

**BOARD OF SELECTMEN  
MEETING AGENDA**

**Fuller Meadow School  
Nathan Media Room  
143 South Main Street, Middleton, MA 01949  
Tuesday, May 23, 2017  
7:00 PM**  
*This meeting is being recorded*

1. 7:00 PM Board Reorganization: Election of Chairman, Vice Chairman and Clerk  
Warrant  
Minutes  
Town Administrator
2. 7:05 PM Public Hearing: Transfer of All-Alcohol Beverages Liquor License and Victualler License, currently held by Tara Thai Inc., d/b/a Siam Grill 88, manager Kitchanan Wong, located at 242 South Main Street Middleton, on the petition of Kai Mook Corp., d/b/a Kai Mook, owner Lattham Rabin
3. 7:10 PM Public Hearing: Continuation of April 11, 2017 public hearing, per Massachusetts General Law Chapter 140, Section 157, to investigate the complaints made regarding a dog domiciled at Two Bellevue Avenue
4. 7:20 PM Review of Fiscal Year 2017 third quarter General Fund financial highlights, presented by Chief Financial Officer/Town Accountant Sarah Wood
5. 7:30 PM Discussion and follow up from the May 9, 2017 Annual Town Meeting
  - Natsue Way Recreational Area
  - Disposition of property on Locust Street
  - Charter amendments
  - Bylaws and statutory adoptions
  - Other
6. 7:45 PM Discussion of June, July, and August Board of Selectmen's meeting schedule
7. 7:50 PM Review and vote to approve Middleton Police Department Policy and Procedure Manual.  
*Note: Police department policies and procedures are considered exempt under the Massachusetts public records law and are thereby not considered public records.*
8. 7:55 PM Vote to amend traffic regulations under Middleton Code, Chapter 392-23B, Obedience to Isolated Stop Signs:
  - 1) Name of street: Edgewood Road; Direction of Travel: northwest; at intersection of: Fuller Road
  - 2) Name of street: Edgewood Road; Direction of Travel: northwest; at Intersection of: Meadow Drive
  - 3) Name of street: Overbrook Road; Direction of Travel: southeast; at intersection of: Meadow Drive
9. 8:00 PM Vote to appoint Mr. Robert G. Wahl of 10 Dansreau Place to the Memorial Day Committee
10. 8:05 PM New Business: Reserved for topics that the Chair did not reasonably anticipate would be discussed
11. 8:10 PM Executive Session under Massachusetts General Laws Chapter 30A, Sections 21(a) 3, to discuss strategy with respect to collective bargaining or litigation with respect to firefighters and/or police officers if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body; and 6, to consider the purchase, exchange, lease or value of real property with respect to land off Locust Street and other locations.

*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.*

May 23, 2017

**Board of Selectmen Meeting**  
**Agenda item #2 Update**

An application was submitted by Mr. Lattham Rabin, of Kai Mook Corp., to transfer the All-Alcohol Beverages Liquor License and victualler License for the Siam Grill 88 Restaurant, located at 242 South Main Street. The newspaper advertisement for the May 23, 2017 public hearing was included in the Friday, May 12<sup>th</sup> Tri-Town Transcript (see the legal notice below).

After submission of the advertisement to the newspaper, the Town was contacted by Mr. Rabin indicating that the property owner would be refraining from executing the sale of the property. The Town Administrator's Office subsequently returned the application and checks for the All-Alcohol Beverages Liquor License and victualler license to Mr. Rabin. The office also provided Mr. Rabin with the invoice to pay for the newspaper advertisement. The Town Administrator's Office is thus recommending that the Board of Selectmen take a vote of "No Action" on Mr. Rabin's application.

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242 So. Main Street, Middleton  
**LEGAL NOTICE**  
Town of Middleton, MA.

The Board of Selectmen will hold a Public Hearing on Tuesday, May 23, 2017 at 7:00 PM in the Nathan Media Center, Fuller Meadow School, 143 South Main St, Middleton on the petition of Kai Mook, Corp d/b/a Kai Mook, by Owner Lattham Rabin for Transfer and Ownership of the All Alcohol Beverages Liquor License, and Victualler License currently held by Tara Thai Inc., d/b/a Siam 88, 242 So. Main Street, Middleton MA 01949.

Andrew J. Sheehan  
Town Administrator

AD#13566426  
TTT 5/12/17

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## OFFICE OF THE TOWN ADMINISTRATOR

Town of Middleton  
Memorial Hall  
48 South Main Street  
Middleton, MA 01949-2253  
978-777-3617  
[www.townofmiddleton.org](http://www.townofmiddleton.org)

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February 3, 2017

Mr. Joseph Flynn  
2 Bellevue Avenue  
Middleton, MA 01949

RE: Nuisance/Dangerous Dog Hearing  
Killian, Malamute mix  
2 Bellevue Avenue, Middleton

Dear Mr. Flynn:

This correspondence is a follow up to the nuisance/dangerous dog hearing held by the Middleton Board of Selectmen held on January 31, 2017. At that hearing the Board of Selectmen voted unanimously (5-0) to declare your dog, Killian, a dangerous dog pursuant to Massachusetts General Law Chapter 140, Section 157. This is a serious finding with significant implications for you and Killian.

At the hearing the Board imposed and you committed to abiding by the following conditions:

1. Killian shall be kept inside the home until a kennel is fully constructed. Construction of the kennel shall be to the satisfaction of the Animal Control Officer;
2. Until completion of construction of the kennel whenever he is outside the house Killian shall be leashed and muzzled and fully under the control of you or a handler;
3. A kennel shall be constructed:
  - a. The kennel shall have a concrete base;
  - b. All walls/fencing shall be set in concrete to a depth of not less than 2 feet;
  - c. The kennel shall have a roof;
4. Killian shall be enrolled in a dog day care;
5. Killian shall be evaluated by a competent professional and a training regimen developed and implemented.

The Board of Selectmen will continue the dangerous dog hearing on March 14, 2017. At that time you are expected to provide an update on the construction of the kennel and other conditions described herein.

Failure to adhere to these conditions will result in further action by the Board of Selectmen, up to and including fines and euthanizing Killian.

Please contact Animal Control Officer Reed Wilson if you have any questions and to arrange for inspections of the kennel.

Sincerely,

Andrew J. Sheehan  
Town Administrator

CC: Reed Wilson, Animal Control Officer  
Derek Fullerton, Director of Public Health  
Ilene Twiss, Town Clerk  
Thomas Fallon, Town Counsel



Derek Fullerton, RS, CHO  
Public Health Director

**Town of Middleton**  
**Board of Health**  
195 North Main Street  
Middleton, Massachusetts 01949  
978-777-1869  
FAX 978-774-0718  
[www.townofmiddleton.org](http://www.townofmiddleton.org)



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

April 7, 2017

To: Timothy Houten, Esq.; Chairman  
Middleton Board of Selectmen

Re: Dangerous Dog Update: 2 Bellevue Ave

Dear Chairman Houten and Board of Selectmen;

Scott Fitzpatrick, Middleton Building Commissioner, and I visited the site of 2 Bellevue Avenue with permission from the property owner, Mr. Flynn, on March 31, 2017. Upon inspection, we found the construction of the kennel consistent with the requirements set forth by the Town of Middleton. The kennel is secure, solid, enclosed with a roof, has a concrete slab flooring that the chain link walls are embedded into, a secure gate, and proper ties at the corners.

Since Killian is enrolled in dog day care and attending a K9 training program by a professional trainer, it is recommended that the Killian remained leash and muzzled when he is outside his kennel. The removal of the muzzle shall be condition by the completion of the K9 training and by letter by the K9 trainer that removal of the muzzle can occur.

As a reminder, all complaints should be directed to the Animal Control Officer through the office of the Health Department.

Respectfully,

**Derek Fullerton**

Derek Fullerton, RS/REHS, CHO  
Director of Public Health

Cc. Reed Wilson, Animal Control Officer  
Andrew Sheehan, Town Administrator  
Jim DiGianvittorio, Police Chief  
Joseph Flynn, Dog Owner



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

**TO:** **Board of Selectmen/Finance Committee**  
**FROM:** **Sarah Wood**  
**DATE:** **May 9, 2017**  
**SUBJECT:** **FY 2017, 3<sup>rd</sup> Quarter Highlights**

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This report includes a summary of the 3<sup>rd</sup> quarter unaudited figures as of March 31, 2017 of FY 2017 for the General Fund, CPA Fund, Water Fund, Revolving Accounts and Appropriations. The General Fund accounts for the Town's annual operating and the majority of the capital budget. Exceptions include MELD, which is accounted for as an enterprise fund and certain capital budget items that are appropriated in other funds (i.e. CPA Fund).

**General Fund Expenditures**

As of March 31, 2017, 71% of the FY 2017 General Fund budget was expended. Please see the chart below for a breakdown of each major category's budget versus actual figures as of the third quarter in FY 2017. Encumbrances and warrant articles are not included in these figures.

Major Category	Final Adjusted Budget	Actual Expended	Percent Expended
General Government	\$1,627,071	\$1,060,512	65%
Public Safety	\$3,634,259	\$2,305,760	63%
Education	\$21,180,480	\$14,766,469	70%
Public Works	\$1,446,132	\$1,055,573	73%
Health and Human Services	\$458,378	\$332,230	72%
Culture and Recreation	\$533,262	\$359,794	67%
Unclassified	\$4,057,896	\$3,584,281	88%

The unclassified category has a higher percent expended because this category includes transfers to other funds which are made at the beginning of the year. This category also includes items that are originally expensed to the Town but then allocated to the MELD and the school department in March and in June respectively.

It is pertinent to note that the budgeted figures do not include the Free Cash or Overlay Surplus appropriated to support the FY 2016 Operating Budget.

Typically, at the end of the third quarter I anticipate seeing the year to date expenditures at around 75% of the departmental budget. The majority of the departments are either at or below this benchmark. Exceptions to this are Town Counsel, Conservation Commission, audit, street lights, Essex Tech assessments, veterans agent, debt service, retirement, Medicare and liability insurance which all have spending above the 75% benchmark. None of these are unusual, with the exception of Veteran's Agent and Conservation Commission, due to the majority of the expenditures for these departments occurring within the first three quarters of the fiscal year.

The Veteran's Agent has requested additional funding from the reserve fund of \$10,000 that was granted on 4/7/17 by the Finance Committee. Town Meeting also approved an additional \$10,000 in funding on 5/9/17. It is my hope that with these increases the Veteran's Service department will have adequate appropriations to complete the fiscal year. The Conservation Commission has used approximately 93% of their part time salary budget. This is not unusual as a portion of the agent's salary is funded from the Wetlands Fund. Past practice has been to fully expend the general fund budget and then expend the remaining payrolls through the Wetlands Fund. It is appropriate to expend amounts to the Wetlands Fund directly as it is not used as a funding source of the budget.

Departments that have lower than anticipated expenditures in comparison to their budget include IT, Planning Board, school department, transfer station and unemployment. In comparison to last year's actuals at March 2016, these department's expenditures are consistent with March 2016 expenditures. The school department has less than expected special education expenses. The IT budget has not needed to expend from the PEG supplies account yet this year. Due to the part time clerk position frozen at the Planning Board it has only expended a quarter of that account. Unemployment expenses continue to decrease in comparison to previous fiscal years. The current fiscal year's expenses are only 1/3 of the prior fiscal year's expenses. This is due to the continued efforts of our outside firm that works to ensure that the Town is the last employer to be charged for any unemployment costs.

## **General Fund Revenues**

Revenue collections are in line with estimates. As of the end of the third quarter I also anticipate that revenue collections are at least 75% of the budget. As of March 31, 2017 76% or \$24,879,163 of total estimated revenues for FY 2017 (\$32,664,982) has been collected.

Of the local receipts, categories that are lower than 75% of budget revenues include meals excise tax, penalties and interest of taxes, and other departmental revenues. Other departmental revenues are \$20,000 less than where they were at this point last year. This is primarily due to a timing difference on when the Veterans reimbursement expenses were received from the Commonwealth. Penalties and interest on taxes has shown a downward trend since the first quarter. Meals excise has shown a decrease this quarter compared to last quarter. If these receipts continue on the trend they are currently showing, they will end the year below budgeted expectations. However, overall revenues are projected to exceed budgeted expectations as discussed further below.

Revenues as of March 31, 2017 that have met or exceeded their revenue budgets are transfer station stickers, fees, cemetery fees, investment income, and Medicaid reimbursement. The majority of transfer station stickers are sold at the end of quarter one and beginning of quarter two. I do not anticipate seeing the revenues for transfer station stickers increase by much in the fourth quarter. Fees has seen a significant increase due to town clerk fees and fire department fees doubling from this point last fiscal year. Cemetery interment fees have seen the most significant revenue increase due to the rate changes that occurred last year. Current cemetery fees revenues are 332% higher than at this point last year and current year collections are at 228% of their budgeted amounts. If the current trends continue, overall revenues will exceed budgeted expectations by approximately \$320,000.

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 2017 Expenditures (unaudited)**

For the Period Ended GENERAL FUND	BUDGET	9/30/16	12/31/16	3/31/17	6/30/17	Total		
		Quarter 1	Quarter 2	Quarter 3	Quarter 4	YTD EXPENDED	AVAILABLE BUDGET	% USED
Total 114 TOWN MODERATOR	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200	0%
Total 122 SELECTMEN	282,556	62,280	64,828	73,020	-	200,129	82,427	71%
Total 131 FINANCE COMMITTEE	63,412	176	238	1,232	-	1,646	61,767	3%
Total 135 TOWN ACCOUNTANT	123,460	23,243	28,996	32,633	-	84,872	38,588	69%
Total 141 ASSESSORS	170,155	36,464	39,466	47,238	-	123,168	46,987	72%
Total 145 TREASURER/COLLECTOR	243,699	45,953	48,876	64,436	-	159,265	84,434	65%
Total 146 CUSTODIAN OF TOWN LANDS	2,500	-	-	-	-	-	2,500	0%
Total 151 TOWN COUNSEL	60,000	30,000	-	30,000	-	60,000	-	100%
Total 155 MIS	195,608	24,991	23,340	54,533	-	102,864	92,744	53%
Total 161 TOWN CLERK	123,464	34,063	25,940	29,968	-	89,971	33,493	73%
Total 162 ELECTIONS	25,249	4,029	10,377	(550)	-	13,856	11,393	55%
Total 171 CONSERVATION COMMISSION	38,338	9,135	10,656	12,121	-	31,912	6,426	83%
Total 175 PLANNING BOARD	93,263	13,021	15,607	21,736	-	50,364	42,899	54%
Total 176 BOARD OF APPEALS	11,299	596	685	557	-	1,839	9,460	16%
Total 181 MASTER PLAN COMMITTEE	1,171	119	119	238	-	476	695	41%
Total 192 TOWN BUILDING	101,697	14,525	20,335	29,759	-	64,619	37,078	64%
Total 195 TOWN REPORT	5,000	-	-	776	-	776	4,224	16%
Total 196 AUDIT	26,000	-	-	21,000	-	21,000	5,000	81%
Total 199 STREET LIGHTS	60,000	421	467	52,868	-	53,756	6,244	90%
Total 210 POLICE	1,659,141	318,051	332,124	386,002	-	1,036,177	622,964	62%
Total 220 FIRE	1,712,266	343,251	345,810	396,866	-	1,085,927	626,339	63%
Total 241 BUILDING INSPECTION	237,018	49,145	53,638	63,665	-	166,449	70,569	70%
Total 292 ANIMAL CONTROL	25,634	5,345	5,282	6,580	-	17,207	8,427	67%
Total 296 CONSTABLE	200	-	-	-	-	-	200	0%
Total 301 SCHOOL DEPARTMENT	11,064,674	1,503,991	2,615,808	2,827,708	-	6,947,508	4,117,166	63%
Total 314 MASCONOMENT ASSESSMENT	9,504,271	2,354,206	2,298,710	2,567,289	-	7,220,204	2,284,067	76%
Total 315 ESSEX TECH ASSESSMENT	611,535	154,652	309,303	134,804	-	598,758	12,777	98%
Total 420 DPW ADMINISTRATION	1,070,881	178,786	225,274	433,141	-	837,201	233,680	78%
Total 425 TRANSFER STATION	375,251	56,516	95,889	65,967	-	218,372	156,879	58%
Total 511 BOARD OF HEALTH	127,086	26,566	30,203	29,120	-	85,889	41,197	68%
Total 541 COUNCIL ON AGING	191,971	47,183	48,163	50,351	-	145,697	46,274	76%
Total 543 VETERANS AGENT	100,821	24,437	24,287	28,785	-	77,509	23,312	77%
Total 545 TRI TOWN COUNCIL	28,500	7,125	7,125	7,125	-	21,375	7,125	75%
Total 548 GARDEN CLUB	5,000	-	1,284	476	-	1,760	3,240	35%
Total 550 CHIEF WILLS FESTIVAL	5,000	-	-	-	-	-	5,000	0%
Total 610 LIBRARY	489,712	110,745	104,259	119,133	-	334,138	155,574	68%
Total 630 RECREATION COMMISSION	37,550	20,195	3,863	1,598	-	25,656	11,894	68%
Total 691 HISTORICAL COMMISSION	1,000	-	-	-	-	-	1,000	0%
Total 692 MEMORIAL DAY	5,000	-	-	-	-	-	5,000	0%

Total 710 DEBT SERVICE	1,261,669	763,205	52,353	195,462	-	1,011,019	250,650	80%
Total 820 STATE ASSESSMENTS & CHARGES	422,216	105,562	105,087	105,078	-	315,727	106,489	75%
Total 910 COMPENSATION RESERVE	25,000	2,600	-	2,500	-	5,100	19,900	20%
Total 911 RETIREMENT	1,201,868	1,466,978	-	(278,667)	-	1,188,311	13,557	99%
Total 913 UNEMPLOYMENT	10,000	179	198	198	-	575	9,425	6%
Total 914 HEALTH INSURANCE	719,943	111,015	167,369	214,651	-	493,036	226,907	68%
Total 915 GROUP INSURANCE	2,000	274	450	726	-	1,450	550	72%
Total 916 MEDICARE/DEP TAX	69,000	34,747	44,995	48,890	-	128,631	(59,631)	186%
Total 945 LIABILITY INSURANCE	146,200	292,124	1,209	(53,356)	-	239,977	(93,777)	164%
Total 962 TRANSFERS TO OTHER FUNDS	200,000	200,000	455	-	-	200,455	(455)	100%
<b>Total GENERAL FUND</b>	<b>\$ 32,937,478</b>	<b>\$ 8,475,896</b>	<b>\$ 7,163,067</b>	<b>\$ 7,825,657</b>	<b>\$ -</b>	<b>\$ 23,464,620</b>	<b>\$ 9,472,858</b>	<b>71%</b>
<b>Total CPA</b>	<b>\$ 349,459</b>	<b>\$ 77,180</b>	<b>\$ 34,190</b>	<b>\$ 875</b>	<b>\$ -</b>	<b>\$ 112,245</b>	<b>\$ 237,214</b>	<b>32%</b>
<b>Total WATER FUND</b>	<b>\$ 677,185</b>	<b>\$ 53,469</b>	<b>\$ 371,870</b>	<b>\$ 33,569</b>	<b>\$ -</b>	<b>\$ 458,908</b>	<b>\$ 218,277</b>	<b>68%</b>

**Town of Middleton, MA**  
**Fiscal Year 2017 Warrant Articles Expenditures (unaudited)**

<b>Fund</b>	<b>FY Year</b>	<b>WA</b>	<b>Account Name</b>	<b>Available Balance</b>			<b>Available Balance</b>
				<b>Approved</b>	<b>at 7/1/2016</b>	<b>YTD Expended</b>	
GF	2010	23	NEW DPW PHONE SYS	\$ 11,000	\$ 2,875	\$ 2,875	\$ -
GF	2011	25	DPW RENO & MOWER	43,000	9,800	-	9,800
GF	2011	26	REPAIR TWN HALL & OLD	52,000	5,378	2,305	3,073
GF	2012	30	STRM.MNMGNT CONSULT	15,000	2,613	-	2,613
GF	STM 2012		RE-INSULATE FIRE STATION ROOF	35,000	26,990	15,919	11,071
GF	2013	13	ASSESSOR GIS SYS	32,000	5,286	-	5,286
GF	2013	25	DPW BLDG REPAIR	41,000	29,320	-	29,320
GF	2014	12	FIRE DEPT ADMIN EQUIPMENT	41,000	13,800	13,800	-
GF	2014	16	SCHOOL SECURITY SYST	37,000	7,691	-	7,691
GF	2014	26	DPW BLDG IMPROVEMENTS	35,000	8,513	-	8,513
GF	2015	9	FIRE DEPT DEFIB COMPT	27,300	1,137	-	1,137
GF	2015	10	FIRE ENGINE REPAIR EQUIP	26,500	892	892	-
GF	2015	11	FIRE STATION REPAIR	10,000	6,105	4,230	1,875
GF	2015	13	FIRE PUMPER REPLACE	465,000	2,511	2,511	-
GF	2015	15	H-M COMP TEAC STATION	64,000	2,189	2,189	-
GF	2015	19	RADAR GUN & VESTS	23,300	18,936	2,270	16,666
GF	2015	21	REP TRAILER LEAF VAC	25,000	13,219	-	13,219
GF	2015	24	DPW COPY MACH/STAIRS	26,000	12,332	-	12,332
GF	2015	25	IMPROVE RUBCHINUK PK	90,000	49,607	8,002	41,605
GF	STM 2015	2	ATHLETIC FLD MAINT	35,000	27,150	4,612	22,538
GF	2016	13	FIRE EQUIPMENT 0515	63,500	9,620	9,620	-
GF	2016	14	TRUCK REPAIRS AND JOL	48,000	7,646	7,524	123
GF	2016	15	FIRE STATION REPAIR	15,000	15,000	1,939	13,061
GF	2016	16	FIRE TRAINING	16,000	16,000	12,049	3,951
GF	2016	18	ADDTL CHAP 90 FUNDING	75,000	30,092	-	30,092
GF	2016	25	DPW BUILDING REFURB	25,000	25,000	-	25,000
GF	2016	46	IT CAPITAL BUDGET	58,000	6,282	6,282	-
GF	2017	15	REPAVE OLD HUNDRED LANE	23,500	23,500	16,870	6,630
GF	2017	17	REMEDIATE NATSUE WAY	165,000	165,000	13,885	151,115
GF	2017	19	LED STREET LIGHT CONVERSION	95,000	95,000	27,130	67,870
GF	2017	20	TIRES FOR 2008 LOADER	8,000	8,000	7,533	467
GF	2017	23	UPGRADE RADIO INFRASTRUCTURE	25,000	25,000	-	25,000
GF	2017	23	POLICE PORTABLE RADIOS	33,000	33,000	33,000	-
GF	2017	23	POLICE OFFICE FURNITURE	5,606	5,606	5,380	226
GF	2017	23	POLICE STATION UPGRADES	6,283	6,283	4,639	1,644
GF	2017	24	NEW FIRE HOSE	9,000	9,000	7,419	1,581
GF	2017	24	REPAIR FIRE ENGINE	14,000	14,000	10,809	3,191
GF	2017	24	NEW TURNOUT GEAR	29,000	29,000	10,651	18,349
GF	2017	24	FIRE PORTABLE RADIOS	28,000	28,000	26,901	1,099
GF	2017	24	TRAINING FIREFIGHTERS	16,000	16,000	15,991	9
GF	2017	26	PUBLIC FACILITIES STUDY	50,000	50,000	30,200	19,800
GF	2017	27	CHROMEBOOKS W/ CHARGING STATIONS	47,000	47,000	46,106	894
GF	2017	27	TEACHER LAPTOPS	3,300	3,300	-	3,300
GF	2017	27	MOBILE COMPUTER CARTS	2,000	2,000	-	2,000
GF	2017	28	SCHOOL ACCOUNTING & HR SOFTWARE	22,000	22,000	-	22,000
GF	2017	29	ESSEX TECH CAPITAL IMPROVEMENTS	14,070	14,070	14,070	-
GF	2017	30	ASSESSOR TRI-ANNUAL CERTIFICATION CONSULTING	5,200	5,200	5,200	-
GF	2017	31	TECHNOLOGY UPGRADES {SERVER/PHONES}	78,000	78,000	78,628	(628)
GF	STM 2017	4	TOWN HALL REPAIRS	100,000	100,000	-	100,000
CEMETERY I	2016	26	OAKDALE CEMETERY WORK	63,000	32,982	1,050	31,932
CPA	2013	27	OLD TOWN HALL	13,000	2,000	1,977	23
CPA	2014	14	TRAIN STATION	9,500	500	-	500
CPA	2014	27	OLD TOWN HALL REPAIRS	22,000	22,000	-	22,000
CPA	2015	34	PHASE 1 RAILS TO TRAILS	130,000	126,600	-	126,600
CPA	2016	20	SHADE STRUCTURE AT HM	25,000	25,000	10,015	14,985
CPA	2016	21	TOWN COMMON IMPROVEMENT	100,000	67,588	59,878	7,710
CPA	2016	45	OLD TOWN HALL PLANS + DRAWINGS FOR REPAIR	20,000	8,510	-	8,510
WATER	2016	30	DESIGN WATER MAIN	35,000	32,650	29,055	3,595

**Town of Middleton, MA**  
**Fiscal Year 2017 Encumbrance Expenditures (unaudited)**

<u>Fund</u>	<u>Department</u>	<u>Account Name</u>	<u>Approved</u>	<u>YTD Expended</u>	<u>Available Balance</u> <u>at 3/31/2017</u>
GF	Accounting	Telephone	\$ 70	\$ 61	\$ 9
GF	Fire	Office Supplies	92	-	92
GF	Fire	Building Maint.	15	15	-
GF	Fire	Salaries	30,900	28,801	2,099
GF	Fire	Telephone	300	-	300
GF	Police	Compensation Reserve	151,099	12,639	138,460
GF	Police	Training and Education	26,610	-	26,610
GF	Police	Uniforms	3,100	-	3,100
GF	Recreation	Town Picnic	515	515	-
GF	School	Salaries (Teacher's Summer Pay)	314,735	314,735	-
GF	School	Supplies (SPED 1st Quarter)	166,669	147,180	19,489
GF	Town Administrator	Dept. Head Salary	3,000	3,000	-
GF	Town Administrator	Training and Education	264	264	-
GF	Town Administrator	Telephone	36	36	-
GF	Town Administrator	Telephone	16	16	-
GF	Town Administrator	Telephone	42	42	-
GF	Town Administrator	Telephone	34	34	-
GF	Town Administrator	Telephone	29	29	-
GF	Town Administrator	Telephone	15	15	-
GF	Town Administrator	Telephone	74	74	-
GF	Town Administrator	Telephone	74	74	-
GF	Town Administrator	Telephone	15	15	-
GF	Town Administrator	Telephone	23	23	-
GF	Town Administrator	Telephone	68	68	-
GF	Town Clerk	Outlay	900	839	61
GF	Treasurer	Services	360	360	-
COA REV.	Town Administrator	Expenses	61	-	61
COA REV.	Town Administrator	Telephone	46	46	-
WATER	Water	Contractual services	9,875	9,875	-
			\$ 709,110	\$ 518,829	\$ 190,281

**Town of Middleton, MA**  
**Fiscal Year 2017 Revenues (unaudited)**

For the Period Ended GENERAL FUND	BUDGET	9/30/16	12/31/16	3/31/17	6/30/17	Total
		Quarter 1	Quarter 2	Quarter 3	Quarter 4	YTD REVENUE
PERSONAL PROPERTY TAXES	\$ 666,364	\$ 244,366	\$ 82,367	\$ 245,457	\$ -	\$ 572,190
REAL ESTATE	25,442,930	6,109,749	6,333,051	6,341,002	-	18,783,802
TAX LIEN/TITLE/FORECLOSURE	*	57,603	48,127	3,989	-	109,719
MOTOR VEHICLE EXCISE	1,800,000	164,256	86,804	1,330,539	-	1,581,599
OTHER EXCISE - ROOM	215,000	67,253	75,183	36,758	-	179,194
OTHER EXCISE - MEALS	170,000	16,995	50,988	46,691	-	114,674
OTHER EXCISE - PENALTIES AND INTEREST ON TAXES	120,000	28,388	27,671	20,427	-	76,486
PILOT	145,000	-	-	-	-	-
PILOT - MELD	220,000	-	220,000	-	-	220,000
CHARGES FOR SERVICES - SOLID WASTE FEES	160,000	63,370	97,355	3,510	-	164,235
FEES	80,000	27,514	38,542	22,921	-	88,977
DEPARTMENTAL REVENUES - LIBRARIES	3,500	855	584	1,224	-	2,663
DEPARTMENTAL REVENUES - CEMETERIES	17,000	9,610	11,715	17,430	-	38,755
OTHER DEPARTMENTAL REVENUE	66,000	17,211	11,214	6,221	-	34,646
LICENSES AND PERMITS	590,000	87,817	215,444	176,750	-	480,011
FINES AND FORFEITS	20,000	4,270	5,905	5,093	-	15,268
INVESTMENT INCOME	35,000	11,069	12,145	12,576	-	35,790
MEDICAID REIMBURSEMENT	30,000	15,490	13,520	939	-	29,949
STATE AID	2,266,182	603,828	576,067	553,304	-	1,733,199
TRANSFERS IN	618,006	618,006	-	-	-	618,006
 Total GENERAL FUND	 \$ 32,664,982	 \$ 8,147,650	 \$ 7,906,682	 \$ 8,824,831	 \$ -	 \$ 24,879,163
 Total CPA	 \$ 251,300	 \$ 49,523	 \$ 92,376	 \$ 52,992	 \$ -	 \$ 194,891
 Total WATER FUND	 *	 \$ 20,646	 \$ 51,100	 \$ 36,965	 \$ -	 \$ 108,711

\* Indicates budgeted figures not available.

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

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

**Town of Middleton, MA**  
**Revolving Funds (unaudited)**

	Fund Balance as of 7/1/2016	Revenue as of 3/31/2017	Expenditures as of 3/31/2017	Transfer to GF (funding of Omnibus budget)	Fund Balance as of 3/31/2017
RECREATION REVOLVING	\$ 14,961	\$ 8,976	\$ (8,233)	\$ -	\$ 15,704
USER FIELD FEES	29,630	2,670	(1,427)	-	30,873
COA TRIP FUND	22,778	10,344	(17,345)	(12,000)	3,777
STORMWATER MANAGEMENT	300	300	-	-	600
FIREARMS LICENSES AND PERMITS	9,462	3,253	(434)	-	12,280

**Town of Middleton, MA**  
**Appropriation Funds (unaudited)**

	<b>Fund Balance as of 3/31/2017</b>	<b>Revenue as of 3/31/2017</b>	<b>FY 17 Appropriation</b>
NSES GRANTS (TITLE III)	\$ 10,541	\$ 18,089	\$ (12,000)
FIRE ALARM FEES	24,855	15,100	(24,000)
AMBULANCE FUND	658,793	432,796	(360,000)
WATER FUND	627,920	108,711	(184,660)
CELL TOWER LEASE RECEIPTS	140,230	45,109	(33,000)
PEG	458,074	146,785	(189,006)
STABILIZATION*	1,882,857	3,470	100,000
OPEB*	963,214	73,463	100,000

\* Revenue amount indicates interest only.

June 2017

## Board of Selectmen and Warrant Schedule

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	31	1	2	3
4	5	6	7	8	9	10
		Proposed BOS meeting Sign Warrant #1725				
11	12	13	14	15	16	17
18	19	20	21	22	23	24
		Proposed BOS Meeting Sign Warrant #1726				
25	26	27	28	29	30	1
2	3	NOTES				

# July 2017

## Board of Selectmen and Warrant Schedule

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
25	26	27	28	29	30	1
2	3	4	5	6	7	8
		Sign Warrant #1727/1801 July 4th Holiday				
9	10	11	12	13	14	15
		BOS Meeting???				
16	17	18	19	20	21	22
		BOS Meeting ??? Sign Warrant #1802				
23	24	25	26	27	28	29
30	31	NOTES				

# August 2017

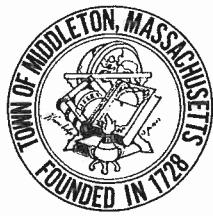
## Board of Selectmen and Warrant Schedule

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	31	1	2	3	4	5
		BOS Meeting Sign Warrant #1803				
6	7	8	9	10	11	12
13	14	15	16	17	18	19
		BOS Meeting Sign Warrant #1804				
20	21	22	23	24	25	26
27	28	29	30	31	1	2
		BOS Meeting Sign Warrant #1805				
3	4	NOTES				

# September 2017

## Board of Selectmen and Warrant Schedule

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28	29	30	31	1	2
3	4	5	6	7	8	9
Labor Day Holiday						
10	11	12	13	14	15	16
BOS Meeting Sign Warrant #1806						
17	18	19	20	21	22	23
24	25	26	27	28	29	30
BOS Meeting Sign Warrant #1807 NOTES						
1	2					



## **Board of Selectmen**

Town of Middleton

48 South Main Street

Middleton, Massachusetts

01949-2253

978-777-3617

*andrew.sheehan@middlettonma.gov*

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## **Town of Middleton Police Department Policy & Procedures Manual Addition/Revision/Deletion Form**

To: Chief James A. DiGianvittorio  
From: Middleton Board of Selectmen  
Date: May 23, 2017

On May 23, 2017, the Middleton Board of Selectmen voted to accept and adopt the updated Middleton Police Department Policy and Procedures Manual in its entirety as outlined in the attached table of contents.

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Timothy P. Houten

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Richard W. Kassiotis, Jr.

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Brian M. Cresta

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Todd Moreschi

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Kosta E. Prentakis

## **Amendment to the Middleton Town Code for Three Stop Signs in the Brigadoon Neighborhood**

Proposed Stop Sign #1: Corner of Overbrook Road and Meadow Drive

Proposed Stop Sign #2: Corner of Edgewood Road and Meadow Drive

Proposed Stop Sign #3: Corner of Edgewood Road and Fuller Road

Motion to amend traffic regulations under Middleton Code, Chapter 392-23B,  
Obedience to Isolated Stop Signs:

- 1) Name of street: Edgewood Road; Direction of Travel: northwest; at intersection of: Fuller Road
- 2) Name of street: Edgewood Road; Direction of Travel: northwest; at Intersection of: Meadow Drive
- 3) Name of street: Overbrook Road; Direction of Travel: southeast; at intersection of: Meadow Drive

# Three Requested Stop Signs in Brigadoon Neighborhood



## Proposed Stop Sign #1: Corner of Overbrook Road and Meadow Drive



## Proposed Stop Sign #2: Corner of Edgewood Road and Meadow Drive

## Proposed Stop Sign #3: Corner of Edgewood Road and Fuller Road



April 30, 2017

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

Gentlemen:

I have been asked to join the Town of Middleton Memorial Day Committee by Ted Butler, Middleton Veterans' Service Officer and Chair of the Memorial Day Committee.

I have been a resident of the Town of Middleton for 13 ½ years and am a U.S. Army veteran with three years of active duty. I have served as finance officer, senior vice commander and commander of Middleton American Legion Post 227. Currently, I command the Post 227 firing squad that participates in Middleton's Memorial Day and Veterans' Day celebrations and have marched in the Memorial Day parade for the past several years. I have also regularly attended the Masconomet Middle and High School Memorial Day assemblies and the Howe Manning Veterans' Day assembly.

I want to serve on the Memorial Day Committee to help ensure that Middleton continues the tradition of honoring the men and women who have sacrificed for our country to preserve our freedoms. With only one percent of our citizens serving in the armed services, we can easily forget the past sacrifices of those who have served.

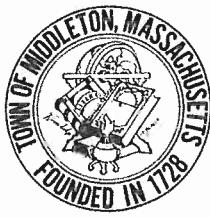
I respectfully request the Board of Selectmen to officially appoint me to the Memorial Day Committee.

Sincerely yours,



Robert G. Wahl

10 Dansereau Place  
Middleton, MA 01949



**Town of Middleton**  
Memorial Hall  
48 South Main Street  
Middleton, Massachusetts  
01949-2253  
978-774-3589  
[www.townofmiddleton.org](http://www.townofmiddleton.org)

## **TOWN OF MIDDLETON TALENT BANK APPLICATION**

The Board of Selectmen maintains a Talent Bank of names of citizens of Middleton willing to serve on boards, commissions and committees. Names in this file are available for use by all Town Departments.

Names: ROBERT G. WAHL Home  
Telephone: 978-750-0197

Address: 10 DANESEAU PL Cell  
Bus. Telephone: 978-886-2211

Occupation: RETIRED

Background Experience: 40 years of newspaper and cable TV senior management. Past Commander Middleton American Legion Post 227.

I am interested in serving on Town Boards and Committees involved in the following areas:  
(Please check all that apply. The Board encourages you to attach a recent resume if available.)

<input type="checkbox"/> Board of Health	<input type="checkbox"/> Recreation Commission
<input type="checkbox"/> Council on Aging	<input type="checkbox"/> Historical Commission
<input type="checkbox"/> Finance Committee	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Board of Appeals	<input type="checkbox"/> Scholarship Committee
<input type="checkbox"/> Master Plan Committee	<input type="checkbox"/> Library Services
<input type="checkbox"/> Conservation Commission	<input type="checkbox"/> Industrial Commercial Development Review Committee
<input type="checkbox"/> Cultural Council	<input checked="" type="checkbox"/> MEMORIAL DAY COMMITTEE

Amount of Time Available: \_\_\_\_\_

Are you available year round for committee meetings? Yes  No   
If not, when are you available?

Winter  Spring  Summer  Autumn

Are there any Boards or Committees in which you are particularly interested?

MEMORIAL DAY COMMITTEE

Email Address: rg-drwah1@comcast.net

Dorothy Wahl 4-24-2017

Signature

Please submit all responses to the Town Administrator's Office via the mailing address above or via email at:  
[adminsecretary@townofmiddleton.org](mailto:adminsecretary@townofmiddleton.org)