

**MIDDLETON BOARD OF SELECTMEN**  
**MEETING AGENDA**  
**TUESDAY, FEBRUARY 9, 2021**  
**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/81722538345?pwd=ZzFYOTdxU251MVpDNVhPS2V3TjFNZz09>

Meeting ID: 817 2253 8345

Passcode: 189901

One tap mobile

+13017158592,,81722538345#,,, \*189901# US (Washington DC)

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1. 7:00 Warrant: #2117  
Minutes: Open Session: January 21 and 26, 2021  
Town Administrator updates and reports
2. 7:15 Public Comment Period
3. 7:20 Discussion of COVID-19 pandemic and vaccinations with Derek Fullerton, Director of Public Health
4. 7:40 Update and discussion on Special Town Meeting originally scheduled for January 28, 2021 and continued to February 25, 2021
5. 7:50 Continued discussion of the May 11, 2021 Annual Town Meeting including the venue for the meeting
6. 8:00 Review and vote to set the FY21 sewer rate for the South Essex Sewer District at \$2.099 per hundred cubic feet
7. 8:05 Vote to appoint the following members to the Rails to Trails Committee with terms as noted:
  - Charles Costigan and Martin Emmick through June 30, 2024
  - Richard Gilman and Rick Kassiotis through June 30, 2023
  - John LeBlanc through June 30, 2022
8. 8:10 Vote to accept the following donations and grants:
  - Susan & John Muzichuk, \$500 to the Middleton Food Pantry
9. 8:15 Review of CARES Act reimbursements
10. 8:20 New Business: Reserved for topics that the Chair did not reasonably anticipate would be discussed

Upcoming Meetings:	February 23	Regular BOS meetings
	March 6	Capital Budget Summit
	March 9 & 23	Regular BOS meetings

*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.*

**MEETING MINUTES  
BOARD OF SELECTMEN  
Tuesday, January 21, 2021 5:30 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:** Acting Chair Brian Cresta, Tim Houten, Kosta Prentakis

**Absent:** Rick Kassiotis

**Others Attending:** Town Administrator Andy Sheehan, Assistant Town Administrator Tanya Shallop, Chief Bill Sampson, Chief James DiGianvittorio, Paul Pellicelli, Adam Stone, and others

**5:36 PM** With a quorum present, Acting Chair Brian Cresta called the meeting to order.

**5:36 PM Review and Vote to Execute a Contract with Police Chief William P. Sampson:** (The Board reserves the right to enter Executive Session pursuant to GL c. 30A, s. 21(a)(2) with respect to contract negotiations with the Police Chief.) Acting Chair Brian Cresta provided a brief summary of the process followed to get to the final selection of William P. Sampson as the Town's new Police Chief. Cresta noted that the new Chief's contract will be effective through June 30, 2024. After a brief discussion, the Board took the following action:

On a **MOTION** made by **Prentakis**, second by **Houten**, the Board of Selectmen **VOTED** unanimously by roll call vote to execute the contract with Bill Sampson as the Police Chief for the Town of Middleton.

**Roll Call** (Called by Clerk Houten):

**PRENTAKIS:** Yes

**CRESTA:** Yes

**HOUTEN:** Yes

After the vote, the Board thanked Chief DiGi for his years of service as the Police Chief and wished him well.

**5:43 PM Review and Vote to Sign Police Chief Waiver/Exemption to Municipal Police Training Committee (MPTC):** Acting Chair Brian Cresta advised that the Police Chief Waiver/Exemption is a document that is sent to the MPTC, which needs to be formally approved by the Board of the Selectmen. The Town Administrator provided additional information on the documents, noting that he spoke with the Director of the MPTC who advised this is largely a formality and he expected it would be approved. After a brief discussion, the Board took the following action:

On a **MOTION** made by **Prentakis**, second by **Houten**, the Board of Selectmen **VOTED** unanimously by roll call vote to approve and sign the exemption and the cover letter.

**Roll Call** (Called by Clerk Houten):

**PRENTAKIS:** Yes

**CRESTA:** Yes

**HOUTEN:** Yes

**7:45 PM OTHER BUSINESS**

- **Signatures Needed:** The Town Administrator asked the Board members to stop by Town Hall to sign the contract and the documentation approved tonight. They would like to get that ready for the new Chief tomorrow.
- **Thanks to All:** Acting Chair Cresta publicly thanked everyone involved in bringing the new police chief on board and, again, thanked the outgoing police chief for his years of service to Middleton. Selectman Houten invited Chief Sampson to stop by the meetings of boards and committees whenever he can to get to know the boards and committees. Cresta added that when it's again possible to do so, there will be opportunities for the chief to get to know the townspeople through town events and in-person meetings.

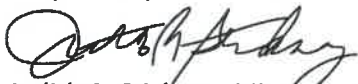
**5:50 PM Adjourn**

With no further business, on a **MOTION** made by **Prentakis**, the Board of Selectmen's meeting of January 21, 2021 adjourned at 5:50 PM.

**Upcoming Meetings:**

<b>January 26, 2021</b>	<b>Regular BOS meeting</b>
<b>February 6, 2021</b>	<b>Operating Budget Summit</b>
<b>February 9 &amp; 23</b>	<b>Regular BOS meetings</b>

Respectfully submitted,



Judith A. Stickney, Minutes Secretary

(From the video posted at: <https://www.middletonma.gov/CivicMedia?CID=Board-of-Selectmen-9#player>)

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Tim Houten, BOS Clerk

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

- Agenda: January 21, 2021
- Police Chief Contract
- Police Chief Waiver/Exemption to Municipal Police Training Committee

**MEETING MINUTES  
BOARD OF SELECTMEN  
Tuesday, January 26, 2021 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, Tim Houten, Kosta Prentakis*

*Absent: None*

*Others Attending: Town Administrator Andy Sheehan, Assistant Town Administrator Tanya Shallop, Minutes Secretary Judi Stickney, Paul Pellicelli, Adam Stone, Taylor Galusha, and others*

**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 #2116: Payroll: \$697,567, Bills Payable: \$1,446,663, 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 Clerk Houten):

<b>PRENTAKIS:</b>	<b>Yes</b>
<b>CRESTA:</b>	<b>Yes</b>
<b>KASSIOTIS:</b>	<b>Yes</b>
<b>HOUTEN:</b>	<b>Yes</b>

- **Minutes:** After a brief review of available minutes, the Board took the following action:  
On a **MOTION** made by **Houten**, second by **Cresta**, the Board of Selectmen **VOTED** unanimously by roll call vote to accept the minutes of January 12, 2021 as written.

**Roll Call** (Called by Clerk Houten):

<b>PRENTAKIS:</b>	<b>Yes</b>
<b>CRESTA:</b>	<b>Yes</b>
<b>KASSIOTIS:</b>	<b>Yes</b>
<b>HOUTEN:</b>	<b>Yes</b>

- **Town Administrator's Report:** Town Administrator Andy Sheehan provided the Board with information and updates on the following:

- **Mass COVID-19 Vaccination Sites:** Sheehan advised the Board that the State has contracted with the Double Tree Hotel for a mass vaccination site, set to open February 3<sup>rd</sup>. They will start with Phase II of the vaccination plan. His office will be sending out information and it will be on the town's website. Sheehan emphasized it is not a drive-up clinic. Reservations must be made in advance on State's website, at [www.mass.gov/covid-19-vaccine](http://www.mass.gov/covid-19-vaccine). Sheehan added that FEMA has been given a greater role in distributing the vaccine. FEMA will be funding the vaccine distribution at 100% Federal share.
- **Budget Development Process for FY22:** The finance team has been having meetings on the FY22 operating budget. Department heads will meet on February 6<sup>th</sup> via Zoom with the BOS and Finance Committee in the first of two budget hearings focusing on the operating budget. The meeting starts at 8:30AM. They will meet again on March 6<sup>th</sup> for the Capital Budget, noting that they will have plenty of updates on these meetings.
- **Equalized Valuations (EQV):** Sheehan advised the Board that the Department of Revenue recently distributed equalized valuations for all 351 communities in Mass. Middleton's EQV was set at \$2.3Billion, up about 10% from FY18. It shows continued growth in value in the community and is one of the most important components to keeping Middleton's tax rate low compared to its Tri-Town neighbors.
- **Nomination Papers are Available:** Sheehan announced that nomination papers are available from the Town Clerk for the May 18<sup>th</sup> Town Election. Papers must be returned with a minimum of 35 signatures by March 30<sup>th</sup>.

**7:16 PM Public Comment Period:** There were no public comments.

**7:18 PM Update on Postponement of January 28, 2021 Special Town Meeting Warrant:** Town Administrator Andy Sheehan reported that the Town Moderator posted a Notice of Continuance for the previously scheduled January 28<sup>th</sup> Special Town Meeting, continuing the meeting to February 25<sup>th</sup>. The Town Moderator will meet with the Selectmen at the next meeting to update the Board on whether the Town Meeting will need to be continued further.

**7:20 PM First Review of the May 11, 2021 Annual Town Meeting Warrant:** Town Administrator Andy Sheehan provided the Board with a first draft of probable warrant articles to view as he summarized the current highlights of each article. A brief discussion ensued and Sheehan advised the Board that they will continue to refine the warrant and review revisions until Town Meeting.

**7:30 PM Review and Vote to Apply Bond Proceeds to Payment of Debt Service on the Bonds:** The Town Administrator provided the Board with a brief explanation on the request for the Board to vote to apply the Bond proceeds to the payment of debt service on the Bonds from which they are derived, and 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 that approval is hereby given for the aggregate sum of \$47,200, representing the balances of bond proceeds remaining after the completion of the related projects which amounts are no longer needed to complete the project or projects for which they were initially borrowed, to be applied for the payment of debt service on the bonds from which they are derived as set forth below:

<b>Amount to be Applied</b>	<b>Date of Bond Issue Balance is to be Applied To</b>	<b>Project</b>
\$22, 000	March 16, 2017	Natsue Way
\$18,000	August 17, 2012	School Construction
\$ 7,200	October 15, 2004	Forest Water Project

**Roll Call** (Called by Clerk Houten):

**PRENTAKIS:** Yes  
**CRESTA:** Yes  
**KASSIOTIS:** Yes  
**HOUTEN:** Yes

**7:32 PM Review and Vote on the Option to Purchase a Deed-Restricted Affordable Housing Unit at 58 Peaslee Circle:** Town Administrator Andy Sheehan advised that #58 is an affordable unit that was approved on the Peaslee Circle project. The unit is for sale and the Town has the right of first refusal on the unit. After a very 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 decline the option to purchase.

**Roll Call** (Called by Clerk Houten):

**PRENTAKIS:** Yes  
**CRESTA:** Yes  
**KASSIOTIS:** Yes  
**HOUTEN:** Yes

**7:33 PM Discussion of Charter Revisions and Potential Charter Review Committee:** The Chair advised anyone listening to view the charter revisions online on the Town's website. Town Administrator Andy Sheehan provided the Board with a memo identifying some of the provisions of the Charter that are out of date or inconsistent with laws or historic practice. Sheehan noted there are a number of areas in the Charter that are obsolete, contradict current bylaws, or don't make sense for Middleton. Sheehan added that the Charter was adopted in 1974 and has not had a comprehensive revision since that time. He advocated bringing a consultant on board to look at the Charter and work with the Charter Review Committee. He feels it would streamline the process and make the Committee's job less onerous. If the Board agrees, they could add the consultant cost to the FY22 capital budget request. A lengthy discussion ensued on whether the Town should hire a consultant to assist with the Charter updating and how much independence the consultant and/or the committee would have with their revisions. Sheehan will talk to his peers in other towns to see how they've handled charter updates. He will get more information and report back to the Board with associated costs.

**7:48 PM Vote to Accept the Following Donations and Grants:**

1. **United Civil, Inc.: \$500 to the Middleton Food Pantry**
2. **MAPC: \$5,234.80 to support expenses in response to COVID-19**

On a **MOTION** made by **Prentakis**, second by **Houten**, the Board of Selectmen **VOTED** unanimously by roll call vote to accept, with thanks, the donations from United Civil, Inc. for \$500 to the Middleton Food Pantry and from MAPC for \$5,234 to the Health Department to support expenses in response to COVID-19.

**Roll Call** (Called by Clerk Houten):

<b>PRENTAKIS:</b>	<b>Yes</b>
<b>CRESTA:</b>	<b>Yes</b>
<b>KASSIOTIS:</b>	<b>Yes</b>
<b>HOUTEN:</b>	<b>Yes</b>

**7:50 PM    Vote to Appoint Kosta Prentakis to the Municipal Tax Relief Committee:** 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 appoint Kosta Prentakis to the Municipal Tax Relief Committee for a term ending June 30, 2022.

**Roll Call** (Called by Clerk Houten):

<b>PRENTAKIS:</b>	<b>Abstain</b>
<b>CRESTA:</b>	<b>Yes</b>
<b>KASSIOTIS:</b>	<b>Yes</b>
<b>HOUTEN:</b>	<b>Yes</b>

After the vote, the Town Administrator advised the Board that Debbie Carbone had also expressed her interest in joining the committee and, if appointed, her term would be through June 30, 2021. The Board took the following action:

On a **MOTION** made by **Cresta**, second by **Prentakis**, the Board of Selectmen **VOTED** unanimously by roll call vote to appoint Debbie Carbone to the Municipal Tax Relief Committee for a term ending June 30, 2021.

**Roll Call** (Called by Clerk Houten):

<b>PRENTAKIS:</b>	<b>Yes</b>
<b>CRESTA:</b>	<b>Yes</b>
<b>KASSIOTIS:</b>	<b>Yes</b>
<b>HOUTEN:</b>	<b>Yes</b>

**7:52 PM    OTHER BUSINESS**

- **Public Health Update:** Selectman Cresta asked if the Town Administrator could schedule the Public Health Director to attend an upcoming meeting to provide the Board with updates on the work they've done during the COVID-19 pandemic. Town Administrator Sheehan will see if he's available for the next meeting.
- **Update on Vaccine:** Selectman Cresta asked the Town Administrator if the Town could be diligent in providing information to the residents on where to sign up for a vaccine when it's available, which will be very soon. Cresta asked that the Town provide as much information as possible on the website and

other communications venues. The Town Administrator advised that they've been working closely with the Council on Aging to ensure everyone who wants a vaccine is able to schedule an appointment for one. He will continue to work with the Council on Aging to help get the word out and to help those who are not online.

**8:00 PM Adjourn**

With no further business, on a **MOTION** made by **Cresta**, the Board of Selectmen's meeting of January 26, 2021 adjourned at 8:00 PM.

**Upcoming Meetings:**

**February 6, 2021      Operating Budget Summit**  
**February 9 & 23      Regular BOS meetings**

Respectfully submitted,



Judith A. Stickney, Minutes Secretary

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Tim Houten, BOS Clerk

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

- Agenda: January 26, 2021
- Warrants
  - Warrant #2116: Payroll: \$697,567, Bills Payable: \$1,446,663
- Minutes:
  - January 12, 2021
- Declaration of Recess and Continuance of Special Town Meeting
- Vote of the Board of Selectmen
- E-Mail and related attachments from Rieko Hayashi (OCD) to Stephanie Pascucci, RE: Joseph E. Pascucci - Affordable Townhome/Condo in Middleton, MA, 1/20/21
- Memo and related documents from Town Administrator to Board of Selectmen, RE: Charter Amendments, 1/22/21
- Letter and supporting material from COA Director to Board of Selectmen, Re: Middleton Food Pantry Donation I United Civil, Inc, 1/11/21
- AGREEMENT BETWEEN THE METROPOLITAN AREA PLANNING COUNCIL AND THE CITY/TOWN LISTED BELOW FOR THE DISBURSEMENT AND USE OF EMERGENCY COVID-19 FUNDING-FIRST ROUND 2021
- Massachusetts Department of Revenue Division of Local Services LA19 Report - Fiscal Year 2020





**MIDDLETON**  
MASSACHUSETTS

3.

2-5-2021

middletonma.gov  
email: middletoncovid19@middletonma.gov



**Public Health**  
Prevent. Promote. Protect.

## COVID-19 WEEKLY REPORT



**Call 211**

Need Help Fast?  
Get the answers you need! It's Free.  
Confidential. Multilingual. Dial 2-1-1 or  
search online at mass211.org

### COVID-19 VACCINATION INFORMATION

Keep this link at your fingertips! Check Daily  
More spots are supposed to be released daily for eligible groups  
at the Middleton Double Tree Vaccination Site!!!

<https://curative.com/sites/24181...>

To find other sites and locations available visit the  
State Vaccination Site Locator at

<https://www.mass.gov/info-details/covid-19-vaccination-locations#find-a-location-using-the-map->



#### MIDDLETON AT LARGE

Reporting Period of 1/29/21 to 2/4/2021

Cases in Last 7 Days at Large (non jail): **+16 Cases**

41+/- Active Under Isolation

#### MIDDLETON JAIL/DYS

Reporting Period of 1/29/21 to 2/4/2021

Cases in Last 7 Days at Jail: **+4 Cases**

**MIDDLETON AGGREGATE (at large and Jail) NUMBERS: 1182**

At large March 2020 to 1/21/2021: 658

Jail/DYS March 2020 to 1/21/2021: 524

#### MASS DPH PUBLIC HEALTH REPORT OF FEBRUARY 4, 2021 FOR DATA PERIOD OF 1/17/21 to 1/30/2021\*

DPH Report that includes Jail #s  
within period above (52 Cases)\*  
14-day Percent Positivity of 8.61%

Middleton Report removing Jail #s  
within period above\* ( minus 52 cases)  
14-day Percent Positivity of 5.12%

"Current" Essex County  
14-day Percent Positivity of 5.92%

"Current" State of MA  
14-day Percent Positivity of 4.32%

4.

## **Declaration of Recess and Continuance of Special Town Meeting**

Pursuant to M.G.L. Ch. 39, §10A, I hereby declare the Special Town Meeting originally scheduled for January 28, 2021 recessed and continued to February 25, 2021 at 7:00 p.m. at 105 South Main Street, Middleton. M.G.L. Ch. 39, §10A mandates that the moderator "shall announce the declaration of recess and continuance as far in advance of the town meeting being continued as possible."

Based on the ongoing State of Emergency and continuing public health concerns raised by Covid 19, including the current surge in infection rates, I have determined that proceeding with the Special Town Meeting as scheduled would be imprudent and may pose a risk to voters wishing to attend. Additionally, the Covid 19 public health crisis has resulted in difficulty locating an appropriate indoor meeting space and winter weather conditions preclude an outdoor meeting at the present time.

This declaration is made after consultation with members of the Middleton Board of Selectmen, the Middleton Director of Public Health, the Middleton Town Administrator and the Middleton Town Clerk. This declaration is also based upon a review of guidance issued by the Massachusetts Department of Public Health regarding Town Meetings and other Covid related precautions.

Pursuant to M.G.L. Ch. 39, §10A, I do not have the authority to continue a Town Meeting for longer than 30 days from the date of recess, but I do have the authority to issue further continuances. As it is highly unlikely that the Covid 19 public health and safety emergency will have resolved in the next 30 days, I intend to declare additional continuances of up to 30 days each as necessary until the meeting can be held safely. I will continue to consult with the aforementioned Town Officials when considering any further deferrals.

Given at Middleton this 14 day of January, 2021,

*Barbara A. Piselli*

Barbara A. Piselli

Middleton Town Moderator

# Town of Middleton Massachusetts



## Special Town Meeting

**Thursday, January 28, 2021, 7:00 P.M.**

**Meeting to be held at a location to be announced**

**Middleton Board of Selectmen**

Richard Kassiotis, Chairperson

Timothy P. Houten, Clerk

Kosta E. Prentakis

Brian M. Cresta

**TOWN OF MIDDLETON  
SPECIAL TOWN MEETING  
THE COMMONWEALTH OF MASSACHUSETTS  
JANUARY 28, 2021**

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 on **Thursday, January 28, 2021, at 7:00PM**, at a location to be announced at least seven (7) days prior, then and there to act on the following articles:

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

**CITIZENS' PETITIONS**

**ARTICLE 1.** On petition of Robert T. Peachey, Sr. and 200 or more registered voters, for the following:

“Following the retirement of the current Chief of Police, the Board of Selectmen shall appoint to the position of Chief of Police, under Chapter 97A of the Massachusetts General Laws, one of the three internal candidates: Police Sergeant Ron Carpenter, Police Sergeant Matt Armitage, or Police Officer Robert Marino.”

**ARTICLE 2.** On petition of Eric R. Cudmore and 10 or more registered voters, to see if the Town will vote to raise and appropriate, borrow or transfer from available funds \$20,000 to pay for the costs associated with the acquisition or disposal of real property.

**Purpose:** The Town has acquired land for public facilities and to sell Town-owned land on Locust Street. The town needs to engage professionals to conduct assessments such as appraisals, environmental assessments, and surveys. Funds appropriated under this article would not be used for the acquisition of any real property.

**Master Plan Committee Recommendation:** The Master Plan Committee voted 5-1 to recommend against the article.

**End of Annual Town Meeting Warrant**

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

Memorial Hall  
Post Office

Flint Public Library  
Howe Station Market

Ferncroft Towers  
Fuller Pond Village

If, due to the COVID-19 pandemic, this Warrant cannot be posted, so as to be visible to the public, at the above named locations, you are hereby directed to post an attested copy in at least one location per precinct where said posting is visible to the public.

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.

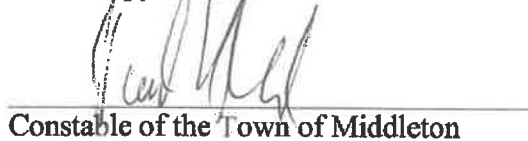
Given under our hands this 13 day of January in the year Two Thousand Twenty-One.

**MIDDLETON BOARD OF SELECTMEN**

  
\_\_\_\_\_

  
\_\_\_\_\_

A true copy Attest:

  
\_\_\_\_\_

Constable of the Town of Middleton

1/14/2021  
\_\_\_\_\_

Date Posted

**Annual Town Meeting  
May 11, 2021  
Table of Contents**

5.

**Current & Prior Year Financial Articles**

1. Hear Reports
2. FY21 Snow & Ice Deficit
3. FY21 Supplemental Appropriations
4. Amend Article 10 of the June 24, 2020 Annual Town Meeting (FY21 Capital Budget)
5. Reallocate or Repurpose Funds from Prior Fiscal Year Capital Appropriations
6. Rescind Prior Appropriation - placeholder
7. Pay Prior Fiscal Year Bills
8. Amend Article 6 of the May 13, 2014 Annual Town Meeting (CPA Funds for Rail Trail, Phase 1)

**FY2022 Financial Articles**

9. Approve Compensation for Elected Officials
10. FY2022 Omnibus Budget
11. Community Preservation Budget - Debt Service, CPA Projects, Expenses
12. Community Preservation Budget - New Projects
13. Authorize FY2022 Revolving Fund Limits
14. FY2022 South Essex Sewer District Enterprise Budget
15. FY2022 Water Enterprise Budget
16. Placeholder
17. Accept Sum from MELD
18. Placeholder
19. FY2022 Chapter 90 Authorization
20. FY2022 Capital Budget
21. Transfers to Reserve Accounts: OPEB, Stabilization, Capital Stabilization, Pension Stabilization, SPED Stabilization
22. Acquire Land off Maple Street and King Street
23. Authorize Borrowing for Public Facilities Project at 105 South Main Street

**Citizen Petitions, Bylaw Adoptions, & Real Property**

24. Amend Chapter 68, Personnel Bylaw
25. Authorize Petition to General Court to Amend the Charter with Respect to Personnel Matters
26. Placeholder
27. Placeholder
28. Adopt Groundwater Protection Overlay District
29. Adopt Private Well Bylaw
30. Amend Revolving Fund Bylaw Adding Sidewalk & Pedestrian Improvements, \$50,000
31. Transfer Funds From Free Cash to Sidewalks & Pedestrian Revolving Fund
32. Placeholder

**ARTICLE \_\_\_\_:** To see if the Town will vote to amend Chapter 230, Water, Article I Irrigation/Outside Watering, sections 230-1 Purpose; applicability and 230-3 Restrictions and Article II Water Use Restriction, sections 230-5 Intent; applicability and 230-8 Definitions by inserting the text shown in bold underline; or take any other action relative thereto:

**§ 230-1 Purpose; applicability.**

The Middleton Board of Selectmen proposes the following bylaw in an effort to promote water conservation, reduce seasonal water usage and attain the bench mark water consumption standard of 65 gallons of water per capita as required under the Modified Water Withdrawal Permit Number 9P-3-17-071.01, et al., pursuant to the Water Management Act under MGL c. 21G and governed by the Massachusetts Department of Environmental Protection. All users that are customers of the public water supply **or on private wells** shall be subject to this bylaw to preserve and maintain the Ipswich Watershed Basin. All lands within the Middleton municipal boundaries drain to the Ipswich Watershed Basin and are thus part of said basin.

**§ 230-3 Restrictions.**

- A. It is unlawful to undertake outside watering of vegetation between the hours of 8:00 a.m. and 7:00 p.m. using Town water **or a private well** through a sprinkler or lawn irrigation system.

**§ 230-5 Intent; applicability.**

The Middleton Board of Selectmen proposes the following bylaw to create a balance between the needs of the environment, the citizens of Middleton and the drinking water supply. The Town is aware of the concerns about lower groundwater levels in the Ipswich River Watershed Basin and the potential demand on its water resources during the dry summer months. The Town also recognizes the therapeutic, esthetic, and environmental benefits that gardening, landscaping and greenery bring to the community. It is the intent of this bylaw to permit residents to maintain their properties, while not overburdening Town water supplies or the water distribution system, and to make a positive contribution to the environment. All Middleton residents that are either customers of the public water supply **or private well users** shall be subject to this bylaw in order to preserve and maintain the Ipswich Watershed Basin.

**§ 230-8 Definitions.**

**WATER USERS or WATER CONSUMERS**

Shall mean all public users of the Town's public water system **or private well users** and Ipswich River Watershed, irrespective of any person's responsibility for billing purposes for water used at any particular facility.

5/10/11 ATM, Art. 32

On petition of Anthony F. Pacillo and more than ten registered voters to see if the Town will vote to amend Chapter 230 (WATER), Article I and II of the Town's General Code by amending the Bylaw as follows:

1. By deleting the underlined words and phrases of the second sentence shown in bold italics of this section as follows:

Section 230-1. "The Middleton Board of Selectmen proposes the following bylaw in an effort to promote water conservation, reduce seasonal water usage and attain the bench mark consumption standard of 65 gallons of water per capita as required under the Modified Water Withdrawal Permit 9P-3-1 7-071, et al., pursuant to the Water Management Act under MGL Chapter 21G and governed by the Massachusetts Department of Environmental Protection." All users that are either customers of the public water supply or private well users shall be subject to this bylaw in order to preserve and maintain the Ipswich Watershed Basin and are thus part of this basin.",

And inserting in its place the following sentence;

**"All users that are customers of the public water supply shall be subject to this bylaw to preserve and maintain the Ipswich Watershed Basin and are thus part of this basin."**

2. By deleting the underlined words of the first sentence shown in bold italics in Section 230-3, Subsection A as follows:

Section 230-3, A. "It is unlawful to undertake outside watering of vegetation between the hours of 8:00 a.m. and 7:00 p.m. using Town water or private well water through a sprinkler or lawn irrigation system."

And inserting in its place the following sentence;

**"It is unlawful to undertake outside watering of vegetation between the hours of 8:00 a.m. and 7:00 p.m. using Town water through a sprinkler or lawn irrigation system."**

3. By deleting the last sentence of Chapter 230, Section 5 of the Water Use Restriction Bylaw, Intent: applicability by deleting the last sentence in the paragraph which reads, "All Middleton residents that are either customers of the public water supply or private well users shall be subject to this bylaw in order to preserve and maintain the Ipswich Watershed Basin",

And inserting in its place the following sentence;

**"All Middleton residents that are customers of the public water supply shall be subject to this bylaw in order to preserve and maintain the Ipswich Watershed Basin"**

4. By deleting the definition of water users or water consumers under Section 230-8 as follows;

" Water Users or Water Consumers ---- shall mean all public and private users of the Town's public water system and Ipswich River Watershed, irrespective of any person's responsibility for billing purposes for water used at any particular facility"

And inserting in its place the following sentence and definition;

**"Water Users or Water Consumers --- shall mean all public users of the Town's public water system and Ipswich River Watershed, irrespective of any person's responsibility for billing purposes for water used at any particular facility."**

and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Code of Middleton



**Town of Middleton  
FY 2021  
Operating and Maintenance  
Sewer Rate From SESD Billings**

**Sewer Enterprise Fund Expenses**

1. South Essex Sewer District Operating and Maintenance Charges Billed To Middleton For Fiscal Year 2021	<b><u>Amount</u></b>
	\$ 93,025.84
2. Billing expenses including collections, receivables, and all associated accounting	\$ 4,861.00
3. Reserve for bad debt (losses) = 5% of total billable expenses	\$ 4,894.34

**Total Sewer Enterprise Expenses =**

Less any Deductions for State Grants to Reduce Sewer Use Charges

**Net Total Sewer Enterprise Fund Expenses =**

<b>Recommended Sewer Rate =</b>	<b>Total Expenses</b>	<b>\$ 102,781.18</b>	
	<b>Total Sewer Flow</b>	<b>4,897,832.77</b>	<b>cubic feet</b>
		<b>\$ 0.021</b>	<b>\$ 2.099</b>
			<b>per hundred cubic</b>

Approved by Board of Selectmen

\_\_\_\_\_  
Timothy Houten

\_\_\_\_\_  
Kosta Prentakis

\_\_\_\_\_  
Rick Kassiotis, Chairman

\_\_\_\_\_  
Brian Cresta

\_\_\_\_\_  
Andrew Sheehan  
Town Administrator

Date:

6.



**Council on Aging**  
Old Town Hall  
38 Maple Street  
Middleton, MA. 01949  
978-777-4067  
[www.townofmiddleton.org](http://www.townofmiddleton.org)

8.

February 1, 2021

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

Re: Middleton Food Pantry Donation / Susan Muzichuk

Please add the following donation to your agenda for acceptance by the Board of Selectmen for the Middleton Food Pantry and notify me when the check has been accepted so that it can then be deposited.

Thank you,

Jillian Smith

Jillian Smith  
COA Director

A Donation has been made payable to the Middleton Food Pantry:

Date: 2/1/21

Name Susan & John Muzichuk

Donation: \$500.00

Check Number 408

This donor would like to remain anonymous

Yes

XXX No

SUSAN B MUZICHUK  
JOHN MUZICHUK

408

53-7054/2113  
03

N

Feb 1, 21

Date

Pay to the  
Order of

Middleton Food Pantry

\$ 500.

50  
100

Five Hundred Dollars and 00/100

Dollars



PHOTO  
Safe  
Deposit  
Details on back



**Bank**

America's Most Convenient Bank®

For

Susan Muzichuk

BP

EFF DATE	VENDOR CODE	JOURNAL AMOUNT	Description	Category
06/12/20		6,000.00	Additional block hours HIQ	Accelerated Telework capacity
06/12/20		15.93	Zoom	Accelerated Telework capacity
06/12/20		15.93	Zoom	Accelerated Telework capacity
06/12/20		14.99	Adobe e-sign	Accelerated Telework capacity
06/12/20		14.99	Adobe e-sign	Accelerated Telework capacity
06/12/20		37.70	Zoom	Accelerated Telework capacity
06/12/20		430.00	VPN Licenses for COVID Remote Access Town Employees	Accelerated Telework capacity
06/12/20		2,865.00	Lenovo Laptops for Remote Town Employees	Accelerated Telework capacity
06/12/20		1,910.00	Lenovo Laptops for Remote Town Employees	Accelerated Telework capacity
06/12/20		1,300.00	UPS Power Supply Backup for Police Station COVID Response	Accelerated Telework capacity
06/12/20		175.00	Laptop 1 PDF software for COVID work	Accelerated Telework capacity
06/12/20		175.00	Laptop 2 PDF software for COVID work	Accelerated Telework capacity
06/12/20		350.00	Monitor for Remote Working for Public Health Director	Accelerated Telework capacity
06/12/20		88.00	Metropolitan COVID call forwarding to Dfullerton	Accelerated Telework capacity
06/12/20		159.27	Zoom Conferencing Annual Subscription	Accelerated Telework capacity
06/12/20		695.45	Web Cams and Headsets, zip drives for remote mtgs for COVID mtgs	Accelerated Telework capacity
06/12/20		256.00	BOH minutes recording secretary for COVID mtgs	BOH staffing
06/12/20		125.00	Cleaning of police station	Cleaning/Disinfecting buildings
06/12/20		250.00	Cleaning of police and fire	Cleaning/Disinfecting buildings
06/12/20		125.00	Cleaning of police station	Cleaning/Disinfecting buildings
06/12/20		125.00	Cleaning of police station	Cleaning/Disinfecting buildings
06/12/20		125.00	Cleaning of police station	Cleaning/Disinfecting buildings
06/12/20		125.00	Cleaning of police station	Cleaning/Disinfecting buildings
06/12/20		125.00	Cleaning of police station	Cleaning/Disinfecting buildings
06/12/20		125.00	Cleaning of police station	Cleaning/Disinfecting buildings
06/12/20		39.68	Disinfecting Spray (8)	Cleaning/Disinfecting buildings
06/12/20		63.62	Lysol Wipes (12)	Cleaning/Disinfecting buildings
06/12/20		418.00	Alcohol Wipes (12)	Cleaning/Disinfecting buildings
06/12/20		110.28	Lysol Wipes (25)	Cleaning/Disinfecting buildings
06/12/20		16.79	Paper Towels (12)	Cleaning/Disinfecting buildings
06/12/20		30.99	Disinfecting Wipes (6)	Cleaning/Disinfecting buildings
06/12/20		29.29	Toilet Paper (96)	Cleaning/Disinfecting buildings
06/12/20		76.37	Lysol Spray (12)	Cleaning/Disinfecting buildings
06/12/20		23.38	Lysol Wipes (11)	Cleaning/Disinfecting buildings
06/12/20		52.36	Lysol Wipes (2) & Scan Thermometer	Cleaning/Disinfecting buildings
06/12/20		25.48	Thermometer Probe Covers	Cleaning/Disinfecting buildings
06/12/20		12.54	Soap Dispensers (6)	Cleaning/Disinfecting buildings
06/12/20		42.19	Hand Sanitizer (6)	Cleaning/Disinfecting buildings
06/12/20		63.62	Lysol Wipes (12)	Cleaning/Disinfecting buildings
06/12/20		143.88	Hand Sanitizer (12)	Cleaning/Disinfecting buildings
06/12/20		13.59	Paper Towel Dispenser	Cleaning/Disinfecting buildings
06/12/20		187.99	Cleaning Supplies	Cleaning/Disinfecting buildings
06/12/20		371.02	Cleaning Supplies	Cleaning/Disinfecting buildings
06/12/20		105.00	Cleaning Supplies	Cleaning/Disinfecting buildings
06/12/20		33.18	Rocky's Hardware-Spray Surface Disinfectant	Cleaning/Disinfecting buildings
06/12/20		25.98	Better Life Cleaner	Cleaning/Disinfecting buildings
06/12/20		22.23	Bleach, Cleaner, Peroxide	Cleaning/Disinfecting buildings
06/12/20		3.60	Pure Green Disinfectant	Cleaning/Disinfecting buildings
06/12/20		61.31	Wipes & Paper Towels	Cleaning/Disinfecting buildings
06/12/20		72.96	Backpack Sprayer	Cleaning/Disinfecting buildings
06/12/20		298.99	Hydrogen Peroxide	Cleaning/Disinfecting buildings
06/12/20		756.20	Plexiglass Shields	Cleaning/Disinfecting buildings
06/12/20		511.98	Sanitizer Dispenser & Floor Stand	Cleaning/Disinfecting buildings
06/12/20		609.96	Wheeled Industrial Totes	Cleaning/Disinfecting buildings
06/12/20		17,389.86	Backfill for police	Direct Staffing: OT, backfill
06/12/20		25,305.90	Backfill for Fire	Direct Staffing: OT, backfill
06/12/20		15.93	Zoom	Planning & Development Incl IT

9.

06/12/20	15.93	Zoom	Planning & Development incl IT
06/12/20	15.93	Zoom	Planning & Development incl IT
06/12/20	113.54	Annual Zoom subscription	Planning & Development incl IT
06/12/20	158.00	Gloves (2 Cases)	PPE
06/12/20	129.00	Gloves (1 Case)	PPE
06/12/20	51.26	Safety Glasses	PPE
06/12/20	89.40	Masks and gloves	PPE
06/12/20	16.45	Masks and gloves	PPE
06/12/20	101.04	Masks and gloves	PPE
06/12/20	61.52	Masks and gloves	PPE
06/12/20	167.94	Masks and gloves	PPE
06/12/20	87.40	Masks and gloves	PPE
06/12/20	223.93	Masks and gloves	PPE
06/12/20	261.54	Masks and gloves	PPE
06/12/20	135.00	Masks and gloves	PPE
06/12/20	53.02	PPE from Market Basket: Gloves and Disinfectant	PPE
06/12/20	45.12	Hand Sanitizer	PPE
06/12/20	59.99	Disposable Masks	PPE
06/12/20	19.99	Gloves	PPE
06/12/20	69.99	Aloe Gel	PPE
06/12/20	87.98	Hand Sanitizer	PPE
06/12/20	266.00	Park signs	Signage/communication
06/12/20	19.99	Zoom	Planning & Development incl IT
06/18/20	250.00	Cleaning of police and fire	Cleaning/Disinfecting buildings
06/18/20	46.08	Paper Supplies	Cleaning/Disinfecting buildings
06/18/20	59.99	Infrared Thermometer	Cleaning/Disinfecting buildings
06/18/20	31.58	Paper Towels	Cleaning/Disinfecting buildings
06/18/20	-		Cleaning/Disinfecting buildings
06/18/20	140.05	Paper Bags	Cleaning/Disinfecting buildings
06/18/20	144.95	Spray Cleaner	Cleaning/Disinfecting buildings
06/18/20	653.68	various cleaning products	Cleaning/Disinfecting buildings
06/18/20	872.98	various cleaning products	Cleaning/Disinfecting buildings
06/18/20	379.62	Gloves, masks	Cleaning/Disinfecting buildings
06/18/20	215.00	VPN	Cleaning/Disinfecting buildings
06/18/20	375.00	Cleaning	PPE
06/18/20	114.55	Paper Towels & Bleach	Accelerated Telework capacity
06/18/20	535.01	Meals for Veterans	Cleaning/Disinfecting buildings
06/18/20	210.99	Sneeze Guard for Countertop	Cleaning/Disinfecting buildings
06/29/20	15.93	Zoom	Grocery &/or Meals Delivery, Services and Supports to Residents
06/29/20	15.93	Zoom	PPE
06/29/20	375.00	Cleaning of Buildings	Accelerated Telework capacity
06/29/20	250.00	Cleaning of Buildings	Cleaning/Disinfecting buildings
06/29/20	5.64	Cleaning Supplies	Cleaning/Disinfecting buildings
06/29/20	38.32	election supplies - COVID	Cleaning/Disinfecting buildings
06/29/20	34.99	face mask	Election Expenses
06/29/20	42.19	Hand Sanitizer	Election Expenses
06/29/20	47.96	hand sanitizer	PPE
06/29/20	292.60	hand sanitizer	PPE
06/29/20	213.94	Wipes	PPE
06/29/20	286.00	Signs for Parks RE COVID	SIGNAGE & COMMUNICATION
06/29/20	10.77	Plastic Barriers	Social Distancing Measures
06/29/20	16.96	Safety Tape for Floors	Social Distancing Measures
06/30/20	239.80	Hand sanitizer	PPE
06/30/20	29.98	Adobe E-sign	Accelerated Telework capacity
06/30/20	5,878.89	IT support Staffing	Accelerated Telework capacity
06/30/20	250.00	Cleaning of Buildings	Cleaning/Disinfecting buildings
06/30/20	(125.00)	Cleaning of Buildings	Cleaning/Disinfecting buildings
06/30/20	230.92	hand sanitizer, dispensers, paper bags and soap	Cleaning/Disinfecting buildings
11/09/20	(186.00)	Refund of Loreta Purchase	Cleaning/Disinfecting buildings
06/30/20	38.12	Market Basket Lysol Wipes	Cleaning/Disinfecting buildings
06/30/20			186 refunded

06/30/20	ULINE	175.78	Paper Bags		Cleaning/Disinfecting buildings	
06/30/20	ELECTION SYSTEMS	305.00	ELECTION SHIELD		Election Expenses	
06/30/20	ELECTION SYSTEMS	915.00	ELECTION SHIELDS		Election Expenses	
06/30/20		562.02	Veterans Meals		Grocery &/or Meals Delivery	
06/30/20	WB MASON COMPANY	139.90	Gloves		PPE	
06/30/20		445.08	Hand Wipes		PPE	
06/30/20	STATE INDUSTRIAL PRO	375.00	cleaning		Cleaning/Disinfecting buildings	
07/16/20	MCKENNIE, BRETT	14,600.00	Laptops for remote working		Accelerated Telework capacity	
07/30/20	HIQ COMPUTERS	15.93	Zoom		Accelerated Telework capacity	
07/30/20	KENT, KRISTIN ANN	375.00	cleaning		Cleaning/Disinfecting buildings	
07/30/20	MCKENNIE, BRETT	250.00	cleaning		Cleaning/Disinfecting buildings	
07/30/20	DALFOR'S CLEANING	450.00	xtra cleaning		Cleaning/Disinfecting buildings	
07/30/20	BRAND COMPANY	269.98	Gloves 2 cases		PPE	
08/13/20	MCKENNIE, BRETT	250.00	cleaning		Cleaning/Disinfecting buildings	
08/13/20	MCKENNIE, BRETT	375.00	cleaning		Cleaning/Disinfecting buildings	
08/13/20	STATE INDUSTRIAL PRO	191.21	Disinfecting Spray		Election Expenses	
08/13/20	TWISS, ILENE	932.81	Drop Off Box Exterior		PPE	
08/13/20	ULINE	111.97	Masks		PPE	
08/13/20	CLEAR AIR, LLC	1,300.00	PPE		PPE	
08/27/20	JOHNSON, LORETTA	14.99	Adobe E-sign		Accelerated Telework capacity	
08/27/20	GASPAR, MELISSA	14.99	Zoom		Accelerated Telework capacity	
08/27/20	O'LEARY, KATRINA	42.50	Zoom		Accelerated Telework capacity	
08/27/20	KENT, KRISTIN ANN	15.93	Zoom		Election Expenses	
08/27/20	WB MASON COMPANY	49.97	election supplies		PPE	
08/27/20	ULINE	114.60	Hand Sanitizer		PPE	
08/27/20	CLEAR AIR, LLC	780.00	MASKS		PPE	
08/27/20	JOHNSON, LORETTA	317.39	Hangers, Masks, Ring Light, Lines, Tape Curtains, Batteries		Social Distancing Measures	
09/10/20	STEPASLUK, TANYA	15.93	Zoom		Accelerated Telework capacity	
09/10/20	WB MASON COMPANY	47.96	Election		Election Expenses	
09/24/20	JOHNSON, LORETTA	14.99	Adobe E Sign		Accelerated Telework capacity	
09/24/20	GASPAR, MELISSA	14.99	Zoom		Accelerated Telework capacity	
09/24/20	O'LEARY, KATRINA	305.07	Zoom		Accelerated Telework capacity	
09/24/20	KENT, KRISTIN ANN	15.93	Zoom		Accelerated Telework capacity	
09/24/20	ARMITAGE, MATTHEW	104.94	Market Basket - Cleaning products		Cleaning/Disinfecting buildings	
09/24/20	JOHNSON, LORETTA	83.12	Soap, Hydrogen Peroxide, Hand Sanitizer, Bleach		Cleaning/Disinfecting buildings	
09/24/20	MASTERMAN'S	192.27	gloves		PPE	
09/24/20	WB MASON COMPANY	119.90	Gloves		PPE	
09/24/20	DIGIANVITTORIO, JAM	63.62	Lysol Spray		PPE	
09/24/20	DEMCO, INC.	159.01	Wipes & Face Shield		Social Distancing Measures	
10/08/20	METROPOLITAN TELEPHO	176.00	Phone Line Changes for BOH		Accelerated Telework capacity	
10/08/20	MASTERMAN'S	279.22	masks		PPE	
10/22/20	VALLEY COMMUNICATION	69,035.51	School IT improvements		Accelerated Telework capacity	
10/22/20	MCKESSON	1,818.39	Masks		PPE	
10/22/20	MCKENNIE, BRETT	250.00	Cleaning		Cleaning/Disinfecting buildings	
10/22/20	MCKENNIE, BRETT	250.00	Cleaning		Cleaning/Disinfecting buildings	
10/22/20	MCKENNIE, BRETT	250.00	Cleaning		Cleaning/Disinfecting buildings	
10/22/20	MCKENNIE, BRETT	375.00	Cleaning		Cleaning/Disinfecting buildings	
10/22/20	MCKENNIE, BRETT	250.00	Cleaning		Cleaning/Disinfecting buildings	
10/22/20	MCKENNIE, BRETT	375.00	Cleaning		Cleaning/Disinfecting buildings	
10/22/20	SEACOAST TENT RENTAL	11,100.00	School tent rentals		Social Distancing Measures	
10/22/20	SEACOAST TENT RENTAL	13,600.00	School tent rentals		Social Distancing Measures	
10/22/20	SCHNIEDER, JUDITH D.	159.27	Annual Zoom subscription		Accelerated Telework capacity	
10/22/20	WB MASON COMPANY	249.95	hand sanitizer		Cleaning/Disinfecting buildings	
10/22/20	WB MASON COMPANY	249.95	hand sanitizer		Cleaning/Disinfecting buildings	
10/22/20	JOHNSON, LORETTA	14.99	adobe		Accelerated Telework capacity	
10/22/20	GASPAR, MELISSA	59.96	zoom		Accelerated Telework capacity	
11/05/20		549.18	Hours for Election Employees		BOH Staffing	
11/05/20	DIGIANVITTORIO, JAM	82.62	Lysol wipes and spray		Cleaning/Disinfecting buildings	
11/05/20	KENT, KRISTIN ANN	15.93	zoom		Accelerated Telework capacity	
11/05/20	MCKENNIE, BRETT	375.00	Cleaning		Cleaning/Disinfecting buildings	

8806.493

11/05/20	MCKENNIE, BRETT	250.00	Cleaning	Cleaning/Disinfecting buildings
11/05/20	MCKENNIE, BRETT	375.00	Cleaning	Cleaning/Disinfecting buildings
11/05/20	MCKENNIE, BRETT	250.00	Cleaning	Cleaning/Disinfecting buildings
11/05/20	MASTERMAN'S STAPLES	604.86	Masks, hand sanitizer, gloves	PPE
11/05/20	COAST MAINTENANCE	127.41	Cleaning Supplies	Cleaning/Disinfecting buildings
11/19/20	VALLEY COMMUNICATION	1,067.39	School IT improvements	Accelerated Telework capacity
11/19/20	MCKENNIE, BRETT	250.00	Cleaning	Cleaning/Disinfecting buildings
11/19/20	MCKENNIE, BRETT	450.00	Cleaning	Cleaning/Disinfecting buildings
11/19/20	MCKENNIE, BRETT	250.00	Cleaning	Cleaning/Disinfecting buildings
11/19/20	MCKENNIE, BRETT	375.00	Cleaning	Cleaning/Disinfecting buildings
11/19/20	WB MASON COMPANY	299.95	Touch Free sanitizer dispensers	Cleaning/Disinfecting buildings
11/19/20	JOHNSON, LORETTA	14.99	zoom	Accelerated Telework capacity
11/19/20	GASPAR, MELISSA	14.99	zoom	Accelerated Telework capacity
12/03/20	FILTER SALES & SERVI	5,680.00	School HEPA Filters	Cleaning/Disinfecting buildings
12/03/20	FILTER SALES & SERVI	11,026.00	School HEPA Filters	Cleaning/Disinfecting buildings
12/03/20	HQ COMPUTERS	31,200.00	Firewall Upgrade for School	Cleaning/Disinfecting buildings
12/03/20	KENT, KRISTIN ANN	15.93	Zoom	Accelerated Telework capacity
12/03/20	MCKENNIE, BRETT	125.00	cleaning	Cleaning/Disinfecting buildings
12/03/20	SEACOAST TENT RENTAL	13,600.00	School tent rentals	Social Distancing Measures
12/03/20	SEACOAST TENT RENTAL	11,100.00	school tent rentals	Social Distancing Measures
12/03/20	HAT CREEKOUTFIT, INC.	10,710.00	School HEPA Filters	Cleaning/Disinfecting buildings
12/03/20	DIVISION OF EMPLOYME	18,094.60	Unemployment expense	unemployment
2024		528.70	boh salaries	BOH Staffing
12/03/20		1,501.40	boh salaries	BOH Staffing
12/03/20		6,838.40	boh salaries	BOH Staffing
12/03/20		5,732.80	boh salaries	BOH Staffing
12/17/20	DIGIANVITTORIO, JAMIE	89.06	Purchase lysol & wipes	Cleaning/Disinfecting buildings
12/17/20	MCKENNIE, BRETT	375.00	Cleaning	Cleaning/Disinfecting buildings
12/17/20	MCKENNIE, BRETT	250.00	Cleaning	Cleaning/Disinfecting buildings
12/17/20	MASCONOMET REGIONAL	89,984.25	MASCO PPE Expenses	other
12/17/20	JOHNSON, LORETTA	849.95	Air Purifier Towers	Cleaning/Disinfecting buildings
12/17/20	WB MASON COMPANY	87.99	Lysol wipes and spray	Cleaning/Disinfecting buildings
12/17/20	WB MASON COMPANY	109.75	Gloves	PPE
12/17/20	JOHNSON, LORETTA	14.99	Zoom	Accelerated Telework capacity
12/17/20	GASPAR, MELISSA	14.99	Zoom	Accelerated Telework capacity
12/17/20		6,075.93	boh salaries	BOH Staffing
12/31/20		7,155.20	boh salaries	BOH Staffing
12/31/20	ARMITAGE, MATTHEW	95.43	Lysol wipes and spray	Cleaning/Disinfecting buildings
12/31/20	MCKENNIE, BRETT	250.00	cleaning	Cleaning/Disinfecting buildings
12/31/20	MCKENNIE, BRETT	125.00	cleaning	Cleaning/Disinfecting buildings
12/31/20	FONTAINE, THERESE	14.99	Zoom	Accelerated Telework capacity
12/31/20	STRYKER	13,275.80	Lucas Device	Other
01/14/21		5,870.00	BOH Staffing	BOH Staffing
01/14/21	CATALDO AMBULANCE	15,890.00	COVID Testing	COVID TESTING
01/14/21	CATALDO AMBULANCE	23,660.00	COVID Testing	COVID TESTING
01/14/21	MCKENNIE, BRETT	250.00	Cleaning	Cleaning/Disinfecting buildings
01/14/21	MCKENNIE, BRETT	375.00	Cleaning	Cleaning/Disinfecting buildings
01/14/21		1001.75		1636.25
01/14/21	MCKENNIE, BRETT	250.00	Cleaning of police and fire	
01/28/21		5,502.80	BOH Staffing	
01/28/21	KENT, KRISTIN ANN	14.99	Zoom	
01/28/21	MCKENNIE, BRETT	375.00	Cleaning of police fire & DPW	
01/28/21	STAPLES CREDIT PLAN	999.98	Air Purifier Towers	
01/28/21	GASPAR, MELISSA	169.99	Air Purifier Towers	
01/28/21	FONTAINE, THERESE	14.99	Zoom	
01/28/21	JOHNSON, LORETTA	14.99	Zoom	
01/28/21	GASPAR, MELISSA	14.99	Adobe esign	

494,008.62

Cleaning/Disinfecting buildings

## **Correspondence and informational materials**





## *Middleton Police Department*

*65 North Main Street*

*Middleton, MA 01949*

*Tel: (978) 774-4424 Fax: (978) 774-4466*

*E-mail: [chief@middletonpolice.com](mailto:chief@middletonpolice.com)*

*James A. DiGianvittorio*  
*Chief of Police*

To: Board of Selectmen  
From: Chief James DiGianvittorio  
Date: February 1, 2021  
Subject: Commendable Performance

Although the officers of the Middleton Police Department are repeatedly performing good work within the community there are occasionally situations that I feel are important to bring to the attention of the Board of Selectmen.

Another such an incident occurred on Tuesday afternoon January 26, 2021 at 1530 hours. Our Department received a radio transmission for a head on crash between a car and a tractor trailer in the vicinity of #177 North Main Street. Officer Michael LeColst and Detective Adam Maccini were first on scene. The driver of the car was severely injured. Both officers along with an employee of Salem Sheet metal, one Dennis Rocheford, tended to the driver, by keeping traction on her head until rescue workers arrived.

I don't normally add civilians to these types of letters however, Mr. Rocheford who is a certified EMT was instrumental in giving care to this female.

The performance by Officer LeColst, Detective Maccini and Mr. Rocheford was instrumental in giving lifesaving support to this party. A copy of this letter will be placed in each officer's personnel file, along with a copy of this letter to Jason Vining the owner of Salem Sheet Metal.

## Andrew Sheehan

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**From:** Bartha, Steve <sbartha@danversma.gov>  
**Sent:** Thursday, January 28, 2021 2:59 PM  
**Subject:** FW: Danvers Enrollment / Assessment

FYI – new year, same concerns.

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**From:** Bartha, Steve  
**Sent:** Thursday, January 28, 2021 2:54 PM  
**To:** Heidi Riccio <hriccio@essextech.net>  
**Subject:** Danvers Enrollment / Assessment

Dear Heidi,

The Town has recently reviewed the enrollment totals provided by Essex Tech as well as those posted by DESE as part of their Chapter 70 data. In fiscal year 2022, it appears that Danvers will be asked, once again, to absorb a sizable assessment increase. Based on the data from DESE, 19 students of the 60 net student increase will come from Danvers – nearly a third of the total member-district increase. While this is down from the nearly 60% net-student increase last year, it remains far and away the largest increase among member districts.

As we discussed last year, the Town had hoped to start a dialogue on how to continue to provide quality education at Essex Tech for students while providing some measure of predictability in the annual assessment to the member communities. After I spoke to the Essex Tech School Committee last February, it was my understanding that a subcommittee would be formed to discuss this issue and the idea of minimum quotas (our proposal was to use total population). What is the status of this subcommittee? As had also been discussed, with the high demand for vocational education, these minimum allotments should be achievable in most, if not all, member communities. (Last year, I had requested, and did not receive, a breakdown of total applicants/acceptances per community.)

We are all dealing with the unprecedented in terms of the ongoing pandemic. Beyond the public health crisis itself, this has also financially impacted the Town of Danvers as well as the other sending communities. Being able to, at minimum, know that new enrollment each year was being spread in some form of a proportional manner would allow all districts to plan long-term.

In 2017, Danvers students made up just over 12% of the Essex Tech student body; next year, it will be close to 17% of a much larger student body. Our assessment over this same period has increased from \$1.9 million to an anticipated \$3.3 million (or more) next year – a 74% increase that has grown nearly 4x faster than our municipal budget. Additionally, within this time period, we've experienced everything from a near level-assessment to a \$500k+ increase, making it impossible to plan from year to year.

A third of our new spending this year (FY 21), across all departments, was the increased assessment from Essex Tech. To absorb this in the midst of a pandemic, we asked employee groups to forgo COLA increases, deferred or cancelled capital projects, and reduced programming and/or hours of service.

I could include sample quota tables or mention how detrimental these large enrollment swings are on the areas of the budget such as public safety, community services, and public schools. Much of this, however, simply would be a rehash of the Town's request from last year – a request that appears to have gone nowhere. To that end, I will be engaging our delegation and the administrations of the other member districts to see if we can collectively work with Essex Tech and its school committee to develop an equitable path forward that provides quality education for students and fiscal stability for the taxpayers in each community.

I look forward to seeing what progress the subcommittee has made as well as the information requested by the Town on application/acceptance rates.

Sincerely,

Steve

**Steve Bartha**

Town Manager

Danvers, Massachusetts

978.777.0001, ext. 3069

[www.danversma.gov](http://www.danversma.gov)



Follow the Town of Danvers

Please note the Massachusetts Secretary of State's office has determined that most emails to and from municipal offices and officials are public records. For more information please refer to: <http://www.sec.state.ma.us/pre/preidx.htm>. Please consider the environment before printing this email.



## MIDDLETON

Heidi T. Riccio, Ed.D., Superintendent-Director  
Alexandra Liteplo, Representative

Essex North Shore Agricultural and Technical School (Essex Tech) is Massachusetts' premier regional technical and agricultural high school, serving 17 member communities on the North Shore and 38 surrounding communities across three counties. Our mission is to **create** a culture of excellence, **encourage** continuous growth, and **promote** professionalism and citizenship for all students, as they **develop** into architects, artisans, and authors of the 21st century community.

Twenty-four career, technical, and agricultural programs are available to students from our member communities. Students from surrounding communities may select from seven agricultural areas. Enrollment at Essex Tech is 1,564 for the 2020-2021 school year. Last year, over 1,300 students applied for 440 openings in our current 9th grade. Our school was designed for nearly 1,600 students and is currently organized into two academies.



### MIDDLETON *at a glance*

*As of November 9, 2020  
49 Total Student Population*

Grade	9 – 16
Grade	10 – 6
Grade	11 – 12
Grade	12 – 15

Future Architect, Jillian Mumley, Grade 11 from Middleton.



## **East Academy**

Advanced Manufacturing, Arboriculture, Companion Animals, Design & Media Communications, Engineering Technology, Information Technology Services, Natural & Environmental Science, Equine Studies, Landscaping, Sustainable Horticulture, Veterinary Science

## **West Academy**

Automotive Collision-Repair & Refinishing, Automotive Technology, Biotechnology, Carpentry, Cosmetology, Construction Craft Laborer, Culinary Arts, Dental Assisting, Electrical, Health Assisting, HVAC-R, Masonry, Plumbing

**CREATE.**

**ENCOURAGE.**

**PROMOTE.**

**DEVELOP.**

As with all schools in the Commonwealth, Essex Tech had to adjust our practice due to a worldwide pandemic. Opening the school year in a Hybrid model, 50% of our students attend school in grade level cohorts. Our expansive campus has allowed this model to operate successfully as we continue to work with community leaders in reducing the spread of the virus.

We create opportunities for students throughout our region to have access to high quality career technical and agricultural education. Partnering with our districts, we have enrolled 47 additional students in our CTE Partnership Program into high demand career areas as a model for Governor Baker's Career Technical Initiative. We have received nearly \$2M in competitive grants to date.

Our Cooperative Education Program places upperclassmen in positions where they work among professionals in their field. These opportunities often lead to full-time employment upon graduation as we continue to work with our industry leaders to meet the needs of the current workforce and strengthen the economic pathways for our students. There are currently 3 seniors from Middleton who are taking advantage of our cooperative education program and 2 current employers. Our graduates enter the workforce with industry recognized credentials and hours toward professional licensure, which gives them an advantage and adds to future readiness. Business, industry, and labor representatives serve on our Program Advisory Committees to ensure that we meet all industry standards.

Over 70% of our students enroll in 2- or 4-year institutions with many earning articulated credit at state community colleges. The remaining 30% of students enroll in approved apprenticeship programs or directly enter the workforce upon graduation.

Several of our programs offer valued services to the residents of our communities, including the Maple Street Bistro and Café, the Salon, Pet Grooming, Automotive and Auto Collision Repair, and Blooming Designs & More. Angell at Essex provides veterinary services on our campus.

Essex Tech provides students with extracurricular activities including MIAA competitive sports, intramural athletics, and various clubs and service groups, including SkillsUSA, FFA, and DECA organizations that encourage students to explore and develop additional employability skills across their career and technical disciplines.

We continue to expand our NightHawks Adult Education Program offering industry training with credentialing including Advanced Manufacturing, Electrical, Plumbing, and Welding to meet the needs of a high demand workforce.





January 29, 2021

***Via UPS***

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

Dear Chairman and Members of the Board:

Pursuant to G.L. Ch. 166A, Section 10, Comcast is pleased to provide a copy of its Form 500 for YE2020. The Form 500 contains information on customer video service related issues in your community and how Comcast responded, including the time taken to resolve these complaints. For the Form 500, the Massachusetts Department of Telecommunications and Cable defines a complaint as:

Any written or verbal contact with a cable operator in connection with subscription in which a person expresses dissatisfaction with an act, omission, product or service that is (1) within the operator's control, and (2) requires a corrective measure on the part of the operator.

Comcast also has provided a copy of the enclosed Form 500 to the Department of Telecommunications and Cable.

Please do not hesitate to contact me at [Gregory\\_Franks@comcast.com](mailto:Gregory_Franks@comcast.com) should you have any questions.

Very truly yours,

*Greg Franks*

Greg Franks, Sr. Manager  
Government Affairs

cc: Department of Telecommunications and Cable



Form 500 Complaint Data

Code Key: Avg. Resolution Time

Code Key: Manner of Resolution

<1> Less than 1 Day <2> 1-3 Days <3> 4-7 Days <4> 8-14 Days <5> 15-30 Days <6> >30 Days

A. Resolved to the satisfaction of both parties.  
B. Resolved, customer dissatisfied. C. Not Resolved.

Town	MIDDLETON
Year	2020
Subscribers	2073

Manner of Resolution (see code key above for the manner represented by the letters below) The number below each letter indicates the number of complaints resolved in that manner.

Total Complaints

Avg Resolution Time (see code above)

	A.	B.	C.
Advertising/Marketing	0	0	0
Appointment Service Call	0	0	0
Billing	3	0	0
Customer Service	0	0	0
Equipment	0	0	0
Installation	0	0	0
Other: Damage	0	0	0
Other: Programming	0	0	0
Reception	0	0	0
Service Interruption	2	0	0

# Form 500 Service Interruption Data

Code Key: Duration of Service Interruption

<1> Less than 1 Day <2> 1-3 Days <3> 4-7 Days <4> 8-14 Days <5> 15-30 Days <6> >30 Days

Town

Middleton

Year

2020

Subscribers

2073

Duration of Service Interruption (see Code Key above)

Middleton	10/9/2020 9:02:00 PM	1
Middleton	5/30/2020 7:26:00 AM	1
Middleton	1/1/2020 11:18:00 AM	1
Middleton	10/9/2020 10:57:00 PM	1
Middleton	10/2/2020 2:44:00 PM	1
Middleton	8/21/2020 11:39:00 PM	1
Middleton	7/21/2020 9:59:00 PM	1
Middleton	6/27/2020 6:03:00 PM	1
Middleton	5/24/2020 10:25:00 AM	1
Middleton	5/16/2020 6:06:00 AM	1
Middleton	5/15/2020 9:42:00 PM	1
Middleton	5/15/2020 9:42:00 PM	1
Middleton	5/12/2020 9:48:00 AM	1
Middleton	2/5/2020 1:03:00 PM	1
Middleton	3/23/2020 10:20:00 PM	1
Middleton	10/30/2020 8:25:00 PM	1
Middleton	2/27/2020 3:30:00 PM	1