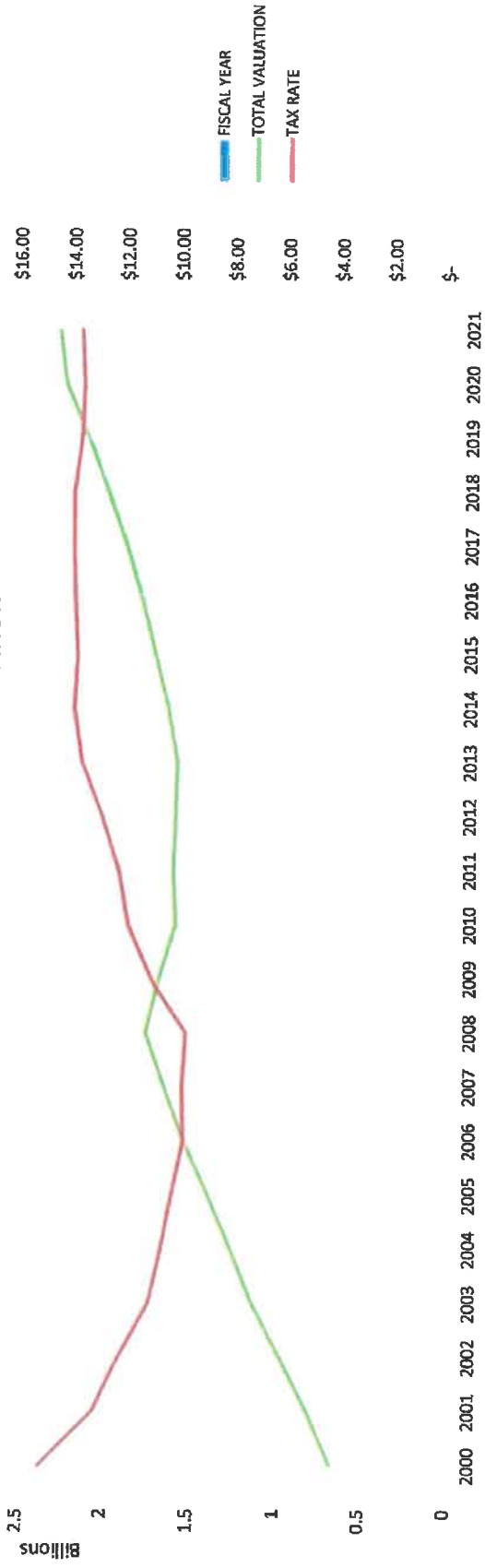
TOWN OF MIDDLETON

TOTAL VALUES BY CLASS HISTORICALLY

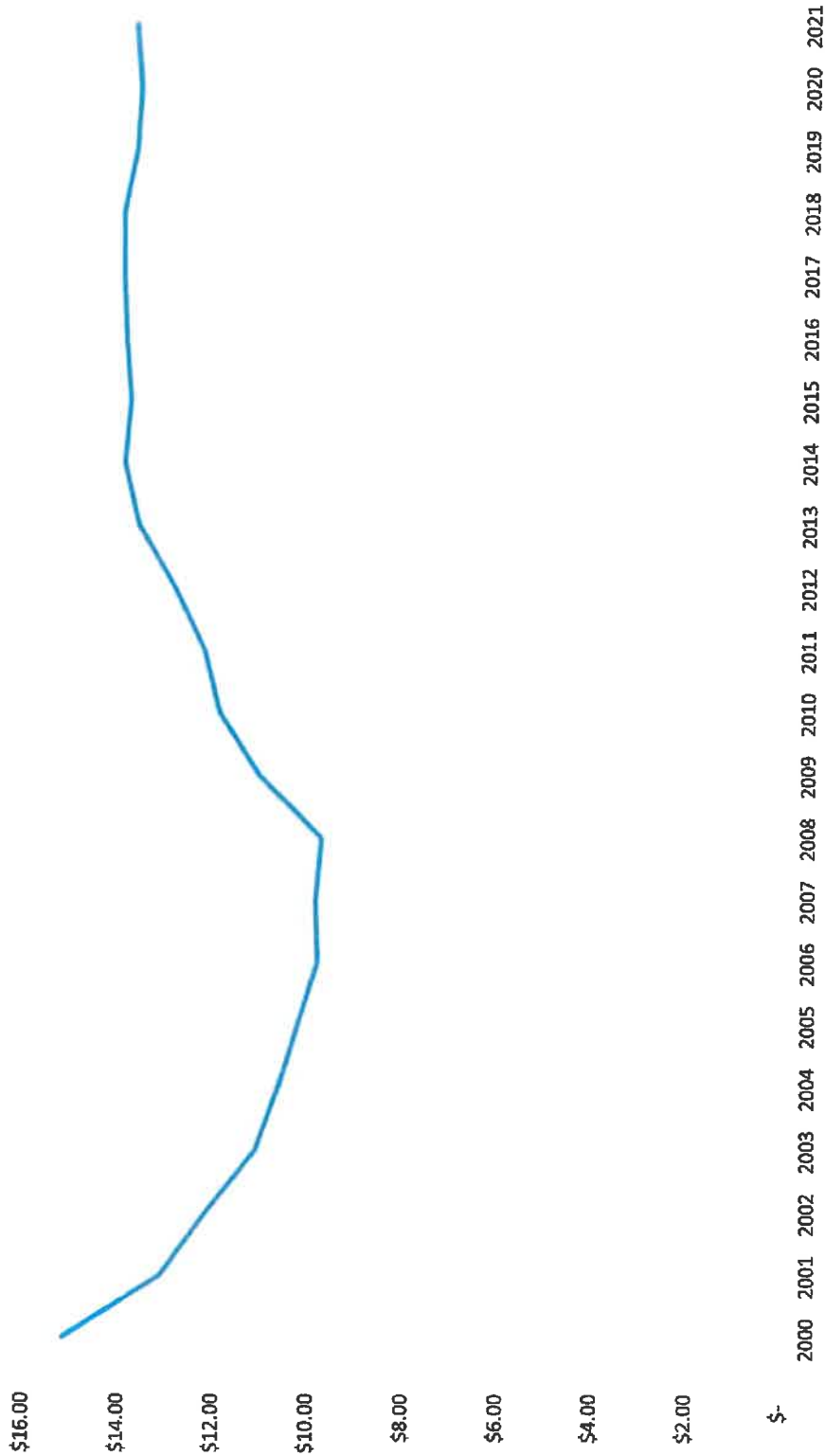
Total Taxable



TAX RATE vs TOTAL VALUATION



Middleton Tax Rates



TOWN OF MIDDLETON

MEDIAN SINGLE FAMILY TAX BILL HISTORICALLY

Fiscal Year	Median Value	Tax Rate	Median Tax Bill
2002	\$ 290,700	\$ 12.13	\$ 3,526.19
2003	\$ 351,100	\$ 11.06	\$ 3,883.17
2004	\$ 386,100	\$ 10.58	\$ 4,084.94
2005	\$ 424,950	\$ 10.19	\$ 4,330.24
2006	\$ 454,100	\$ 9.77	\$ 4,436.56
2007	\$ 479,800	\$ 9.81	\$ 4,706.84
2008	\$ 503,000	\$ 9.69	\$ 4,874.07
2009	\$ 463,250	\$ 10.99	\$ 5,091.12
2010	\$ 432,200	\$ 11.84	\$ 5,117.25
2011	\$ 433,400	\$ 12.17	\$ 5,274.48
2012	\$ 419,050	\$ 12.81	\$ 5,368.03
2013	\$ 422,100	\$ 13.59	\$ 5,736.34
2014	\$ 430,200	\$ 13.90	\$ 5,979.78
2015	\$ 453,600	\$ 13.78	\$ 6,250.61
2016	\$ 479,700	\$ 13.89	\$ 6,663.03
2017	\$ 505,450	\$ 13.95	\$ 7,051.03
2018	\$ 557,250	\$ 13.96	\$ 7,779.21
2019	\$ 567,800	\$ 13.69	\$ 7,773.18
2020	\$ 576,400	\$ 13.62	\$ 7,850.57
2021	\$ 586,400	\$ 13.72	\$ 8,045.41
<i>average</i>	\$ 453,908	\$	\$ 5,452.26

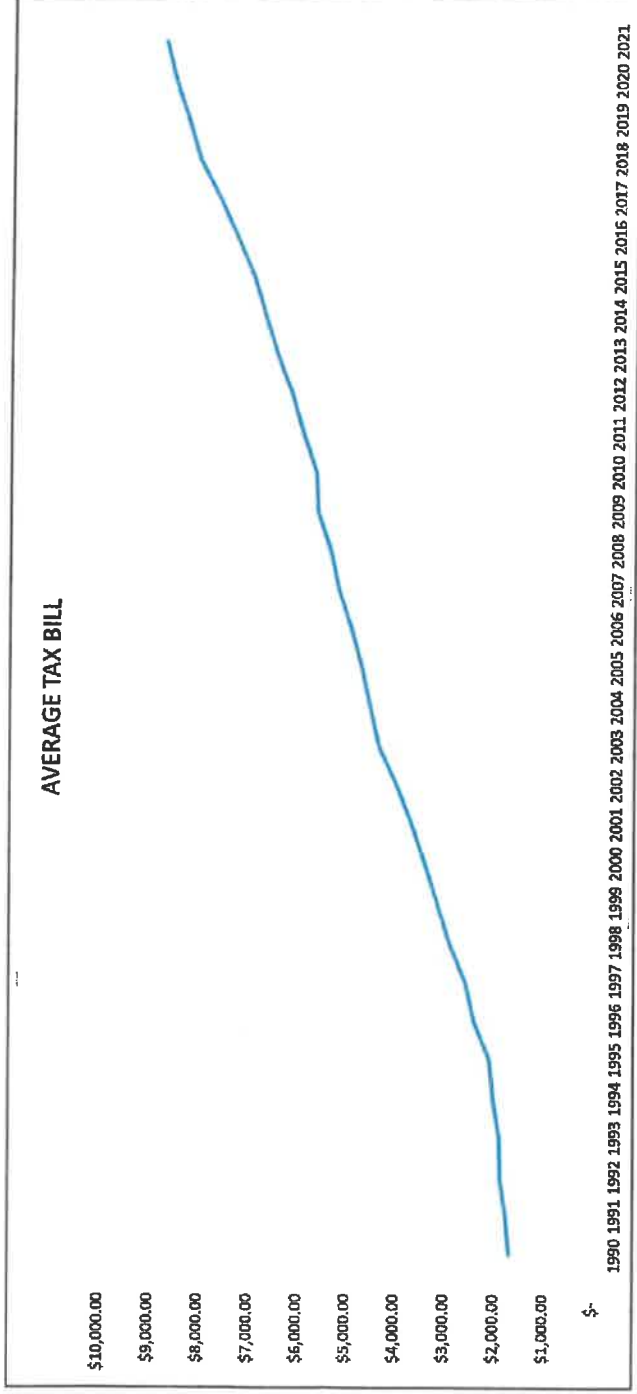
TOWN OF MIDDLETON

AVERAGE SINGLE FAMILY TAX BILL HISTORICALLY

FY	Total Assessed Value	Parcels	Average Value	% change	Tax Rate	Average Tax Bill	% change	Tax dollar change	Tax Rate Change %
1990	\$ 223,188,500	1,218	\$ 183,242	0.49%	\$ 9.18	\$ 1,682.16	7.26%	\$ 113.89	6.74%
1991	\$ 230,427,075	1,238	\$ 186,128	1.58%	\$ 9.42	\$ 1,753.33	4.23%	\$ 71.17	2.61%
1992	\$ 216,243,490	1,256	\$ 172,168	-7.50%	\$ 10.85	\$ 1,868.03	6.54%	\$ 114.70	15.18%
1993	\$ 216,669,960	1,279	\$ 169,406	-1.60%	\$ 11.16	\$ 1,890.57	1.21%	\$ 22.54	2.86%
1994	\$ 230,494,960	1,338	\$ 172,268	1.69%	\$ 11.70	\$ 2,015.54	6.61%	\$ 124.97	4.84%
1995	\$ 246,056,570	1,410	\$ 174,508	1.30%	\$ 12.00	\$ 2,094.10	3.90%	\$ 78.56	2.56%
1996	\$ 275,104,630	1,472	\$ 186,892	7.10%	\$ 12.90	\$ 2,410.90	15.13%	\$ 316.80	7.50%
1997	\$ 281,264,120	1,523	\$ 184,678	-1.18%	\$ 13.98	\$ 2,581.79	7.09%	\$ 170.89	8.37%
1998	\$ 303,952,070	1,592	\$ 190,925	3.38%	\$ 15.18	\$ 2,898.24	12.26%	\$ 316.44	8.58%
1999	\$ 353,609,170	1,625	\$ 217,606	13.97%	\$ 14.48	\$ 3,150.93	8.72%	\$ 252.69	-4.61%
2000	\$ 372,723,195	1,662	\$ 224,262	3.06%	\$ 15.14	\$ 3,395.32	7.76%	\$ 244.39	4.56%
2001	\$ 474,416,800	1,700	\$ 279,069	24.44%	\$ 13.10	\$ 3,655.80	7.67%	\$ 260.48	-13.47%
2002	\$ 565,527,100	1,728	\$ 327,273	17.27%	\$ 12.13	\$ 3,969.82	8.59%	\$ 314.02	-7.40%
2003	\$ 694,426,400	1,768	\$ 392,775	20.01%	\$ 11.06	\$ 4,344.09	9.43%	\$ 374.28	-8.82%
2004	\$ 773,648,300	1,809	\$ 427,666	8.88%	\$ 10.58	\$ 4,524.71	4.16%	\$ 180.62	-4.34%
2005	\$ 849,153,100	1,843	\$ 460,745	7.73%	\$ 10.19	\$ 4,694.99	3.76%	\$ 170.28	-3.69%
2006	\$ 938,938,300	1,870	\$ 502,106	8.98%	\$ 9.77	\$ 4,905.58	4.49%	\$ 210.58	-4.12%
2007	\$ 1,007,340,800	1,908	\$ 527,956	5.15%	\$ 9.81	\$ 5,179.25	5.58%	\$ 273.68	0.41%
2008	\$ 1,062,068,700	1,921	\$ 552,873	4.72%	\$ 9.69	\$ 5,357.34	3.44%	\$ 178.09	-1.22%
2009	\$ 991,316,600	1,934	\$ 512,573	-7.29%	\$ 10.99	\$ 5,633.18	5.15%	\$ 275.84	13.42%
2010	\$ 932,230,800	1,946	\$ 479,050	-6.54%	\$ 11.84	\$ 5,671.95	0.69%	\$ 38.77	7.73%
2011	\$ 952,586,500	1,949	\$ 488,757	2.03%	\$ 12.17	\$ 5,948.17	4.87%	\$ 276.22	2.79%
2012	\$ 944,580,300	1,962	\$ 481,437	-1.50%	\$ 12.81	\$ 6,167.21	3.68%	\$ 219.05	5.26%
2013	\$ 939,391,200	1,973	\$ 476,123	-1.10%	\$ 13.59	\$ 6,470.52	4.92%	\$ 303.30	6.09%
2014	\$ 966,055,500	1,994	\$ 484,481	1.76%	\$ 13.90	\$ 6,734.29	4.08%	\$ 263.77	2.28%
2015	\$ 1,017,513,500	2,011	\$ 505,974	4.44%	\$ 13.78	\$ 6,972.32	3.53%	\$ 238.03	-0.86%
2016	\$ 1,075,006,100	2,040	\$ 526,964	4.15%	\$ 13.89	\$ 7,319.53	4.98%	\$ 347.21	0.80%
2017	\$ 1,132,670,200	2,060	\$ 549,840	4.34%	\$ 13.95	\$ 7,670.27	4.79%	\$ 350.74	0.43%
2018	\$ 1,199,490,000	2,072	\$ 578,904	5.29%	\$ 13.96	\$ 8,081.51	5.36%	\$ 411.24	0.07%
2019	\$ 1,266,097,600	2,082	\$ 608,116	5.05%	\$ 13.69	\$ 8,325.11	3.01%	\$ 243.60	-1.93%
2020	\$ 1,317,940,900	2,091	\$ 630,292	3.65%	\$ 13.62	\$ 8,584.58	3.12%	\$ 259.47	-0.51%
2021	\$ 1,345,285,300	2,102	\$ 640,003	1.54%	\$ 13.72	\$ 8,780.83	2.29%	\$ 196.26	0.73%
ave	\$ 697,920,201	\$ 1,729	\$ 375,624	6.96%	\$ 12.29	\$ 4,638.45	5.75%	\$ 223.45	0.308%

TOWN OF MIDDLETON

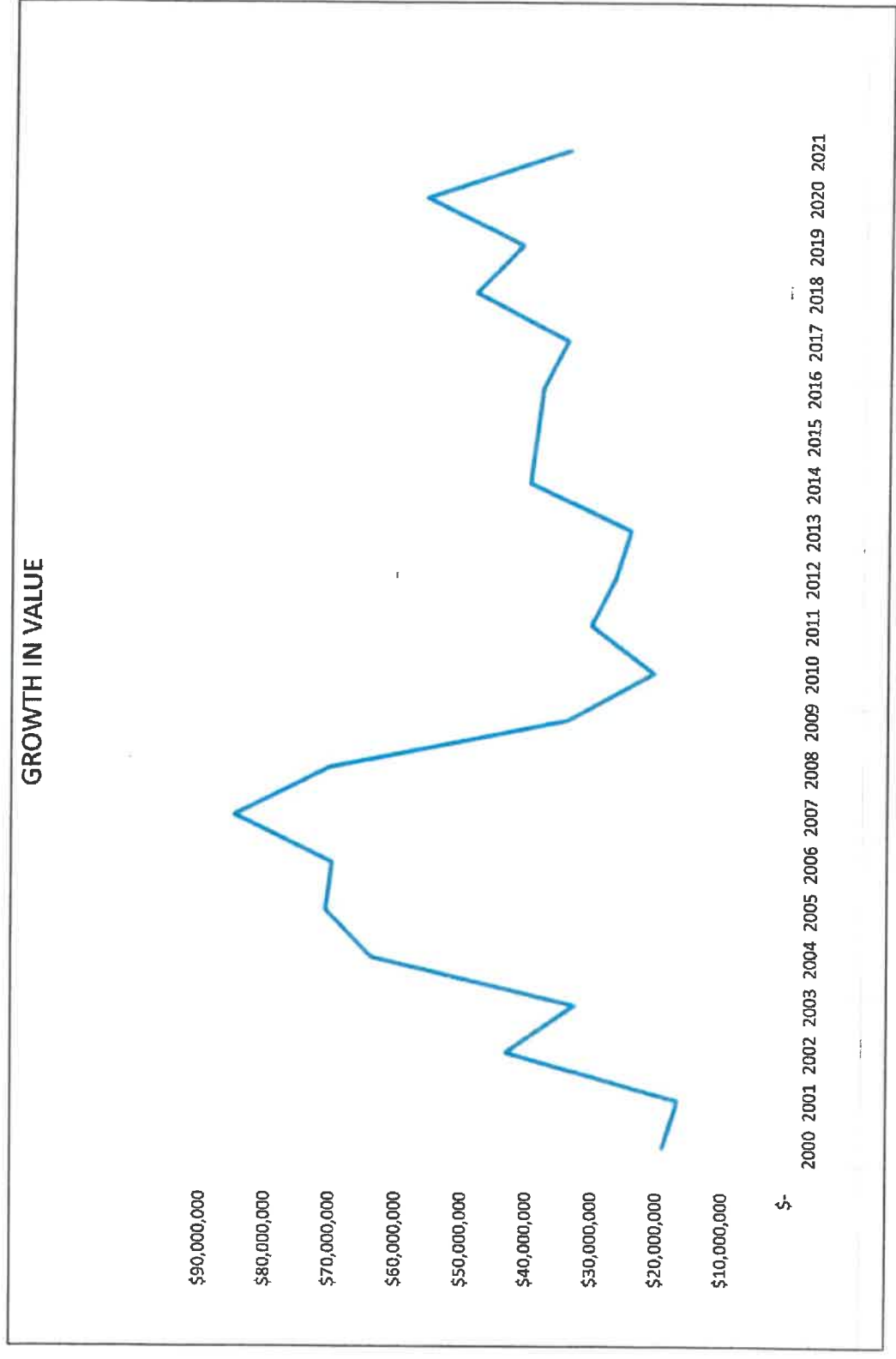
AVERAGE SINGLE FAMILY TAX BILL HISTORICALLY



**TOWN OF MIDDLETON
ANNUAL GROWTH COMPARISON**

FISCAL YEAR	GROWTH IN VALUE	RES %	CIP %	RES. GROWTH DOLLARS	C.I.P. GROWTH DOLLARS	GROWTH IN TAX DOLLARS	% FROM PREV. YR
2000	\$ 19,007,843	88.53%	11.47%	\$ 243,677.71	\$ 31,555.86	\$ 275,234	
2001	\$ 16,712,583	94.75%	5.25%	\$ 239,737.55	\$ 13,290.95	\$ 253,029	-8.1%
2002	\$ 43,080,111	80.54%	19.46%	\$ 454,512.39	\$ 109,837.07	\$ 564,349	123.0%
2003	\$ 32,539,120	88.22%	11.78%	\$ 348,209.85	\$ 46,489.68	\$ 394,700	-30.1%
2004	\$ 63,586,770	84.44%	15.56%	\$ 593,867.81	\$ 109,401.87	\$ 703,270	78.2%
2005	\$ 70,637,983	64.71%	35.29%	\$ 483,595.56	\$ 263,754.30	\$ 747,350	6.3%
2006	\$ 69,663,680	94.50%	5.50%	\$ 670,846.42	\$ 39,026.48	\$ 709,873	-5.0%
2007	\$ 84,770,650	87.97%	12.03%	\$ 728,549.88	\$ 99,659.37	\$ 828,209	16.7%
2008	\$ 70,041,297	63.19%	36.81%	\$ 434,198.45	\$ 252,906.68	\$ 687,105	-17.0%
2009	\$ 33,724,530	54.38%	45.62%	\$ 177,696.62	\$ 149,094.08	\$ 326,791	-52.4%
2010	\$ 20,427,997	55.84%	44.16%	\$ 125,351.91	\$ 99,151.78	\$ 224,504	-31.3%
2011	\$ 30,206,572	80.27%	19.73%	\$ 287,067.04	\$ 70,578.77	\$ 357,646	59.3%
2012	\$ 26,403,375	66.55%	33.45%	\$ 213,834.38	\$ 107,494.69	\$ 321,329	-10.2%
2013	\$ 24,079,969	93.36%	6.64%	\$ 287,989.44	\$ 20,474.97	\$ 308,464	-4.0%
2014	\$ 39,604,506	84.43%	15.57%	\$ 454,401.08	\$ 83,824.15	\$ 538,225	74.5%
2015	\$ 38,652,728	84.53%	15.47%	\$ 454,152.78	\$ 83,120.14	\$ 537,273	-0.2%
2016	\$ 37,722,469	63.09%	36.91%	\$ 327,930.71	\$ 191,884.92	\$ 519,816	-3.2%
2017	\$ 34,000,021	58.84%	41.16%	\$ 277,866.67	\$ 194,393.62	\$ 472,260	-9.1%
2018	\$ 48,215,287	60.22%	39.78%	\$ 405,072.41	\$ 267,530.84	\$ 672,603	42.4%
2019	\$ 41,037,699	61.10%	38.90%	\$ 350,056.87	\$ 222,829.41	\$ 572,886	-14.8%
2020	\$ 55,842,065	49.33%	50.67%	\$ 377,095.16	\$ 387,382.71	\$ 764,478	33.4%
2021	\$ 33,934,943	73.81%	26.19%	\$ 341,149.67	\$ 121,044.25	\$ 462,194	-39.5%
AVERAGE	\$ 42,205,760	75.47%	24.53%	\$ 377,930.78	\$ 122,814.98	\$ 500,746	11%

TOWN OF MIDDLETON ANNUAL GROWTH COMPARISON



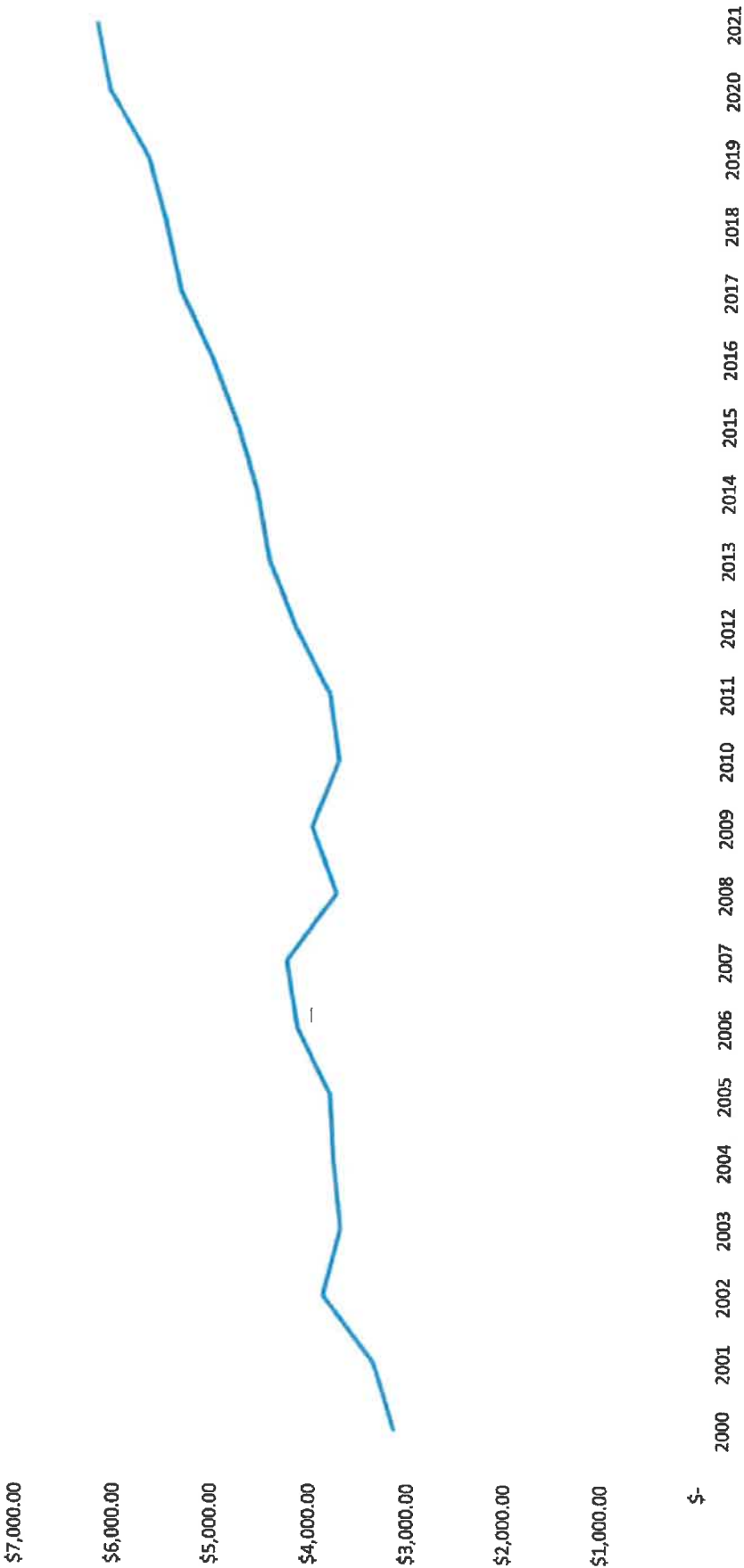
**TOWN OF MIDDLETON
AVERAGE CONDOMINIUM TAX BILL HISTORICALLY**

FY	Total Assessed Value	Parcels	Average Value	Value % change	Tax Rate	Condominium Tax Bill	Tax Dollar Change	% bill change
2000	\$ 80,797,080	390	\$ 207,172		\$ 15.14	\$ 3,136.58		
2001	\$ 99,945,400	391	\$ 255,615	23.38%	\$ 13.10	\$ 3,348.55	\$ 211.97	7%
2002	\$ 129,073,900	405	\$ 318,701	24.68%	\$ 12.13	\$ 3,865.84	\$ 517.29	15%
2003	\$ 135,206,300	405	\$ 333,843	4.75%	\$ 11.06	\$ 3,692.30	\$ (173.54)	-4%
2004	\$ 156,870,800	441	\$ 355,716	6.55%	\$ 10.58	\$ 3,763.48	\$ 71.18	2%
2005	\$ 172,028,400	461	\$ 373,164	4.90%	\$ 10.19	\$ 3,802.54	\$ 39.06	1%
2006	\$ 210,937,200	498	\$ 423,569	13.51%	\$ 9.77	\$ 4,138.27	\$ 335.73	9%
2007	\$ 266,538,400	615	\$ 433,396	2.32%	\$ 9.81	\$ 4,251.61	\$ 113.35	3%
2008	\$ 279,522,300	723	\$ 386,615	-10.79%	\$ 9.69	\$ 3,746.29	\$ (505.32)	-12%
2009	\$ 265,055,044	729	\$ 363,587	-5.96%	\$ 10.99	\$ 3,995.82	\$ 249.53	7%
2010	\$ 232,015,241	737	\$ 314,810	-13.42%	\$ 11.84	\$ 3,727.35	\$ (268.47)	-7%
2011	\$ 238,042,684	757	\$ 314,455	-0.11%	\$ 12.17	\$ 3,826.92	\$ 99.57	3%
2012	\$ 252,582,516	773	\$ 326,756	3.91%	\$ 12.81	\$ 4,185.75	\$ 358.83	9%
2013	\$ 260,502,427	795	\$ 327,676	0.28%	\$ 13.59	\$ 4,453.12	\$ 267.37	6%
2014	\$ 270,968,527	822	\$ 329,645	0.60%	\$ 13.90	\$ 4,582.07	\$ 128.95	3%
2015	\$ 291,257,466	839	\$ 347,148	5.31%	\$ 13.78	\$ 4,783.70	\$ 201.63	4%
2016	\$ 305,591,746	841	\$ 363,367	4.67%	\$ 13.89	\$ 5,047.17	\$ 263.46	6%
2017	\$ 326,600,946	847	\$ 385,597	6.12%	\$ 13.95	\$ 5,379.08	\$ 331.91	7%
2018	\$ 345,396,648	871	\$ 396,552	2.84%	\$ 13.96	\$ 5,535.86	\$ 156.78	3%
2019	\$ 368,109,264	880	\$ 418,306	5.49%	\$ 13.69	\$ 5,726.61	\$ 190.75	3%
2020	\$ 406,662,818	904	\$ 449,848	7.54%	\$ 13.62	\$ 6,126.93	\$ 400.32	7%

TOWN OF MIDDLETON AVERAGE CONDOMINIUM TAX BILL HISTORICALLY

2021	\$ 414,927,511	909	\$	456,466	1.47%	\$ 13.72	\$	6,262.71	\$	135.78	2%
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Condominium Tax Bill



TOWN OF MIDDLETON

SINGLE FAMILY RANGE OF VALUES HISTORICALLY

Single Family Range	FY17		FY18		FY19		FY20		FY21	
	Number	%	Number	%	Number	%	Number	%	Number	%
\$ 99,999	1	0.05%	1	0.05%	1	0.05%	1	0.05%	1	0.05%
\$ 100,000 \$ 199,999	2	0.10%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
\$ 200,000 \$ 299,999	118	5.75%	73	3.52%	45	2.16%	38	1.82%	26	1.24%
\$ 300,000 \$ 399,999	456	22.23%	435	20.99%	260	12.49%	235	11.24%	226	10.75%
\$ 400,000 \$ 499,999	435	21.21%	419	20.22%	505	24.26%	497	23.77%	471	22.41%
\$ 500,000 \$ 599,999	276	13.46%	261	12.60%	313	15.03%	355	16.98%	373	17.75%
\$ 600,000 \$ 699,999	325	15.85%	324	15.64%	314	15.08%	252	12.05%	286	13.61%
\$ 700,000 \$ 799,999	214	10.43%	287	13.85%	348	16.71%	308	14.73%	300	14.27%
\$ 800,000 \$ 899,999	122	5.95%	133	6.42%	137	6.58%	188	8.99%	174	8.28%
\$ 900,000 \$ 999,999	45	2.19%	57	2.75%	50	2.40%	83	3.97%	100	4.76%
\$ 1,000,000 #####	21	1.02%	28	1.35%	35	1.68%	43	2.06%	40	1.90%
\$ 1,100,000 #####	11	0.54%	20	0.97%	25	1.20%	20	0.96%	30	1.43%
\$ 1,200,000 #####	6	0.29%	8	0.39%	15	0.72%	13	0.62%	14	0.67%
\$ 1,300,000 #####	4	0.20%	7	0.34%	11	0.53%	23	1.10%	21	1.00%
\$ 1,400,000 #####	5	0.24%	6	0.29%	6	0.29%	12	0.57%	11	0.52%
\$ 1,500,000 #####	2	0.10%	5	0.24%	6	0.29%	11	0.53%	12	0.57%
\$ 1,600,000 #####	6	0.29%	5	0.24%	8	0.38%	8	0.38%	14	0.67%
\$ 2,000,000 #####	2	0.10%	3	0.14%	3	0.14%	4	0.19%	3	0.14%
\$ 3,000,000	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	2051	100.00%	2072	100.00%	2082	100.00%	2091	100.00%	2102	100.00%

TOWN OF MIDDLETON

CONDOMINIUM RANGE OF VALUES HISTORICALLY

Condominium		FY17		FY18		FY19		FY20		FY20	
Range		Number	%	Number	%	Number	%	Number	%	Number	%
\$ -	\$ 99,999	0	0.00%	2	0.23%	0	0.00%	0	0.00%	0	0.00%
\$ 100,000	\$ 199,999	9	1.06%	10	1.15%	14	1.59%	11	1.22%	11	1.21%
\$ 200,000	\$ 299,999	229	27.07%	258	29.69%	200	22.73%	117	12.94%	105	11.55%
\$ 300,000	\$ 399,999	287	33.92%	207	23.82%	220	25.00%	291	32.19%	299	32.89%
\$ 400,000	\$ 499,999	157	18.56%	205	23.59%	212	24.09%	164	18.14%	167	18.37%
\$ 500,000	\$ 599,999	105	12.41%	112	12.89%	146	16.59%	207	22.90%	197	21.67%
\$ 600,000	\$ 699,999	40	4.73%	45	5.18%	33	3.75%	41	4.54%	57	6.27%
\$ 700,000	\$ 799,999	19	2.25%	26	2.99%	50	5.68%	51	5.64%	49	5.39%
\$ 800,000	\$ 899,999	0	0.00%	4	0.46%	5	0.57%	13	1.44%	15	1.65%
\$ 900,000	\$ 999,999	0	0.00%	0	0.00%	0	0.00%	1	0.11%	1	0.11%
\$ 1,000,000	#####	0		0		0		8	1%	8	1%
		846	100.00%	869	100.00%	880	100.00%	904	100.00%	909	100.00%

TOWN OF MIDDLETON



BOARD OF SELECTMEN PROPERTY TAX CLASSIFICATION HEARING PACKET

FISCAL YEAR 2021

DECEMBER 8TH, 2020

**PREPARED BY THE
BOARD OF ASSESSORS**

**JEFFREY P. GARBER - CHAIRMAN
TOULA GUARINO M.A.A. - CLERK
DEBORAH J. CARBONE M.A.A.**

**BRADFORD W. SWANSON M.A.A.
ASSISTANT ASSESSOR**

**THERESE A. FONTAINE M.A.A.
ADMINISTRATIVE ASSESSOR**

This information is intended to provide the Board of Selectmen with the necessary information to conduct a Public Hearing on the tax classification options available under the Massachusetts General Laws.

During the State mandated Classification Hearing, the Board of Selectmen must vote on the following in order to establish a tax rate:

1. OPEN SPACE DISCOUNT:

Open space is land maintained in an open or natural condition which contributes significantly to the benefit and enjoyment of the public and which is not

- subject to a permanent conservation restriction;**
- held for the production of income;**
- taxable under the provisions of**
 - Chapter 61 (forest land)**
 - Chapter 61A (farm land)**
 - Chapter 61B (recreation land).**

The Board of Selectmen may discount up to 25% of the Open Space share of taxes.

The Board of Assessors has determined that Middleton does not have any Open Space land.

2. RESIDENTIAL EXEMPTION:

The Board of Selectmen may adopt an exemption of up to 35% to shift the Residential Class tax burden from lower assessed properties that are the principal residence of a taxpayer to higher assessed properties and properties that are not the principal residence of a taxpayer.

RESIDENTIAL CLASS VALUE	\$	1,822,927,652
PARCELS		3,628
AVERAGE	\$	502,461
EXEMPTION %		35%
EXEMPT VALUE/PARCEL	\$	175,861
PARCELS		3,628
TOTAL EXMPT VALUE	\$	(638,024,678)
NEW RESDTL VALUE	\$	1,184,902,974
RESIDENTIAL TAXES	\$	25,486,147
NEW RESDTL TAX RATE	\$	21.51

EXAMPLES

ASSESSED VALUE	\$	400,071	\$	550,071	\$	700,071
TAX RATE W/O EXEMPTION	\$	13.72	\$	13.72	\$	13.72
TAXES PAID	\$	5,488.98	\$	7,546.98	\$	9,604.98
SAVINGS/COSTS	\$	(666.43)	\$	501.93	\$	1,670.29
TAXES PAID	\$	4,822.55	\$	8,048.91	\$	11,275.26
TAX RATE W/O EXEMPTION	\$	21.51	\$	21.51	\$	21.51
NEW ASSESSED VALUE	\$	224,210	\$	374,210	\$	524,210
EXEMPT VALUE/PARCEL	\$	(175,861)	\$	(175,861)	\$	(175,861)

3. SMALL COMMERCIAL EXEMPTION:

The Board of Selectmen may adopt an exemption of up to 10% to shift the Commercial Class tax burden from eligible parcels to ineligible parcels. Eligible parcels must have a valuation of less than \$1,000,000 and be owned by a business that employs fewer than 10 employees as certified by the Department of Workforce Development- Division of Unemployment Assistance to the Board of Assessors. The mechanics of the Small Commercial Exemption are similar to the Residential Exemption.

4. CLASSIFICATION:

The Board of Selectmen may shift the Town's tax burden from the Residential Class to the Commercial, Industrial and Personal Property Classes as long as the shift does not exceed the Minimum Residential Factor. Middleton's Minimum Residential Factor is 88.79. This means that no more than 11.21% of the residential Class burden can be shifted to the Commercial, Industrial and Personal Property Classes.

The following page contains information on the impact of any shift of the tax burden.

Town of Middleton

Classification Hearing

CLASS	VALUE	PERCENT	RATE 100%	RATE 110%	RATE 125%	RATE 150%	TAXES PAID 100%	TAXES PAID 110%	TAXES PAID 125%	TAXES PAID 150%
1. RESIDENTIAL	\$ 1,857,590,904	81.70%	\$ 13.72	\$ 13.41	\$ 12.95	\$ 12.18	\$ 25,486,147	\$ 24,915,126	\$ 24,058,593	\$ 22,631,039
2. OPEN SPACE	\$ -	0.00%	\$ 13.72	\$ 15.09	\$ 17.15	\$ 20.58	\$ -	\$ -	\$ -	\$ -
3. COMMERCIAL	\$ 245,046,333	10.78%	\$ 13.72	\$ 15.09	\$ 17.15	\$ 20.58	\$ 3,362,036	\$ 3,698,239	\$ 4,202,545	\$ 5,043,054
4. INDUSTRIAL	\$ 119,224,900	5.24%	\$ 13.72	\$ 15.09	\$ 17.15	\$ 20.58	\$ 1,635,766	\$ 1,799,342	\$ 2,044,707	\$ 2,453,648
5. PERSONAL	\$ 51,925,231	2.28%	\$ 13.72	\$ 15.09	\$ 17.15	\$ 20.58	\$ 712,414	\$ 783,656	\$ 890,518	\$ 1,068,621
	\$ 2,273,787,368	100.00%					\$ 31,196,363	\$ 31,196,363	\$ 31,196,363	\$ 31,196,363

CLASS	PARCELS	AVE VALUE	RATE 100%	RATE 110%	RATE 125%	RATE 150%	AVE TAXES PAID @ 100%	AVE TAXES PAID @ 110%	AVE TAXES PAID @ 125%	AVE TAXES PAID @ 150%
1. RESIDENTIAL	3377	\$ 550,071	\$ 13.72	\$ 13.41	\$ 12.95	\$ 12.18	\$ 7,547	\$ 7,378	\$ 7,124	\$ 6,702
2. OPEN SPACE	0	\$ -	\$ 13.72	\$ 15.09	\$ 17.15	\$ 20.58	\$ -	\$ -	\$ -	\$ -
3. COMMERCIAL	139	\$ 1,762,923	\$ 13.72	\$ 15.09	\$ 17.15	\$ 20.58	\$ 24,187	\$ 26,606	\$ 30,234	\$ 36,281
4. INDUSTRIAL	77	\$ 1,548,375	\$ 13.72	\$ 15.09	\$ 17.15	\$ 20.58	\$ 21,244	\$ 23,368	\$ 26,555	\$ 31,866
5. PERSONAL	287	\$ 180,924	\$ 13.72	\$ 15.09	\$ 17.15	\$ 20.58	\$ 2,482	\$ 2,731	\$ 3,103	\$ 3,723
AVERAGE SINGLE FAMILY HOUSE TAX SAVINGS @ CLASSIFIED RATE		\$ 640,003	\$ 13.72	\$ 13.41	\$ 12.95	\$ 12.18	\$ 8,781	\$ 8,584	\$ 8,289	\$ 7,797
TAX COSTS @ CLASSIFIED RATE AVERAGE C&I PROPERTY		\$ 1,686,441	\$ 13.72	\$ 15.09	\$ 17.15	\$ 20.58	\$ 23,138	\$ 25,452	\$ 28,922	\$ 34,707
							\$ 2,314	\$ 2,314	\$ 5,784	\$ 11,569

*Tax Rate is for Classification purposes only. Growth and final values not yet certified by D.O.R.

12/4/2020



OFFICE OF THE TOWN ADMINISTRATOR

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

4.

MEMORANDUM

TO: Board of Selectmen

FROM: Andrew J. Sheehan, Town Administrator

SUBJ.: FY2022 Budget Preview

DATE: December 8, 2020

The Finance Team has been planning for the FY2022 operating and capital budgets. FY22 creates challenges unlike most we have seen. As I mentioned recently, I expect there will be substantial revisions to the operating budget over the next several months as conditions become better known.

FY2021 OPERATING BUDGET - STATUS

Revenues

Property Taxes: Property taxes are the largest revenue source for cities and towns in Massachusetts. Through November 30, property tax collections are about where we expect them to be at 49.2%. Looking at prior years, we are at or above 100% of commitments for FY19 and prior; FY20 is at 97.55%. This is not an unusual trend and we fully expect to get to 100%.

State Aid to Cities and Towns: When the economy entered recession we expected local aid to be cut. Surprisingly, the State committed to level funding aid to cities and towns at FY20 levels. This is welcome news. The Legislature is wrapping up its budget and a budget could be on the Governor's desk in the coming days.

Local Receipts: Local receipts is made up of things like license and permit fees, interest income, rooms and meals excise taxes, motor vehicle excise, and others. Motor vehicle excise is the largest local receipt source and continues to be strong. Not surprisingly rooms excise has fallen off a cliff in FY21; at this point we cannot count on a full recovery to this account in FY22. Meals excise lags recent years and what we budgeted for FY21; we will project conservatively for FY22. Other local receipt categories vary; some below budget and some above budget. Through November 30, local receipts are at 48.5%.

Other Sources: Other revenue sources include the MELD contribution and offsets from enterprise funds. These tend to be stable and we are confident that there will not be any surprises.

Expenditures

Through November 30, FY21 expenditures are at 43%. This is a favorable position. As Board members know, several significant cost centers invoice us at the start of each fiscal year. These include property and liability insurance and county retirement. We remit the entirety of the assessed amounts and get reimbursed by MELD later in the fiscal year. With this in mind and

considering our overall positive expenditure position, I will not spend further time on FY21 expenditures. That notwithstanding, we will continue to watch expenditures throughout the year.

FY2022 BUDGET PREVIEW

As noted above and as we have discussed, the current fiscal climate is highly uncertain, particularly as it pertains to revenues. At this time we have no idea what FY22 State Aid may look like. We will continue to monitor trends in Local Receipts. The strength and speed of the recovery of the national and local economy will no doubt influence Local Receipts. Lodging and meals taxes, construction activity, and motor vehicle excise taxes are all influenced by the strength of the economy. If the economy suffers a double dip recession or is slow to rebound we may need to look at supplemental revenue sources. Maintaining our levels of service may necessitate dipping into the stabilization fund. While I am not predicting or proposing this, we must be ready for the challenges we may face.

FY22 Budget Instructions

A careful approach to the development of the initial FY22 budget is prudent. Our instructions to departments will be conservative with the understanding that things may change between now and Town Meeting.

Expenses: Our instructions to departments will be for level service expenses. This allows for budget adjustments based on known and identifiable changes in market conditions. An example of this is the recently executed Covanta contract that will necessitate an increase in the Transfer Station budget. In our budget meetings with departments we will closely evaluate requests. We will identify areas that warrant further evaluation as the budget season unfolds.

Wages: Departments will be instructed to budget COLAs at 1% or according to existing contracts. As the process moves along and the picture clarifies this may change.

FY22 CAPITAL BUDGET

Our discussions to this point has largely been confined to the operating budget. However, we must not lose sight of the need to continue to make capital investments. Using our financial management policies as a guide, we expect to have about \$1 million available for capital spending in FY22. This does not include transfers to reserves which we must continue. With the lingering economic uncertainty, it may be prudent to roll more Free Cash forward than usual.

For a number of reasons we may be in position to scale back capital spending in FY22 without negative long term consequences. With the facilities project on the horizon we will dial back capital spending on those buildings. With a transition at Police Chief we do not expect a large capital request from that department.

CONCLUSION

We are fortunate to have a strong finance team, committed leadership, and be in a strong financial position. We will need all that as we face exceptional budget challenges in FY22. The budget development process always stretches for months and sees many changes; FY22 is likely to see more changes than normal. Patience and perseverance will be the most valuable commodity.

I welcome the opportunity to discuss this in greater depth.

Town of Middleton, MA
Fiscal Year 2021 Expenditures (unaudited)

For the Period Ended		9/30/20		11/30/20		Total		AVAILABLE	
GENERAL FUND		Quarter 1		Quarter 2		YTD EXPENDED		BUDGET	
		\$	200	\$	-	\$	-	\$	200
Total 114 TOWN MODERATOR									
Total 122 SELECTMEN			322,068.00	74,237.39	44,126.53	118,363.92		203,704.08	37%
Total 131 FINANCE COMMITTEE			3,880.00	180.00	-	180.00		3,700.00	5%
Total 131 RESERVE FUND			100,000.00	-	-	-		100,000.00	0%
Total 135 TOWN ACCOUNTANT			169,692.00	30,882.45	44,482.32	75,364.77		94,327.23	44%
Total 141 ASSESSORS			181,276.00	38,246.61	26,556.45	64,803.06		116,472.94	36%
Total 145 TREASURER/COLLECTOR			230,701.00	52,976.96	36,098.65	89,075.61		141,625.39	39%
Total 146 CUSTODIAN OF TOWN LANDS			2,500.00	-	-	-		2,500.00	0%
Total 151 TOWN COUNSEL			80,000.00	9,166.67	11,000.00	20,166.67		59,833.33	25%
Total 155 MIS			378,075.00	80,630.46	49,322.27	129,952.73		248,122.27	34%
Total 161 TOWN CLERK			157,546.00	31,210.29	19,306.32	50,516.61		107,029.39	32%
Total 162 ELECTIONS			56,710.00	13,291.92	19,174.15	32,466.07		24,243.93	57%
Total 171 CONSERVATION COMMISSION			89,502.00	19,661.28	13,125.84	32,787.12		56,714.88	37%
Total 175 PLANNING BOARD			111,064.00	22,621.97	15,163.80	37,785.77		73,278.23	34%
Total 176 BOARD OF APPEALS			4,670.00	865.50	831.00	1,696.50		2,973.50	36%
Total 181 MASTER PLAN COMMITTEE			1,541.00	-	-	-		1,541.00	0%
Total 192 TOWN BUILDING			133,970.00	16,005.28	12,399.38	28,404.66		105,565.34	21%
Total 195 TOWN REPORT			6,000.00	-	-	-		6,000.00	0%
Total 210 POLICE			2,014,781.00	385,845.24	302,613.82	688,459.06		1,326,321.94	34%
Total 220 FIRE			2,079,357.00	556,390.05	289,482.55	845,872.60		1,233,484.40	41%
Total 241 BUILDING INSPECTION			270,395.00	55,651.91	39,116.15	94,768.06		175,626.94	35%
Total 292 ANIMAL CONTROL			26,814.00	5,091.94	3,511.68	8,603.62		18,210.38	32%
Total 296 CONSTABLE			200.00	-	-	-		200.00	0%
Total 300 OTHER SCHOOL EXPENSES			26,000.00	-	-	-		26,000.00	0%
Total 301 SCHOOL DEPARTMENT			12,986,504.00	1,587,747.50	2,155,116.34	3,742,863.84		9,243,640.16	29%
Total 314 MASCONOMENT ASSESSMENT			10,307,792.00	2,582,969.85	2,551,013.00	5,133,982.85		5,173,809.15	50%
Total 315 ESSEX TECH ASSESSMENT			698,796.00	179,855.50	-	179,855.50		518,940.50	26%
Total 420 DPW ADMINISTRATION			1,001,566.00	197,806.88	126,710.29	324,517.17		677,048.83	32%
Total 423 SNOW & ICE REMOVAL			280,750.00	3,333.60	1,997.38	5,330.98		275,419.02	2%
Total 425 TRANSFER STATION			455,323.00	80,541.53	79,261.63	159,803.16		295,519.84	35%

Total 511 BOARD OF HEALTH	135,774.00	30,925.76	24,396.46	55,322.22	80,451.78	41%
Total 541 COUNCIL ON AGING	243,816.00	31,075.12	26,285.51	57,360.63	186,455.37	24%
Total 543 VETERANS AGENT	91,327.00	11,313.77	8,977.74	20,291.51	71,035.49	22%
Total 545 TRI TOWN COUNCIL	29,925.00	7,481.25	7,481.25	14,962.50	14,962.50	50%
Total 548 GARDEN CLUB	5,000.00	58.91	876.95	935.86	4,064.14	19%
Total 610 LIBRARY	603,915.00	130,998.15	77,473.72	208,471.87	395,443.13	35%
Total 630 RECREATION COMMISSION	49,604.00	-	-	-	49,604.00	0%
Total 691 HISTORICAL COMMISSION	1,000.00	-	-	-	1,000.00	0%
Total 692 MEMORIAL DAY	5,000.00	3,002.87	339.20	3,342.07	1,657.93	67%
Total 693 CHIEF WILLS FESTIVAL	5,000.00	-	-	-	5,000.00	0%
Total 710 DEBT SERVICE	1,398,618.00	814,127.50	260,731.25	1,074,858.75	323,759.25	77%
Total 820 STATE ASSESSMENTS & CHARGES	317,264.00	81,246.00	52,456.00	133,702.00	183,562.00	42%
Total 910 COMPENSATION RESERVE	90,000.00	5,028.54	2,339.72	7,368.26	82,631.74	8%
Total 911 RETIREMENT	1,645,959.00	2,032,369.00	-	2,032,369.00	(386,410.00)	123%
Total 913 UNEMPLOYMENT	15,000.00	221.00	221.00	442.00	14,558.00	3%
Total 914 HEALTH INSURANCE	845,055.00	250,094.93	149,613.27	399,708.20	445,346.80	47%
Total 915 GROUP INSURANCE	3,000.00	644.08	381.49	1,025.57	1,974.43	34%
Total 916 MEDICARE/DEP TAX	100,000.00	20,751.16	14,903.01	35,654.17	64,345.83	36%
Total 945 LIABILITY INSURANCE	203,500.00	358,642.16	100.00	358,742.16	(155,242.16)	176%
Total 962 TRANSFERS TO OTHER FUNDS	75,000.00	75,000.00	-	75,000.00	-	100%
Total GENERAL FUND	\$ 38,041,430	\$ 9,878,191	\$ 6,466,986	\$ 16,345,177	\$ 21,696,253	43%

Town of Middleton, MA
Fiscal Year 2020 Revenues (unaudited)

For the Period Ended GENERAL FUND	BUDGET	9/30/20 Quarter 1	11/30/20 Quarter 2	Total YTD REVENUE	(UNDER)/OVER BUDGET	% RECEIVED
PERSONAL PROPERTY TAXES	\$ 716,049	\$ 227,601	\$ 90,239	\$ 317,840	(398,209)	44.4%
REAL ESTATE (net of Overlay)	30,305,167	7,621,762	7,303,387	14,925,149	(15,380,018)	49.2%
TAX LIEN/TITLE/FORECLOSURE	N/A	34,414	96,800	131,214	N/A	N/A
MOTOR VEHICLE EXCISE	1,965,000	192,318	70,088	262,406	(1,702,594)	13.4%
OTHER EXCISE - ROOM	140,000	-	9,378	9,378	(130,622)	6.7%
OTHER EXCISE - MEALS	180,000	53,643	-	53,643	(126,357)	29.8%
PENALTIES AND INTEREST ON TAXES	80,000	32,097	39,699	71,796	(8,204)	89.7%
PILOT	130,000	-	-	-	(130,000)	0.0%
PILOT - MELD	230,000	-	-	-	(230,000)	0.0%
CHARGES FOR SERVICES - SOLID WASTE FEES	210,000	157,125	55,725	212,850	2,850	101.4%
FEES	115,000	65,153	16,613	81,766	(33,234)	71.1%
DEPARTMENTAL REVENUES - LIBRARIES	2,500	-	173	173	(2,327)	6.9%
DEPARTMENTAL REVENUES - CEMETERIES	41,200	15,300	13,525	28,825	(12,375)	70.0%
OTHER DEPARTMENTAL REVENUE	138,800	76,663	2,135	78,798	(60,002)	56.8%
LICENSES AND PERMITS	480,000	172,985	50,261	223,246	(256,754)	46.5%
FINES AND FORFEITS	10,000	1,095	614	1,709	(8,291)	17.1%
INVESTMENT INCOME	70,000	6,707	554	7,261	(62,739)	10.4%
MEDICAID REIMBURSEMENT	20,000	-	8,236	8,236	(11,764)	41.2%
STATE AID	2,374,515	569,727	397,209	966,936	(1,407,579)	40.7%
TRANSFERS IN	1,001,341	1,001,341	-	1,001,341	-	100.0%
MISCELLANEOUS NON-RECURRING	N/A	31,737	121,033	152,770	N/A	N/A
Total GENERAL FUND	\$ 38,209,572	\$ 10,259,668	\$ 8,275,669	\$ 18,535,337	\$ (19,958,219)	48.5%

Note: The budgeted figures for Personal Property and Real Estate taxes are the amounts to be raised per the recap

Note: Budgeted revenues does not include the free cash or overlay surplus appropriated for fiscal year expenditures

**Town of Middleton
Board of Selectmen Office
48 South Main Street
Middleton, MA 01949**

5.

TYPE OF LICENSE	TOTAL	LICENSE FEE	TOTAL REVENUE
Club License	<u>1</u>	\$500.00	<u>\$500</u>
All Alcohol Restaurant	<u>10</u>	\$4,000.00	<u>\$40,000</u>
All Alcohol Inn Holder	<u>1</u>	\$2,500.00	<u>\$2,500</u>
All Alcohol Package Store	<u>2</u>	\$2,000.00	<u>\$4,000</u>
Beer & Wine Restaurant	<u>4</u>	\$2,000.00	<u>\$8,000</u>
Beer & Wine Package Store	<u>5</u>	\$1,500.00	<u>\$7,500</u>
Amusement Machines	<u>16</u>	\$100.00	<u>\$1,600</u>
Common Victualler	<u>44</u>	\$100.00	<u>\$4,400</u>
Juke Box	<u>1</u>	\$35.00	<u>\$35.00</u>
Entertainment	<u>11</u>	\$10.00	<u>\$110</u>
Gas License (per nozzle)	<u>30</u>	\$45.00	<u>\$1,350</u>
Amusement (Golf Courses)	<u>2</u>	\$100.00	<u>\$200.00</u>
Auctioneer	<u>4</u>	\$45.00	<u>\$180.00</u>
Class II License	<u>12</u>	\$200.00	<u>\$2,000.00</u>
Class III License	<u>1</u>	\$200.00	<u>\$200.00</u>
Precious Metals	<u>2</u>	\$50.00	<u>\$100.00</u>
Livery License	<u>2</u>	\$100.00 \$50.00 1 st Vehicle, \$25.00 each additional vehicle	<u>\$175.00</u>
Total			<u>\$72,850</u>

Name	Address
Auctioneer	
Brian Pollock	
Milton Pollock	
Ronald Pollock	
Alcohol	
99 Restaurant	245 South Main St
American Legion	69 River St
Blue Fin Restaurant	260 South Main St.
Captain Pizza	227R Maple St
Ferncroft Country Club 19th Hole	SD Management Group, LLC
J & J Paikos, Inc. (Dave's Liquors)	170 N Main St
Double Tree	51 Village Rd.
J & A Convenience (Fast Freddie's Gas)	265 So Main St
Luv Kush (Howe Station)	229 Maple St
Marco's Pizzeria	119 South Main St.
Maggies Farm	119 South Main St.
Maggies Farm	189 South Main St.
Madhukanta Marketing (Middleton Beer and Wine)	251 So Main St
Middleton House of Pizza Inc.	251 B So Main St
Mike's Discount Liquors	21 S Main St
Omega Pizza	232 So Main St
The Club House Golf and Entertainment	216-220 S. Main St
J & M Convenience (Richdale)	23-29 So Main St
Rizzo's	81 No Main St.
Tung's Taste	242 South Main St
Teresa's Italian Eatery	149 South Main St
Vinum Wine Shop Inc	232B South Main St
Class II	
Alliance Motor Group	184-186 North Main St
Auto Choice of Peabody Inc	69 North Main St
Discount Auto Sales	73 North Main St
RC Auto Group	28 Campbell Rd
Griffs Auto	7 Second Ave
Class III	
Eldy's	295 North Main St P O Box 822
Common Victuallar Non-Alcohol	
Colby Co Enterprises (Dairy Queen)	250 So Main St
Freddy's Place	214 A So Main St
Paradise Springs Corp (Needs Common Victuallar)	25 Lonergan Road
Sol Bean	221 So Main St
Starbucks's	233 So. Main
Taxi License	
LCS- Limo and Concierge Services	73 Peabody Street
Declining Renewal	
Angelica's Restaurant	49 South Main St
Page 1 of 2	

6.

Still Pending Documentation or Payment	
Alba Auto	
Auto Export	
China Villa	
Stephen Cyr	
Cumberland Farms	4 So Main St
Danvers Fish & Game Club	20 Birch Road
Dunkin Donuts	15 Manning Rd
The Grove	210 A So Main St
Fabio Donuts, Inc	260 So Main St
Fabio Donuts, Inc	29 So Main St
Farmer Brown's Barn	210 Maple St
J C Grill Pizza Convenience	15 Manning Rd
J P Grill Pizza Convenience	323 No Main St
Lisha & Nirali Fuel Inc.	223 Maple St
Maple St Donuts LLC	241 Maple St
McDonalds	200 Monsignor O'Briently
Panini Pizza	15 No Main St
Richardson Dairy	156 So Main St
RPD Donuts Inc.	323 No Main St
S & H Richdale	152A So Main St
Dayra's Café	170 No Main St Unit 5
Subway	259 So Main St
Bouchard's Auto Service	212 Maple Street
Rte 114 Golf Driving Range & Minature Golf (Needs Amusemen	160 South Main St
Extra Innings, Inc	264 So Main St
Parisi Hill LLC (Boston Tesoro)	119 So Main St
Cash for Gold	251 So Main St

COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM

This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or [Instructions and Contractor Certifications](#), the [Commonwealth Terms and Conditions for Human and Social Services](#) or the [Commonwealth IT Terms and Conditions](#) incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access public information at <https://www.mass.gov/lists/osd-forms>. Forms are also posted at OSD Forms: <https://www.mass.gov/lists/osd-forms>

CONTRACTOR LEGAL NAME: TOWN OF MIDDLETON (and d/b/a):		COMMONWEALTH DEPARTMENT NAME: MMARS Department Code: EPS	
Legal Address: (W-9, W-4): 48 S MAIN STREET, MIDDLETON MA 01949-2253		Business Mailing Address: 1 ASHBURTON PLACE, SUITE 2133, BOSTON MA 02108	
Contract Manager: Andrew J. Sheehan	Phone: 978-407-5540	Billing Address (if different):	
E-Mail: Andrew.sheehan@middletownma.gov	Fax:	Contract Manager: Nilsa Morales	Phone: 617-274-5558
Contractor Vendor Code: VC6000191884		E-Mail: Nilsa.morales2@mass.gov	Fax:
Vendor Code Address ID (e.g. "AD001"): AD__ (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s): 2021TOWNOFMIDDLETOEARM	
RFR/Procurement or Other ID Number: Supplemental Budget FY20 FEMA support			
<input checked="" type="checkbox"/> NEW CONTRACT		<input type="checkbox"/> CONTRACT AMENDMENT	
PROCUREMENT OR EXCEPTION TYPE: (Check one option only) <input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department) <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget) <input type="checkbox"/> Department Procurement (includes all Grants - 815 CMR 2.00) (Solicitation Notice or RFR, and Response or other procurement supporting documentation) <input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget) <input type="checkbox"/> Contract Employee (Attach Employment Status Form, scope, budget) <input checked="" type="checkbox"/> Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)		Enter Current Contract End Date <u>Prior</u> to Amendment: ____, 20__ Enter Amendment Amount: \$ _____. (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.) <input type="checkbox"/> Amendment to Date, Scope or Budget (Attach updated scope and budget) <input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> Contract Employee (Attach any updates to scope or budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)	
The Standard Contract Form Instructions and Contractor Certifications and the following Commonwealth Terms and Conditions document are incorporated by reference into this Contract and are legally binding: (Check ONE option): <input type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services <input type="checkbox"/> Commonwealth IT Terms and Conditions			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00 . <input type="checkbox"/> Rate Contract. (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <input checked="" type="checkbox"/> Maximum Obligation Contract. Enter total maximum obligation for total duration of this contract (or new total if Contract is being amended). \$25,000.00.			
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days __% PPD; Payment issued within 15 days __% PPD; Payment issued within 20 days __% PPD; Payment issued within 30 days __% PPD. If PPD percentages are left blank, identify reason: __agree to standard 45 day cycle __statutory/legal or Ready Payments (M.G.L. c. 29, § 23A); __only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) The funds will be used toward the planning and design of a public security facility to be constructed at 105 S. Main Street (Route 114) in Middleton.			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: <input checked="" type="checkbox"/> 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date. <input type="checkbox"/> 2. may be incurred as of ____, 20__, a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date. <input type="checkbox"/> 3. were incurred as of ____, 20__, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.			
CONTRACT END DATE: Contract performance shall terminate as of June 30, 2021 , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07 , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
AUTHORIZING SIGNATURE FOR THE CONTRACTOR:  Date: <u>11/30/20</u> (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>Andrew J. Sheehan</u> Print Title: <u>Town Administrator</u>		AUTHORIZING SIGNATURE FOR THE COMMONWEALTH:  Date: _____ (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>Emi Joy</u> Print Title: <u>Chief Financial Officer</u>	



OFFICE OF THE TOWN ADMINISTRATOR

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

www.middletonma.gov
andrew.sheehan@middletonma.gov

November 24, 2020

Nilsa Morales
Executive Office of Public Safety & Security (EOPSS)
1 Ashburton Place, Room 2133
Boston, MA 02108

Dear Ms. Morales:

Please accept this correspondence as a formal request to release earmarked funds of not less than \$25,000 for planning and design of a public security facility in Middleton. The earmark was included in line item 1599-1232 of Chapter 124 of the Acts of 2020, An Act Making Appropriations for the Fiscal Year 2020 to Authorize Certain COVID-19 Spending in Anticipation of Federal Reimbursement, which was signed into law on July 24. The relevant section reads as follows:

“...provided further, that not less than \$25,000 shall be expended for the planning and design of a public security facility to increase efficiency in response to the 2019 novel coronavirus in the town of Middleton;”

The funds will be used toward the planning and design of a public security facility to be constructed at 105 South Main Street (Route 114) in Middleton.

Please do not hesitate to contact me if you require additional information. My cell phone is 978-407-5540 and my email address is andrew.sheehan@middletonma.gov.

The Town of Middleton is grateful for this funding opportunity. On behalf of the Board of Selectmen and residents of Middleton I thank you.

Sincerely,

Andrew J. Sheehan
Town Administrator

Andrew Sheehan

From: Nodira Sidikova <nsidikova@mma.org>
Sent: Tuesday, November 24, 2020 3:34 PM
To: Tanya Shallop
Cc: Bob LaBossiere; Andrew Sheehan; Ken Gibbons; Michelle Creasi; Brad Swanson; Ichabra@mma.org; mjanuskiewicz@mma.org
Subject: FY21 Risk Management Grant
Attachments: Grant Statement Middleton.pdf

Dear Member,

Re: FY21 Risk Management Grant

Congratulations on your MIIA grant award. We are confident that your grant award will assist in your community's proactive risk management efforts.

The FY 21 grant criteria focused on Property as well as COVID related items to assist members with the challenges faced in this difficult time. Thank you for consulting with your Risk Managers to assure that your grant submissions met the Program's guidelines and the needs of your municipality. We did our best to satisfy all of your requests, however working within our 1 million dollar grant budget, with over 1.4 million dollars in member requests, not all requests could be fully funded.

Attached to this award letter, is a grant status report detailing the grant(s) submitted by your municipality and for those approved, the funding that has been provided.

By submitting your grant invoice as soon as possible, you will provide the maximum benefit to your employees, municipal operations and your community. We prefer that you submit vendor invoices for payment instead of requests for reimbursement if at all possible. We have implemented a new invoicing system that will enable us to turn invoices around more quickly. Please note that projects, services, and purchases must be completed and invoices submitted to miagrantinvoices@mma.org by May 14, 2021.

We request that you send us a brief description of how this grant has benefited your risk management efforts with the submission of your final grant invoice. Below is a link to a document detailing the grant submittal process for all MIIA grant award invoices.

https://drive.google.com/file/d/1oXqaE8iaQhNR06M1KipwxPPXZpUEi6Dz/view?usp=drive_web

If you have any questions, please feel free to reach out to me, your MIIA Risk Manager or Nodira Sidikova 916-277-5003
Thank you for your ongoing risk management focus and commitment.



MIIA Grant Statement
Town of Middleton

11/24/2020
3:33:06 PM

Grand Total: **\$10,000** **\$7,500**

Grant ID	Department	Category	Purpose	Status	Requested	Awarded
RM151	Human	COVID-other	Digital message board	Yes	\$10,000	\$7,500

FY 21 MIIA Risk Management Grant Application

The MIIA Risk Management Grant Program provides members with resources to assist and support risk management initiatives. This year we are expanding the Grant program to include COVID-19 related products and resources to assist members with Re-opening efforts. Although new COVID-19 products and technologies are being developed as we speak, we have included some core products on the Grant Application along with traditional grant items tied to specific lines of insurance coverage. If you have a need or a particular solution under consideration, please discuss your situation with your MIIA Risk Manager.

In addition to COVID-19, the FY21 grants continue to heavily focus on facility management, preventive maintenance, and prevention of property losses as well as individualized members' loss experience, which continue to have a significant impact on MIIA financial results.

MIIA members can apply for a grant or grants totaling a maximum of \$10,000 per municipal entity. Total funding for this grant is \$1,000,000.

1. Contact your MIIA Risk Manager to initiate grant discussion.
2. **Grant requests must be made under a line of insurance coverage MIIA provides to your municipality.**
3. Grant must be for a service/equipment related to a potential covered loss.
4. Grants cannot be retroactive for an activity completed or in process or for equipment previously purchased.
5. MIIA funded portion of grant projects must be completed and invoices submitted to MIIA by May 14, 2021.
6. Grant funds must be used to purchase only items identified in the grant application.
7. Members are not eligible for the same grant as received the previous year unless approved by Risk Manager.
8. Attach a vendor estimate for each requested item or service.
9. Ensure Chief Municipal Officer and Chief Procurement Officer have signed application.
10. Submit your application to miagrants@mma.org with **subject line: FY21 MIIA Grant and the name of your municipality** by grant deadline of November 6, 2020. Please send a copy to your Risk Manager.
11. Once your application is received, MIIA will confirm receipt and provide you with a grant number.

Items that are excluded include: travel expenses, wages, including overtime, and software annual renewal costs.

The MIIA Risk Management Team will confirm receipt of your application. Grant applications will be reviewed the week of November 9, 2020 and notification sent to members by November 25, 2020. **Please note that a grant submission does not guarantee a grant award.** If awarded, a grant summary detailing how this award benefits your municipal entity must be included with final grant invoice.

How will this grant be used to continue or enhance your risk management or personnel management efforts moving forward?

This digital message board will be utilized to inform residents of safety precautions related to COVID-19. It will be placed at high traffic areas around the town. The town is willing to supplement grant money to purchase.

MIIA Member Middleton

Contact Tanya Shalloo

Department Asst. Town Admin/HR

Phone 978-777-3617

Email tanya.shalloo@middletonma.gov

Date 11/3/20

By signing and submitting this application, I (we) attest that all applicable state and local purchasing regulations and guidelines have been followed.


Chief Municipal Officer Signature


Chief Procurement Officer Signature

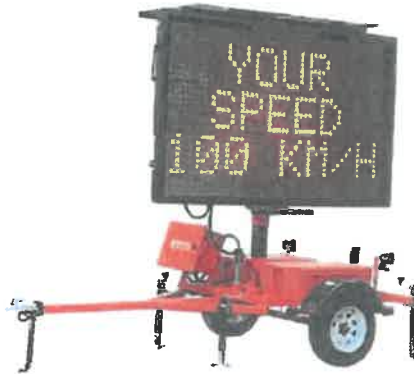
FY 21 MIIA GRANT APPLICATION

COVID-19	Cost/Estimate
Re-Opening Safety Supplies - masks, gloves, fever scanners, sanitization supplies. Must be bulk purchased*	
Equipment - electrostatic sprayer, misting guns, etc.	
Disinfection Technologies – UV-C applications for use in HVAC systems	
Other- Please consult with MIIA Risk Manager	21,800
Property	
Building Envelope Thermographic Evaluation#	
Enhanced Dry System Sprinkler (EDSS) Inspection - Third-party vendor must identify pipe sloping, mapping concerned locations and low-point draining training, etc. Please refer to MIIA's EDSS Inspection Guidelines.#	
Facilities Management Preventative Maintenance Software#	
Facilities Management Training (Mass Facilities Administrators Assoc. & others)#	
Fire Protection: Magnetic Doors	
Preventative Maintenance Waterline Inspection and Replacement#	
Property Loss Prevention Equipment: flammable storage cabinets, flammable rag disposal containers, grated ceiling vents, moisture meters, low and high (in IT rooms) temperature alarms, sprinkler cages, monitoring equipment, call out software, etc.#	
Specialty Heating Scenarios: installation of additional heating and or insulation for pipe freeze up prevention#	
Thermographic Cameras for Facilities Use#	
Water Loss Response and Mitigation Equipment	
Automobile	
Back Up Cameras	
Fleet Maintenance Software Program	
General Liability	
Certified Playground Safety Instructor (CPSI) Certification	
Cyber Risk Prevention (technology and hardware to support telework)	
Sewer Maintenance Program related equipment and service	
Law Enforcement Liability	
Cameras: Body, Dash & CCTV (Must have supporting policy to qualify)	
Training/policy development related to recent MA Police Reform Legislation (contact MIIA Risk Manager)	
Public Officials and School Board Liability	
School Board Liability Training and Programs	
MCAD Courses for EEO professionals: series of Train-the-Trainer courses	
Workers' Compensation	
QBS Behavioral Safety (De-escalation strategies targeting assaults, bites, etc. claims)	
Purchase ladder/stepstools for teacher in classroom (requires ladder training)	
Slip resistant mats/Anti-fatigue mats	
Bucket Truck Self-Rescue System – Bail Out Kit*†	
Carbon Monoxide Exhaust Systems – Mechanics Bay	
Chainsaw kits: (helmet, chaps, gloves, vest, duffle (Elvex) and Integrated Communication System	
Confined Space Entry: tripod, rescue system, air gas monitor, blower, calibration kit, bump test*†	
Fall protection and fall arrest equipment	
Photoionization Detector (PID) i.e. gas detector or four-gas meter or similar	
Safety Equipment: manual material handling devices (carts, dollies), hydraulic lift gates, ladders, lock-out/tagout, manhole cover lifts, personal voltage detector, etc.	
Trench Safety: trench box, shoring to include general and cemetery*†	
Work Zone Safety: trailer, cones, measuring wheel, signs, sign stands*†	

* MIIA has vendor & pricing info †Must submit standard operating procedure/policy (SOP) and provide proof of training

* Reference Property Best Practice Matrix

FY 2021 Capital Improvement Plan Digital Message Board



PCMS-320

Trailer-Mounted Message Sign

The Town of Middleton Police Department is looking to purchase a new Trailer-Mounted Digital Message Board. The one we currently own was purchased in 2004 and has been repaired numerous times over the past few years and in 2019 alone we had spent \$1,800 in batteries to keep it operational. This has been a vital piece of equipment with many uses.

Ver-mac 320 Mid-Size full matrix sign- Model 320
63" X 98" display panel
30 X 48 pixels
Hydraulic Lift.

3 X 85 watt solar panels, Stealth Technology, v-Touchscreen Controller
4G Modem & 10 Year Cell Plan.

\$19,000

Shipping, Freight and Delivery and Training

\$ 1,500

Battery Charger- 30 AMP Battery Charger with IQ4, 110v plug for 6 Volt Batteries

\$ 500.00

Replace std. Batteries with Maintenance Free

\$800.00

Total:

\$21,800.00



8 Scobee Circle
P.O. Box 946
Plymouth, MA 02362

QUOTE

Date	Quote #
1/8/2020	19-0833

Name / Address
Middleton Police 48 S Main Street Middleton, MA 01949

Ship To
Middleton Police 48 S Main Street Middleton, MA 01949 James Digianvittorio

P.O. Number	Terms	Rep	Contract #	Contact
		JV		James

Item	Description	Qty	Cost	Unit(s)	Total
Ver-Mac 320	Ver-Mac Mid-Size Full Matrix Sign - Model 320 63" x 98" display panel, 30 x 48 pixels, Hydraulic Lift 3 X 85 watt solar panels, Stealth Technology, Jamlogic Refresh & Alerts V-Touch NTCIP Touchscreen Controller 4G Modem & 10 year call plan - Non SWZ	1	19,000.00	Each	19,000.00
Shipping, Freig...	Shipping, Freight & Delivery and Training		1,500.00	Lump Sum	1,500.00
Battery Charger	Recommended Upgrades 30 AMP BATTERY CHARGER with IQ4, 110v plug for 6 Volt batteries	1	500.00	Each	500.00
Resale Items	Replace Std. Batteries with Maintenance Free	1	800.00	Each	800.00

Subtotal \$21,800.00

Sales Tax (6.25%) \$0.00

Total \$21,800.00

Signature _____

Phone #	Fax #
(508) 746-4450	(508) 746-7160

Web Site
www.nettraffic.net



PCMS-320

TRAILER-MOUNTED MESSAGE SIGN

Ver-Mac's PCMS-320 is a mid-size full-matrix trailer-mounted portable changeable message sign. The PCMS-320 features the NTCIP-compliant V-Touch controller, Opti Power lens, Tilt-and-Rotate solar panels, JamLogic fleet management software and optional Stealth Technology. This unit combines energy-efficient design and high-quality construction to provide the most reliable and cost-effective message signs on the market. The PCMS-320 has a compact design which makes it perfect to be used on highway construction projects where space is limited and in urban areas.



V-TOUCH CONTROLLER

Ver-Mac's PCMS-320 comes with our innovative V-Touch controller, the industry's most functional and easy-to-use controller!

NTCIP COMPLIANT

EASY-TO-READ

7-inch (178 mm) color LCD pressure-sensitive display screen

USER-FRIENDLY

One-click icon-based menu items

TIME-SAVING

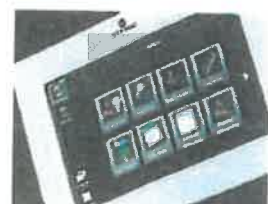
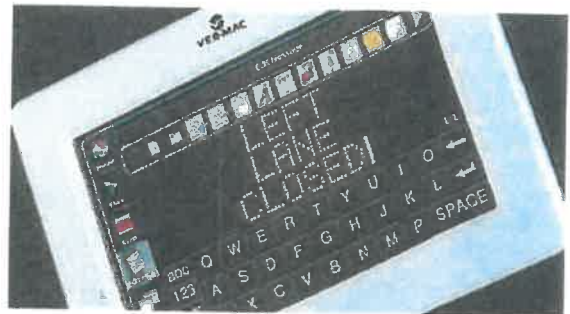
Create your own library of messages

SIMPLE TO OPERATE

The intuitive point-n-go icons ensure quick and easy commands to display or edit messages

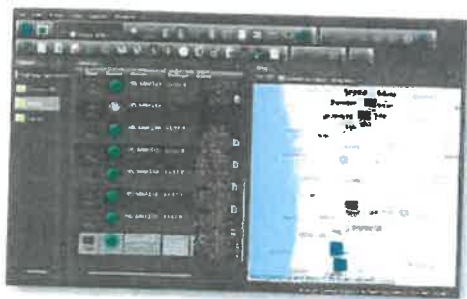
ADDITIONAL FUNCTIONALITIES

Scheduling, sign diagnostics, pin-protected security, and much more



PCMS-320

PCMS-320



JAMLOGIC® FLEET MANAGEMENT SOFTWARE

The PCMS-320 is equipped with Ver-Mac's high-speed modem with GPS which maximizes your productivity, efficiency and profitability, all remotely from your office or home! The JamLogic software is FREE and you get all the updates at no charge!

- Monitor, maintain and manage your signs from any PC, laptop, tablet or smartphone
- View your equipment in a list and GPS map view
- Change a message on one or more signs simultaneously with a simple click
- View your messages and battery voltages
- Group your signs in folders (by customer, location, project... you choose!)
- Receive e-mail or text alerts – optional (low battery cellular failure, etc.)

SEGMENTS

- Highway construction
- Department of transportation (DOT)
- City and county
- Law enforcement
- Smart work zones
- Special events

DISPLAY

- Display panel: 63 x 101 in. (1603 x 2558 mm)
- Full matrix of 30 x 48 pixels
- 4 LEDs per pixel
- Up to 3 lines of 8 characters per line
- Display sign rotates 360 degrees for perfect setting
- Plug-and-play display modules for simplified maintenance

WARRANTY

- 1-year on complete trailers
- 2-years on electronic components manufactured by Ver-Mac

ENERGY-EFFICIENT DESIGN

OPTI POWER LENS

The encapsulated design maximizes each LED output to create bolder and brighter characters while utilizing less energy

TILT-AND-ROTATE SOLAR PANELS

Panels tilt to a 45-degree angle to provide maximum solar recharging during all four seasons

- Designed to run 12 months in most regions without manual charging
- Various configurations of solar panels and batteries are available to meet your needs

HIGH-QUALITY CONSTRUCTION

POWDER COATING SUPERIOR FINISH

Impact, humidity, salt spray and rust resistant

4 LEVELING JACKS

For stabilization and easy transportation

ELECTRO-HYDRAULIC LIFT MECHANISM

For quick and effortless deployment

HEAVY-DUTY PLASTIC FENDERS

For durability and easy replacement

PLASTIC BATTERY BOXES

To minimize battery corrosion

LOCKABLE CONTROL BOX

For security

2-IN. (51 MM) COUPLER OR 3-IN. (76 MM) PINTLE EYE

For easy towing

STEALTH TECHNOLOGY (OPTIONAL)



CLEVERLY HIDDEN BATTERY COMPARTMENT

Deter thieves from stealing batteries



LONG-LASTING SEALED BATTERIES

No maintenance required

DIMENSIONS AND WEIGHTS

- Overall length: 150 in. (3815 mm)
- Overall width: 82 in. (2085 mm)
- Traveling height: 107 in. (2726 mm)
- Operating height: 183 in. (4653 mm)
- Axle/suspension: 1588 kg (3,500 lb.)
- Weight (approx.): 939 kg (2,070 lb.)

OPTIONS

- Battery charger
- Tongue wheel jack
- Radar
- Datalogger (requires radar)
- Stealth Technology

Other options are available to meet your needs.



Correspondence and informational materials

TRAIL RULES

Hours



Dawn to Dusk



Keep to the right : Pass on left
Respect all property adjacent to trail
Keep pets on short leash
Remove droppings
Bicyclists yield to pedestrians
Carry in : Carry out



No motorized vehicles
No dirt bikes, four wheelers
No horses
No alcholic beverages

For Emergency-911

**Welcome to the
Middleton Rail Trail**





2021 Middleton Annual Town Meeting & Election Schedule

*****NOMINATION PAPERS WILL BE AVAILABLE BEGINNING ON
MONDAY, JANUARY 4, 2021 IN THE TOWN CLERK'S OFFICE*****

The Candidate must personally obtain Nomination papers from the Town Clerk. The candidate will supply name, address, phone, email and sign for the papers. Signatures of thirty-five voters (35) registered in the Town are required (any precinct), although it is recommended that fifty (50) be obtained.

Last day to submit Nomination Papers Tuesday, March 30 until 5:00PM

Last day to object or withdraw Thursday, April 15 until 5:00PM

Last day to register to vote Wednesday, April 21 until 8:00PM

Annual Town Meeting Tuesday, May 11 at 7:00 PM
@ Howe Manning School Gymnasium

Annual Town Election Tuesday, May 18 7:00AM - 8:00PM
@ Fuller Meadow School

2021 Town Offices Open

- 2 Board of Selectmen Member for three years**
- 1 Board of Assessors Member for three years**
- 2 Elementary School Committee Member for three years**
- 1 Regional School Committee Members for three years**
- 1 Planning Board Member for five years**
- 2 Electric Light Commissioners for three years**
- 2 Library Trustees for three years**
- 2 Housing Authority Members for five years**

Elections and Voting Information: <http://www.sec.state.ma.us/ele/eleidx.htm>

Register to Vote Online: <https://www.sec.state.ma.us/OVR/>

Please don't hesitate to contact the Town Clerk's Office with any questions at townclerk@middletonma.gov or 978-774-6927.

**DEPARTMENT OF ENVIRONMENTAL PROTECTION
WATERWAYS REGULATION PROGRAM**

**Notice of Chapter 91 License and Permit Application No. W20-5878 and
401 Water Quality Certification Application Transmittal No. X284449**

Applicant: Bostik, Inc.

Project Location: off 211 Boston Street, Middleton

Public Comments Deadline: As Specified Below

NOTIFICATION DATE: November 23, 2020

Public Notice is hereby given of the Chapter 91 License/Permit Application by the Bostik, Inc. to restore stream connectivity and improve aquatic habitat through removal of the South Middleton Dam in and over waters of Ipswich River off 211 Boston Street, Middleton, Essex County. The proposed project has been determined to be Water-Dependent.

Written comments on the 401 WQC Application must be sent **within twenty-one (21) days of this Notice by December 14, 2020 to:** Derek Standish, MassDEP Wetlands Program, One Winter Street, 5th Floor, Boston, MA 02108 or via email to: derek.standish@mass.gov

Written comments on the Chapter 91 Permit Application must be sent **within fifteen (15) days of this Notice by December 7, 2020** and written comments on the Chapter 91 License Application must be sent **within thirty (30) days of this Notice by December 22, 2020 to:** Susan You, MassDEP Waterways Regulation Program, One Winter Street, 5th Floor, Boston, MA 02108 or via email to: susan.you@mass.gov

The Department will consider all written comments on this Waterways Application received by the respective Public Comment Deadlines. Failure of any aggrieved person or group of ten (10) citizens or more to submit written comments to the Waterways Regulation Program by the Public Comments Deadline will result in the waiver of any right to an adjudicatory hearing in accordance with 310 CMR 9.13(4)(c). The group of citizens must include no less than five (5) citizens who are residents of the municipality in which the proposed project is located. A public hearing may be held upon request by the Municipal Official.

Additional information regarding this application may be obtained by contacting the Waterways Program. Project plans and documents for the Waterways application are on file for public viewing electronically by request to susan.you@mass.gov If you do not have access to email, please leave a voicemail at (617) 556-1198 and you will be contacted with information on alternative options.

Please be advised that the MassDEP Boston Office is currently closed to the public and the Waterways Program staff are working remotely. It is recommended that documents and correspondence be filed electronically when possible; documents should not be hand delivered to One Winter Street, Boston, MA until further notice. Written comments should be addressed to: susan.you@mass.gov If you do not have access to email, hard copy documents may be mailed to: Waterways Program c/o Susan You, One Winter Street, Boston, MA 02108.