

**MIDDLETON SELECT BOARD**  
**MEETING AGENDA**  
**FULLER MEADOW SCHOOL, NATHAN MEDIA CENTER**  
**143 SOUTH MAIN STREET, MIDDLETON, MA 01949**  
**MONDAY, MAY 16, 2022**  
**7:00 PM**  
*This meeting is being recorded*

*This meeting will be a hybrid of in-person and remote via Zoom. To join the meeting remotely, go to:*  
<https://us02web.zoom.us/j/83657172583?pwd=d21DZk0rL2hUWHF0SEhDNGovVWZ0dz09>

7:00 pm    1. Business

- Warrants:   2224
- Minutes:   May 3, 2022, open session minutes
- Town Administrator Updates and Reports

7:10 pm    2. Public Comment

7:20 pm    3. Acknowledgments:

- Timothy P. Houten, Select Board, 21 Years
- Gary Bent, Veterans Services Officer, 4 years

7:40 pm    4. Review and vote on the following reappointments; votes may be taken:

- All Police Positions (see attached)
- Solid Waste Advisory Committee Ex-Officio Members: Paul Goodwin; Nick Federico (Finance Director designee); Jackie Bresnahan (Town Administrator designee)

7:50 pm    5. Follow up discussion from Annual Town Meeting; votes may be taken

8:00 pm    6. Review and vote on zoom/hybrid capacity for Select Board meetings; votes may be taken:

8:10 pm    7. Review and vote to accept the following donations; votes may be taken:

- Middleton Food Pantry \$1,000 from the 99 Restaurant Holdings LLC

8:20 pm    8. Updates & Announcements

Upcoming Meetings:	May 17	Annual Town Election
	May 31	Regular SB Meeting
	June 14 & 28	Regular Select Board 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.*

**Police Appointments for terms ending June 30, 2025**

**Chief**  
Sampson, William

**Captain**  
Armitage, Matthew

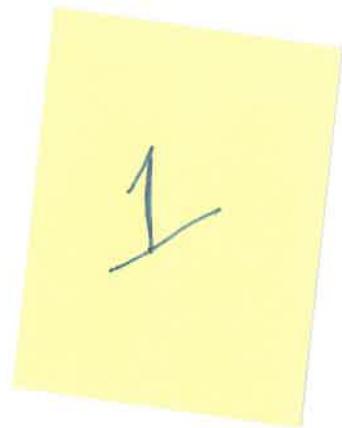
**Sergeants**  
Arathuzik, David  
Carpenter, Ronald  
LeColst, Michael  
Peachey, Robert

**Full Time Officers**  
Agganis, Kosta  
Bernhard, James  
Bouchard, Henry  
Fedullo, Joseph  
Kelle, Brian  
Kemp, Jordan  
Maccini, Adam  
Marino, Robert  
McParland, Thomas  
Witt, Melissa

**Reserve Officers**  
Cardinale, Richard  
Farinato, Steven  
Finer, Mark  
Griffith, John  
Jorge, Leonardo  
Kassiotis, Richard  
Linehan, Michael  
Maribito, Wade  
Sampson, Michael

\*Please note that Deschenes, Roby (FT); Palmeira, Isabella (Reserve/Acting FT), and Tillu, Noorulain (Reserve) were already appointed on May 3, 2022 for terms ending June 30, 2025.

MEETING MINUTES  
**SELECT BOARD**  
FULLER MEADOW SCHOOL, NATHAN MEDIA CENTER  
143 SOUTH MAIN STREET, MIDDLETON, MA 01949  
TUESDAY, MAY 3, 2022  
7:00 PM



**This meeting was recorded**

*Present: Tim Houten, Kosta Prentakis, Rick Kassiotis, Jeff Garber*

*Absent: Chair Brian Cresta*

*Others Attending: Town Administrator Andy Sheehan, Assistant Town Administrator/HR Director Jackie Bresnahan, Paul Pellicelli, Chief William Sampson, Roby Deschenes, Isabella Palmeira, Noorulain Tillu, Jerome Thomas, Gary Bent, Town Clerk Ilene Twiss, and others*

**7:08 PM** With a quorum present, Acting Chair Tim Houten called the meeting to order.

**7:04 PM ROUTINES**

- **Warrant Approval:** Town Administrator Andy Sheehan provided a brief review of Warrant #2223: Payroll: \$731,968; Bills Payable: \$3,037,706; 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 **Garber**, the Select Board **VOTED** unanimously to approve the warrant as presented.

- **Minutes Approval:** The Board was provided with the minutes from the following meetings: March 22, 2022; April 5, 2022; April 19, 2022; and took the following action:

On a **MOTION** made by **Prentakis**, second by **Garber**, the Select Board **VOTED** unanimously to approve the minutes as presented.

- **Town Administrator's Report:** Town Administrator Andy Sheehan provided the Board with information and updates on the following:
  - **Town Meeting:** Sheehan reminded residents that Town Meeting will be held on May 10<sup>th</sup> at 7PM at the Howe Manning School gymnasium. Sheehan added that they are concerned about a quorum and encouraged everyone to attend. Sheehan also advised the Board that the warrant book has been mailed out to residents.
  - **Pre-Town Meeting:** Sheehan reported that the Pre-Town Meeting is scheduled for Thursday, May 5<sup>th</sup> at the Flint Library, at 6PM, adding that this is an in-person event.

- **Annual Election:** Sheehan announced that the Annual Town Election will take place on May 17<sup>th</sup>, from 7am-8pm at the Fuller Meadow School.
- **Earth Day:** Sheehan thanked everyone who attended the Earth Day event on Sunday, noting that it was a great success and a great day to be outside!
- **Winter Recovery Funds:** Sheehan reported that the town will be getting an additional \$162,000 in Winter Recovery Funds. He added that the money is like additional Chapter 90 funds. Sheehan advised the money should be coming in the next couple of months.
- **Memorial Day:** Sheehan announced that there will be a small Memorial Day ceremony on Monday, May 30<sup>th</sup>, at 11AM, at the library. Sheehan added that the flagpole there was taken down and it should be up this week.
- **Angelica's:** At Select Board member Garber's request, Sheehan provided a brief update on Angelica's property, noting that a meeting will be held in a couple of weeks to talk about development in general in the downtown areas, which may have some information on Angelica's. There have been private conversations with some people that are looking at it.
- **Traffic Study on Route 114:** At Select Board member Kassiotis' request, Sheehan provided a brief update on the traffic study on Route 114, noting that the state did a traffic audit at Sharpners Pond and 114. They will be doing a more comprehensive study along the entire Route 144 in Middleton. Sheehan's office has not heard back from them on that yet.

**7:14 PM Public Comment Period:** There were no public comments.

**7:15 PM Review the recommendations of Chief William Sampson to Appoint the Following to the Middleton Police Department with Terms Through June 30, 2025:**

- Roby Deschenes as a Full Time Police Officer
- Isabella Palmeira as a Reserve Police Officer
- Isabella Palmeira as an Acting Full Time Officer
- Noorulain Tillu as a Reserve Police Officer

Chief Sampson met with the Board to recommend that Roby Deschenes be appointed as a full-time police officer, Isabella Palmeira be appointed as a reserve police officer and as an acting full-time officer; and Noorulain Tillu be appointed as a reserve police officer. The Chief provided the Board with information on the candidates. After a brief discussion, the Board took the following action:

On a **MOTION** made by **Prentakis**, second by **Garber**, the Select Board **VOTED** unanimously to appoint Roby Deschenes as a full-time police officer, Isabella Palmeira as a reserve police officer and acting full-time officer; and Noorulain Tillu as a reserve police officer, for terms ending June 30, 2025. **Kassiotis abstained.**

Town Clerk Ilene Twiss was in attendance and held a brief swearing-in ceremony for the three new officers.

**7:23 PM Review and Vote on Middleton Police Policy and Procedure 4.30 "Organization" to Reflect the Captain and Detective Sergeant Positions:**

Chief Sampson provided the Board with a copy of Policy 4.30, Organization, reflecting the Captain and Detective Sergeant positions. After a brief discussion, the Board took the following action:

On a **MOTION** made by **Prentakis**, second by **Garber**, the Select Board **VOTED** unanimously to accept Middleton Police Policy 4.30. **Kassiotis** abstained.

**7:24 PM Review and Appoint a Veterans Services Officer with a Term Through June 30, 2025:**

Current Veterans Services Officer, Gary Bent, and candidate for Veterans Services Officer (VSO), Jerome Thomas, met with the Select Board for the appointment of the VSO for a term through June 30, 2025. Assistant Town Administrator Jackie Bresnahan provided information on the selection process used to fill the vacancy caused by the retirement of Gary Bent, after several years serving as the VSO. Jerome Thomas provided the Board with his experience in the Marine Corps, noting that he loves working with veterans and is looking forward to the position. After a brief discussion, the Board took the following action:

On a **MOTION** made by **Prentakis**, second by **Kassiotis**, the Select Board **VOTED** unanimously to appoint Jerome Thomas as the VSO through June 30, 2025.

After the vote, Town Clerk Ilene Twiss swore in the new Veterans Services Officer.

**7:28 PM Review and Discuss Annual Town Meeting:**

Town Administrator Andy Sheehan advised they are still concerned about having a quorum for Town Meeting and encouraged anyone listening to attend. Sheehan reported that there will be two consent agendas. One will be for Articles 19-24, the Masconomet amendment articles; and the other will encompass Articles 10-17, the CPA, revolving fund, two enterprise funds, MELD pilot payment, Chapter 90 authorization, and transfers to reserves. Articles 3, 4, and 5 do not need any action at this time, so they will be skipped over. There will also be two reports presented – one from the Town Building Committee and one from the Zoning Bylaw Review Committee.

**7:32 PM Review and Appoint the following to the Solid Waste Advisory Committee:**

- **Carolyn Damato MacPherson**
- **Annette Wilton**

Acting Chair Houten provided the Board with the names of those to be appointed to the Solid Waste Advisory Committee, noting that Jeffrey Garber, Richard Gregorio, and John Erickson were previously appointed. After a brief discussion, the Board took the following action:

On a **MOTION** made by **Garber**, second by **Kassiotis**, the Select Board **VOTED** unanimously to appoint Carolyn Damato MacPherson and Annette Wilton to the Solid Waste Advisory Committee for terms ending June 30, 2024.

**7:34 PM Review and Vote on the Following Reappointments with Terms Through June 30, 2025:**

- **Animal Control Officers (2): Beverly Milward; Kevin Nichols**
- **Building Commissioner: Scott Fitzpatrick**
- **Alternate Plumbing Inspector: Todd Moreschi**

- **Alternate Building Inspector: E. Peter Swindell**
- **Assistant Health Agent: Ronald Beauregard**
- **Public Works Superintendent: Paul Goodwin**
- **Deputy Public Works Superintendent: Kenneth Gibbons**
- **Chief Procurement Officer: Andrew J. Sheehan**

Acting Chair Houten provided the Board with a list of names of staff members who are up for reappointment. Town Administrator Andy Sheehan advised the Board that this is the first batch of reappointments, and, over the next few meetings, they will have more for the Board to reappoint. After a brief discussion, the Board took the following action:

On a **MOTION** made by **Prentakis**, second by **Garber**, the Select Board **VOTED** unanimously to reappoint the list of reappointments as presented.

**7:35 PM Review and Vote on Reid's Race, Sunday, July 17th, 2022:**

The Board was provided with information on Reid's Race to take place on Sunday, July 17<sup>th</sup>, noting that it's a county-wide bike race and they will come through Middleton on their way to Gloucester. Sheehan noted that they've done this for a few years and there has never been a problem. After a brief discussion, the Board took the following action:

On a **MOTION** made by **Prentakis**, second by **Kassiotis**, the Select Board **VOTED** unanimously to approve Reid's Race to be held on Sunday, July 17<sup>th</sup>, 2022.

**7:37 PM Announcements**

- **Board and Committee Openings:** Acting Chair Houten read aloud some of the list of Board and committee openings, encouraging anyone interested in serving on one of them to complete the form online or visit Town Hall to apply.
- **Industrial and Commercial Review Committee:** Select Board member Garber encourages residents to volunteer to fill open positions on the Industrial and Commercial Review Committee, as they really need members.
- **Masconomet School Committee Update:** Select Board member Prentakis provided the Board with an update of the grant application they submitted for the school version of ARPA funds.

**7:39 PM Adjourn**

With no further business, on a **MOTION** made by **Prentakis**, the May 3<sup>rd</sup> meeting of the Select Board adjourned at 7:39 PM.

**Upcoming Meetings:**

May 10	<b>Annual Town Meeting: Howe-Manning School</b>
May 16	<b>Regular SB Meeting (note this is a Monday meeting)</b>
May 17	<b>Annual Town Election: Fuller Meadow School</b>
May 31	<b>Regular SB Meeting</b>

Respectfully submitted,

  
Judith A. Stickney, Minutes Secretary

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Timothy P. Houten, Select Board Clerk

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

- Agenda: May 3, 2022
- Warrant #2223: Payroll: \$731,968; Bills Payable: \$3,037,706
- Minutes:
  - March 22, 2022
  - April 5, 2022
  - April 19, 2022
- Letter and related documents from Police Chief to Town Administrator, re: Letter of Recommendation to Appoint Reserve Police Officer Roby Deschenes to Full-Time Police Officer; Isabella Palmeira as a Reserve Police Officer (Acting Full-Time); and Noorulain Tillu as a Reserve Police Officer, 8/13/21
- Middleton Police Department Policy No. 4.30 Organization
- Town of Middleton Massachusetts Annual Town Meeting Warrant



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

7

May 10, 2022

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

Re: Middleton Food Bank Donations

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 Town of Middleton Food Pantry:

Date: 5/6/22

Name: 99 Restaurant Holdings LLC

Donation: \$1,000.00

Check Number 09924136

This donor would like to remain anonymous

Yes

xx No

## **Correspondence and informational materials**

Town of Middleton

# MEMORIAL DAY

May 30th, 2022

11:00 am

Lawn at Flint Public Library

1 South Main Street, Middleton

Guest Speaker:  
Douglas Bryant  
US Navy Retired

Hosted by  
Augustus P. Gardner  
American Legion Post 227  
and the Town of Middleton

Questions: Contact VSO Jerome Thomas at 978-762-0611

# Middleton COMMUNITY YARD SALE

Location: the Old Golf Course  
(on route 114)

**Saturday, June 4th, 2022**  
**8 am - 2 pm**

Call Wendy Trick (978) 750-4063 to reserve a space.  
Rain Date is Sunday, June 5th

**\$25 for a space to sell (must reserve space pre-event)**

Free  
Parking

Fun Activities  
for Kids

Music