

MIDDLETON SELECT BOARD
MEETING AGENDA
FULLER MEADOW ELEMENTARY SCHOOL
NATHAN MEDIA CENTER
143 SOUTH MAIN STREET, MIDDLETON, MA 01949
TUESDAY, NOVEMBER 29, 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/88938544609?pwd=aHR1bmJwQzluZXdHL2RjYVczYWxNdz09>

- 7:00 pm 1. Business
- a. Warrant: 2311
- b. Town Administrator Updates and Reports
- 7:10 pm 2. Public Comment
- 7:15 pm 3. 189 S. Main Street: Review and vote on petition from Maggie's Farm for Change of Manager from Cassandra Delp to Robert Haberek; votes may be taken
- 7:30 pm 4. FY2023 Tax Classification Hearing; votes may be taken
- Review of FY2023 final valuations approved by the Dept. of Revenue; required votes:
1. To discount up to 25% of Open Space (there are no qualifying parcels)
2. To adopt up to a 20% Residential Exemption; if yes, identify a percentage
3. To adopt up to 10% Small Commercial Exemption; there are no qualifying parcels
4. To determine the percentage of the tax levy to be borne by the two main property classes Residential and Commercial, Industrial, & Personal (CIP):
1. 100% factor, or unity for both classes
2. A CIP factor of 100-150% of Residential factor as shown on options chart
- 7:45 pm 5. Review and discuss Financial Policy regarding Assessor's Overlay; votes may be taken
- 7:50 pm 6. Review and discuss FY23 Quarter 1 Financial Update with Finance Director Sarah Wood; votes may be taken
- 8:00 pm 7. Review and discuss DoubleTree Hotel liquor license status; votes may be taken
- 8:10 pm 8. Review and discuss Zoning Board of Appeals fees; votes may be taken:
- 8:15 pm 9. Review and vote on annual license renewals; votes may be taken
- 8:25 pm 10. Review and discuss locations to include in Home Rule Petition for additional liquor licenses; votes may be taken
- 8:35 pm 11. Review and discuss amendment to the Agreement for Architectural Design Services with Context Architecture in the amount of \$1,663; votes may be taken
- 8:40 pm 12. Review applications and vote to appoint one person to the Conservation Commission with a term through June 30, 2024: Peter Goodwin or Jeff Schultz; votes may be taken:

13. Updates & Announcements

Upcoming Meetings:	December 13	Regular Select Board meeting
	January 10 & 24	Regular Select Board meeting
	February 4, 8:30AM	FY24 Operating Budget Summit
	February 7 & 21	Regular Select Board 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.

September 20, 2022

Board of Selectmen Town of Middleton
Attention: Andrew Sheehan, Town Administrator
48 South Main Street
Middleton, Massachusetts 01949

RE: SERENITEE CATERING CORP. d/b/a MAGGIE'S FARM
189 South Main Street, Middleton, MA 01949 – Change of Manager
License No. 05072-RS-0704


Dear Mr. Sheehan:

Enclosed please find an Application for a Change of Manager for Serenitee Catering Corp. d/b/a Maggie's Farm located at 189 South Main Street. I have include included three packages of the Application for your convenience.

Please place this on the agenda for the next public hearing of the Board of Selectmen. Please do not hesitate to contact me if you have any questions.

Thank you for your assistance in this matter.

Very truly yours,
MANN & MANN, P.C.


Pamela Veerman

Enclosures

cc: Mr. Mark McDonough

**CHANGE OF MANAGER
APPLICATION**

**SERENITEE CATERING CORP.
d/b/a
MAGGIE'S FARM**

189 South Main Street, Middleton, MA 01949

**MANN & MANN, P.C.
Counsellors at Law
191 South Main Street, Suite 104
Middleton, MA 01949
Telephone: 978-762-6238
Facsimile: 978-762-6434
Email: jill@mannpc.com**

Exhibit List

For

Change of Manager for Serenitee Catering Corp. d/b/a Maggie's Farm

1. Retail Application for Change of Manager and Applicant's Statement
2. CORI Request Form for Robert Haberek with proof of citizenship for Mr. Haberek: Birth Certificate and Driver's License
3. TIPS and ServSafe Certification for Robert Haberek
4. Vote of Corporate Board of Serenitee Catering Corp.
5. Monetary Transmittal Form together with Receipt reflecting payment of Application Fee
6. Local Licensing Certification

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The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

AMENDMENT-Change of Manager

☐ **Change of License Manager**

1. BUSINESS ENTITY INFORMATION

Entity Name	Municipality	ABCC License Number
Serenitee Catering Corp.	Middleton	05072-RS-0704

2. APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
Jill Elmstrom Mann	Attorney	jill@mannpc.com	978-762-6238

3A. MANAGER INFORMATION

The individual that has been appointed to manage and control of the licensed business and premises.

Proposed Manager Name	Robert Haberek	Date of Birth	02/1979	SSN	028-60-8214
Residential Address	2 Hamilton Road, Peabody, MA 01960				
Email	manager@maggiesfarmmiddleton.com		Phone	617-968-7498	
Please indicate how many hours per week you intend to be on the licensed premises	40+	Last-Approved License Manager	Cassandra Delp		

3B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen?*

☒ Yes ☐ No *Manager must be U.S. citizen

If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.

Have you ever been convicted of a state, federal, or military crime?

☐ Yes ☒ No

If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

3C. EMPLOYMENT INFORMATION

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
		See attached resume		

3D. PRIOR DISCIPLINARY ACTION

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action? ☐ Yes ☒ No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature

Date

9/16/22

Robert Haberek

(617) 968-7498

2 Hamilton Rd. Peabody, MA 01960

robhaberek@gmail.com

Summary	Enthusiastic and motivated restaurant professional with twenty years of experience in fast-paced environments, a focus on providing exceptional hospitality and elevating service standards, seeking a challenging, rewarding position at a top-level establishment.
Experience	<p>Pink Taco Boston, MA General Manager, November 2020 – Present I joined Pink Taco during the pandemic restrictions in Boston and helped reopen to full capacity while driving sales to an average of \$130,000 per week. As General Manager I would oversee all aspects of day-to-day restaurant operations including but not limited to ordering, inventory, scheduling and training as well as overall guest experience.</p> <p>Ward 8 Boston, MA General Manager, April 2015 – August 2020 I began with the Ward 8 team as a bartender and quickly progressed to Bar Manager then General Manager while continuing to be very involved with the bar program at this creative and adventurous establishment. During my tenure we would consistently be mentioned as one of the best bars, restaurants and date night spots in the West End.</p> <p>Forum Boston, MA Bar Manager, January 2014 – March 2015 I worked at Forum as both a bar and floor manager overseeing the bar program and assisting the General Manager with staff training at this multi-level restaurant featuring two bars.</p> <p>City Landing Boston, MA Lead Bartender, January 2013 – January 2014 As the Lead Bartender I worked very closely with our chef/owner to develop an inspired drink menu and establish a hospitable environment in an upscale atmosphere.</p> <p>Sel De La Terre Boston, MA Lead Bartender, July 2012 – January 2014 I oversaw all aspects of the bar program at this fine dining French restaurant. Responsibilities included creating the drink menu, training staff on cocktails, beer and wine, hosting a weekly four course beer dinner and collaborating with our sister restaurant, L'Espalier, on new beverage ideas.</p> <p>Legal Sea Foods Boston, MA Bartender, 2009 – 2012 I worked as a bartender at this high volume restaurant located in the heart of Boston's touristy Long Wharf area. We catered to a wide variety of clientele while striving to provide the best experience possible to each guest.</p> <p>DLW Boston Logan Airport Bartender/Bar Manager, 2006 – 2009 During my time with DLW we opened two Boston Beer Works and a Jerry Remy's at Boston Logan Airport. Each location provided a unique and comfortable experience for guests as they waited for their flights to arrive or depart.</p> <p>Night Games, Holiday Inn Somerville, MA Bartender, 2001 – 2006 Worked as a bartender in an establishment that switched between a casual restaurant catering to hotel guests and neighborhood guests and a 400+ capacity nightclub later in the evenings. I assisted with hotel services such as room service and front desk in addition to my day-to-day bar procedures.</p>

References available upon request.

APPLICANT'S STATEMENT

I, Mark McDonough the: ☐ sole proprietor; ☐ partner; ☒ corporate principal; ☐ LLC/LLP manager
Authorized Signatory
of Serenitee Catering Corp.
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature: Mark M. McDonough

Date: 9/21/22

Title: President and Treasurer

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JEAN M. LORIZIO, ESQ.
CHAIRMAN

Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150

CORI REQUEST FORM

The Alcoholic Beverages Control Commission ("ABCC") has been certified by the Criminal History Systems Board to access conviction and pending Criminal Offender Record Information ("CORI"). For the purpose of approving each shareholder, owner, licensee or applicant for an alcoholic beverages license, I understand that a criminal record check will be conducted on me, pursuant to the above. The information below is correct to the best of my knowledge.

ABCC LICENSE INFORMATION

ABCC NUMBER: (IF EXISTING LICENSEE)	05072-RS-0704	LICENSEE NAME:	Serenitee Catering Corp.	CITY/TOWN:	Middleton
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APPLICANT INFORMATION

LAST NAME:	Haberek	FIRST NAME:	Robert	MIDDLE NAME:	Alex
MAIDEN NAME OR ALIAS (IF APPLICABLE):			PLACE OF BIRTH:	Lynn, MA	
DATE OF BIRTH:	01/18/1979	SSN:	018-20-8114	ID THEFT INDEX PIN (IF APPLICABLE):	
MOTHER'S MAIDEN NAME:	Smith	DRIVER'S LICENSE #:	018-0531	STATE LIC. ISSUED:	Massachusetts
GENDER:	MALE	HEIGHT:	5' 10"	WEIGHT:	160
CURRENT ADDRESS:		10 Hamlet Road			
CITY/TOWN:	Peabody	STATE:	MA	ZIP:	01960
FORMER ADDRESS:		17 Bowdoin Street			
CITY/TOWN:	Winthrop	STATE:	MA	ZIP:	02152

PRINT AND SIGN

PRINTED NAME:	Robert Haberek	APPLICANT/EMPLOYEE SIGNATURE:	
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NOTARY INFORMATION

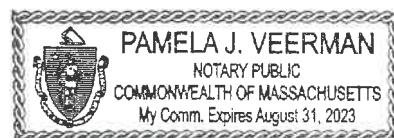
On this September 16, 2022 before me, the undersigned notary public, personally appeared Robert Haberek
(name of document signer), proved to me through satisfactory evidence of identification, which were driver's license
to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.

NOTARY

DIVISION USE ONLY

REQUESTED BY:	
SIGNATURE OF CORI-AUTHORIZED EMPLOYEE	

The DCJ Identify Theft Index PIN Number is to be completed by those applicants that have been issued an Identify Theft PIN Number by the DCJ. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. ALL CORI request forms that include this field are required to be submitted to the DCJ via mail or by fax to (617) 660-4614.



THE COMMONWEALTH OF MASSACHUSETTS
CITY OF LYNN
OFFICE OF THE CITY CLERK
COPY OF RECORD OF BIRTH

REGISTERED NUMBER: 143

CHILD

Name: ROBERT ALEX HABEREK
Date of BIRTH: FEBRUARY 8, 1979 Time: 7:38 AM
Sex: MALE
Place of Birth: LYNN, MA

MOTHER

Name: ELAINE JEANNE HABEREK
Maiden surname: O'BRIEN Age at last birthday: 17
Birthplace: ST. HOOD, TX
Residence: SAUGUS, MA

FATHER

Name: ROBERT ALFRED HABEREK
Birthplace: BOSTON, MA
Age at last birthday: 23

Date of RECORD: FEBRUARY 26, 1979

I, the undersigned, hereby certify that I am the Clerk of the City of Lynn; that as such I have custody of the records of births required by law to be kept in my office; I do hereby certify that the above is a true copy from said records.

WITNESS my hand and the SEAL OF THE CITY OF LYNN
at Lynn on this 14th day of APRIL 1999.



ROBERT G. FURLONG
CITY CLERK OF LYNN

IT IS ILLEGAL TO ALTER OR REPRODUCE THIS DOCUMENT IN ANY MANNER

MASSACHUSETTS

DRIVER'S
LICENSE

USA
P42



R Haberek

4a ISS
03/02/2021

4b EXP
02/08/2026

9 CLASS 12 REST:
D NONE

4d NUMBER
S68860551

3 DOB
02/08/1979

9a END
NONE

1 HABEREK

2 ROBERT A

8 52 BOWDOIN ST
WINTHROP, MA 02152-3117

18 EYES HAZ

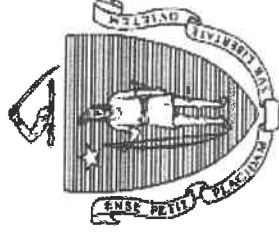
15 SEX M 16 HGT 5-10"

5 DD 03/03/2021 Rev 02/22/2016

02/08/79

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Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Department of Fire Services
Office of the State Fire Marshal



Certificate of Completion

This certifies that

Haberek Robert

Successfully completed the Crowd Manager Training Program
In accordance with 527 CMR 1.00:20.1.5.6 - Designation of a Crowd Manager

Date issued: May 16, 2021

Expires: May 16, 2024

Certificate #: 228hw5ETpQ6tTry

Peter Ostroskey

State Fire Marshal

Certificate of Completion

This Certificate of Completion of
eTIPS On Premise 3.1
For coursework completed on September 8, 2022
provided by Health Communications, Inc.
is hereby granted to:

Robert Haberek

Certification to be sent to:

**2 Hamilton Rd.
Peabody MA, 01960-2112 USA**



HEALTH COMMUNICATIONS, INC.

This document is not proof of TIPS certification. It signifies only that you have completed the course. Valid certification documents will be forwarded to you.



CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: ROBERT HABEREK

Certificate Number: 5875994

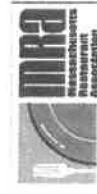
Date of Completion: 9/13/2022

Date of Expiration: 9/13/2027



*The above-named person is hereby issued this certificate
for completing an allergen awareness training program
recognized by the Massachusetts Department of Public Health
in accordance with 105 CMR 590.009(G)(3)(a).*

This certificate will be valid for five (5) years from date of completion.



Massachusetts Restaurant Association
333 Turnpike Road, Suite 102
Southborough, MA 01772
508-303-9905
www.massrestaurantassoc.org

Issued By:



800.765.2122
www.restaurant.org

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CORPORATE VOTE

The Board of Directors or LLC Managers of

Serenitee Catering Corp.

Entity Name

duly voted to apply to the Licensing Authority of

Middleton

City/Town

and the

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on

August 31, 2022

Date of Meeting

For the following transactions (Check all that apply):

☒ Change of Manager

☐ Other

"VOTED: To authorize

Mark McDonough

Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

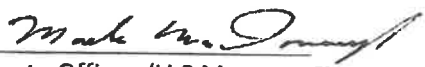
"VOTED: To appoint


Robert Haberek

Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts."

A true copy attest,


Corporate Officer / LLC Manager Signature


(Print Name)

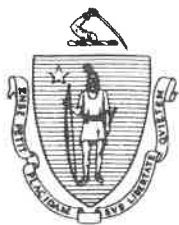
For Corporations ONLY

A true copy attest,

Corporation Clerk's Signature

(Print Name)

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The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM**

AMENDMENT-Change of Manager

**APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL
LICENSING AUTHORITY.**

ECRT CODE: RETA

Please make \$200.00 payment here: ABCC PAYMENT WEBSITE

**PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE
PAYMENT RECEIPT**

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

05072-RS-0704

ENTITY/ LICENSEE NAME Serenitee Catering Corp.

ADDRESS 189 South Main Street

CITY/TOWN Middleton

STATE MA

ZIP CODE 01949

For the following transactions (Check all that apply):

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input checked="" type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement |
| <input type="checkbox"/> Change of Officers/
Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | <input type="checkbox"/> Other | | <input type="checkbox"/> Change of DBA |

**THE LOCAL LICENSING AUTHORITY MUST MAIL THIS
TRANSMITTAL FORM ALONG WITH
COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:**

**Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150-2358**

Payment Confirmation

YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT

Your account has been billed for the following transaction. You will receive a receipt via email.



Transaction Processed Successfully

INVOICE #: 5f8ecfd0-4da7-44-b6b4-64c9b0a39b87

FILING FEES-RETAIL	05072-RS-0704	\$200.00
		\$200.00

Total Convenience Fee: \$4.70

Date Paid: 8/31/2022 4:21:33 PM EDT

Total Amount Paid: \$204.70

Payment On Behalf Of

License Number or Business Name:
05072-RS-0704

Fee Type:
FILING FEES-RETAIL

Billing Information

First Name:
JILL

Last Name:
MANN

Address:
191 SOUTH MAIN STREET

City:
Middleton

State:
MA

Zip Code:
01949

Email Address:
pamv@mannpc.com

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The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission

☐ For Reconsideration

LICENSING AUTHORITY CERTIFICATION

Middleton

City/Town

05072-RS-0704

ABCC License Number

TRANSACTION TYPE (Please check all relevant transactions):

The license applicant petitions the Licensing Authorities to approve the following transactions:

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input checked="" type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement |
| <input type="checkbox"/> Change of Officers/
Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | | <input type="checkbox"/> Other <input type="text"/> | <input type="checkbox"/> Change of DBA |

APPLICANT INFORMATION

Name of Licensee	Serenitee Catering Corp.	DBA	Maggie's Farm
Street Address	189 South Main Street, Middleton, MA		Zip Code 01949
Manager	Robert Haberek		Granted under Special Legislation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
\$12 Restaurant	Annual	All Alcoholic Beverages	If Yes, Chapter <input type="text"/> of the Acts of (year) <input type="text"/>
<small>Type (i.e. restaurant, package store)</small>	<small>Class (Annual or Seasonal)</small>	<small>Category (i.e. Wines and Malts / All Alcohol)</small>	

DESCRIPTION OF PREMISES Complete description of the licensed premises

The premises consists of first floor restaurant space (4,974 square feet) with an office and storage on the second floor (500 square feet). The space includes a small outdoor patio (250 square feet) where patrons are able to eat and drink.

LOCAL LICENSING AUTHORITY INFORMATION

Application filed with the LLA:	Date <input type="text"/>	Time <input type="text"/>
Advertised	Yes <input type="checkbox"/> No <input type="checkbox"/>	Date Published <input type="text"/>
Abutters Notified:	Yes <input type="checkbox"/> No <input type="checkbox"/>	Date of Notice <input type="text"/>
Date APPROVED by LLA	<input type="text"/>	Decision of the LLA <input type="text"/>
Additional remarks or conditions (E.g. Days and hours)	<input type="text"/>	
For Transfers ONLY:		
Seller License Number:	<input type="text"/>	Seller Name: <input type="text"/>

The Local Licensing Authorities By:

Alcoholic Beverages Control Commission
Ralph Sacramone
Executive Director



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.

TOWN OF MIDDLETON TAX CLASSIFICATION HEARING

The Middleton Select Board will hold a public hearing on Tuesday, November 29, 2022 at 7:30PM. 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 2023, 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 Select Board's Office no later than November 29, 2022.

Please publish in the *Salem News* on Monday, November 21, 2022.

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

 978-777-3617

PUBLIC NOTICES

PUBLIC NOTICES

TOWN OF MIDDLETON TAX CLASSIFICATION HEARING

The Middleton Select Board will hold a public hearing on Tuesday, November 29, 2022 at 7:30PM. 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 2023, 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 Select Board's Office no later than November 29, 2022.
SN - 11/21/22

PUBLIC HEARING

The Zoning Board of Appeals of the Town of Wenham, Massachusetts will hold a Public Hearing in accordance with MGL Chapter 40A, Section 11 and Wenham Zoning By-laws Section 13.4 (Special Permits) on **Tuesday November 29, 2022 at 7:00 p.m.** This hearing will be held virtually via Zoom, at which time all interested persons may appear and be heard in relation thereto. The link to the Zoom meeting will be available on the town website.

R. A. Vitale Electric

Master Electrician. Low Rates. Fully Insured.
For all your electrical needs. Lic. #A20829.
978-979-0858

HOUSE PAINTING

BALDASSARI - Painting Interior/Exterior.
Wallpapering & removal. Free estimates
Cell 781-953-6890; 978-688-0161

LANDSCAPING/LAWNMOWING

LEAF PICKUP

You Rake Em - We Take Em! 978-790-5062

classified marketplace

Be included in this section by

PUBLIC NOTICES

PUBLIC NOTICES

**CITY OF BEVERLY
ZONING BOARD OF APPEALS
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Town of Middleton
48 South Main Street
Board of Assessors
Middleton, Massachusetts
01949-2253
978-774-2099
www.townofmiddleton.org

November 29, 2022

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

Re: FY 2023 Property Tax Classification Hearing and Departmental Report for the Select Board

Dear Select Board Members:

The Assessors are pleased to submit documentation for the Property Tax Classification Hearing for FY 2023. 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:

This fiscal year was an Interim Adjustment of values for Middleton. Sales and other market data from calendar 2021 were utilized to determine values. Our current overall assessment to sale median ratio is **95.9%** for single-family properties and **96.3%** for condominiums. All the statistics meet the requirements of the Bureau of Local Assessment.

The average single-family value increase was 17%. This last happened in FY 2002.

The average single-family tax bill increase of **\$ 1250.10** is based on the projected tax rate of **\$12.87**. The average condominium tax bill will increase by **\$505.88** using the same rate. Clearly, the new building project is the major factor in the increase.

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

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

Community	Average Single Family Home 2023	FY23 Tax Rate	Average Tax Bill FY 2023	Average Tax Bill increase
Middleton	\$ 808,346	\$ 12.87	\$ 10,403	\$ 1,250
Boxford	\$ 840,866	\$ 13.84	\$ 11,638	\$ 395
Topsfield	\$ 766,934	\$ 15.20	\$ 11,657	\$ 259



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

The total value of Middleton increased by 14.9 %. The taxable value with exempt growth is now over 3 billion dollars.

This was a better year for growth in Middleton. New single-family homes and condominiums represented 90% of this year's growth. Commercial/Industrial/Personal growth was 10%.

Our next certified revaluation will be in 2027. Interim adjustment of values are still required in between certifications. We maintain tight statistics annually to meet minimum guidelines.

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. We look forward to working with the public facilities project committees to ensure a modern and efficient work environment.

I would again like to take this opportunity to thank my outstanding staff:

Therese Fontaine left us this past autumn; Terry was a consummate professional who brought a high level of organization and a vast knowledge of appraisal experience to the position.

Jodi Fish has been an excellent addition to our staff as a part time employee. Jodi comes to us with prior appraisal knowledge as well.

Kate Davies is new to Terry's old position and will prove to be another valuable employee for Middleton

My Board members for their adaptation, hard work and support during this past year. Middleton is well served with three working assessors on our board with over 50 years of combined experience.

I would also like to thank other town departments for their cooperation.

Respectfully,

Bradford W. Swanson, M.A.A.
Chief Assessor

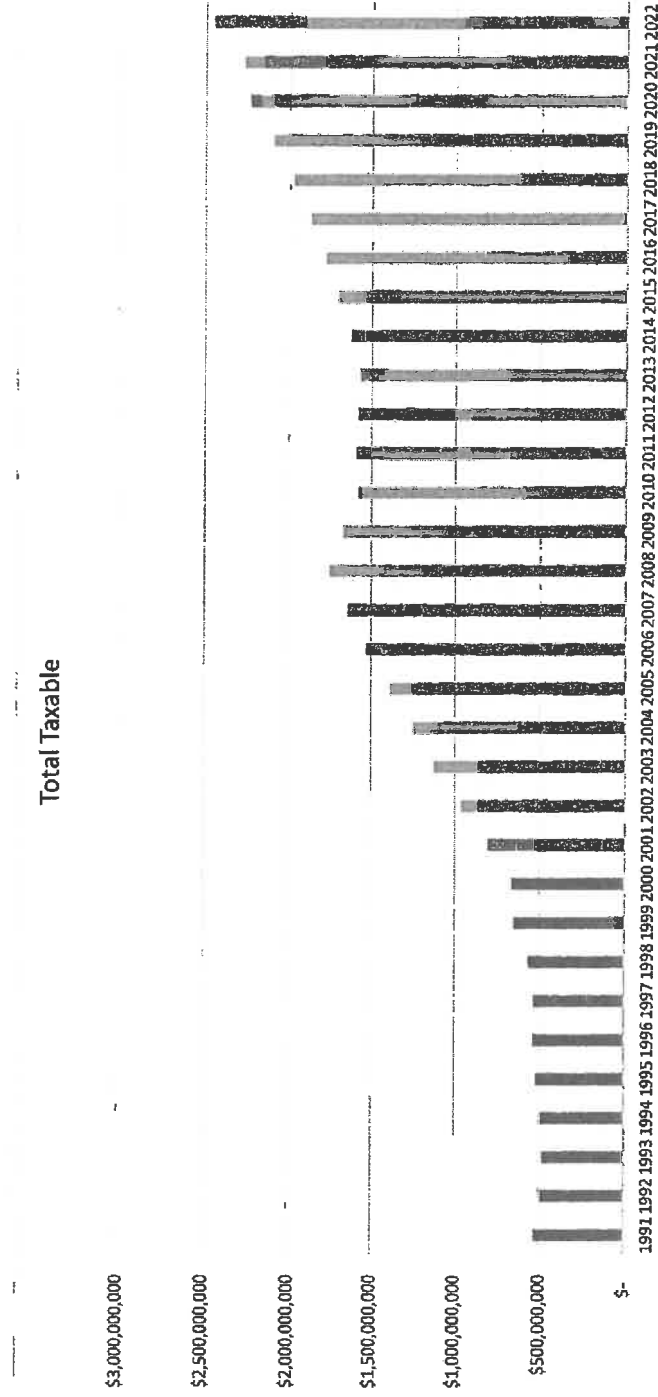
TOWN OF MIDDLETON

TOTAL VALUES BY CLASS HISTORICALLY

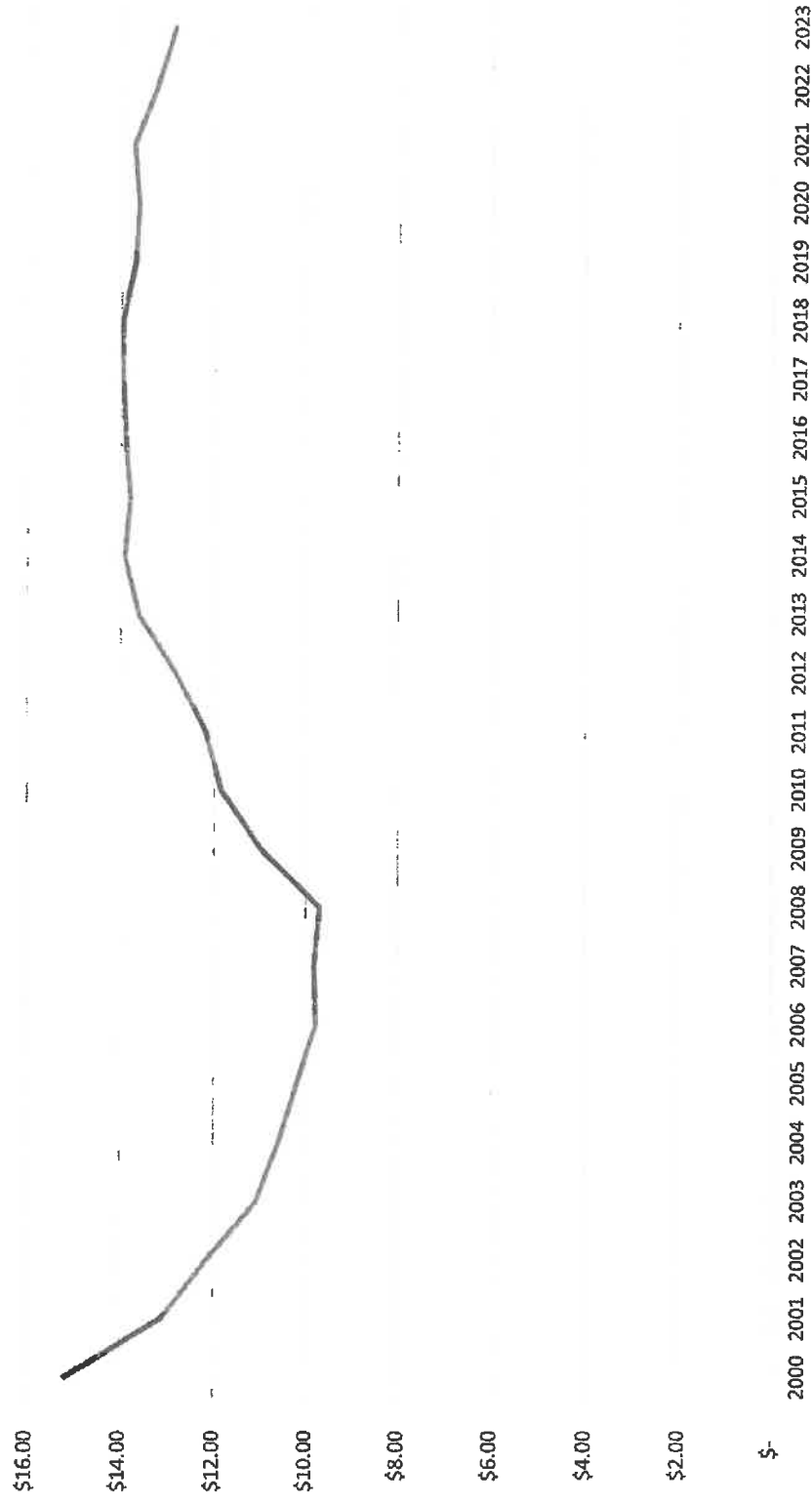
FY	Residential	Commercial	Industrial	Personal Property	Total Taxable	RES % of Total	C I P % of Total	Exempt Valuation	Total Town Valuation
1991	\$ 383,561,059	\$ 105,943,367	\$ 38,610,030	\$ 4,438,994	\$ 532,553,450	72.0	28.0		
1992	\$ 345,340,872	\$ 104,248,112	\$ 34,357,100	\$ 8,264,907	\$ 492,210,991	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	\$ 50,713,587	\$ 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
2022	\$ 2,005,418,967	\$ 259,982,282	\$ 132,929,800	\$ 54,846,730	\$ 2,453,177,779	81.7	18.3	\$ 238,875,800	\$ 2,692,053,579
2023	\$ 2,349,683,472	\$ 275,084,491	\$ 138,859,400	\$ 54,062,718	\$ 2,817,690,081	83.4	16.6	\$ 250,313,400	\$ 3,068,003,481

TOWN OF MIDDLETON

TOTAL VALUES BY CLASS HISTORICALLY



Middleton Tax Rates



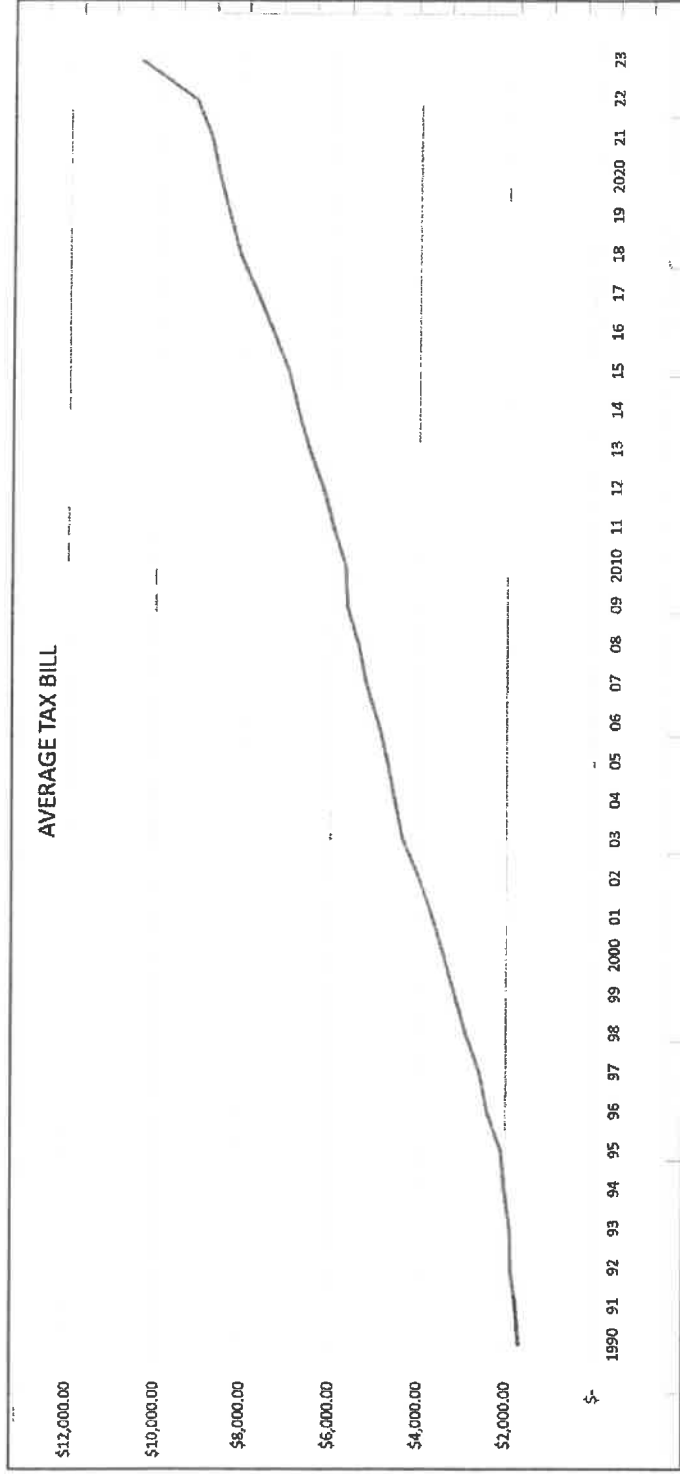
TOWN OF MIDDLETON

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%
91	\$ 230,427,075	1,238	\$ 186,128	1.58%	\$ 9.42	\$ 1,753.33	4.23%	\$ 71.17	2.61%
92	\$ 216,243,490	1,256	\$ 172,168	-7.50%	\$ 10.85	\$ 1,868.03	6.54%	\$ 114.70	15.18%
93	\$ 216,669,960	1,279	\$ 169,406	-1.60%	\$ 11.16	\$ 1,890.57	1.21%	\$ 22.54	2.86%
94	\$ 230,494,960	1,338	\$ 172,268	1.69%	\$ 11.70	\$ 2,015.54	6.61%	\$ 124.97	4.84%
95	\$ 246,056,570	1,410	\$ 174,508	1.30%	\$ 12.00	\$ 2,094.10	3.90%	\$ 78.56	2.56%
96	\$ 275,104,630	1,472	\$ 186,892	7.10%	\$ 12.90	\$ 2,410.90	15.13%	\$ 316.80	7.50%
97	\$ 281,264,120	1,523	\$ 184,678	-1.18%	\$ 13.98	\$ 2,581.79	7.09%	\$ 170.89	8.37%
98	\$ 303,952,070	1,592	\$ 190,925	3.38%	\$ 15.18	\$ 2,898.24	12.26%	\$ 316.44	8.58%
99	\$ 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%
01	\$ 474,416,800	1,700	\$ 279,069	24.44%	\$ 13.10	\$ 3,655.80	7.67%	\$ 260.48	-13.47%
02	\$ 565,527,100	1,728	\$ 327,273	17.27%	\$ 12.13	\$ 3,969.82	8.59%	\$ 314.02	-7.40%
03	\$ 694,426,400	1,768	\$ 392,775	20.01%	\$ 11.06	\$ 4,344.09	9.43%	\$ 374.28	-8.82%
04	\$ 773,648,300	1,809	\$ 427,666	8.88%	\$ 10.58	\$ 4,524.71	4.16%	\$ 180.62	-4.34%
05	\$ 849,153,100	1,843	\$ 460,745	7.73%	\$ 10.19	\$ 4,694.99	3.76%	\$ 170.28	-3.69%
06	\$ 938,938,300	1,870	\$ 502,106	8.98%	\$ 9.77	\$ 4,905.58	4.49%	\$ 210.58	-4.12%
07	\$ 1,007,340,800	1,908	\$ 527,956	5.15%	\$ 9.81	\$ 5,179.25	5.58%	\$ 273.68	0.41%
08	\$ 1,062,068,700	1,921	\$ 552,873	4.72%	\$ 9.69	\$ 5,357.34	3.44%	\$ 178.09	-1.22%
09	\$ 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%
11	\$ 952,586,500	1,949	\$ 488,757	2.03%	\$ 12.17	\$ 5,948.17	4.87%	\$ 276.22	2.79%
12	\$ 944,580,300	1,962	\$ 481,437	-1.50%	\$ 12.81	\$ 6,167.21	3.68%	\$ 219.05	5.26%
13	\$ 939,391,200	1,973	\$ 476,123	-1.10%	\$ 13.59	\$ 6,470.52	4.92%	\$ 303.30	6.09%
14	\$ 966,055,500	1,994	\$ 484,481	1.76%	\$ 13.90	\$ 6,734.29	4.08%	\$ 263.77	2.28%
15	\$ 1,017,513,500	2,011	\$ 505,974	4.44%	\$ 13.78	\$ 6,972.32	3.53%	\$ 238.03	-0.86%
16	\$ 1,075,006,100	2,040	\$ 526,964	4.15%	\$ 13.89	\$ 7,319.53	4.98%	\$ 347.21	0.80%
17	\$ 1,132,670,200	2,060	\$ 549,840	4.34%	\$ 13.95	\$ 7,670.27	4.79%	\$ 350.74	0.43%
18	\$ 1,199,490,000	2,072	\$ 578,904	5.29%	\$ 13.96	\$ 8,081.51	5.36%	\$ 411.24	0.07%
19	\$ 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%
21	\$ 1,345,285,300	2,102	\$ 640,003	1.54%	\$ 13.72	\$ 8,780.83	2.29%	\$ 196.26	0.73%
22	\$ 1,449,854,300	2,104	\$ 689,094	7.67%	\$ 13.25	\$ 9,130.50	3.98%	\$ 349.66	-3.43%
23	\$ 1,703,184,200	2,107	\$ 808,346	17.31%	\$ 12.87	\$ 10,403.41	13.94%	\$ 1,272.91	-2.87%

TOWN OF MIDDLETON

AVERAGE SINGLE FAMILY TAX BILL HISTORICALLY



TOWN OF MIDDLETON

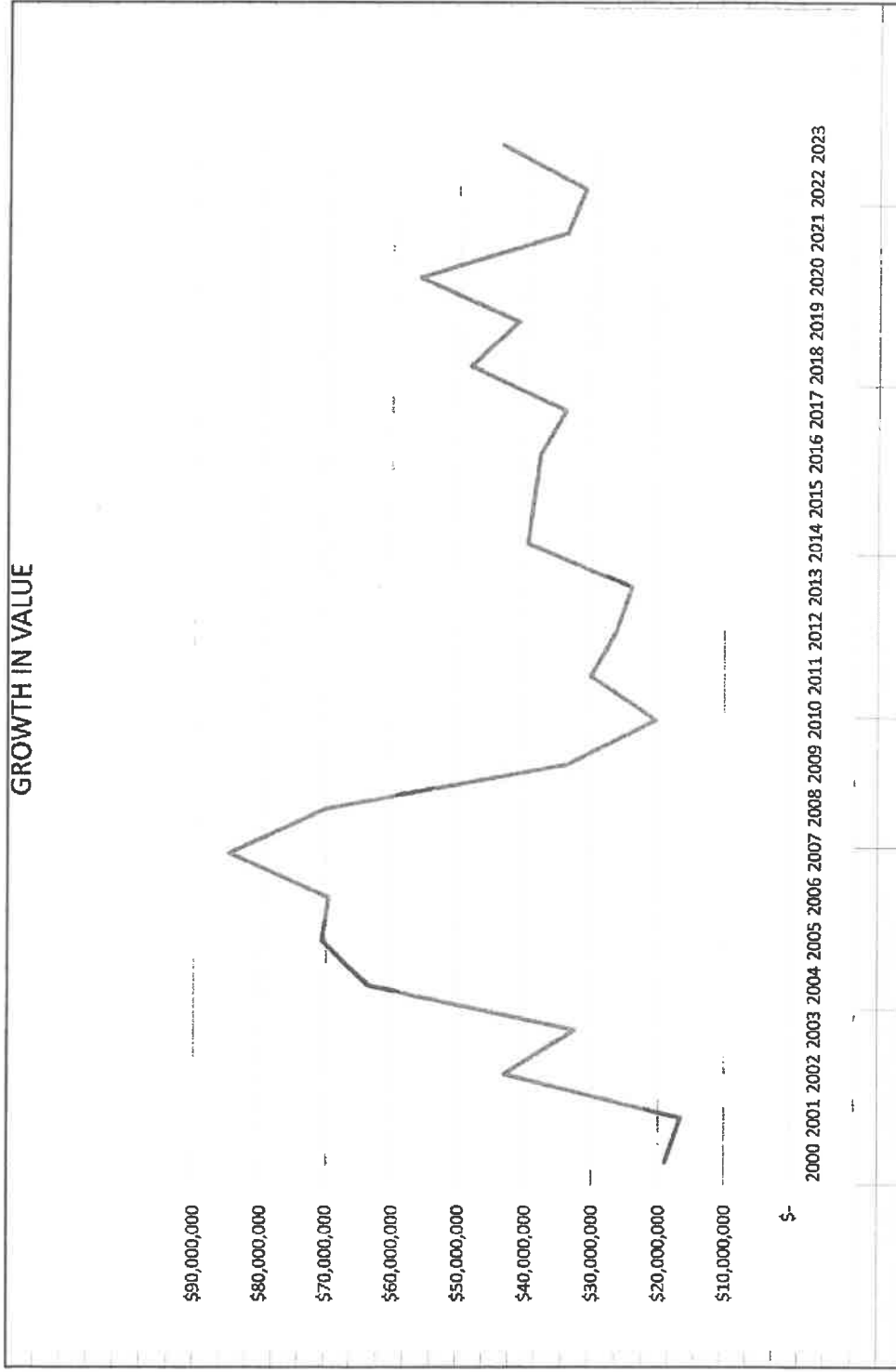
MEDIAN SINGLE FAMILY TAX BILL HISTORICALLY

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
2022	\$ 642,300	13.25 \$	8,510.48
2023	\$ 706,100	12.87 \$	9,087.51
<i>average median</i>	\$ 480,225		\$ 5,973.64

**TOWN OF MIDDLETON
ANNUAL GROWTH COMPARISON**

FISCAL YEAR	GROWTH VALUE	IN	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%	15.58%	\$ 593,867.81	\$ 109,401.87	\$ 703,270	78.2%
2005	\$ 70,637,983		84.71%	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%
2022	\$ 31,103,749		68.82%	31.18%	\$ 293,667.00	\$ 133,077.00	\$ 426,743	-7.7%
2023	\$ 43,571,267		89.99%	10.01%	\$ 293,668.00	\$ 133,077.00	\$ 577,319	35.3%
AVERAGE	\$ 42,205,760		75.47%	24.53%	\$ 377,930.78	\$ 122,814.98	\$ 500,746	11%

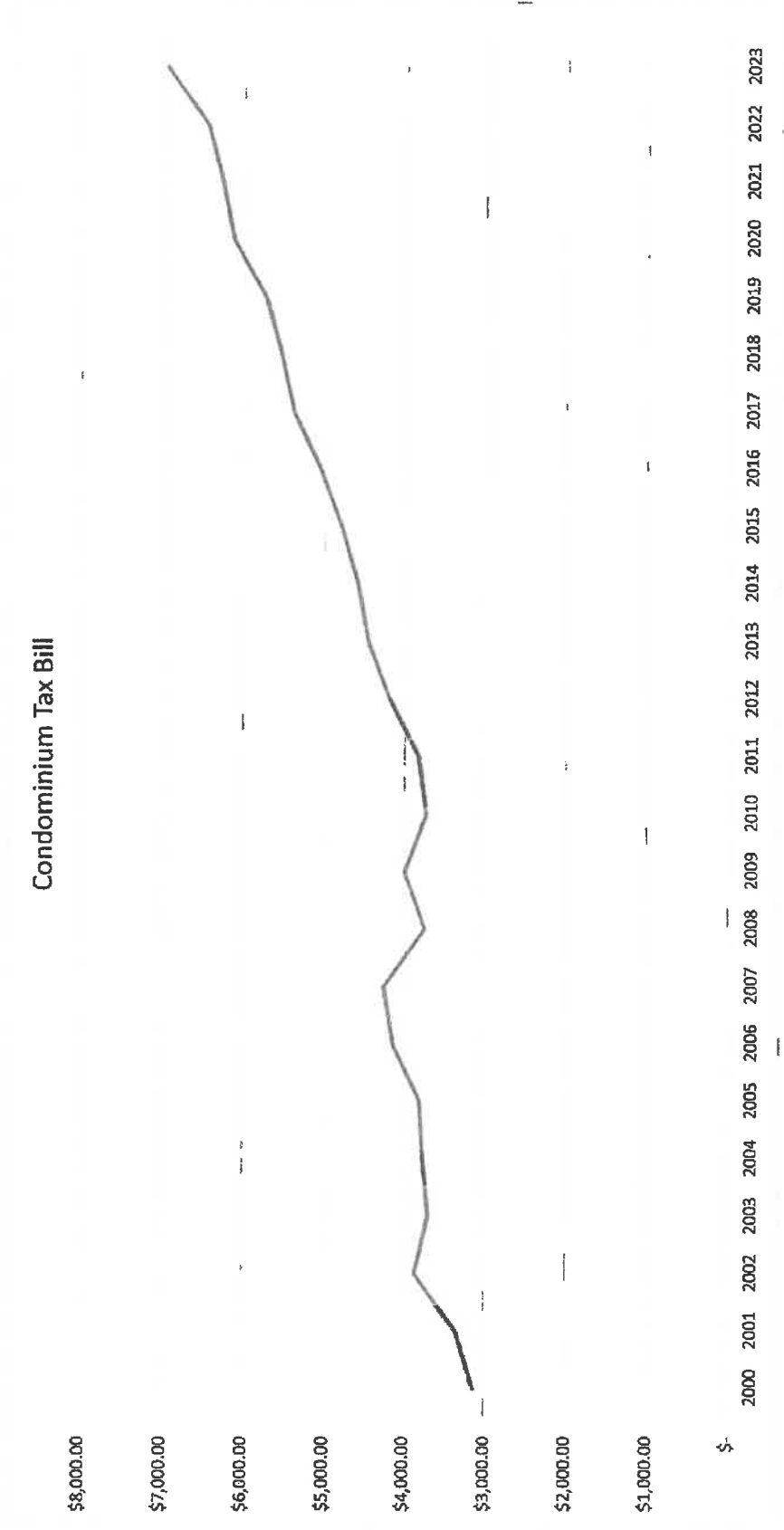
TOWN OF MIDDLETON ANNUAL GROWTH COMPARISON



**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%
2021	\$ 414,927,511	909	\$ 456,466	1.47%	\$ 13.72	\$ 6,262.71	\$ 135.78	2%
2022	\$ 450,282,774	926	\$ 486,266	6.53%	\$ 13.25	\$ 6,443.03	\$ 180.32	3%
2023	\$ 522,113,194	967	\$ 539,931	11.04%	\$ 12.87	\$ 6,948.91	\$ 505.88	8%

TOWN OF MIDDLETON AVERAGE CONDOMINIUM TAX BILL HISTORICALLY



TOWN OF MIDDLETON

SINGLE FAMILY RANGE OF VALUES HISTORICALLY

Single Family Range	FY19		FY20		FY21		FY22		FY23	
	Number	%	Number	%	Number	%	Number	%	Number	%
\$ - \$ 99,999	1	0.05%	1	0.05%	1	0.05%	0	0.00%	1	0.05%
\$ 100,000 \$ 199,999	0	0.00%	0	0.00%	0	0.00%	1	0.05%	0	0.00%
\$ 200,000 \$ 299,999	45	2.16%	38	1.82%	26	1.24%	11	0.52%	2	0.09%
\$ 300,000 \$ 399,999	260	12.49%	235	11.24%	226	10.75%	134	6.37%	51	2.42%
\$ 400,000 \$ 499,999	505	24.26%	497	23.77%	471	22.41%	434	20.65%	198	9.40%
\$ 500,000 \$ 599,999	313	15.03%	355	16.98%	373	17.75%	361	17.17%	370	17.56%
\$ 600,000 \$ 699,999	314	15.08%	252	12.05%	286	13.61%	270	12.84%	409	19.41%
\$ 700,000 \$ 799,999	348	16.71%	308	14.73%	300	14.27%	319	15.18%	219	10.39%
\$ 800,000 \$ 899,999	137	6.58%	188	8.99%	174	8.28%	256	12.18%	241	11.44%
\$ 900,000 \$ 999,999	50	2.40%	83	3.97%	100	4.76%	120	5.71%	169	8.02%
\$ 1,000,000 \$ 1,099,999	35	1.68%	43	2.06%	40	1.90%	63	3.00%	63	2.99%
\$ 1,100,000 \$ 1,199,999	25	1.20%	20	0.96%	30	1.43%	32	1.52%	121	5.74%
\$ 1,200,000 \$ 1,299,999	15	0.72%	13	0.62%	14	0.67%	20	0.95%	87	4.13%
\$ 1,300,000 \$ 1,399,999	11	0.53%	23	1.10%	21	1.00%	18	0.86%	53	2.52%
\$ 1,400,000 \$ 1,499,999	6	0.29%	12	0.57%	11	0.52%	22	1.05%	27	1.28%
\$ 1,500,000 \$ 1,599,999	6	0.29%	11	0.53%	12	0.57%	6	0.29%	19	0.90%
\$ 1,600,000 \$ 1,999,999	8	0.38%	8	0.38%	14	0.67%	30	1.43%	60	2.85%
\$ 2,000,000 \$ 2,999,999	3	0.14%	4	0.19%	3	0.14%	5	0.24%	17	0.81%
\$ 3,000,000	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	2082	100.00%	2091	100.00%	2102	100.00%	2102	100.00%	2107	100.00%

TOWN OF MIDDLETON

CONDOMINIUM RANGE OF VALUES HISTORICALLY

Condominium Range	FY19		FY20		FY21		FY22		FY23	
	Number	%	Number	%	Number	%	Number	%	Number	%
\$ - \$ 99,999	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
\$ 100,000 \$ 199,999	14	1.59%	11	1.22%	11	1.21%	8	0.86%	13	1.34%
\$ 200,000 \$ 299,999	200	22.73%	117	12.94%	105	11.55%	73	7.88%	20	2.07%
\$ 300,000 \$ 399,999	220	25.00%	291	32.19%	299	32.89%	209	22.57%	187	19.34%
\$ 400,000 \$ 499,999	212	24.09%	164	18.14%	167	18.37%	252	27.21%	230	23.78%
\$ 500,000 \$ 599,999	146	16.59%	207	22.90%	197	21.67%	221	23.87%	211	21.82%
\$ 600,000 \$ 699,999	33	3.75%	41	4.54%	57	6.27%	72	7.78%	142	14.68%
\$ 700,000 \$ 799,999	50	5.68%	51	5.64%	49	5.39%	57	6.16%	75	7.76%
\$ 800,000 \$ 899,999	5	0.57%	13	1.44%	15	1.65%	22	2.38%	54	5.58%
\$ 900,000 \$ 999,999	0	0.00%	1	0.11%	1	0.11%	4	0.43%	20	2.07%
\$ 1,000,000 \$ 1,300,000	0		8	1%	8	1%	8	1%	15	2%
	880	100.00%	904	100.00%	909	100.00%	926	100.00%	967	100.00%



TOWN OF MIDDLETON PROPERTY TAX CLASSIFICATION HEARING PRESENTATION AND INFORMATION FISCAL YEAR 2023

Tuesday November 29, 2022

Prepared by the Board of Assessors

Toula Guarino M.A.A. -Chair

Meredith Stone M.A.A. - Clerk

Deborah J. Carbone M.A.A.

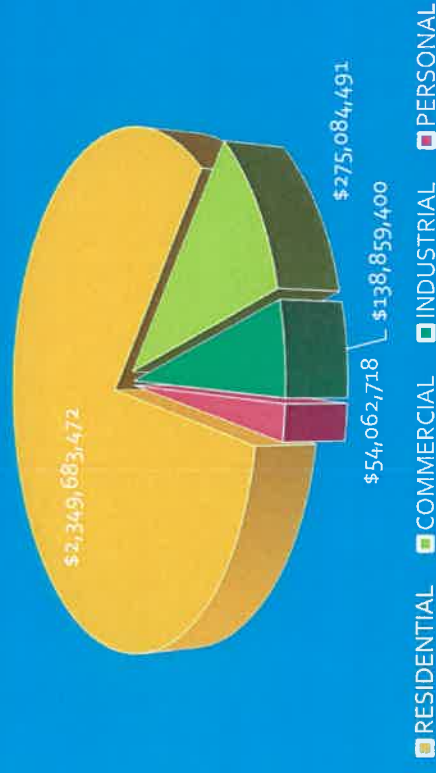
Bradford W. Swanson M.A.A. Chief Assessor

Therese A. Fontaine M.A.A./ Kate B. Davies - Deputy Assessor

Jodi Fish P/T Assessing Clerk/Data Collector

RELEVANT INFORMATION

TOTAL VALUATION OF MIDDLETON FY 2023



% OF VALUATION



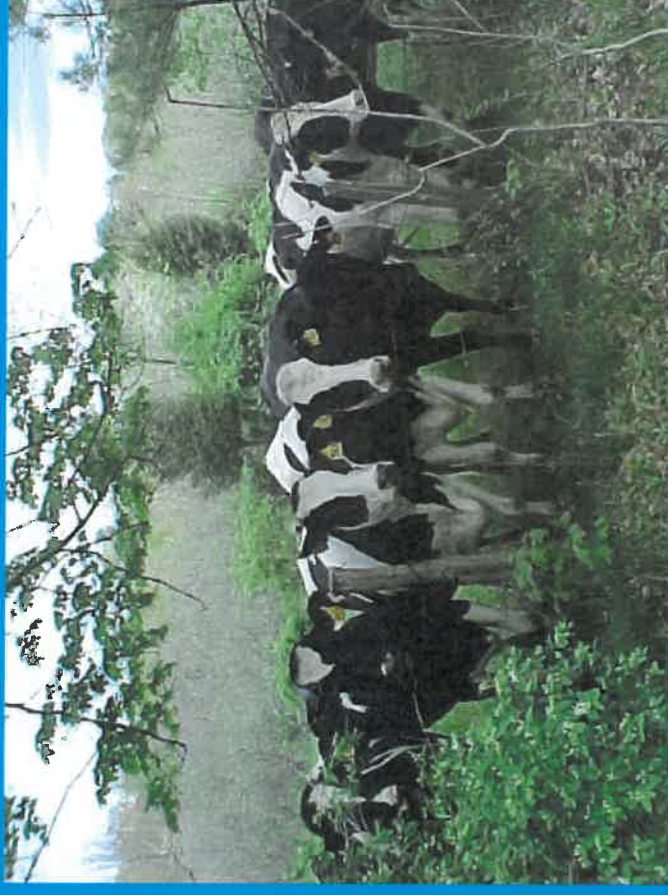
ROLE OF THE SELECT BOARD

- 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 Commonwealth mandated Classification Hearing, the Board of Selectmen must vote on the following in order to establish a tax rate:
 - *Open Space Discount*
 - *Residential Exemption*
 - *Small Commercial Exemption*
 - *Classification (shifting of the tax rate)*



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 (forestry)
 - Chapter 61A (agricultural land)
 - Chapter 61B (recreation land)



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

Of the 351 municipalities in Massachusetts, 19 classify property as Open Space (2 with a discount):

Ashland, Bedford, Berlin, Beverly, Dennis, Erving, Falmouth, Leominster, Mashpee, Nantucket, New Ashford, Newburyport, Norfolk, Paxton, Rowley, South Hadley, Sturbridge, Whately, and Winthrop.

The Board of Assessors has determined that Middleton does not have any Open Space land. Most large parcels are in a Chapter program.

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.
- The following eleven municipalities allow a residential exemption. Note that these communities are large cities or oceanfront communities with large rental or second homes.
 - *Boston, Brookline, Cambridge, Chelsea, Marlborough, Nantucket, Somerset, Tisbury, Waltham, and Watertown.*
- The next page illustrates an example:

RESIDENTIAL CLASS VALUE	\$	2,349,683,472			
PARCELS		3,434			
AVERAGE	\$	684,241			
EXEMPTION %		20%			
EXEMPT VALUE/PARCEL	\$	136,848			
PARCELS		3,434			
TOTAL EXMPT VALUE	\$	(469,936,694)			
NEW RESDTL VALUE	\$	1,879,746,778			
RESIDENTIAL TAXES	\$	30,240,426			
NEW RESDTL TAX RATE	\$	16.09			
EXAMPLES					
ASSESSED VALUE	\$	534,241	\$	684,241	\$ 834,241
TAX RATE W/O EXEMPTION	\$	12.87	\$	12.87	\$ 12.87
TAXES PAID	\$	6,875.68	\$	8,806.18	\$ 10,736.68
SAVINGS/COSTS	\$	(482.62)	\$	-	\$ 482.63
TAXES PAID	\$	6,393.06	\$	8,806.18	\$ 11,219.31
TAX RATE W/O EXEMPTION	\$	16.09	\$	16.09	\$ 16.09
NEW ASSESSED VALUE	\$	397,393	\$	547,393	\$ 697,393
EXEMPT VALUE/PARCEL	\$	(136,848)	\$	(136,848)	\$ (136,848)
ASSESSED VALUE	\$	534,241	\$	684,241	\$ 834,241

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:
 - Be Class Three, Commercial, property.
 - Be occupied solely by businesses with an average annual employment of 10 or under at all locations during the prior calendar year. (Assessors may determine annual employment for a sole proprietorship or partnership. For all other businesses, they must rely solely on the determination of the Director of Labor and Workplace Development.)
 - Have an assessed valuation of \$1,000,000 or less before the application of the exemption.

SMALL COMMERCIAL EXEMPTION

- **The following communities have adopted the exemption:**
 - *Avon, Bellingham, Braintree, Somerset, Westford*

The mechanics of the Small Commercial Exemption are similar to the Residential Exemption.

An annual application process is required confirming payroll information

CLASSIFICATION:

- An amendment to the Massachusetts Constitution endorsed by the electorate in 1978 resulted in the Classification Act. This Act requires municipalities to classify real property into one of four classes, according to use: residential, open space, commercial and industrial.
- Cities and towns that are certified as assessing property at full and fair cash value may elect to shift the tax burden among the major property classes within certain limits established by law. The adoption of different rates does not change the total property tax levy; rather it determines the share of the total levy to be borne by each class.
- The share of the levy raised by the commercial and industrial classes and personal property may be increased 50% as long as the residential and open space classes raise at least 65% of what they would have raised without the shift.

Of 351 municipalities in the Commonwealth, 108 (30.7%) shift the tax rate.

Of the 108, 66 (61.1%) shift over 1.50.

In Essex County, the following communities shift their rate:

*Andover, Beverly, Danvers, Gloucester, Lawrence, Lynnfield,
Lynn, Methuen, North Andover, Peabody, Salem, Saugus, and
Swampscott.*

*Please note that most of these communities are larger cities or towns and only four shift under 1.50.

The "Minimum Residential Factor" or MRF established by the Commissioner of Revenue is used to make certain that the shift of the tax burden complies with the Classification Act. If the minimum residential factor would be less than .650000, the community cannot make the maximum shift and must use a CIP factor less than 1.50.

In Middleton, The Select Board 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 (MRF). Middleton's Minimum Residential Factor is 90.04 %.

The following pages contain information on the development of the Minimum Residential Factor (MRF) and on the impact of any shift of the tax rate:

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	\$ 2,349,683,472	83.39%	\$ 12.87	\$ 12.61	\$ 12.23	\$ 11.59	\$ 30,240,426	\$ 29,638,102	\$ 28,734,615	\$ 27,228,804
2. OPEN SPACE	\$ -	0.00%	\$ 12.87	\$ 14.16	\$ 16.09	\$ 19.31	\$ -	\$ -	\$ -	\$ -
3. COMMERCIAL	\$ 275,084,491	9.76%	\$ 12.87	\$ 14.16	\$ 16.09	\$ 19.31	\$ 3,540,337	\$ 3,894,371	\$ 4,425,422	\$ 5,310,506
4. INDUSTRIAL	\$ 138,859,400	4.93%	\$ 12.87	\$ 14.16	\$ 16.09	\$ 19.31	\$ 1,787,120	\$ 1,965,833	\$ 2,233,901	\$ 2,680,681
5. PERSONAL	\$ 54,062,718	1.92%	\$ 12.87	\$ 14.16	\$ 16.09	\$ 19.31	\$ 695,787	\$ 765,366	\$ 869,734	\$ 1,043,681
	\$ 2,817,690,081	100.00%					\$ 36,263,671	\$ 1,623,604	\$ 36,263,671	\$ 36,263,671
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	3379	\$ 695,378	\$ 12.87	\$ 12.61	\$ 12.23	\$ 11.59	\$ 8,950	\$ 8,771	\$ 8,504	\$ 8,058
2. OPEN SPACE	0	\$ -	\$ 12.87	\$ 14.16	\$ 16.09	\$ 19.31	\$ -	\$ -	\$ -	\$ -
3. COMMERCIAL	179	\$ 1,536,785	\$ 12.87	\$ 14.16	\$ 16.09	\$ 19.31	\$ 19,778	\$ 21,756	\$ 24,723	\$ 29,668
4. INDUSTRIAL	81	\$ 1,714,314	\$ 12.87	\$ 14.16	\$ 16.09	\$ 19.31	\$ 22,063	\$ 24,270	\$ 27,579	\$ 33,095
5. PERSONAL	330	\$ 163,826	\$ 12.87	\$ 14.16	\$ 16.09	\$ 19.31	\$ 2,108	\$ 2,319	\$ 2,636	\$ 3,163
AVERAGE SINGLE FAMILY HOUSE		\$ 808,346	\$ 12.87	\$ 12.61	\$ 12.23	\$ 11.59	\$ 10,403	\$ 10,196	\$ 9,885	\$ 9,367
TAX SAVINGS @ CLASSIFIED RATE							\$ (207)	\$ (207)	\$ (518)	\$ (1,036)
TAX COSTS @ CLASSIFIED RATE										
AVERAGE C&I PROPERTY		\$ 1,592,092	\$ 12.87	\$ 14.16	\$ 16.09	\$ 19.31	\$ 20,490	\$ 22,539	\$ 25,613	\$ 30,735
							\$ 2,049	\$ 2,049	\$ 5,123	\$ 10,245

OPTIONS TO VOTE:

- Vote to discount Open Space?
- Vote on Residential Exemption?
- Vote on Small Commercial Exemption?
- Vote on Classification: Single or split rate?



THANK YOU!

- I would like to thank my Board and staff for their efforts during the year and for the inter-cooperation of other town departments.



OVERLAY

5,

PURPOSE

To ensure the proper treatment of the overlay account, this policy sets guidelines for determining the annual overlay amount in the Town's budget and for deciding whether any overlay balance can be certified as surplus. The allowance for abatements and exemptions, commonly referred to as the overlay, is an account to offset anticipated abatements and exemptions of committed real and personal property taxes. The account may also be charged in the event property taxes are deemed to be uncollectable.

Effective November 7, 2016, the Municipal Modernization Act ([Chapter 218 of the Acts of 2016](#)) (Municipal Modernization Act) provides for a single overlay account. Previously, a community had to maintain separate overlay reserves for each fiscal year and could not use the surplus from one year to cover another year's deficit without a multistep process involving the assessors, accounting officer, and local legislative body. However, the Act allows all existing overlay balances to be transferred to a single account. Although this policy treats overlay as a single account, to continue historical information and facilitate reconciliations, the Finance Director/Town Accountant may elect to maintain subsidiary ledgers by levy year for overlay balances.

APPLICABILITY

This policy applies to the job duties of the Board of Assessors, Chief Assessor, and Finance Director/Finance Director/Town Accountant, as well as to the Select Board's and Finance Committee's responsibilities as budget decision makers.

POLICY

A. Annual Overlay

Each year, the Town shall authorize an amount to the overlay account as part of the budget process and to raise it without appropriation on the Town's Tax Recap Sheet. The Chief Assessor will propose this annual overlay amount to the Town based on the following:

- Current balance in the overlay account
- Five-year average of granted abatements and exemptions
- Potential abatement liability in cases pending before, or on appeal from, the Appellate Tax Board (ATB)
- Timing of the next certification review by the Division of Local Services (scheduled every five years under the Municipal Modernization Act)

B. Excess Overlay

Annually, the Finance Director/Town Accountant and Chief Assessor will conduct an analysis to see if there is any excess in the overlay account by factoring the following:

Current balance in the overlay account after reconciling with the Finance Director/Town Accountant's records

- Balance of the property tax receivables, which represents the total real and personal property taxes still outstanding for all levy years
- Estimated amount of potential abatements, including any cases subject to ATB hearings or other litigation

Upon determining any excess in the overlay account, the Chief Assessor shall present the analysis to the Board of Assessors for its review and inform the Town Administrator and Finance Director/Town Accountant.

C. Overlay Surplus

In consultation between the Chief Assessor, the Finance Director/Town Accountant and the Town Administrator during the budget review process, if there is an excess balance in the overlay account, the Board of Assessors will be advised and shall formally vote in an open meeting to certify the amount to transfer to overlay surplus and shall notify the Select Board, Town Administrator, and Finance Director/Town Accountant in writing of its vote. If the Town Administrator makes a written request for a determination of overlay surplus, the Board of Assessors shall vote on the matter at their next scheduled meeting and notify the Town Administrator and Finance Director/Town Accountant of the result in writing.

After being certified, Town Meeting may appropriate overlay surplus for any lawful purpose until the end of the fiscal year. However, the appropriation should be as prescribed in the same manner as the Town's use as Free Cash per financial policy. Overlay surplus not appropriated by year-end closes to the general fund's undesignated fund balance.

REFERENCES

[M.G.L. c. 59, §25](#)

[Chapter 218 of the Acts of 2016](#)

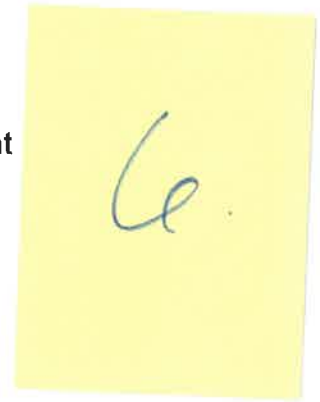
DLS Informational Guideline Release 16-104: [Overlay and Overlay Surplus](#)

EFFECTIVE DATE

This policy was adopted _____.



TOWN OF MIDDLETON
Office of Finance Director/Town Accountant
48 South Main Street
Middleton, MA 01949
(978) 777-4966



TO: Selectboard/Finance Committee

FROM: Sarah Wood

DATE: 11/29/2022

SUBJECT: FY 2023, 1st Quarter Highlights

This report includes a summary of the 1st quarter results as of September 30, 2022 of FY 2023 for the General Fund, CPA Fund, Water Enterprise Fund, and Revolving Accounts. The General Fund accounts for the Town's annual operating and the majority of the capital budget. Exceptions include MELD and SESD assessments, which are accounted for as enterprise funds and capital budget items that are for another fund (i.e. CPA Fund).

General Fund Expenditures

As of September 30, 2022, 25% of the FY 2023 General Fund budget had been expended. Please see the chart below for a breakdown of each major category's budget versus actual figures as of the first quarter in FY 2023. Encumbrances and warrant articles are not included in these figures.

Major Category	Adjusted Budget	Actual Expended	Percent Expended
General Government	\$ 2,453,565	\$ 448,382	18%
Public Safety	4,946,164	1,163,118	24%
Education	25,099,367	4,587,442	18%
Public Works	1,940,979	285,752	15%
Health and Human Services	536,239	100,540	19%
Culture and Recreation	734,638	168,631	23%
Debt Service	4,212,643	1,044,803	25%
State Assessments & Charges	317,114	78,912	25%
Unclassified	3,334,517	3,142,352	94%

At the end of the first quarter of the fiscal year the total year-to-date expenditures should be around 25% of the departmental budget. The Recreation Commission, retirement assessment and liability insurance all typically have percentages exceeding 25% in the first quarter. The summer recreation program takes up about 50% of the recreation commission budget. Retirement and liability insurance are paid by the Town in full in July and will be allocated to MELD and

the School Department as is deemed appropriate in March once the cost allocation is received.

The only other department that exceeds this 25% benchmark is the Fire department due to numerous vehicle repairs that have been needed. All other departments are well below the benchmark with the average excluding the unassigned categories being 16%.

As of September 30, 2022, 94% of encumbrances carried from FY22 were closed out. At this period, I would expect that all encumbrances were closed out. The majority of the encumbrances left open are from the school maintenance department and these will close out to fund balance. The Town Clerk also has some Code updates that are still being processed.

General Fund Revenues

Revenue collections were largely in line with current estimates (excluding real estate and personal property taxes as the tax rate has not been set). As of September 30, 2022, 26% or \$11,005,745 of total estimated revenues for FY 2023 (\$42,385,380) had been collected.

Of the local receipts, there were several categories that are lower than 25% of their budgeted revenues: motor vehicle excise, other licenses and permits, and Medicaid reimbursement. Motor vehicle commitments runs on a calendar year. The first commitment is issued in January therefore the majority of revenue collections typically occur in the third quarter of the fiscal year. Current revenues are within normal trends. This year, the department of revenue has broken out building permits from other licenses and permits. The allocation of building permit vs other licenses and permits will be adjusted when the tax rate is set. Medicaid reimbursement is done quarterly and there generally is a lag with the first quarter.

The majority of our other revenue categories greatly exceed our 25% benchmark. Rooms Excise is at approximately 51% of the budget and Meals excise is at 39% of the budget. There is room within our local receipts budgets to adjust for increases and decreases when we complete the tax recap and set the tax rate.

CPA Fund Expenditures & Revenues

CPA expenditures are at 67% of budgeted expenditures, not inclusive of capital items. This is consistent with expectations as a larger debt payment is made in July.

CPA revenues are at 21% of the budget. The budget does not contain the final state match amount, and is not officially set since we have not completed setting the tax rate.

Water Fund Expenditures & Revenues

Water expenditures are at 14% of the budget. This is not unexpected as the majority of expenditures occur towards the end of the fiscal year as well as \$50,000 budgeted for extraordinary/unforeseen expenses.

The water fund revenues are at 4% of budget. The majority of the budget is made up of a payment from the Town of Danvers that occurs at the end of the fiscal year.

Sewer Enterprise Fund Expenditures & Revenues

Sewer expenditures are at 24% of the budget. The majority of expenditures is for the town's assessment to the South Essex Sewer District which is made out in quarterly payments.

The sewer fund revenues are at 41% of budget. Collection of outstanding FY22 amounts has attributed to this high percentage.

I hope the information presented is informative and helpful. If you have any questions, please do not hesitate to contact me.

Town of Middleton, MA
Fiscal Year 2023 Expenditures (unaudited)

For the Period Ended GENERAL FUND	BUDGET		9/30/2022		12/31/2022		3/31/2023		6/30/2023		Total		AVAILABLE BUDGET	% USED
	\$	200	\$	-	\$	-	\$	-	\$	-	\$	-	\$	200
Total 114 TOWN MODERATOR		390,040	73,927	-	-	-	-	-	-	-	73,927	-	316,113	19%
Total 122 SELECTMEN		3,954	318	-	-	-	-	-	-	-	318	-	3,636	8%
Total 131 FINANCE COMMITTEE		100,000	12,000	-	-	-	-	-	-	-	12,000	-	88,000	12%
Total 131 RESERVE FUND		205,807	36,808	-	-	-	-	-	-	-	36,808	-	168,999	18%
Total 135 TOWN ACCOUNTANT		224,916	44,674	-	-	-	-	-	-	-	44,674	-	180,242	20%
Total 141 ASSESSORS		264,793	63,009	-	-	-	-	-	-	-	63,009	-	201,784	24%
Total 145 TREASURER/COLLECTOR		2,500	-	-	-	-	-	-	-	-	-	-	2,500	0%
Total 146 CUSTODIAN OF TOWN LANDS		80,000	15,903	-	-	-	-	-	-	-	15,903	-	64,097	20%
Total 151 TOWN COUNSEL		514,145	94,301	-	-	-	-	-	-	-	94,301	-	419,844	18%
Total 155 MIS		209,338	42,329	-	-	-	-	-	-	-	42,329	-	167,009	20%
Total 161 TOWN CLERK		78,524	8,422	-	-	-	-	-	-	-	8,422	-	70,102	11%
Total 162 ELECTIONS		95,133	19,759	-	-	-	-	-	-	-	19,759	-	75,374	21%
Total 171 CONSERVATION COMMISSION		136,197	21,527	-	-	-	-	-	-	-	21,527	-	114,670	16%
Total 175 PLANNING BOARD		4,730	526	-	-	-	-	-	-	-	526	-	4,204	11%
Total 176 BOARD OF APPEALS		1,574	-	-	-	-	-	-	-	-	-	-	1,574	0%
Total 181 MASTER PLAN COMMITTEE		135,714	14,877	-	-	-	-	-	-	-	14,877	-	120,837	11%
Total 192 TOWN BUILDING		6,000	-	-	-	-	-	-	-	-	-	-	6,000	0%
Total 195 TOWN REPORT		2,260,065	459,472	-	-	-	-	-	-	-	459,472	-	1,800,593	20%
Total 210 POLICE		2,376,136	643,470	-	-	-	-	-	-	-	643,470	-	1,732,666	27%
Total 220 FIRE		285,169	55,973	-	-	-	-	-	-	-	55,973	-	229,196	20%
Total 241 BUILDING INSPECTION		24,594	4,203	-	-	-	-	-	-	-	4,203	-	20,391	17%
Total 292 ANIMAL CONTROL		200	-	-	-	-	-	-	-	-	-	-	200	0%
Total 296 CONSTABLE		13,796,753	1,759,331	-	-	-	-	-	-	-	1,759,331	-	12,037,422	13%
Total 301 SCHOOL DEPARTMENT		10,477,590	2,619,398	-	-	-	-	-	-	-	2,619,398	-	7,858,193	25%
Total 314 MASCONOMT ASSESSMENT		825,024	208,713	-	-	-	-	-	-	-	208,713	-	616,311	25%
Total 315 ESSEX TECH ASSESSMENT		1,128,995	207,922	-	-	-	-	-	-	-	207,922	-	921,073	18%
Total 420 DPW ADMINISTRATION		285,713	3,205	-	-	-	-	-	-	-	3,205	-	282,508	1%
Total 423 SNOW & ICE REMOVAL		526,271	74,625	-	-	-	-	-	-	-	74,625	-	451,646	14%
Total 425 TRANSFER STATION		150,638	34,420	-	-	-	-	-	-	-	34,420	-	116,218	23%
Total 511 BOARD OF HEALTH		283,700	49,674	-	-	-	-	-	-	-	49,674	-	234,026	18%
Total 541 COUNCIL ON AGING		66,976	8,964	-	-	-	-	-	-	-	8,964	-	58,012	13%
Total 543 VETERANS AGENT		29,925	7,481	-	-	-	-	-	-	-	7,481	-	22,444	25%
Total 545 TRI TOWN COUNCIL		5,000	-	-	-	-	-	-	-	-	-	-	5,000	0%
Total 548 GARDEN CLUB		670,782	137,128	-	-	-	-	-	-	-	137,128	-	533,654	20%
Total 610 LIBRARY														

Total 630 RECREATION COMMISSION	52,856	31,504	-	-	-	-	31,504	21,352	60%
Total 691 HISTORICAL COMMISSION	1,000	-	-	-	-	-	-	1,000	0%
Total 692 MEMORIAL DAY	5,000	-	-	-	-	-	-	5,000	0%
Total 693 CHIEF WILLS FESTIVAL	5,000	-	-	-	-	-	-	5,000	0%
Total 710 DEBT SERVICE	4,212,643	1,044,803	-	-	-	-	1,044,803	3,167,841	25%
Total 820 STATE ASSESSMENTS & CHARGES	317,114	78,912	-	-	-	-	78,912	238,202	25%
Total 910 COMPENSATION RESERVE	25,000	3,500	-	-	-	-	3,500	21,500	14%
Total 911 RETIREMENT	1,882,539	2,338,503	-	-	-	-	2,338,503	(455,964)	124%
Total 913 UNEMPLOYMENT	15,000	2,869	-	-	-	-	2,869	12,131	19%
Total 914 HEALTH INSURANCE	876,778	190,859	-	-	-	-	190,859	685,919	22%
Total 915 GROUP INSURANCE	2,600	607	-	-	-	-	607	1,993	23%
Total 916 MEDICARE/DEP TAX	115,000	23,334	-	-	-	-	23,334	91,666	20%
Total 945 LIABILITY INSURANCE	265,600	430,680	-	-	-	-	430,680	(165,080)	162%
Total 962 TRANSFERS TO OTHER FUNDS	152,000	152,000	-	-	-	-	152,000	-	100%
Total GENERAL FUND	43,575,226	\$11,019,932	\$10,184,935	\$ 8,322,106	\$ -	\$ -	\$ 11,019,932	\$ 32,555,294	25.3%
Total CPA	124,500	\$ 83,300	\$ -	\$ -	\$ -	\$ -	\$ 83,300	\$ 41,200	67%
Total WATER ENTERPRISE FUND	296,695	\$ 41,548	\$ -	\$ -	\$ -	\$ -	\$ 41,548	\$ 255,147	14%
Total SESD ENTERPRISE FUND	110,035	\$ 26,437	\$ -	\$ -	\$ -	\$ -	\$ 26,437	\$ 83,598	24%

Town of Middleton, MA
Fiscal Year 2023 Warrant Articles Expenditures (unaudited)

Fund	STM/ATM	Fiscal Year	Article #	Account Name	Original	Available Balance at		Available Balance at	
					Appropriation	7/1/2022	YTD Expended	9/30/22	
GF	STM	2015	2	ATHLETIC FLD MAINT	35,000	1,604	-	1,604	
GF	ATM	2017	17	REMEDIATE NATSUE WAY	165,000	133,915	980	132,935	
GF	ATM	2018	29	FM SECURITY SYSTEM	101,358	3,778	-	3,778	
GF	ATM	2019	25	BYLAW CONSULTANT	50,000	50,000	-	50,000	
GF	STM	2019	3	MAINTENANCE OF GOLF COURSE	25,000	17,500	-	17,500	
GF	ATM	2020	19	HR SOFTWARE	14,727	8,900	-	8,900	
GF	ATM	2020	19	REPLACE SCBA	9,000	1,460	-	1,460	
GF	ATM	2020	19	BALLISTIC VESTS AND HELMETS	8,300	8,300	-	8,300	
GF	ATM	2020	19	BRIGADOON TREE/SIDEWALK	75,000	75,000	-	75,000	
GF	ATM	2020	19	COA REFINISH HARDWOOD FLOORS	7,500	2,812	-	2,812	
GF	STM	2020	9	40 SCHOOL STREET ENVIRONMENTAL TESTING	10,000	1,100	-	1,100	
GF	STM	2020	11	105 S MAIN STREET MAINTENANCE	5,000	3,747	-	3,747	
GF	ATM	2021	10	FIBER OPTIC NETWORK	100,000	100,000	61,198	38,802	
GF	ATM	2021	10	MEMORIAL HALL RAMP REPLACEMENT	20,000	20,000	-	20,000	
GF	ATM	2021	10	MEALS ON WHEELS CAR	35,500	545	-	545	
GF	ATM	2022	19	CHARTER REVIEW	15,000	15,000	-	15,000	
GF	ATM	2022	19	CAI ADVANCED QUERY MODULE	1,300	591	-	591	
GF	ATM	2022	19	CYCICAL INSPECTIONS	10,000	2,340	-	2,340	
GF	ATM	2022	19	CYBERSECURITY PROTECTION	10,000	10,000	-	10,000	
GF	ATM	2022	19	MUNIS UPGRADE	10,000	8,566	-	8,566	
GF	ATM	2022	19	HANDICAP RAMP RELACEMENT	25,000	25,000	21,950	3,050	
GF	ATM	2022	19	TOWN-WIDE HANDICAP IMPROVEMENTS	10,000	10,000	-	10,000	
GF	ATM	2022	19	PURCHASE CRUISER RADIOS	8,500	2,016	-	2,016	
GF	ATM	2022	19	PURCHASE RADAR GUNS	5,000	1,220	-	1,220	
GF	ATM	2022	19	POLICE STATION UPGRADES	10,000	2,484	-	2,484	
GF	ATM	2022	19	FIRE VEHICLE REPAIRS	7,500	2,575	1,612	963	
GF	ATM	2022	19	RADIO/TELEPHONE RECORDER	17,080	2,526	2,032	494	
GF	ATM	2022	19	OUTFIT/TRAIN NEW FIREFIGHTER	25,580	14,859	2,029	12,830	
GF	ATM	2022	19	DIGITIZE INSPECTIONAL SERVICE RECORDS	45,000	9,642	-	9,642	
GF	ATM	2022	19	DPW BUILDING IMPROVEMENTS	25,000	4,063	-	4,063	
GF	ATM	2022	19	COA BUILDING IMPROVEMENTS	5,700	902	-	902	
GF	STM	2022	9	BOSTON ST SIDEWALK	33,000	33,000	-	33,000	
GF	STM	2022	11	IT & CYBERSECURITY	55,000	45,154	-	45,154	
GF	STM MAY22	2022	7	PURCHASE BULLET PROOF VESTS	5,000	2,030	-	2,030	
GF	STM MAY22	2022	7	ADDITIONAL FUNDS FOR FIRE PUMPER	40,000	40,000	-	40,000	
GF	STM MAY22	2022	7	COA NEEDS ASSESSMENT	18,000	18,000	9,000	9,000	
GF	ATM	2023	18	DPW SALARY SURVEY	10,000	10,000	-	10,000	
GF	ATM	2023	18	NEARMAP & PUSHPIN GIS	7,740	7,740	6,500	1,240	
GF	ATM	2023	18	TOWN HALL NET STORAGE REPLACEMENT	20,000	20,000	-	20,000	
GF	ATM	2023	18	TOWN HALL SERVER REPLACEMENT	27,000	27,000	-	27,000	
GF	ATM	2023	18	DPW SERVER REPLACEMENT	4,000	4,000	-	4,000	
GF	ATM	2023	18	VMWARE UPGRADE PHASE 2	14,000	14,000	-	14,000	
GF	ATM	2023	18	ANTIVIRUS UPGRADE	4,800	4,800	-	4,800	
GF	ATM	2023	18	ELECTION/POLL EQUIPMENT	7,200	7,200	719	6,481	
GF	ATM	2023	18	PURCHASE POLICE CRUISER	50,000	50,000	39,035	10,965	
GF	ATM	2023	18	REPLACE POLICE AED'S	9,000	9,000	-	9,000	
GF	ATM	2023	18	PURCHASE PATROL RIFLES	5,000	5,000	-	5,000	
GF	ATM	2023	18	PURCHASE RADAR GUN CRUISER	5,000	5,000	-	5,000	
GF	ATM	2023	18	REPALCE MARINE 1	15,000	15,000	-	15,000	
GF	ATM	2023	18	FIRE ALARM MATERIALS	15,000	15,000	10,824	4,176	
GF	ATM	2023	18	ICE RESCUE SLED	6,000	6,000	-	6,000	
GF	ATM	2023	18	RADIO EQUIPMENT	72,800	72,800	-	72,800	
GF	ATM	2023	18	TRAIN NEW FIREFIGHTER	27,303	27,303	-	27,303	
GF	ATM	2023	18	DIGITIZE INSPECTIONAL SERVICE RECORDS PHASE 2	35,000	35,000	-	35,000	
GF	ATM	2023	18	REPLACE HM SECURITY SYSTEM	50,000	50,000	-	50,000	
GF	ATM	2023	18	REPLACE SMART BOARDS	155,000	155,000	-	155,000	
GF	ATM	2023	18	REPALCE TRUCK 12	81,700	81,700	-	81,700	
GF	ATM	2023	18	STAND UP LEAF BLOWER	13,000	13,000	10,705	2,295	
GF	ATM	2023	18	REPLACE TOWN SIGNS	20,000	20,000	-	20,000	
GF	ATM	2023	18	ADDITIONAL CHAPTER 90 FUNDS	100,000	100,000	34,298	65,702	
GF	ATM	2023	18	TREE WORK	20,000	20,000	-	20,000	
GF	ATM	2023	18	PEDESTRIAN & TRAFFIC SAFETY IMPLEMENTATION	20,000	20,000	-	20,000	
GF	ATM	2023	18	REPLACE ROLLOFF CONTAINER	30,000	30,000	-	30,000	
GF	ATM	2023	18	ESSEX TECH CAPITAL CONTRIBUTION	9,828	9,828	-	9,828	
CAP PROJ	ATM	2019	2	MASTER DESIGN STUDY 105 S MAIN	325,000	62,290	-	62,290	
CAP PROJ	ATM	2022	19	PURCHASE 1 TON TRUCK	75,000	2,938	-	2,938	
CAP PROJ	ATM	2022	19	DPW PURCHASE 2007 ROLL-OFF TRUCK	200,000	13,158	-	13,158	
CAP PROJ	ATM	2022	19	REPLACE ENGINE 1	710,000	710,000	-	710,000	
CAP PROJ	ATM	2022	22	MUNICIPAL COMPLEX	61,590,000	61,438,689	253,000	61,185,689	
CEMETERY	ATM	2016	26	OAKDALE CEMETERY WORK	63,000	2,798	-	2,798	
CPA	ATM	2014	27	OLD TOWN HALL REPAIRS	22,000	3,472	-	3,472	
CPA	ATM	2019	10	EMILY MAHER PARK IMPROVEMENTS	45,000	14,758	-	14,758	
CPA	ATM	2020	21	DIGITIZE HISTORIC RECORDS	89,000	235	-	235	
CPA	ATM	2020	21	RUBCHINUK PARK IRRIGATION	24,500	7,904	-	7,904	
CPA	ATM	2021	6	COMPLETE DIGITIZATION OF HISTORIC RECORDS	5,000	5,000	-	5,000	
CPA	ATM	2022	12	TRAMP HOUSE ROOF REPAIRS	17,000	17,000	-	17,000	
CPA	ATM	2022	12	MUNICIPAL COMPELX COMMONS	300,000	300,000	-	300,000	
CPA	ATM	2023	11	RESTORE HISTORIC MONUMENT	25,000	25,000	-	25,000	
CPA	ATM	2023	11	ADDITIONAL RAIL TRAIL	50,000	50,000	29,956	20,044	
WATER	ATM	2021	13	WATER EMERGENCY REPAIRS RESERVE	50,000	50,000	-	50,000	

Town of Middleton, MA
Fiscal Year 2023 Encumbrances (unaudited)

<u>Fund</u>	<u>Department</u>	<u>Account Name</u>	<u>Approved</u>	<u>YTD Expended</u>	<u>Balance at 9/30/22</u>
General	Town Administrator	Training & Education	\$ 75.00	75	-
General	Town Administrator	Supplies	\$ 59.25	59	-
General	Info. Technology	Consultant - Legal	\$ 92.00	92	-
General	Info. Technology	Telephone	\$ 1,753.37	1,753	-
General	Info. Technology	Contractual Services	\$ 88.00	88	-
General	Town Clerk	Capital (operating)	\$ 10,000.00	-	10,000
General	Town Buildings	Fuel DPW Bldng	\$ 47.64	48	-
General	Town Buildings	Elec/Water Mem Hall	\$ 37.54	38	-
General	Town Buildings	Elec/Water Town Hall	\$ 42.24	42	-
General	Town Buildings	Elec/Water DPW	\$ 75.50	76	-
General	Town Buildings	Office Supplies	\$ 27.00	27	-
General	Police	Electricity	\$ 57.89	58	-
General	Police	Patrol Uniform Allowance	\$ 303.41	303	-
General	Police	Reserve Uniform Allowance	\$ 341.00	341	-
General	Police	Invest. Serv. Supplies	\$ 1,873.00	1,873	-
General	Police	Travel/Fuel	\$ 5,098.58	5,099	-
General	Police	New Cruiser	\$ 10,340.00	10,340	-
General	Police	Contractual Services	\$ 810.00	810	-
General	Fire	Hose,Tires, Etc	\$ 335.00	335	-
General	Insp. Services	Office Supplies	\$ 82.25	66	16
General	DPW	Office Supplies	\$ 230.00	230	-
General	DPW	Supplies Signs	\$ 890.00	890	-
General	DPW	Road Mach. Maint	\$ 182.07	-	182
General	Transfer Station	Contractual Services	\$ 15,871.50	15,872	-
General	COA	Postage	\$ 14.48	14	-
General	COA	Other Supplies	\$ 452.35	452	-
General	Library	Supplies	\$ 289.60	290	-
General	Library	Building Maintenance	\$ 450.00		450
General	School	Salaries	\$ 519,494.75	518,506	989
General	School	Supplies	\$ 78,151.04	50,046	28,105
Water	Water Ent Fund	Contractual Services	\$ 6,005.00	6,005	-
Water	Water Ent Fund	Parks Field Watering	\$ 358.53	359	-
			<u>\$ 653,927.99</u>	<u>\$ 614,186</u>	<u>\$ 39,742</u>

Town of Middleton, MA

Fiscal Year 2023 Revenues (unaudited)

For the Period Ended GENERAL FUND	BUDGET	9/30/2022 Quarter 1	12/31/2022 Quarter 2	3/31/2023 Quarter 3	6/30/2023 Quarter 4	Total YTD REVENUE	(UNDER)/OVER BUDGET	% RECEIVED
PERSONAL PROPERTY TAXES	*	\$ 239,692	\$ -	\$ -	\$ -	\$ 239,692	N/A	N/A
REAL ESTATE**	36,125,929	8,397,232	-	-	-	8,397,232	(27,728,697)	23%
TAX LIEN/TITLE/FORECLOSURE	*	-	-	-	-	-	N/A	N/A
MOTOR VEHICLE EXCISE	2,000,000	192,832	-	-	-	192,832	(1,807,168)	10%
OTHER EXCISE - ROOM	110,000	55,924	-	-	-	55,924	(54,076)	51%
OTHER EXCISE - MEALS	250,000	96,534	-	-	-	96,534	(153,466)	39%
PENALTIES AND INTEREST ON TAXES	80,000	31,149	-	-	-	31,149	(48,851)	39%
PILOT	130,000	-	-	-	-	-	(130,000)	0%
PILOT - MELD	262,979	-	-	-	-	-	(262,979)	0%
CHARGES FOR SERVICES - SOLID WASTE FEES	210,000	130,600	-	-	-	130,600	(79,400)	62%
FEES	135,000	26,821	-	-	-	26,821	(108,179)	20%
DEPARTMENTAL REVENUES - CEMETERIES	40,000	8,200	-	-	-	8,200	(31,800)	21%
OTHER DEPARTMENTAL REVENUE	125,500	54,316	-	-	-	54,316	(71,184)	43%
BUILDING PERMITS	362,000	136,380	-	-	-	136,380	(225,620)	38%
OTHER LICENSES AND PERMITS	138,000	25,718	-	-	-	25,718	(112,282)	19%
FINES AND FORFEITS	5,000	1,828	-	-	-	1,828	(3,172)	37%
INVESTMENT INCOME	40,000	52,223	-	-	-	52,223	12,223	131%
MEDICAID REIMBURSEMENT	20,000	-	-	-	-	-	(20,000)	0%
STATE AID	1,472,934	600,906	-	-	-	600,906	(872,028)	41%
TRANSFERS IN	878,038	783,697	-	-	-	783,697	(94,341)	89%
MISC NON RECURRING	-	171,693	-	-	-	171,693	171,693	0%
Total GENERAL FUND	\$ 42,385,380	\$ 10,834,052	\$ -	\$ -	\$ -	\$ 11,005,745	\$ (31,379,635)	26%
Total CPA	\$ 347,893	\$ 72,289	\$ -	\$ -	\$ -	\$ 72,289	\$ (275,604)	21%
Total WATER FUND	\$ 296,695	\$ 10,637	\$ -	\$ -	\$ -	\$ 10,637	\$ (286,058)	4%
Total SESD ENTERPRISE FUND	\$ 110,035	\$ 44,813	\$ -	\$ -	\$ -	\$ 44,813	\$ (65,222)	41%

* Indicates budgeted figures not available.

** Net of Overlay raised on recap

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

Town of Middleton, MA Revolving Funds (unaudited)					
	Fund Balance as of 7/1/2022	Revenue as of 9/30/22	Expenditures as of 9/30/22	Fund Balance as of 9/30/22	
RECREATION REVOLVING	\$ 15,226	\$ -	\$ -	\$ 15,226	
USER FIELD FEES	5,960	-	(3,647)	2,313	
COA TRIP FUND	25,365	320	(520)	25,165	
STORMWATER MANAGEMENT	6,600	700	-	7,300	
FIREARMS LICENSES AND PERMITS	26,995	2,050	-	29,045	

Town of Middleton, MA
Appropriation Funds (unaudited)

	Fund Balance as of 9/30/22	Revenue as of 9/30/22
AMBULANCE FUND	\$ 766,660	\$ 148,216
PEG	406,968	52,609
SPED RESERVE FUND*	144,187	(4,053)
OPEB*	1,960,737	(100,385)
STABILIZATION*	2,097,851	(58,972)
CAPITAL STABILIZATION*	854,477	(24,020)
SPED STABILIZATION*	396,107	(10,523)
RETIREMENT STABILIZATION*	410,103	(11,528)
SIDEWALK STABILIZATION*	124,139	(3,490)
FACILITIES COMPLEX STABILIZATION*	246,700	(6,935)

* Revenue amount indicates interest only.



Town of Middleton

Planning Department

Town Planner Katrina O'Leary, AICP

katrina.oleary@middleto

195 North Main Street, Middleton, MA 01949

Ph: (978)777-8

8.

Date: October 31, 2022

To: Kosta Prentakis, Select Board Chairperson

From: Katrina O'Leary

RE: Proposed ZBA Fee Increases

Attachment: ZBA Proposed Fees

The Board of Appeals is currently working on updating their Administrative Rules. As part of this update, they request that the Select Board consider adopting the attached list of revised permit fees.

ZBA PROPOSED FEE CHANGES
October 2022

Existing ZBA Fees:

Special Permit/Variance/Appeal/Site Plan Review for Residential 1 & 2 Family	\$200
Special Permit/Variance/Appeal/Site Plan Review for Commercial	\$250
Comprehensive Permit	\$1000 plus \$50 per unit

Proposed ZBA Fees:

Type of Permit		Base Fee	Additional Fee	Notes
Sec. 8 Appeals		\$300	-	
Special Permits Site Plan Review Variances	Residential 1 & 2 family	\$ 300	-	<i>Example: additions/expansions to non-conforming structure or on a non-conforming lot</i>
	New commercial/industrial buildings, alterations, and/or drive-throughs	\$ 1000	\$0.14 per s.f. of GFA	<i>For example, this fee would have generated \$9,625.00 for the proposed project at 336 No Main St.</i>
	New multi-family (3+ units) buildings	\$1000	\$50 per unit	<i>Although the PB issues special permits for multi-family buildings, the ZBA may permit them through variances.</i>
	New commercial/industrial use in existing building	\$ 1000	-	
	Wireless Facilities	\$ 2000	-	
	Essential Services	\$ 1000	-	<i>E.g.: Solar installations have been permitted under this use</i>
	Common Driveways	\$ 300	-	
	Trailers and moveable structures	\$ 300	-	
	Signs	\$ 300	-	
	Adult day-care facility	\$ 300	-	
	Cemetery	\$ 300	-	
	Family day-care, large	\$ 300	-	
	Special Permit and/or Site Plan Approval not listed above	\$ 300	-	
Comprehensive Permit	Comprehensive Permit for Limited Dividend Organizations	\$ 1000	\$50 per unit	
	Comprehensive Permit for Non-Profit Organizations	\$ 1000	\$ 25	
	Comprehensive Permit for Public Agencies	\$ 0	\$ 0	
Other Required Fees	<ul style="list-style-type: none">The board will determine the amount of consultant fees required after the first public hearing is opened.The cost of legal advertisement will be billed directly to each applicant. Payment is made directly to the news publication.			

to be signed by Select Board November 29, 2022

Name	Type of License
Alcohol	
Dave's Convenient Liquors (J & J Paikos, Inc.)	Retail All Alcohol
Fast Freddie's (J & A Convenience Inc)	Retail Wine Malt, Common Vic, Gas
Ferncroft Country Club (19th Hole) (SD Management Group LLC)	All Alcohol, Common Vic, Entertainment
Howe Station Market (Luv Kush Marketing)	Retail Wine Malt, Common Vic
Mike's Discount Liquors	Retail All Alcohol
Richdale (J & M Convenience Store)	Retail Wine Malt, Common Vic, Gas
Common Victualler Non-Alcohol	
Lisha & Nirali Fuel Inc.	Common Vic, Gas
Paradise Family Golf	Common Vic, Golf
Richardson's Farm Inc	Common Vic
Richdale Convenience (Middleton Shreerji Inc)	Common Vic
Auctioneer	
Brian Pollock	Auctioneer
Milton Pollock	Auctioneer
Ronald Pollock	Auctioneer
Class I	
Kenworth of SE New England	Class I
Class II	
Alliance Motor Group (VBoston Associates Inc)	Class II
Auto Choice of Middleton (BAM Motors LLC)	Class II
Cars Helping America (Johnny Car Craft Auto Wholesale)	Class II
Discount Auto Sales	Class II
North 5 Auto Sales	Class II
RAC Automotive	Class II
Class III	
Eldy's Automotive Inc	Class III
Golf	
Golf Country (Middleton Golf Range)	Golf/Amusement

9.

Precious Metals	
Cash for Gold	Precious Metals
Tesoro Boston (Parisi Hill LLC)	Precious Metals
Taxi License	
LCS (Limo & Concierge Services)	Taxi/Livery

PENDING / waiting for completed paperwork, inspections and/or payment

Name	Type of License
Alcohol	
99 Restaurant & Pub (99 West, LLC)	All Alcohol, Common Vic, Entertainment
American Legion 227 Inc (Augustus P Gardner Post 227)	Club All Alcohol, Common Vic, Entertainment
Blue Fin Restaurant (RMS Group)	All Alcohol, Common Vic, Entertainment
Captain Pizza (Scotty & Matty Pizza)	Wine Malt, Common Vic
Doubletree Boston North Shore (Aimbridge Hospitality)	Inn Holder All Alcohol, Common Vic, Entertainment
Maggies Farm (Serenitee Catering)	All Alcohol, Common Vic, Entertainment
Middleton Beer, Wine, Tobacco & More (JRS Business LLC)	Retail Wine Malt, Common Vic
Middleton House of Pizza Inc.	Wine Malt, Common Vic
Omega Pizza (Kadeli Corp)	Wine Malt, Common Vic, Entertainment
Rizzo's Middleton	All Alcohol, Common Vic
Stefanelli's (MMS Hospitality)	All Alcohol, Common Vic, Entertainment
Teresa's Italian Eatery & Deli (Ny Foods LLC)	All Alcohol, Common Vic, Entertainment
The Clubhouse Golf and Entertainment	All Alcohol, Common Vic, Entertainment
The Villa (Smoke King)	All Alcohol, Common Vic, Entertainment
Tung's Taste	All Alcohol, Common Vic
Vinum Wine Shop Inc	Retail Wine Malt
Common Victualer Non-Alcohol	
Best Bagels	Common Vic
Charlie's Roast Beef	Common Vic
Cumberland Farms	Common Vic, Gas
Dairy Queen (Colby Co Enterprises)	Common Vic
Danvers Fish & Game Club	Common Vic, Game Club, Firearm

Darya's Café	Common Vic
Dunkin Donut Shop (Ferando Dafua-Fabio Donuts)	Common Vic
Dunkin Donut Shop (Maple St Donuts LLC)	Common Vic
Dunkin Donuts	Common Vic
Dunkin Donuts (In Sports)	Common Vic
Farmer Brown's Barn	Common Vic
Freddy's Place	Common Vic
J C Pizza and Grill at Sports Center	Common Vic
Marcos Pizzeria (Stefanelli Enterprises)	Common Vic
McDonalds (WAKI LLC) (Wallin& Khosla)	Common Vic
Middleton Subway Inc	Common Vic
Panini Pizza Company	Common Vic
Sol Bean Café	Common Vic
Starbucks Coffee (Starbucks Corporation)	Common Vic
Class II	
Alba Auto	Class II
Griffs Auto	Class II
Robert's Motor Group	Class II
Gasoline Pumps Only	
Bouchard's Auto Service	Gas

**AN ACT RELATIVE TO THE NUMBER OF ALL ALCOHOLIC BEVERAGE
LICENSES IN THE TOWN OF MIDDLETON.**

Be it enacted by the Senate and the House of Representatives in the General Court
assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding the provisions of section seventeen of chapter one hundred and thirty-eight of the General Laws, or any other general or special law or any rule or regulation to the contrary, the licensing authority of the town of Middleton is hereby authorized to issue eight (8) additional licenses for the sale of alcoholic beverages, as follows:

- two (2) licenses for the sale of all alcoholic beverages to be drunk off the premises **one (1) of which to be located at _____ and (1) to be located at _____ ;**
- two (2) licenses for the sale of wine and malt beverages to be drunk off the premises **one (1) of which to be located at _____ and one (1) to be located at _____ ;**
- two (2) licenses for wine and malt beverages to be drunk on the premises under the provisions of section twelve of said chapter one hundred and thirty-eight **one (1) of which to be located at _____ and one (1) to be located at _____ ; and**
- two (2) seasonal licenses for the sale of wine and malt beverages **one (1) to be located at _____ and one (1) to be located at _____ .** Said licenses shall be subject to all of the provisions of said chapter one hundred and thirty-eight except said section seventeen.

10.

AMENDMENT NO. 1 TO CONTRACT

14 October 2022

OWNER

Town of Middleton, Massachusetts 01949

AGREEMENT

Agreement for Architectural Design Services,
dated April 5, 2022

PROJECT

Municipal Center

SERVICES

ADDITIONAL WETLAND FLAGGING

- The area of the site near Route 114 was not identified as a wetland on the 2019 report prepared by Pare Corporation. A site walk was held on May 13, 2022 with Peer Consultants, Town of Middleton Conservation Agent, PCA360, and Context to review this area. Following the meeting it was decided that the area has characteristics of being a wetland due to the presence of wetland plants and that the area shall be flagged.
- The scope for this service includes additional wetland flagging at the northeast portion of the project site. This scope consists of one (1) 8-hour day to flag the area.

CONTRACT AMOUNT:

\$4,915,000.00

AMENDMENT NO.1 FEE

\$ 1,663.00 (\$1,512.00 plus 10% mark-up)

NEW CONTRACT AMOUNT:

\$4,916,663.00



ARCHITECT

Jeff Shaw, Principal, Context Architecture, Inc.

TOWN OF MIDDLETON

Jeffrey P. Garber, Clerk, Select Board

File: 2204.00: A/O Contract



From: [Dave Gorden](#)
To: [Chris Logan](#)
Cc: [Jeff Shaw](#)
Subject: Middleton Municipal Complex
Date: Monday, May 16, 2022 8:55:05 PM

Chris,

As per our team conversation earlier this afternoon, we are requesting an amendment to our original proposal in the amount of \$1,512.00:

Our added scope will include:

1. To delineate by soils (utilizing pink pin flags) the northeastern most suspect wetland feature (which will be identified as "M Series"), ONLY along its and approximated by its southern edge (as per the blue annotated line) for a distance of approximately 450 linear feet west (from South Main Street).



Please inform me if you would like a new proposal just for this, or if authorizing this activity as per our email will be sufficient for our notice to proceed.

I will gather the necessary information on the soils for this M Series area while I am on site, but a Wetland Scientist Report is not included in the added scope fee.

We plan to complete this work May 17, 2022, over one (1) 8 hour day.

Cheers...

David

Program Manager

PEER New England – Environmental Science Consulting Services

P: 781-238-8880 x 1102 (voicemail to email)

Correspondence and informational materials



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Town of Middleton
Massachusetts**

For the Fiscal Year Beginning

July 01, 2021

Christopher P. Morill

Executive Director



**The Government Finance Officers Association
of the United States and Canada**

presents this

CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION

to

**Sarah Wood
Town of Middleton, Massachusetts**



The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards

Executive Director

Christopher P. Morill

Date:

November 30, 2021



November 18, 2022

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

RE: Important Information—Price Changes

Dear Chairman and Members of the Board:

At Comcast, we are always committed to delivering the entertainment and services that matter most to our customers in your community, as well as exciting experiences they won't find anywhere else. We are also focused on making our network stronger in order to meet our customers' current needs and future demands. As we continue to invest in our network, products, and services, the cost of doing business rises. Rising programming costs, most notably for broadcast TV and sports, continue to be the biggest factors driving price increases. While we absorb some of these costs, these fee increases affect service pricing. As a result, starting December 20, 2022, prices for certain services and fees will be increasing, including the Broadcast TV Fee and the Regional Sports Network Fee.

Enclosed are the notices customers will receive within their bill starting November 20, 2022. We know you may have questions about these changes. If I can be of any further assistance, please don't hesitate to contact me via email at kerry_morris@comcast.com.

Sincerely,

Kerry Morris

Kerry Morris, Sr. Manager
Government & Regulatory Affairs

Enclosures: Customer Notices

xfinity

Important information regarding your Xfinity services and pricing

Effective December 20, 2022

Xfinity TV	Current	New
Limited Basic	\$10.25	\$11.00
Broadcast TV Fee	\$23.10	\$27.25
Regional Sports Fee	\$14.10	\$14.45
Franchise Costs		
Middleton	\$0.50	\$0.53
Topsfield	\$0.64	\$1.83
Choice TV Select	\$32.50	\$37.50
Choice TV Select - with TV Box	\$41.00	\$47.50
Service to Additional TV with TV Adapter	\$8.50	\$10.00
TV Box and Remote	\$8.50	\$10.00
HD TV Box and Remote Limited Basic	\$8.50	\$10.00

Pay-Per-View and On Demand Subscription Services	Current	New
Acorn TV On Demand	\$5.99	\$6.99

Installation	Current	New
In-Home Service Visit - After Initial Installation of Service	\$70.00	\$100.00

Xfinity Internet	Current	New
Modem Rental	\$14.00	\$15.00

Important Information – Price Changes
December 20, 2022
Additional Information

In addition to the price changes listed in the attached general **Important Information Regarding Xfinity Services and Pricing**, customers subscribing to the services below will receive a bill message regarding the pricing change to their service.

Bill Message Text:

"In addition to the price changes listed on the general Important Information Regarding Xfinity Services and Pricing, on December 20, 2022, the price of [package or service name from below] will increase from \$XX.XX to \$XX.XX per month. Prices exclude taxes and fees."

SERVICES NO LONGER AVAILABLE FOR NEW SUBSCRIPTIONS	Current	New	SERVICES NO LONGER AVAILABLE FOR NEW SUBSCRIPTIONS Cont.	Current	New
Digital Preferred Tier	\$17.95	\$20.00	Standard+ Double Play	\$110.99	\$114.99
Choice Limited TV	\$30.00	\$35.00	Select+ Double Play	\$139.99	\$141.99
Digital Preferred Package	\$85.22	\$87.27	Signature+ Double Play	\$169.99	\$171.99
Digital Preferred Tier with Showtime	\$29.95	\$32.00	Super+ Double Play	\$189.99	\$191.99
Digital Preferred Tier with The Movie Channel	\$29.95	\$32.00	Preferred & Internet Pkg (MDU)	\$91.89	\$94.89
Digital Preferred Tier with Cinemax	\$29.95	\$32.00	Economy Double Play	\$99.99	\$102.99
Digital Preferred Tier With HBO Max	\$32.94	\$34.99	Select Double Play	\$119.99	\$122.99
Choice Triple Play	\$99.99	\$100.99	Signature Double Play	\$139.99	\$142.99
Standard+ More Triple Play	\$130.99	\$131.99	Super Double Play	\$169.99	\$172.99
Select+ More Triple Play	\$159.99	\$160.99	Blast! Plus Double Play with HBO Max	\$109.99	\$112.99
Signature+ More Triple Play	\$189.99	\$190.99	Internet Pro Plus Double Play with HBO Max	\$94.99	\$97.99
Super+ More Triple Play	\$199.99	\$201.99	Internet Pro Plus Double Play with Showtime	\$91.99	\$94.99
Preferred Triple Play (MDU)	\$117.99	\$120.99	Premier Double Play with Performance Pro Int	\$189.99	\$192.99
Preferred Extra Triple Play	\$129.99	\$132.99	Internet Plus Latino Double Play	\$87.99	\$90.99
Select Triple Play	\$149.99	\$151.99	Internet Plus Double Play with Showtime	\$81.99	\$84.99
Signature Triple Play	\$169.99	\$171.99	Blast! Extra Double Play	\$92.99	\$95.99
Super Triple Play	\$199.99	\$201.99	Blast! Plus Double Play	\$102.99	\$105.99
HD Extra Bundle	\$162.99	\$165.99	Preferred Double Play	\$151.99	\$154.99
HD Plus Triple Play	\$187.99	\$190.99	Multilatinos Double Play	\$136.99	\$139.99
Value Plus Triple Play	\$142.99	\$145.99	Internet Plus Double Play with HBO	\$87.99	\$90.99
MultiLatino Ultra Triple Play	\$162.99	\$165.99	Preferred Latino Double Play	\$169.99	\$172.99
MultiLatino Ultra Bundle	\$162.99	\$165.99	Performance Internet	\$64.95	\$67.00
MultiLatino Ultra HD Triple Play	\$172.99	\$175.99	Gigabit Pro Internet	\$299.95	\$300.00
MultiLatino HD Ultra Plus	\$192.99	\$195.99	Gigabit x2 Internet	\$129.95	\$130.00
MultiLatino Ultra Plus	\$192.99	\$195.99	Performance Starter Internet	\$59.95	\$65.00
Extra XF Bundle	\$154.99	\$157.99	Desi Pack	\$29.99	\$32.99
Preferred XF Bundle	\$167.99	\$170.99	Modem Rental	\$14.00	\$15.00

Important Information - Price Changes
December 20, 2022
Additional Information Continued

SERVICES NO LONGER AVAILABLE FOR NEW SUBSCRIPTIONS	Current	New
BASIC LATINO TV	\$ 27.95	\$ 28.27
PREMIER TIER W/SPORTS	\$ 59.95	\$ 62.00
DIGITAL PREMIER TIER WITH SPORTS	\$ 63.95	\$ 66.00
DIGITAL PREMIER TIER	\$ 64.95	\$ 67.00
TOTAL PREMIUM	\$ 64.95	\$ 67.00
PERFORMANCE INTERNET & VOICE	\$ 109.90	\$ 111.95
DIGITAL PREMIER WITH SPORTS AND 4 PREMIUM CHANNELS	\$ 123.20	\$ 125.25
DIGITAL PREMIER WITH SPORTS AND 5 PREMIUM CHANNELS	\$ 127.20	\$ 129.25
DIGITAL PREMIER PACKAGE WITH 5 PREMIUM CHANNELS	\$ 128.20	\$ 130.25

November 10, 2022

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

To the Middleton Select Board:

We respectfully request that the Town of Middleton continue its essential financial support of Tri-Town Council in **Fiscal Year 2024**. We are extremely grateful for our current annual allocation of \$29,925 from Middleton. This funding is critical in upholding our work of promoting positive youth, family and community development in Middleton and in the Tri-Town community. We deeply appreciate the Town of Middleton's past support and hope this community investment in our youth will continue in FY24.

Throughout this past year, as a result of the town's support, Tri-Town Council (TTC) has been able to reach thousands of parents, youth and community members with our virtual/in-person programs and webinars, bi-weekly e-news, youth development and family resources, and connect others with resources for basic needs, counseling, and other support. Funding from the Town of Middleton, along with that of our other Tri-Town communities, is critical to the continuation of our work with youth, families, schools and community partners. While our small staff raises critical operating funds from individuals, businesses, and private foundations, these contributions are supplemental and could in no way support TTC without the stabilizing funding from Middleton. *Without question, town support is the backbone of our ability to continue these programs for youth and families.*

Our staff (3 FTE's) and Board of Directors work tirelessly with limited resources so that parents, guardians, and educators have the necessary tools to support healthy families and our youth. We also ensure that youth, K-12, and parents/caring adults have access to programs, activities, and information that promote resilience, self-esteem, connection, risk behavior prevention, and healthy decision making. We have been, and will continue to be, judicious and capable stewards of the town funding entrusted to us for the benefit of our neighbors.

Your support has helped TTC impact thousands of youth and families in Middleton, our elementary schools, at Masco and across our Tri-Town community. Here is a link to our most recent [Annual Report](#) to review our accomplishments. The Town of Middleton's funding plays a critical role in supporting these and other TTC initiatives detailed in the annual report and continuing in our FY23 program year. Tri-Town Council will always ensure that every dollar entrusted to us is turned back out to the community with impactful programming to support our youth and families.



TRI-TOWN COUNCIL

Working together for kids

7 Grove Street Topsfield MA 01983

(978) 887-6512 www.tritowncouncil.org

Thanks to you, Tri-Town Council will continue to be a catalyst for change and stalwart champion of families and children. We are grateful for your consideration of this critical support. Please do not hesitate to contact us with any questions you may have about how your financial support impacts your community. We also hope that you will contact us with feedback or ideas for programs which you think would most benefit your constituents.

With gratitude,



Jessica Schoonmaker

President, Board of Directors

Non-profit 501 c3 Tax # 23-7130785



Meredith Shaw

Executive Director

Andrew Sheehan

From: Ilene Twiss
Sent: Wednesday, November 16, 2022 12:15 PM
To: Andrew Sheehan
Subject: FW: Determination SPR22-2283
Attachments: spr222283 Reconsideration.pdf

FYI!!!

From: A Sloan <allisonsloan321@gmail.com>
Sent: Wednesday, November 16, 2022 12:08 PM
To: Hayes, Melissa (SEC) <Melissa.Hayes@sec.state.ma.us>
Cc: Ilene Twiss <ilene.twiss@middletonma.gov>
Subject: Re: Determination SPR22-2283

[CAUTION:] This message was sent from outside of the Town of Middleton. Please do not click links or open attachments unless you recognize the source of this email and know the content is safe.

Melissa, please let Attorney Arthur know that I appreciate her review of my complaint. And I will not appeal further.

I understand that my complaint is of small consequence to the big issues that the Secretary of State's office handles. I also understand that the statute's focus is to verify that the Town Clerk of Middleton complied with state regulations, which she did, and I was satisfied with her assistance and efforts to fulfill this request. Nevertheless, the evidence I submitted obviously indicates the respondents did not comply and did not submit their records and that the Secretary of State's office and the statutes re: the public records request process lack the ability or authority to resolve the respondent compliance issue.

Again, please thank Attorney Arthur for her consideration and I will consider this request and response closed.

Sincerely,
Allison Sloan
82 Fuller Pond Rd
Middleton, MA 01949

On Nov 15, 2022, at 3:44 PM, Hayes, Melissa (SEC) <Melissa.Hayes@sec.state.ma.us> wrote:

Hello,

Please be aware, the Supervisor of Records has issued a determination relating to appeals in which you were involved. This determination is attached and available online at: <http://www.sec.state.ma.us/AppealsWeb/AppealsStatus.aspx>. If you have any questions, please contact the Public Records Division at 617-727-2832 or pre@sec.state.ma.us.

Thank you,



The Commonwealth of Massachusetts
William Francis Galvin, Secretary of the Commonwealth
Public Records Division

Manza Arthur
Supervisor of Records

November 15, 2022
SPR22/2283

Ilene Twiss
Town Clerk
Town of Middleton
48 South Main Street
Middleton, MA 01949

Dear Ms. Twiss:

I have received the petition of Allison Sloan requesting reconsideration of my October 24, 2022 determination pertaining to a request to the Town of Middleton (Town). G. L. c. 66, § 10A; see also 950 C.M.R. 32.08(1). On June 14, 2022, Ms. Sloan requested "all phone, email, texts and notes or written notes and letters, related to the Library Board of Trustees from June 1, 2021 and ongoing," and provided a list of individuals and key search words. On June 17, 2022, Ms. Sloan provided a narrowed request. On July 21, 2022, Ms. Sloan requested "phone, email and texts related to the Middleton Flint Library Board of Trustees from March 15, 2022 through June 15, 2022 for records from" a specifically named individual, including key search words.

Previous Appeal

This request has been the subject of a previous appeal. See SPR22/2283 Determination of the Supervisor of Records (October 24, 2022). In my October 24th determination, I closed SPR22/2283 based on the Town's confirmation that it does not possess additional records responsive to Ms. Sloan's request. In an email to this office on October 25, 2022, Ms. Sloan requests that I reconsider my previous determination.

The Public Records Law

The Public Records Law strongly favors disclosure by creating a presumption that all governmental records are public records. G. L. c. 66, § 10A(d); 950 C.M.R. 32.03(4). "Public records" is broadly defined to include all documentary materials or data, regardless of physical form or characteristics, made or received by any officer or employee of any agency or municipality of the Commonwealth, unless falling within a statutory exemption. G. L. c. 4, § 7(26).

It is the burden of the records custodian to demonstrate the application of an exemption in order to withhold a requested record. G. L. c. 66, § 10(b)(iv); 950 C.M.R. 32.06(3); see also Dist. Attorney for the Norfolk Dist. v. Flatley, 419 Mass. 507, 511 (1995) (custodian has the burden of establishing the applicability of an exemption). To meet the specificity requirement a custodian must not only cite an exemption, but must also state why the exemption applies to the withheld or redacted portion of the responsive record.

Reconsideration Request

In her request for reconsideration, Ms. Sloan states that her request “is a key component of a larger issue concerning a complaint of violations of Open Meeting Law that is currently being reviewed by the Attorney General’s Office.” Given that an interpretation of the Open Meeting Law falls within the authority of the Attorney General’s Office (AGO) and not this office, I am unable to address those issues in this determination. See G. L. c. 30A, § 23. I encourage the parties to contact the AGO for a determination on the issues relating to the Open Meeting Law.

After another careful and thorough review of this matter, I respectfully decline to reverse my findings in the October 25th determination. If Ms. Sloan is not satisfied with the resolution of this administrative appeal, please be advised that this office shares jurisdiction with the Superior Court of the Commonwealth. See G. L. c. 66, §§ 10(b)(ix), 10A(c) (pursuing administrative appeal does not limit availability of applicable judicial remedies).

Sincerely,

A handwritten signature in black ink, appearing to read "Manza Arthur", written in a cursive style.

Manza Arthur
Supervisor of Records

cc: Allison Sloan