

Acting Town Administrator Update



December 16, 2025

- On December 3rd, I participated in my first meeting of the Masconomet Superintendent Search Committee. I was glad to join residents and colleagues from all three communities in reviewing candidates. The process will continue into January.
- We continue working on collective bargaining with all units. I have already had sessions or will be having sessions by the end of the year with Middleton Fire, Middleton Call Fire, Middleton Police Benevolent Association, and AFSCME units for DPW, Administrative Assistants, and Flint Public Library. Items will come to the Board as ready, but I want to thank the employees and their representatives for the work thus far.
- Department Budgets are due tomorrow December 17th. Review meetings are being booked and will take place the week of January 5th. Some of which with myself and Finance Director Wood and some of which with myself, Finance Wood, and TA Sultzbach upon his return. Thanks to Finance Director Wood for her hard work to date with the budget and collective bargaining.
- Last week, I met with the Town's Environmental Consultant Bruce Haskell as well as Atty Mann and her clients regarding the continued monitoring and clean up of property on Natsue Way from the landfill. The Board will recall we funded a capital request for this work and I am optimistic that the Miara project will be closed out by the end of the fiscal year, making way for the Town work to be completed this summer and fall if we remain on schedule. This includes capping the unpaved parking lot and adding sidewalks up to the playing fields.
- On Thursday, the ZBA will hold a hearing on site plan modification proposed at 49 S Main Street, the former Angelica's site. This is focused on the commercial piece of the development. Residents wishing to review the application and plans filed can visit the Zoning Board of Appeals page on middletonma.gov or the Town Clerk's Office. The materials can be found on the Middleton Square 40B Development section of the ZBA page filed on the December 18th meeting date. On a high level, one of the commercial uses is a planned daycare, this modification would allow the building of a playground and screening for that tenants' use; adjust the parking layout; and create a construction phasing plan.
- There will be an update on this item later in the agenda, but I want to acknowledge that we received a notice of resignation from COA Director Jillian Smith. Jillian accepted an offer closer to home and while I know I and many others are saddened to have her leave Middleton, I know the Board and residents of Middleton will join me in wishing her luck. She has transformed the COA in her tenure and has created lasting impact on the culture, work ethics, and service to seniors at the Council on Aging. Her last day will be January 7th.

- Tomorrow, we will have some minor construction work at Memorial Hall. We do not anticipate any impacts to service or the safety of staff. We are having some structural issues in the registrar's room and phase 1 tomorrow will provide temp shoring of the space so the heavy fire-rated cabinets and safes can be redistributed to other locations safely. The cost of which is \$2500. We will then be working on phase 2 which will be a solution until staff and sensitive files are moved to the new Municipal Campus. More to follow on phase 2 at a future meeting.
- Please note the following holiday closures: Town Offices will close at
Christmas
Half Day Weds (1pm)
Closed Thursday
Closed Friday, December 26th

New Years

Half Day Weds (1pm)
Closed Thursday
Closed Friday, January 2nd

Food Pantry closed on Friday 26th but will have extra hours on Monday the 22nd

Respectfully submitted,

Jackie Bresnahan
Acting Town Administrator