

**BOARD OF SELECTMEN
MEETING AGENDA**

**Fuller Meadow School
Nathan Media Room
143 South Main Street, Middleton, MA 01949
Tuesday, April 25, 2017
7:00 PM**

This meeting is being recorded

1. 7:00 PM Warrant
Minutes
Town Administrator
2. 7:10 PM Update on results from Natsue Way Recreational Area invitation to bid process – bid opening scheduled for 2pm on April 25th at Memorial Hall; And, general discussion regarding next steps related to the Natsue Way Recreational Area project
3. 7:20 PM Discussion of the May 9, 2017 Annual Town Meeting
4. 7:30 PM New Business: Reserved for topics that the Chair did not reasonably anticipate would be discussed
5. 7:35 PM Executive Session under Massachusetts General Laws Chapter 30A, Sections 21(a) 3, to discuss strategy with respect to collective bargaining or litigation 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

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.

Board of Selectmen Meeting
October 25, 2016
7:00 p.m.
Fuller Meadow School
Nathan Media Room

Call to Order – Chairman Timothy Houten called the meeting to order at 7:15 p.m. Also present were Mr. Kosta Prentakis, Mr. Brian Cresta, Mr. Todd Moreschi, Town Administrator Mr. Andrew Sheehan and Assistant Town Administrator Mr. Ryan Ferrara. Chairman Houten announced that the Meeting is being recorded.

Minutes

Mr. Cresta made a motion to accept the Open and the Executive Session Minutes of July 12, 2016.

Mr. Prentakis seconded the motion and all were in favor.

Warrant – The Payroll Warrant totaled \$573,145. The Payables Warrant totaled \$1,032,477 and includes \$11,700 for the new telephone system, \$22,000 for granite curbing for the project at 48 South Main Street, \$11,500 for waste disposal, \$10,500 for street grading and \$556,000 for the purchase of power.

Mr. Prentakis made a motion to accept the warrants. Mr. Cresta seconded the motion and all were in favor.

Town Administrators report

- **Early Voting** – Early voting began yesterday in Massachusetts including Middleton and will continue through November 4th at Memorial Hall during regular hours. Tuesday 9:00 a.m. to 6:00 p.m., Monday, Wednesday and Thursday 9:00 a.m. to 4:00 p.m., Friday 9:00 a.m. to 1:00 p.m. and Saturday 9:00 a.m. to 1:00 p.m. There has been a significant turn out not only in our community but in other communities in the Commonwealth as well.
- **Retirement Party for Chief Frank Twiss** – This event took place last week and was well attended.
- **Memorial Hall** – Work continues at Memorial Hall. This includes the project for replacement of curbing and work associated with Tragert Common, as well as the pathways and the transitional areas.
- **River Street Water Main Extension Project** – The proposal came in under budget and work will start next week. Signs have been erected to warn residents to expect some traffic disturbance. Traffic will be reduced to one-lane of operation for the duration of the project.
- **River Street Truck Traffic** – Mr. Sheehan said that after this matter was discussed at the last meeting, a number of residents have reached out and a working group is being formed which will include Chief James DiGianvittorio, Mr. Bob LaBossiere, Mr. Ferrara and himself.
- **Election** - An email has been received from the Town Clerk requesting at the advice of the Secretary of State regarding boards not holding their meetings on election evenings. The Board of Selectmen's meeting scheduled for November 8, 2016 meeting will be cancelled unless something urgent arises.
- **Civic Plus** - the Town recently signed a contract with Civic Plus, a website hosting company. The migration to Civic Plus will take between four to six months. The new vendor will provide the ability to stream the meetings live as well have more access than just cable access channels.
- **Board Packets On-Line** –The Board of Selectmen packets will be available on-line in November.
- **Town Meeting** – The Special Town Meeting has been cancelled and a decision will be reached shortly regarding rescheduling.
- **Board of Trade** – The Board of Trade is looking for new members and new officers.
- **Pumpkin Festival** - Chairperson Houten thanked everyone for their help in running the Pumpkin Festival and stated that it was a very successful event.

Application of Mike's Discount Liquors, Inc d/b/a Mike's Discount Liquors by Magdy Ghaly to transfer the All Alcoholic Beverages Package Store License from Middleton Liquors, LLC d/b/a Rusty's Bottle Shop, 21 South Main Street, Manager/Owner, Alan Karahalis, by Attorney Thomas Demakis, Demakis Law Offices, P.C. –

Chairman Houten recused himself. Atty. Demakis addressed the Board and said he is representing Mike's Discount Liquors. Mr. Ghaly is purchasing the building for \$400,000 and the business for \$225,000 and will finance both with a \$550,000 home equity line of credit on his house at 36 Upton Hills Lane, Middleton. Mr. Ghaly's wife will be the manager on record and will become TIPS certified.

Mr. Cresta made a motion to approve the transfer application for an annual all alcohol beverages package store license of Mike's Discount Liquors, Inc d/b/a/ Mike's Discount Liquors of 21 South Main Street, Middleton, Massachusetts, to include the change of Manager to Mrs. Amahl Ghaly.

Mr. Moreschi seconded the motion and all were in favor.

Continuation of Public Hearing from the October 11, 2016 Board of Selectmen's meeting: Retail package goods store license revocation hearing for Rusty's Bottle Shop (21 South Main Street, licensee Alan Karahalis)

– Mr. Prentakis announced that the Board should entertain a motion to continue a public hearing to discuss the potential revocation of the package store license for Rusty's Bottle Shop located at 21 South Main Street, Manager Alan Karahalis.

Mr. Cresta made a motion to continue a public hearing to discuss potential revocation of the package store license for Rusty's Bottle Shop located at 21 South Main Street, Manager Alan Karahalis.

Mr. Moreschi seconded the motion and all were in favor.

Chairman Houten returned to the meeting.

Review of Fiscal Year 2016 Fourth Quarter financial highlights for the General Fund and Budget, Chief Financial Officer/Town Accountant Sarah Wood – Ms. Wood addressed the Board and said the overall General Fund expenditures at year end were within 97% of the budget. One line item that was over extended this was the state assessments and charges for school assessments which is based on the number of students attending the school choice program. Ms. Wood stated that this was a normal occurrence.

Other items highlighted by Ms. Wood included:

- Ms. Wood stated the total amount of encumbrances this year are \$709,109.50. Mr. Cresta commented he would like to see a break-down of the encumbrances of last fiscal year as well as this fiscal year.
- The schools have an encumbrance of \$481,000 and of that \$166,000 was related to supplies.
- A majority of the smaller accounts have been closed out. Mr. Cresta would like to see a summary report from the department heads in regards to the special projects on the Capital budget as well as a status on the projects so that the coinciding accounts can be closed out if need be. Mr. Sheehan stated he has recently brought this to the attention of the Department Heads at an internal meeting regarding the capital budget and that these projects need to be brought to completion. Also that he will work to obtain a more comprehensive list of status the accounts and projects.
- Ms. Wood said that the auditors completed their preliminary field work on October 14, they will return on November 7 to complete the final field work and draft reports should be available by December 2016. Mr. Cresta has requested that since this is the first time working with the Auditors he would like to have the auditors come before the Board.
- Ms. Wood said year-end close out for the FY16 the balance sheet has been submitted and free cash has been approved. The Schedule A has been submitted. The tax recap needs to be submitted – many departments have started the process and it is due to be completed in early December.
- The classification hearing will happen in early December, depending on scheduling.
- Mr. Sheehan also requested that each department not only pass in next year's budget but also future needs of the department so there can be better prepared for each department needs as well how it will affect all departments.

Application for amendment of liquor license for OptiGolf New England, LLC, located at 216-220 South Main Street, for 1) Change of Corporate Name from 'OptiGolf New England, LLC' to 'Clubhouse Golf and Entertainment, LLC' and 2) Change of Hours from Sunday through Saturday 10:00 a.m. until 12:00 a.m. to Sunday through Saturday 10:00 a.m. until 1:00 a.m. by Attorney Jill Mann – Attorney Mann addressed the Board and said she is representing Clubhouse Golf and Entertainment LLC. The Company has changed their name although all members of the staff/owners remain the same. Many changes have taken place, including the expansion of the dart leagues, and they are submitting a request to expand the liquor license hours.

Mr. Cresta made a motion to approve the amendment of liquor license for Optigolf New England LLC, located at 216-220 South Main Street for a change of corporate name from Optigolf New England LLC to Clubhouse Golf and Entertainment as well as change hours of operation from Sunday through Saturday to 10:00 a.m. until 1:00 a.m.

Mr. Moreschi seconded the motion and all were in favor.

New Business

- Mr. Prentakis asked if there was an advertisement being placed for a new Alternate Member of the Planning Board. Mr. Ferrara said that the advertisement will be posted tomorrow.
- Mr. Prentakis asked if there had been any development regarding the acquisition of the Quinn property. Mr. Ferrara said that Mr. Quinn's attorney is currently working on the agreement, he will follow up and report back to the Board.
- Mr. Cresta asked if the Comcast and Verizon contracts are due to expire. Mr. Sheehan said they expire in 2018. The Board agreed that the previous committee should be contacted prior to reappointing to see if they are willing to participate.
- Chairman Houten reminded all residents to vote.

Mr. Cresta made a motion to adjourn the meeting. Mr. Prentakis seconded the motion and all were in favor.

The meeting was adjourned at 8:26 p.m.

Respectfully submitted,

Julie Roscoe

Julie Roscoe, Recording Secretary

Rick Kassiotis, Clerk

Board of Selectmen Meeting
December 6, 2016
7:00 p.m.
Fuller Meadow School
Nathan Media Room

Call to Order – Chairman Timothy Houten called the meeting to order at 7:05 p.m. Also present were Mr. Kosta Prentakis, Mr. Brian Cresta, Mr. Todd Moreschi, Mr. Rick Kassiotis, Town Administrator Mr. Andrew Sheehan and Assistant Town Administrator Mr. Ryan Ferrara. Chairman Houten announced that the meeting is being recorded.

Joint Meeting of the Board of Selectmen and the Planning Board

Conduct interviews with candidates and appoint an Alternate member to the Planning Board to fill a vacancy through June 30, 2017 (The appointing authority consists of the Board of Selectmen together with the five members of the Planning Board) – One candidate attended the meeting, Karin Turner and she addressed the Board that she lives on Vera Road in Middleton and works as a real estate agent. She has an interest in new construction and development in town.

The Chairperson of the Planning Board, Ms. Beverly Popielski made a motion to vote to appoint an Alternate member to the Planning Board. Mr. David McGlone seconded the motion and all were in favor. There was a majority vote and Karin Turner was appointed as an Alternate member of the Planning Board.

Joint Meeting of the Board of Selectmen and Middleton Housing Authority

Ms. Ann Couture, Chairperson of the Housing Authority Committee and Ms. Ilene Twiss, the Town Clerk and State Appointee of the Housing Authority attended the meeting to assist with the interviews to fill the vacancies on the Housing Authority.

Maria Paikos-Hantzis addressed the Board and said she lives on Esteymere Place in Middleton and has been involved with Middleton Basketball for six years. She owns property in Danvers and Lynn and has experience with a diverse population. Atty. Jill Mann is the second candidate. She did not attend the meeting.

Mr. Cresta made a motion to vote to appoint Jill Mann and Maria Paikos-Hantzis to the Middleton Housing Authority for a term expiring May 2017. Ms. Twiss seconded the motion. There was a unanimous vote for both candidates.

Main Board of Selectmen Meeting

Warrant – The Payroll Warrant totaled \$708,559. The Payables Warrant totaled \$939,262 and includes \$438,000 for payroll and health insurance deductions, \$279,000 for the River Street water main project and \$55,273 for Purchase of Power.

Mr. Prentakis made a motion to approve the Warrants. Mr. Cresta seconded the motion and all were in favor

Town Administrators report

- **Planning Board Public Hearing** - The Planning Board Public Hearing on the zoning petitions will be held on December 14th at 7pm at Fuller Meadow School
- **CPA Match** – The CPA Match is \$40,318 and the funds have been received
- **Senator Bruce Tarr's Neighbors in Need Event** – This event will be held on Thursday morning at 9:00 a.m. at the Library. Any unwrapped gifts will be gratefully appreciated.

- **Annual Neighbors In Need Holiday Gift Giving Party** – This event will take place on Thursday evening at Teresa's in Middleton. Donations can be taken to the Flint Library for the next two weeks.
- **Tree Lighting** - This event took place on the Richardson's Green and was a great success.
- **Recreation Commission Holiday Party** – This event will be held on Saturday, December 10th at 11:00 a.m. to 1:00 p.m. at the Fuller Meadow School.
- **Master Plan Update** – The Town Planner, Ms. Katrina O'Leary has been handing out survey information which is also available on the Town website.
- **Budget** – The Governor has reduced the budget by \$118 M. and Mr. Sheehan said he is unsure of implications for the Town of Middleton at this stage.
- **Early Voting Costs** – Ms. Twiss has reported that the early voting costs are approximately \$7,000.
- **Manchester By The Sea** – The recently released movie gives two credits to the Town of Middleton where some scenes were filmed.

Tax classification hearing for Fiscal Year 2017

Review of Fiscal Year 2017 final valuations approved by State Department of Revenue votes required under Massachusetts General Law, Chapter 59, Section 2:

Mr. Jeffery Garber from the Board of Assessors and Mr. Brad Swanson, Assistant Assessor for Middleton introduced themselves to the Board and Mr. Swanson read out loud the following statement: 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 State mandated Classification Hearing, the Board of Selectmen must vote on the following in order to establish a tax rate:

1. **To Discount up to 25% of Open Space (No, as there are no qualifying parcels)**
Mr. Prentakis made a motion to set the Open Space discount to 0. Mr. Cresta seconded the motion and all were in favor.
2. **To adopt up to a 20% Residential Exemption (Yes or No, and if Yes, at what %)**
Mr. Prentakis made a motion to set the Residential Exemption at 0. Mr. Cresta seconded the motion and all were in favor
3. **To adopt up to a 10% Small Commercial Exemption (No, as there are no eligible parcels)**
Mr. Prentakis made a motion to set the small commercial exemption at 0. Mr. Cresta seconded the motion and all were in favor.
4. **To determine the percentage of the tax levy to be borne by the two main property classes: Residential and CIP (Commercial, Industrial and Personal):**
 - a. **100% factor or unity for both classes**
 - b. **A CIP factor between 100-150% of Residential factor as shown on options chart**

Chairperson Houten acknowledged that there were members of Board of Trade at the Meeting who request that this is kept at a 1 to 1 ratio.

Mr. Prentakis made a motion to maintain a single tax rate for all classes of property. Mr. Cresta seconded the motion and all were in favor.

Adoption of winter parking ban on public streets from midnight until 6:00 a.m. from December 6, 2016 through April 1, 2017 – Mr. Ferrara said the process of voting every year on the parking ban serves as a reminder to residents that this ban is in effect.

Mr. Prentakis made motion to adopt winter parking ban on public streets from midnight until 6:00 a.m. from December 6, 2016 through April 1, 2017. Mr. Cresta seconded the motion with a comment to request that residents be smart to allow town workers to efficiently clean streets and all were in favor.

Blanket vote to renew alcoholic beverage licenses for calendar year 2017 – Mr. Sheehan said the reference to Mike's Discount Liquors will be removed and remain as Rusty's as the transfer has not taken place.

Mr. Prentakis made a motion to renew alcoholic beverage licenses for calendar year 2017. Mr. Kassiotis seconded the motion and all were in favor.

Vote to renew all expiring licenses (Common Victualler, Class II, Class III, Gasoline, Golf Course, Auctioneer, Precious Metals, and Livery Licenses) for calendar year 2017 – Mr. Cresta requested that confirmation of the sign by-law be enclosed with renewal applications.

Mr. Prentakis made a motion to renew all expiring licenses (Common Victualler), Class II, Class III, Gasoline, Golf Course, Auctioneer, Precious Metals, Livery Licenses) for calendar year 2017. Mr. Moreschi seconded the motion and all were in favor.

Acceptance of \$2,450 donation from CTG Inc to Middleton Food Pantry.

Mr. Prentakis made a motion to accept, with thanks, a donation of \$2,450 from CTG Inc to Middleton Food Pantry. Mr. Cresta seconded the motion, with thanks, and all were in favor.

Acceptance of \$2,000 donation from New England Bio Labs, Inc. to the Middleton Food Pantry.

Mr. Cresta made a motion to accept, with thanks, a donation from New England Bio Labs, Inc. to the Middleton Food Pantry. Mr. Prentakis seconded the motion, with thanks, and all were in favor.

Acceptance of \$5,000 donation from 2 Depot Square Ipswich Charitable Foundation to the Middleton Food Pantry.

Mr. Cresta made a motion to accept, with thanks, a donation of \$5,000 from 2 Depot Square Ipswich Charitable Foundation to the Middleton Food Pantry. Mr. Prentakis seconded the motion, with thanks, and all were in favor.

Chairperson Houten thanked everyone for their very generous gifts to the Middleton Food Pantry.

Vote to authorize the Town Administrator, on behalf of the Middleton Board of Selectmen, to approve of the Agreement of Settlement and Site Access Agreement between the Town of Middleton and the Natsue Realty Trust related to property located on Natsue Way - Mr. Sheehan said this agreement will allow the town to take ownership of a property adjacent to Natsue Way. The preliminary environmental assessment work will be completed seventy five days after the signing of the agreement.

Mr. Cresta made a motion to authorize the Town Administrator, on behalf of the Middleton Board of Selectmen, to approve of the Agreement of Settlement and Site Access Agreement between the Town of Middleton and the Natsue Realty Trust related to the property located on Natsue Way. Mr. Prentakis seconded the motion and all were in favor.

New Business

- Chairperson Houten thanked everyone involved in the Winter Festival, including members of the Fire Department, Santa and Mrs. Claus and all the elves.
- Mr. Cresta wished Mr. Kassiotis a Happy Birthday.
- The Board members had a discussion on the change of legislation regarding the sale of recreational marijuana and what action would be taken to prepare for this new law.

Executive Session pursuant to MGL, C30A (21a)(2) To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel.

Mr. Kassiotis using a roll call vote with the following voting in favor: Chairperson Houten, Mr. Cresta, Mr. Prentakis, and Mr. Moreschi. The meeting went into executive session at 8:20 p.m.

The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Julie Roscoe

Julie Roscoe, Recording Secretary

Rick Kassiotis, Clerk

Board of Selectmen Meeting
December 20, 2016
Fuller Meadow School
Nathan Media Room

Call to Order – Chairman Timothy Houten called the meeting to order at 7:02 p.m. Also present were Mr. Kosta Prentakis, Mr. Todd Moreschi, Mr. Rick Kassiotis, Town Administrator Mr. Andrew Sheehan and Assistant Town Administrator Mr. Ryan Ferrara. Chairman Houten announced that the meeting is being recorded.

Minutes – *Mr. Prentakis made a motion to approve the regular session and Executive Session minutes of August 30, 2016. Mr. Moreschi seconded the motion and all were in favor*

Warrant – The Payroll Warrant totaled \$607,322. The Payables Warrant totaled \$1,700,711 and includes \$50,447 for the River Street Water Main project, \$800,660 for Purchase of Power and \$309,000 for an assessment to North Shore Technical School.

Mr. Prentakis made a motion to approve the Warrants. Mr. Kassiotis seconded the motion and all were in favor.

Town Administrators report

- **Events** – Mr. Sheehan said that both events hosted by Neighbors In Need were very successful and well attended.
- **Master Plan Survey** – Mr. Sheehan issued a reminder for residents to complete the Master Plan survey which is available on the Town's website.
- **Bostik** - Mr. Sheehan said he visited Bostik recently to view their safety audit procedure. Bostik made a donation to the Fire Department to buy foam to go into the new tanker.
- **Wreaths Across America** - Mr. Sheehan attended a ceremony hosted by Wreaths Across America at the Topsfield Fairgrounds, along with Todd Moreschi and Ron Draper. Wreaths Across America is an organization which places an honor wreath in every cemetery where a veteran is buried.
- **Chief James DiGianvittorio** – Mr. Sheehan congratulated Chief DiGianvittorio on his swearing in as the President of the Massachusetts Association of Chief of Police.
- **General Update** - Mr. Sheehan said this date concludes his first year as Town Administrator of Middleton and said how grateful he was for all the help he has received from the staff, residents and Board members.

Continuation of Public Hearing from the November 22, 2016 Board of Selectmen's meeting: Retail package goods store license revocation for Rusty's Bottle Shop (21 South Main Street, licensee Alan Karahalis) – Chairman Houten recused himself. Mr. Karahalis addressed the Board and said the closing for the sale is scheduled tomorrow at 4:00 p.m. at the buyers' lawyer's office in Lynn.

Mr Prentakis made a motion to continue this license revocation hearing after January 3, 2017. Mr. Moreschi seconded the motion and all were in favor.

Chairman Houten returned to the meeting.

Vote to renew all remaining expiring licenses (common Victualler, Class II, Class III, Gasoline, Golf Course, Auctioneer, Precious Metals, Livery Licenses) for calendar year 2017 – Mr. Sheehan confirmed that all applicants are up to date with fees and paperwork.

Mr. Prentakis made a motion to renew all remaining expiring licenses (Common Victualler, Class II, Class III, Gasoline, Golf Course, Auctioneer, Precious Metals, Livery Licenses) for calendar year 2017. Mr. Moreschi seconded the motion and all were in favor.

Vote to appoint Town Administrator, Andrew Sheehan as Chief Procurement Officer for the Town of Middleton as defined by the provisions of MGL C30B, \$2 – Mr. Sheehan confirmed his acceptance of the post.

Mr. Prentakis made a motion to appoint Town Administrator, Andrew Sheehan as Chief Procurement Officer for the Town of Middleton as defined by the provisions of MGL C30B, Section 2. Mr. Kassiotis seconded the motion and all were in favor.

Vote to accept \$550 donation from Mr. Thomas Bentley to the Middleton Food Pantry -

Mr. Prentakis made a motion to accept with thanks the \$500 donation from Mr. Thomas Bentley to the Middleton Food Pantry. Mr. Kassiotis seconded the motion and all were in favor.

Fiscal Year 2018 Operating and Capital Budget Update – Mr. Sheehan addressed the Board and confirmed that the budget instructions were sent out to Departments last week. This year Departments are being asked to identify other needs beyond normal requests and to have their submittals completed by Friday, January 6, 2017. After this date, internal meetings will be held.

Review of the 2017 Annual Town Meeting timeline and discussion regarding the need for a Special Town Meeting prior to the May 9, 2017 Annual Town Meeting – Mr. Sheehan addressed the Board and said that timeline incorporates Town Meeting and the Annual Town Election. Holidays, deadlines for petition articles, non-petition articles deadlines, and timing as to when the warrant close will also be discussed. The schedule will be helpful for everyone involved in the budget and Town meeting process as well as Town election process and help avoid some of last minute scheduling that has been seen in the past.

The pre-Town Meeting is tentatively identified as May 3, to preview the agenda for Town Meeting on May 9, 2017 and as an opportunity to present the entire warrant in an informal setting and field questions from residents and other interested parties.

The Planning Board did hold a special Zoning Public Hearing last week and voted on two petition articles. A decision has to be made to include the articles in the May 9, meeting or hold another Special Town Meeting. The Town meeting has to be held within six months of the Planning Board Meeting. The suggested warrant articles are as follows:

1. Supplemental appropriation for short term repairs to Memorial Hall
2. Solar agreement – this has been removed
3. Creating omission on disabilities
4. Change the speed limit to reduce certain areas from 30 mph to 25 mph
5. Assessors article to increase the amount of exemptions
6. Citizen petition article – amend table of dimensional requirements
7. Citizen petition article– amend table of dimensional requirements (notes to table of dimensional requirements)

The Board agreed that just three articles should be included from the above list, 1, 4 and 5, and that the Special Town Meeting should be held on February 28, 2017.

Mr. Sheehan said a Warrant will be prepared for the Boards review for the January 3, 2017 meeting.

Presentation by Town Planner, Katrina O’Leary, regarding the schedule and objectives for the Middleton Master Plan 300 process – Ms. O’Leary addressed the Board and said that work is being completed on the visioning for the Master Plan which includes input from the public. The Master Plan visioning portion is being paid for with a grant received from Metropolitan Area Planning Council (MAPC) of \$20,000. The second part is the larger part and will cost approximately \$120,000 to \$130,000. In Middleton there is a Master Plan Committee and they are charged with implementing the plan and making recommendations on the Master Plan adopted. The Planning Board and Master Plan Committee will work together on the Master Plan. Ms. O’Leary has sent a proposal to MAPC for a grant to help towards the second part of the Master Plan. Ms. O’Leary made

a request to residents to complete the Master Plan survey before December 30, 2016. There is a visioning event scheduled for January 9, 2017 and visioning will be completed in March and ready for a presentation at the May Town Meeting. At this time it should also be known how much money will be required to complete the Master Plan. If funding is approved, the Master Plan will be completed by March 2018, in time for the 2018 Annual Town Meeting. Mr. Sheehan said that Master Plans does not have to be formally adopted by Town Meeting, the State would like Towns to have Master Plans but it is not a formal requirement.

New Business

Chairman Houten wished everyone a Happy Holiday and a Happy New Year and reminded everyone that the next meeting will be January 3, 2017.

Executive Session pursuant to MGL, C30A (21(a)(2) To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. Mr. Kassiotis using a roll call vote with the following voting in favor: Chairman Houten, Mr. Prentakis, and Mr. Moreschi. The meeting went into executive session at 7:55 p.m.

The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Julie Roscoe

Julie Roscoe, Recording Secretary

Rick Kassiotis, Clerk

**TOWN OF MIDDLETON, MASSACHUSETTS
CONTRACT FOR
CONSTRUCTION OF NATSUE WAY RECREATIONAL FACILITIES**

INVITATION TO BID

Bids for construction of the Natsue Way Recreational Facilities will be received by the Town of Middleton, Massachusetts (Owner) at Memorial Hall, 48 South Main Street, Middleton, Massachusetts 01949 until 2:00 PM on April 25, 2017 at which time and place bids will be publicly opened and read aloud.

The work of this Contract includes furnishing all labor, materials, equipment, and incidentals required to complete construction of recreational facilities over the Town's capped landfill, an adjacent uncapped landfill and appurtenant work. The work includes installation of recreational fields and appurtenances, basketball and tennis courts, parking and paved areas, playgrounds and exercise areas, fencing and pathways.

Contract Documents prepared by Langdon Environmental LLC (Engineer) are available for examination at Memorial Hall 48 South Main Street, Middleton, Massachusetts in the Town Administrator's office during normal business hours (Monday through Thursday, 9:00 am to 4:00 pm and Friday 9:00 am to 1:00 pm, closed on holidays). Bidders requesting a paper copy of the Contract Documents can pick them up at the same address and must provide a non-refundable check made out to the Town of Middleton for \$100. Bidders requesting Contract Documents by mail shall include an additional non-refundable check payable to the Town of Middleton in the amount of \$30.00 per set to cover the costs of handling and mailing.

Each Bid shall be submitted in accordance with the Instructions to Bidders and shall be accompanied by a Bid Security in the form of a certified check or bid bond. The amount of the bid deposit shall be in an amount of 5 percent of the Bidder's maximum total bid price, payable to the Town of Middleton, Massachusetts.

A Non-Mandatory Pre-Bid Conference and Site Visit will be held at the uncapped landfill site off Natsue Way in Middleton, Massachusetts at 10:00 A.M. on March 30, 2017.

Bidders may not withdraw their Bids until July 15, 2017. The Successful Bidder must furnish a 100 percent Construction Performance Bond and a 100 percent Construction Payment Bond with a surety company acceptable to the Owner.

Complete instructions for filing Bids are included in the Instructions to Bidders.

Wage rates for this Project are subject to the minimum wage rates as per M.G.L., Chapter 149, Section 26 to 27H inclusive.

The bidding and award of this Contract will be under the provisions of M.G.L. Chapter 30, Section 39M.

Selection of the contractor will be based upon bidder qualifications, including evidence of past performance in similar projects, and bid price. The contact will be awarded to the bidder deemed by the awarding authority to be the lowest responsible and eligible bidder.

The Owner reserves the right to waive any informality in or to reject any or all Bids if deemed to be in its best interest.

TOWN OF MIDDLETON, MASSACHUSETTS

Town of Middleton Massachusetts



Special and Annual Town Meetings

Tuesday, May 9, 2017, 7:30 P.M.

**Special Town Meeting Warrant and Annual
Town Meeting Warrant for Fiscal Year 2018**

**Meeting to be held at Howe Manning School Gymnasium
26 Central Street, Middleton, MA**

Dedication to Retired Fire Chief, Frank Twiss



Fire Chief, Frank Twiss retired on August 31, 2016, after 36 years of dedicated service to the Town. Chief Twiss is life-long resident of Middleton who began working as a Call Fire Fighter in 1980. He earned the trust of his peers and supervisors with regular promotions to Full-Time Fire Fighter in 1987, Lieutenant in 1993, Captain in 2001 and Fire Chief in 2006. During this tenure with the Town, the Chief earned his Bachelor of Science from Salem State University in 1992 and Masters Degree in Public Administration from Suffolk University in 1997. Since 2000, Chief Twiss has served as an Adjunct Faculty Member in the Fire Protection Department at North Shore Community College where he currently serves as the Program Coordinator. In 2014, he was accepted as a member of the exclusive Box 52 Association, dedicated to

promoting fire prevention in metropolitan Boston. As an active Town resident, the Chief has served as an elected member of the Middleton Electric Light Department's (MELD) Board of Commissioners since 1997 and has served on a number of Town Committees including the Flint Library Building, Chief Will's Day, Winter Festival and Insurance Advisory Committees. Chief Twiss is also a regular volunteer at Town elections and the Flint Public Library.

In his 36 years as a Town employee, Chief Twiss has worked his way up through Department and has set an example for his staff to emulate. The Chief's dedication to upgrading the Town's Insurance Service Office (ISO) rating, commitment to the Advanced Life Support (ALS) ambulance service training protocol and active role in transitioning the Town's emergency dispatch service to the new Essex County Regional Emergency Communications Center (RECC), are accomplishments with long-term benefits to Middleton residents. The Chief has a wealth of knowledge regarding the community and fire suppression which he generously shares with his staff and peers. His leadership at the Fire Department and among other Town Department Heads will be missed. We wish the Chief an enjoyable retirement as he and his wife Ilene transition into the next chapter of their lives together. Fortunately, we know that even in retirement, the Chief will remain active in Town affairs and Town staff and residents will continue to benefit from the Chief's knowledge and ongoing contributions to his hometown.

Congratulations to the following recent retirees from Town service:

Ellen Best - Fuller Meadow School, Special Education Teacher

Elizabeth Boulanger - Howe Manning School, Principal

Bernie Creeden - Tri Town School Union, Superintendent of Schools

Christine Gunn - Tri Town School Union, Physical Therapist Assistant

Claudia Johnson - Flint Public Library, Reference Librarian

Mark Kelly - Middleton Electric Light Department, General Manager

Mary Pelrine - Tri Town School Union, Math/Science Curriculum Specialist

Sharon Stewart - Tri Town School Union, Assistant Superintendent of Student Support Services

Mary Thomas - Tri Town School Union, Intensive Needs Educational Specialist

We thank you for your outstanding dedication and service to the residents of Middleton.

Middleton Board of Selectmen

Timothy P. Houten, Chairperson

Todd Moreschi

Rick Kassiotis, Secretary

Kosta E. Prentakis

Andrew J. Sheehan, Town Administrator

Brian M. Cresta

Ryan Ferrara, Assistant Town Administrator

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May 9, 2017**

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**Interested in Town news and
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the Town website at:**

<http://www.townofmiddleton.org/subscriber>

**TOWN OF MIDDLETON
SPECIAL TOWN MEETING
THE COMMONWEALTH OF MASSACHUSETTS
MAY 9, 2017**

ESSEX s.s.

To the Constable of the Town of Middleton in the County of Essex.

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in Elections and Town Affairs, to meet at the Howe Manning School Gymnasium at 26 Central Street in said Middleton on Tuesday, May 9th, 2017, at 7:30 p.m., then and there to act on the following articles:

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

SPECIAL TOWN MEETING WARRANT ARTICLES

ARTICLE 1. On petition of the Finance Committee and Board of Selectmen, to see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of \$_____ to be used to fund the deficit incurred in the Department of Public Works (snow removal and winter road maintenance) budget; or take any other action relative thereto.

Purpose: This article will transfer funds to close the deficit in winter operations.

ARTICLE 2. On petition of the Finance Committee and Board of Selectmen, to see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of \$12,000 to restore funds to the Council on Aging revolving fund; or take any other action relative thereto.

Purpose: This article restores funds transferred from the Council on Aging revolving fund to meet the requirements of the Department of Revenue during completion of the FY17 recapitulation.

ARTICLE 3. On petition of the Finance Committee and Board of Selectmen, to see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of

\$_____ to supplement the Veteran's Service Officer, Veterans' Aid, budget; or take any other action relative thereto.

Purpose: This article provides supplemental funds to fulfill obligations to eligible veterans.

ARTICLE 4. On petition of the Board of Selectmen, to see if the Town will vote to raise and appropriate, transfer between and among various accounts, or transfer from available funds to supplement the Fiscal Year 2017 operating budgets; or take any other action relative thereto.

Purpose: This article is to transfer funds and supplement monies, if necessary, to meet departmental expenses in the current fiscal year.

End of Special Town Meeting Warrant.

And you are directed to service this Warrant by posting up attested copies thereof at Memorial Hall, Post Office, Flint Public Library, Store at Howe Station Market, Ferncroft Towers, and Fuller Pond Village in said Town fourteen days, at least, before the time of holding said meeting.

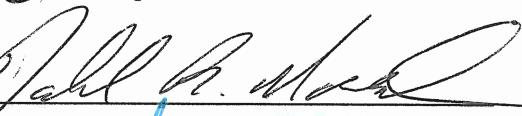
HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereof, to the Town Clerk at time and place of meeting aforesaid.

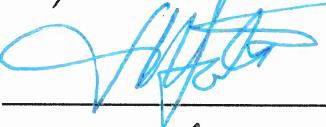
Given under our hands this eleventh day of April in the year of our Lord Two Thousand and Seventeen.

MIDDLETON BOARD OF SELECTMEN

S. _____

S. 

S. 

S. 

S. 

A true copy Attest:

S. _____

Constable of the Town of Middleton

Date Posted



**FINANCE COMMITTEE
TOWN OF MIDDLETON
Report for Annual Town Meeting
May 9, 2017**

April 14, 2017

Dear Residents of Middleton:

Town Meeting is an extremely important tool in governing Middleton. It is the single most significant way we can hear from you to determine how you want your community to operate and understand your priorities. The decisions of how to govern Middleton are made by you, by your vote at Town Meeting, and then if necessary, at the voting booth. We are mandated to follow your decisions from these actions. We encourage all registered voters of Middleton to come to Town Meeting, and welcome to those of you attending, to voice their opinions, and tell us what you want for Middleton.

Included herein are the Warrant Articles for Fiscal Year 2018 ("FY 18"). As always, the Board of Selectmen and Finance Committee have worked diligently on your behalf to present a budget that we believe addresses the concerns and priorities of the entire community, and its appeal to the quality of life, while at the same time balances available revenues to be financially responsible. Article 4 of the Annual Town Meeting Warrant is the Omnibus budget for FY18. We believe that this budget takes into consideration the needs of the entire community while balancing the multiple needs and priorities of the entire community while balancing the multiple needs and priorities of the entire town and its citizens.

The proposed FY18 budget is \$33,694,383. This is an increase of 3.8%. The following table outlines the budget changes:

Expenditure	May 17 ATM	% of	May 16 ATM	% of	\$ Change	% Change
	Proposed FY 18	Total	FY 17	Total		
Town Personal Services	\$5,880,322	18%	\$5,597,714	17%	\$282,608	5.0%
Town Contractual Services	\$1,750,698	5%	\$1,623,624	5%	\$127,074	7.8%
Town Retirement, Health Ins., and Unclassified	\$2,455,912	7%	\$2,270,011	7%	\$185,901	8.2%
Social Agency Funds	\$38,500	0%	\$38,500	0%	\$0	0.0%
Elementary Schools	\$11,466,881	34%	\$11,064,674	34%	\$402,207	3.6%
Howe Manning School Debt Service, net	\$940,380	3%	\$937,330	3%	\$3,050	0.3%
Fuller Meadow Debt Expense	\$137,202	0%	\$0	0%	\$137,202	#DIV/0!
Bond Fee/Other Debt Expense	\$2,000	0%	\$32,320	0%	(\$30,320)	-93.8%
Library Debt Service, net	\$279,345	1%	\$292,019	1%	(\$12,674)	-4.3%
11 South Main Street Debt Service, net	\$0	0%	\$0	0%	\$0	0.0%
Masconomet Building Debt Service	\$384,138	1%	\$387,862	1%	(\$3,724)	-1.0%
Masconomet Regional School Budget	\$9,241,983	28%	\$9,116,409	28%	\$125,574	1.4%
Essex Technical School Budget	\$619,951	2%	\$611,535	2%	\$8,416	1.4%
Overlay Tax Abatements/Refunds	\$277,157	1%	\$277,157	1%	\$0	0.0%
Tax Title	\$33,000	0%	\$33,000	0%	\$0	0.0%
Total	\$33,507,469		\$32,282,155		\$1,225,314	3.8%
Water Fund	\$186,914		\$184,660		\$2,254	1.2%

To present a balanced budget, we have proposed the following revenue sources:

Art #	Description	Proposed Spending	Source		
4	Omnibus Budget	\$32,838,494	Taxation		
		\$15,000	Weights and Measures Transfer		
		\$15,000	Fire Alarm Fees		
		\$380,000	Ambulance Fund Transfer		
		\$186,914	Water Fund Receipts		
		\$50,000	Cellular Tower Lease Receipts		
		\$208,975	PEG Transfer		
	General Fund Totals	<u>\$33,694,383</u>			

The driver to increase personnel cost includes an increase of hours for a part time library position to full time, and an increased firefighter. We estimate the Tax Rate for FY2018 to be \$.65 with the approval of the Operating Budget. This represents a 6.45% increase. The projected impact of approving the Operating Budget would increase taxes on a home valued at \$549,840 by \$357.

Town Meeting is also being asked to approve various capital projects paid from Free Cash amounting to \$929,616. These requests are made to properly position our departments to provide the necessary services Middleton residents expect, and to maintain the Taxpayer's assets. Here's a summary:

Capital Projects from free cash	\$ Requested
Public Works mower, chipper, Transfer station, Dump truck, street paving,	\$103,574
Cruiser radios, radar gun, portable radio, cruiser laptops, rifles, pistols	\$19,800
Elementary Schools	\$317,792
Voting tabulators, professional dev., master plan, technology	\$116,450
Senior Center/Memorial Hall	\$72,000
Free Cash Transfer to Post Employment Benefit Fund	\$50,000
Free Cash Transfer to reduce tax rate	\$200,000
Transfer of Free Cash to Stabilization	\$50,000
Free Cash Transfer to Post Employment Benefit Fund	\$50,000
	<u>\$929,616</u>

Finally, thank you for joining us at Town Meeting!

Sincerely,

Middleton Finance Committee

Steve Cocciaardi, Co-Chair	Richard S. Gregorio, Co-Chair
Michelle Cresta	George E. Dow Sr.
John Erickson	John Mahoney

Toni Mertz

Middleton Finance Committee Fiscal Year 2018 Warrant Articles

Article #	Description	Proposed Spending	Source
4	Omnibus Budget	\$32,838,494	Taxation 15,000 Fire Alarm Fees 380,000 Ambulance Fund Transfer 186,914 Water Fund Transfer 50,000 Cellular Tower Lease Receipts 208,975 PEG Cable Fund Transfer 15,000 Weights and Measures Transfer
	General Fund Totals		<u>\$33,694,383</u>

Other Articles:	Description	Sponsor	Amount of Article	Free Cash	CPA	Overlay Reserve	Ambulance Fund	Other Funding Sources	Fincom	Comments
1	Committee Reports	Moderator	N/A							N/A
2	Authorization to Borrow	Treasurer	N/A							Yes
3	Personnel Plan	BOS	N/A							
4	Omnibus Budget (See Above)	BOS/Fincom	\$33,694,383							Yes Various funding sources
5	Community Preservation Budget	CPC	\$170,280		\$170,280					Yes
6	Reauthorize Various Revolving Funds	BOS	\$155,000				\$155,000			Funding from service fees
7	Revolving Funds bylaw	Acct/CFO	N/A							Yes
8	SESD Enterprise Fund	Acct/CFO	\$102,600				\$102,600			Funding from Sewer fees
9	Adopt MGL C184, § 51	BOS/BOA	N/A							Yes
10	Adopt MGL C40, §13E	BOS/MSC	N/A							Yes
11	Moderator Term - Special Legislation	BOS/Moder/ Clerk	N/A							Deferred
12	Town Meeting Time - Special Legislation	BOS/Clerk	N/A							Deferred
13	Natsue Way Recreational Area	BOS	\$3,579,000				\$3,579,000		Deferred	Debt exclusion vote
14	Bond premiums	Treasurer/ Collector	N/A							Yes
15	Rescinding of previously authorized bonds	Treasurer/ Collector	N/A							Yes
16	Vote to enter into TIF	BOS	N/A							
17	Acquisition of Curtis Mill land	BOS	N/A							Yes
18	Acceptance of Masi Meadow Lane	Citizen	N/A							No
19	Marijuana Temporary Moratorium	BOS	N/A							Deferred
20	Marijuana prohibition general bylaw	Citizen	N/A							Deferred
21	Marijuana prohibition zoning bylaw	Citizen	N/A							Deferred
22	Vote to dispose of Locust St. property	BOS	N/A							Yes
23	MELD payment in lieu of taxes (PILOT)	MELD	N/A							Yes \$204,000 payment
24	MELD expenditures	MELD								Deferred
25	Acceptance of C90 funding	DPW	\$298,711				\$298,711		Yes	State funding
26	DPW/Water capital items	DPW/BOS	\$273,500	\$103,574		\$35,500	\$134,426		Yes	\$69,426 funded through FEMA; \$65K Water Fund; Balance Free Cash
27	Police Department capital items	Police/BOS	\$74,200	\$19,800		\$54,400				Yes
28	Fire Department capital items	Fire/BOS	\$199,400			\$74,000	\$11,000	\$114,400	Yes	\$74K Overlay Reserve; \$11K Ambulance Fund; and, \$114,400 Taxation
29	Middleton Elementary capital items	MSC/Super	\$317,792	\$317,792						Yes
30	Repurpose \$22K from FY17 Art 28	MSC/Super	N/A							Yes Repurpose prior article
31	Masconomet capital items	MSC/Super	\$179,580				\$179,580		Yes	Taxation
32	Essex Tech cap improvement asses	ETSC	\$10,907				\$10,907		Yes	Taxation
33	Memorial Hall/Old Town Hall Cap	TA/BOS	\$72,000	\$72,000						Yes
34	IT, Master Plan, Training and Town Clk	TA/BOS	\$116,450	\$116,450						Yes
35	Curtis Mill and Mill Pond	Hist Com/BOS	\$6,900		\$6,900					Yes
36	Municipal Charges - MGL C40 §58	Treasurer/ Collector	N/A							Yes
37	Real property lien - MGL C40U §1-18	Treasurer/ Collector	N/A							Yes
38	Abutter notification	Citizen	N/A							Deferred
39	Expansion of PEG broadcasts	Citizen	N/A							No
40	Amend zoning bylaw boundaries	Citizen	N/A							Deferred
41	Spec legislation - 2 All Alcohol Licenses	Citizen	N/A							Deferred
42	Free Cash Transfer to reduce tax rate	BOS/Fincom	\$200,000	\$200,000						Yes
43	Transfer to Stabilization Fund	BOS/Fincom	\$50,000	\$50,000						Yes
44	Accept MGL C32B §20 - Treasurer OPEB Trustee	Treasurer/ BOS	N/A							Yes
45	Post-Employment Benefits Fund	BOS/Fincom	\$50,000	\$50,000						Yes

\$39,550,703 \$929,616 \$177,180 \$163,900 \$11,000 \$4,574,624

Town of Middleton
Summary of Fiscal Year 2017 and Proposed 2018 Operating Budget Totals
As Amended Via Override (FY 2017) and Proposed (FY 2018)

Part I Town Operating Budget	Fiscal Year 2017	Fiscal Year 2018	(Decrease) Increase In Dollars \$	Percent + or - Change	Percent of Operating Budget	Percent of Budget Increase
<u>Schools</u>						
Local School Budget	\$11,064,674	\$11,466,881	\$402,207	3.6%	34.2%	32.8%
Masconomet Budget	\$9,116,409	\$9,241,983	\$125,574	1.4%	27.6%	10.2%
Masconomet School Debt Service	\$387,862	\$384,138	(\$3,724)	-1.0%	1.1%	-0.3%
Fuller Meadow School Debt Service	\$0	\$137,202	\$137,202		0.4%	11.2%
Howe Manning School Debt Service	\$937,330	\$940,380	\$3,050	0.3%	2.8%	0.2%
Essex Technical High School Budget	\$611,535	\$619,951	\$8,416	1.4%	1.9%	0.7%
All School Totals	\$22,117,810	\$22,790,535	\$672,725	3.0%	68.0%	54.9%
Town Operating Budgets	\$7,569,995	\$7,979,677	\$409,682	5.4%	23.8%	33.4%
Health Insurance, Retirement, Unclassified	\$2,270,011	\$2,455,912	\$185,901	8.2%	7.3%	15.2%
Flint Library Debt Service (Reduced by CPA Offset)	\$292,019	\$279,345	(\$12,674)	-4.3%	0.8%	-1.0%
Bond Paying Fee/Other Debt Expenses	\$32,320	\$2,000	(\$30,320)	-93.8%	0.0%	-2.5%
<i>Howe Manning School Debt Service (Bond Premium Offset)</i>	<i>\$25,844</i>	<i>\$25,844</i>	<i>\$0</i>			
<i>11 South Main Street Debt Service (All Debt Service Paid via CPA Fund)</i>	<i>\$43,475</i>	<i>\$42,425</i>	<i>(\$1,050)</i>			
Town General Government Totals	\$10,164,345	\$10,716,934	\$552,589	5.4%	32.0%	45.1%
Part I Operating Budget Totals	\$32,282,155	\$33,507,469	\$1,225,314	3.8%	100%	100%
Part II Water Operating Budget						
Water Operating Budget	\$171,905	\$174,649	\$2,744	1.6%	93.4%	
Water Line Debt Service	\$12,755	\$12,265	(\$490)	-3.8%	6.6%	
Part II Water Budget Totals	\$184,660	\$186,914	\$2,254	1.2%	100.0%	
Part I & II Operating Budget Totals	\$32,466,815	\$33,694,383	\$1,227,568	3.8%		

**COMMUNITY PRESERVATION PLAN
TOWN OF MIDDLETON
MARCH 27, 2017**

The voters of Middleton adopted the Community Preservation Act (CPA) with a 1% surcharge at Town Meeting in May 2004 and at the ballot on November 2, 2004.

The Community Preservation Committee (CPC) was authorized by the Annual Town Meeting in May 2004 with the Town Moderator as the appointing authority. The members are:

Timothy Houten, Board of Selectmen, 2019
Robert Murphy, Master Plan Committee, 2018
Steven Cocciaardi, Finance Committee, 2019
Anthony Tierno, Planning Board, 2018
Ilene Twiss, Housing Authority, 2017
VACANT, Conservation Commission, 2019
VACANT, Historical Commission, 2017
Mary Ann Erickson, Citizen-at-large, 2018
Kosta Prentakis, Citizen-at-large, 2017

The CPA requires at least 10% of each year's funds be spent or reserved for open space, historic preservation and affordable housing. CPA funds that are not expended in one year may be carried over to subsequent years. However, once CPA funds are reserved for a specific purpose, they must ultimately be used for that purpose. The remaining 70% of CPA funds in each fiscal year are available to be appropriated or reserved, according to the Town's discretion, for open space, historic preservation, affordable housing and recreation. Also 5% of annual CPA funds may be appropriated and used for administrative activities of the Community Preservation Committee.

The CPC is primarily a source of funding, rather than an initiator of projects. Town Boards, Departments and citizens may bring proposals for funding to the CPC. The CPC will give favorable consideration to those proposals that best meet our guidelines and goals. While the CPC does not have the power to appropriate funds for particular projects, Town Meeting may use CPA funds only with the recommendation of the CPC.

Goals:

Open Space:

1. Preserve Middleton's small town image
2. Protect valuable water resources and unique wildlife habitat areas
3. Increase and connect existing protected areas
4. Protect large tracts of undeveloped land

Recreation:

1. Provide for better recreational utilization of currently town owned land and facilities
2. Decentralize appropriate activities to neighborhood locations

Historic Preservation:

1. Preservation and enhancement of municipally owned properties of historical, archeological, architectural or cultural significance
2. Acquisition of threatened properties of particular historical, archeological, architectural or cultural significance
3. Encouraging the private sector to preserve assets of historical, archeological, architectural or cultural or cultural significance
4. Cataloguing resources of historical, archeological, architectural or cultural or cultural significance

Affordable Housing:

1. Meet local housing needs along the full range of incomes, while promoting diversity and stability of individuals and families in Middleton
2. Ensure that new affordable housing is harmonious with the community and its neighborhood
3. Leverage other public and private resources to the greatest extent possible.

Selection Criteria:

1. Consistency with Master Plan, Open Space and Recreation Plan and other planning documents that have or will receive wide community scrutiny and input
2. Preservation of currently owned Town assets
3. Affordability and provision for cost/funding that is compatible with the Town's financial plan
4. Preservation of a resource or opportunity that would otherwise be lost
5. Feasibility
6. Involvement of multiple CPA purposes
7. Involvement of multiple sources of funding
8. Compliance with Middleton Zoning By-laws

Adopted by the Community Preservation Committee on March 27, 2017.

Community Preservation Plan 2017 Town Meeting Update

	ANTICIPATED REVENUE	OPEN SPACE RESERVE	HISTORIC PRESERVATION RESERVE	AFFORDABLE HOUSING RESERVE	FUND BALANCE	TOTAL AVAILABLE CPA FUNDS	PROJECT TOTAL
Interest Earned		0	0	0	0	0	
Unused appropriations		0	0	0	0	0	
6/30/17 Projected balances		\$331	\$331	\$190,350	\$238,927	\$429,939	
				RECEIVABLE		\$0	
				CASH BALANCE		\$238,927	
Fiscal Year 2018 Revenue							
FY18 Anticipated Town Share (Estimated)		191,360					
FY18 State Match Based on 12% of FY17 (Estimated)		22,080					
	\$213,440	\$24,465	\$24,465	\$24,465		\$140,045	
Fiscal Year 2016 Expenses							
Flint Public Library Renovation and Expansion							
5/10/05 ATM (HP)			(24,796)		(28,564)		53,360
Debt service on 11 South Main Land Purchase							
5/11/10 ATM (OS)		(24,796)			(17,629)		42,425
Community Preservation Committee Administration							
Budget					(1,100)		1,100
Curtis Saw Mill Improvements Pending ATM Approval					(4,900)		
Mill Pond Dam Property Historical Marker					(2,000)		
Interest Earned							
Unused Appropriations							
6/30/18 Balances		\$0	\$0	\$214,815	\$324,779	\$539,594	
				RECEIVABLE		\$0	
				CASH BALANCE		\$324,779	

**TOWN OF MIDDLETON
ANNUAL TOWN MEETING
THE COMMONWEALTH OF MASSACHUSETTS
MAY 9, 2017**

ESSEX s.s.

To the Constable of the Town of Middleton in the County of Essex:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in Elections and Town Affairs, to meet at the Howe Manning School Gymnasium, 26 Central Street in said Middleton on Tuesday, May 9th, 2017 next, at 7:45 p.m., then and there to act on the following articles:

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

ANNUAL TOWN MEETING WARRANT ARTICLES

ARTICLE 1. To hear and act on Committee Reports:

- School Committee
- Finance Committee
- Master Plan Committee
- Other Committees

ARTICLE 2. On petition of the Treasurer, to see if the Town will vote to authorize the Town Treasurer with the approval of the Selectmen to borrow money from time-to-time in anticipation of the revenue of the financial year beginning July 1, 2017 in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 17; or take any other action relative thereto.

ARTICLE 3. On petition of the Board of Selectmen acting in the capacity of the Personnel Board, to see if the Town will vote to set the salaries of elected officials pursuant to Massachusetts General Law Chapter 41, Section 108 and the Town Consolidated Personnel Plan, Section 9-5 as follows; or take any other action relative thereto:

**Town of Middleton Compensation Plan For Non-Union
Employees For Fiscal Year 2018**

Position/Title:	Actual (FY17) July 1, 2016	Proposed (FY18) July 1, 2017
Town Officials (Elected)		
Town Moderator	\$200/Yr.	\$200/Yr.
Town Constable	\$200/Yr.	\$200/Yr.
Town Clerk	\$69,827/Yr.	\$71,573/Yr.
Selectman-Chairman	\$2,100/Yr.	\$2,100/Yr.
Selectman	\$1,600/Yr.	\$1,600/Yr.
School Committee Member	\$600/Yr.	\$600/Yr.
Assessor - Each Member *	\$2,000/Yr.	\$2,000/Yr.

**Range of \$500-\$2,000 depending upon education/training level*

Non-Union Appointed Employees

General Government and Miscellaneous

Census Workers	\$20.70/Hr.	\$17.09/Hr.
Poll Officers	\$16.67/Hr.	\$17.09/Hr.
Poll Workers	\$11.88/Hr.	\$12.18/Hr.
Superintendent of Burials	\$500/Yr.	\$500/Yr.
Registrar of Voters	\$100/Election, Per Member	\$100/Election, Per Member
Clerk-Registrar of Voters	\$350/Yr.	\$375/Yr.
Committee and Board Secretaries	\$119/Meeting	\$122/Meeting

Finance and Administration

Assistant Town Administrator	\$88,816/Yr.	\$91,036/Yr.
Assistant Town Treasurer/Collector	\$50,758/Yr.	\$53,276/Yr.
Administrative Secretary	\$21.92/Hr.	\$22.47/Hr.
Custodian of Town Lands	\$2,500/Yr.	\$2,500/Yr.
Administrative Assessor	\$45,635/Yr.	\$47,004/Yr.
Assistant Town Clerk	\$39,552/Yr.	\$40,541/Yr.

Health and Human Services

Public Health Nurse	\$37.21/Hr.	\$38.14/Hr.
Conservation Agent	\$30,349/Yr.	\$54,080/Yr.

Note: Conservation Agent hours are increasing from 19 hours in FY17 to 32 hours in FY18

Veteran Service Officer	\$14,471/Yr.	\$15,918/Yr.
Council on Aging Director	\$50,566/Yr.	\$51,831/Yr.
COA Administrative Assistant	\$16.83/Hr.	\$17.25/Hr.
Van Driver	\$16.83/Hr.	\$17.25/Hr.

**Town of Middleton Compensation Plan For Non-Union
Employees For Fiscal Year 2018**

Position/Title:	Actual (FY17) July 1, 2016	Proposed (FY18) July 1, 2017
Meal Site Coordinator	\$19.08/Hr.	\$19.56/Hr.
Reserve: Drivers and Meal Site Employees	\$14.90/Hr.	\$15.27/Hr.
Coordinator/Office Manager	\$19.13/Hr.	\$19.61/Hr.
Cook	\$14.90/Hr.	\$15.27/Hr.
Staff Support	\$13.26/Hr.	\$13.59/Hr.
 <u>Public Safety</u>		
Animal Control Officer	\$19,820/Yr.	\$20,316/Yr.
 <u>Public Works</u>		
Deputy Superintendent	\$74,945/Yr.	\$76,819/Yr.
CDL Plow/Sander Operator	\$24.38/Hr.	*
Part Time Truck Driver	\$14.23/Hr.	*
Part Time Laborer	\$11.90/Hr.	*
Transfer Station Gate Attendant	\$14.73/Hr.	*
 <u>Planning and Inspections</u>		
Wiring Inspector	\$18,828/Yr.	\$19,299/Yr.
Gas/Plumbing Inspector	\$18,828/Yr.	\$19,299/Yr.
Alternate Inspectors: Wiring, Gas/Plumbing	\$25.65/Hr.	\$26.29/Hr.
Local Building Inspector	\$28.46/Hr.	\$29.17/Hr.
Alternate Local Building Inspector	\$25.65/Hr.	\$26.29/Hr.
Town Planner	\$63,240/Yr.	\$69,000/Yr.
 <u>Flint Public Library</u>		
Assistant Director: Steps 1-6	\$21.42-\$25.21/Hr.	\$21.96-\$25.90/Hr.
Other Librarians: Adult Services, Children's, Reference, Steps 1-6	\$18.74-\$22.12/Hr.	\$19.21-\$22.73/Hr.
Library Building Custodian	\$19.18/Hr.	\$19.66/Hr.
Pages	\$10.06-\$10.83/Hr.	\$11.28-\$11.50/Hr.
 <u>Summer Recreation Program</u>		
Program Director	\$22.01/Hr.	\$22.56/Hr.
Program Assistant	\$13.43/Hr.	\$13.77/Hr.
Recreation Assistants	\$10.00/Hr.	\$11.00/Hr.

Other Appointed Town & School Official Salaries (Not Subject to Approval of Compensation Plan)

These positions are included for informational purposes only (as salaries are set by contract and other statutes)

	Actual (FY17) July 1, 2017	Proposed (FY18) July 1, 2017
Masconomet School Superintendent	\$196,615/Yr.	\$200,539/Yr.
Masconomet Asst. Superintendent for Finance & Operations	\$158,757/Yr.	*
Masconomet High School Principal	\$137,412/Yr.	*
Masconomet Middle School Principal	\$127,111/Yr.	*
Tri-Town Sch. Union Superintendent	\$158,000/Yr	\$163,000/Yr
Tri-Town Sch. Union Assistant Superintendent of Operations	\$146,000/Yr.	\$150,000/Yr.
Fuller Meadow School Principal	\$105,960/Yr.	\$108,831/Yr.
Howe Manning School Principal	\$102,500/Yr.	\$105,000/Yr.
Middleton Electric Light Manager	\$175,000/Yr.	*
Town Administrator	\$120,000/Yr.	*
Fire Chief	\$118,717/Yr.	\$120,338/Yr.
Police Chief	\$128,384/Yr.	\$131,594/Yr.
Town Accountant/CFO	\$89,250/Yr.	\$88,500/Yr.
Treasurer/Collector	\$75,044/Yr.	\$76,920/Yr.
Assessor/Appraiser	\$80,000/Yr.	\$82,000/Yr.
Library Director	\$72,499/Yr.	\$74,298/Yr.
Building Commissioner	\$85,431/Yr.	\$83,450/Yr.
Superintendent of Public Works	\$101,561/Yr.	\$104,100/Yr.
Public Health Director	\$95,000/Yr.	\$104,000/Yr.
Cable PEG Access Director	\$22,084/Yr.	\$22,636/Yr.

*Not established by printing deadline

		Approved FY 2016	Approved FY 2017	Departmental Request FY 2018	Selectmen Recommendation FY 2018	Finance Committee Recommendation FY 2018
FUND: 01 GENERAL FUND						
FUNCTION 100: GENERAL GOVERNMENT						
Department #114 TOWN MODERATOR						
5100 Personal Services		200	200	200	200	200
DEPARTMENT TOTAL		\$200	\$200	\$200	\$200	\$200
Department #122 SELECTMEN/ADMINISTRATOR						
5100 Personal Services		200,716	262,056	261,826	261,826	261,826
5200 Purchase of Services/Supplies		22,435	20,500	27,150	27,150	27,150
DEPARTMENT TOTAL		\$223,151	\$282,556	\$288,976	\$288,976	\$288,976
<i>Note: Selectmen/Administrator budget reflects expenses associated with Town Administrator's Office oversight of Public, Education, Government (PEG) cable television access broadcasting. Additional PEG related personnel and supplies expenses have also been added under the new Information Technology departmental budget.</i>						
Department #131 FINANCE COMMITTEE						
5100 Personal Services		1,874	1,912	1,960	1,960	1,960
5200 Purchase of Service/Supplies		71,500	71,500	101,500	101,500	101,500
DEPARTMENT TOTAL		\$73,374	\$73,412	\$103,460	\$103,460	\$103,460
Department #135 TOWN ACCOUNTANT						
5100 Personal Services		124,578	116,685	118,000	118,000	118,000
5200 Purchase of Services/Supplies		63,340	6,775	4,875	4,875	4,875
5800 Capital Outlay		0	0	788	788	788
DEPARTMENT TOTAL		\$187,918	\$123,460	\$123,663	\$123,663	\$123,663

Note: Contractual Services expenses have been transferred to the new Information Technology departmental budget.

		Approved FY 2016	Approved FY 2017	Departmental Request FY 2018	Selectmen Recommendation FY 2018	Finance Committee Recommendation FY 2018
Department #141 ASSESSORS						
5100	Personal Services	146,232	150,675	153,738	153,738	153,738
5200	Purchase of Services/Supplies	22,145	19,480	19,225	19,225	19,225
DEPARTMENT TOTAL		\$168,377	\$170,155	\$172,963	\$172,963	\$172,963
Department #145 TREASURER/COLLECTOR						
5100	Personal Services	166,451	169,899	184,004	184,004	184,004
5200	Purchase of Services/Supplies	40,800	40,800	39,500	39,500	39,500
DEPARTMENT TOTAL		\$207,251	\$210,699	\$223,504	\$223,504	\$223,504
Department #146 CUSTODIAN OF TOWN LANDS						
5100	Personal Services	2,500	2,500	2,500	2,500	2,500
DEPARTMENT TOTAL		\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
Department #151 TOWN COUNSEL						
5200	Purchase of Services	60,000	60,000	60,000	60,000	60,000
DEPARTMENT TOTAL		\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
Department #155 INFORMATION TECHNOLOGY						
5100	Personal Services	0	74,278	89,635	89,635	89,635
5200	Purchase of Services/Supplies	0	121,330	171,530	171,530	171,530
DEPARTMENT TOTAL		\$0	\$195,608	\$261,165	\$261,165	\$261,165

Note: Information Technology is a new department established in the FY17 budget. This budget consolidates most Town IT related expenditures into one budget and includes many expenditures previously paid out of other departmental budgets.

		Approved FY 2016	Approved FY 2017	Departmental Request FY 2018	Selectmen Recommendation FY 2018	Finance Committee Recommendation FY 2018
Department #161 TOWN CLERK						
5100	Personal Services	107,234	109,379	112,114	112,114	112,114
5200	Purchase of Services/Supplies	6,530	9,085	9,940	9,940	9,940
5800	Capital Outlay	5,000	5,000	5,000	5,000	5,000
DEPARTMENT TOTAL		\$118,764	\$123,464	\$127,054	\$127,054	\$127,054
Department #162 ELECTIONS/ REGISTRATIONS						
5100	Personal Services	10,401	18,299	10,691	10,691	10,691
5200	Purchase of Services/Supplies	6,125	6,950	7,650	7,650	7,650
DEPARTMENT TOTAL		\$16,526	\$25,249	\$18,341	\$18,341	\$18,341
Department #171 CONSERVATION COMMISSION						
5100	Personal Services	39,123	34,838	47,449	47,449	47,449
5200	Purchase of Services/Supplies	3,300	3,500	4,600	4,600	4,600
DEPARTMENT TOTAL		\$42,423	\$38,338	\$52,049	\$52,049	\$52,049
Department #175 PLANNING BOARD						
5100	Personal Services	72,911	84,788	90,738	90,738	90,738
5200	Purchase of Services/Supplies	7,210	8,460	8,680	8,680	8,680
DEPARTMENT TOTAL		\$80,121	\$93,248	\$99,418	\$99,418	\$99,418
Department #176 BOARD OF APPEALS						
5100	Personal Services	19,445	2,149	2,196	2,196	2,196
5200	Purchase of Services/Supplies	9,150	9,150	8,550	8,550	8,550
DEPARTMENT TOTAL		\$28,595	\$11,299	\$10,746	\$10,746	\$10,746

		Approved FY 2016	Approved FY 2017	Departmental Request FY 2018	Selectmen Recommendation FY 2018	Finance Committee Recommendation FY 2018
Department #181 MASTER PLAN COMMITTEE/LAND ACQUISITION						
5100	Personal Services	1,055	1,071	1,098	1,098	1,098
5200	Purchase of Services/Supplies	100	100	100	100	100
DEPARTMENT TOTAL		\$1,155	\$1,171	\$1,198	\$1,198	\$1,198
Department #192 TOWN BUILDINGS						
5100	Personal Services	37,154	37,897	38,845	38,845	38,845
5200	Purchase of Services/Supplies	69,952	63,800	65,300	65,300	65,300
DEPARTMENT TOTAL		107,106	\$101,697	\$104,145	\$104,145	\$104,145
TOTAL GEN. GOVERNMENT FUNCTION 100		\$1,317,461	\$1,513,056	\$1,649,382	\$1,649,382	\$1,649,382

		Approved FY 2016	Approved FY 2017	Departmental Request FY 2018	Selectmen Recommendation FY 2018	Finance Committee Recommendation FY 2018
FUNCTION 200: PUBLIC SAFETY						
Department #210 POLICE DEPARTMENT						
5100	Personal Services	1,368,801	1,433,556	1,483,854	1,483,854	1,483,854
5200	Purchase of Services/Supplies	186,339	219,585	222,953	222,953	222,953
5800	Capital Outlay	6,000	6,000	6,000	6,000	6,000
DEPARTMENT TOTAL		\$1,561,140	\$1,659,141	\$1,712,807	\$1,712,807	\$1,712,807
Department #220 FIRE DEPARTMENT						
5100	Personal Services	1,436,496	1,517,750	1,624,951	1,624,951	1,624,951
5200	Purchase of Services/Supplies	176,524	177,424	180,935	180,935	180,935
5800	Capital Outlay	18,000	17,000	18,000	18,000	18,000
DEPARTMENT TOTAL		\$1,631,020	\$1,712,174	\$1,823,886	\$1,823,886	\$1,823,886
Department #241 INSPECTIONS DEPARTMENT						
5100	Personal Services	175,831	206,918	221,985	221,985	221,985
5200	Purchase of Services/Supplies	27,050	30,100	29,250	29,250	29,250
DEPARTMENT TOTAL		\$202,881	\$237,018	\$251,235	\$251,235	\$251,235

		Approved FY 2016	Approved FY 2017	Departmental Request FY 2018	Selectmen Recommendation FY 2018	Finance Committee Recommendation FY 2018
Department #292 ANIMAL CONTROL						
5100	Personal Services	22,045	22,434	22,930	22,930	22,930
5200	Purchase of Services/Supplies	5,900	3,200	3,200	3,200	3,200
	DEPARTMENT TOTAL	\$27,945	\$25,634	\$26,130	\$26,130	\$26,130
Department #296 TOWN CONSTABLE						
5100	Personal Services	200	200	200	200	200
	DEPARTMENT TOTAL	\$200	\$200	\$200	\$200	\$200
	TOTAL PUBLIC SAFETY FUNCTION 200	\$3,423,186	\$3,634,167	\$3,814,258	\$3,814,258	\$3,814,258

	Approved FY 2016	Approved FY 2017	Departmental Request FY 2018	Selectmen Recommendation FY 2018	Finance Committee Recommendation FY 2018
FUND: 01 GENERAL FUND					
FUNCTION 300: EDUCATION					
FUNCTION: 300: EDUCATION					
Department #301 MIDDLETON SCHOOL DEPARTMENT					
5100 Personal Services	7,006,248	7,091,285	7,766,367	7,766,367	7,766,367
5200 Purchase of Services /Supplies	3,383,940	3,973,389	3,700,514	3,700,514	3,700,514
DEPARTMENT TOTAL	\$10,390,188	\$11,064,674	\$11,466,881	\$11,466,881	\$11,466,881
Department #302 NORTH SHORE ESSEX AGRICULTURAL AND VOCATIONAL SCHOOL DISTRICT					
5600 Intergovernmental Payments (Middleton's Assessment)	297,270	549,625	550,219	550,219	550,219
5900 NSEAVSD Debt Service	63,639	61,910	69,732	69,732	69,732
DEPARTMENT TOTAL	\$360,909	\$611,535	\$619,951	\$619,951	\$619,951

		Approved FY 2016	Approved FY 2017	Departmental Request FY 2018	Selectmen Recommendation FY 2018	Finance Committee Recommendation FY 2018
Department #303 MASCONOMET SCHOOL DISTRICT						
5600	Intergovernmental Payments (Middleton's Assessment)	8,296,023	9,116,409	9,241,983	9,241,983	9,241,983
5900	Masconomet Debt Service	382,050	387,862	384,138	384,138	384,138
DEPARTMENT TOTAL		\$8,678,073	\$9,504,271	\$9,626,121	\$9,626,121	\$9,626,121
TOTAL SCHOOL DEPARTMENT		\$19,429,170	\$21,180,480	\$21,712,953	\$21,712,953	\$21,712,953
FUNCTION 300: EDUCATION						

	Approved FY 2016	Approved FY 2017	Departmental Request FY 2018	Selectmen Recommendation FY 2018	Finance Committee Recommendation FY 2018
FUND: 01 GENERAL FUND					
FUNCTION 400: PUBLIC WORKS					
Department #420 PUBLIC WORKS DEPARTMENT					
5100 Personal Services	604,918	623,331	649,613	649,613	649,613
5200 Purchase of Services/Supplies	415,800	428,550	429,250	429,250	429,250
5800 Capital Outlay	18,000	19,000	19,000	19,000	19,000
DEPARTMENT TOTAL	\$1,038,718	\$1,070,881	\$1,097,863	\$1,097,863	\$1,097,863
Department #425 TRANSFER STA./SOLID WASTE					
5100 Personal Services	118,463	122,651	120,642	120,642	120,642
5200 Purchase of Services/Supplies	258,150	252,600	254,600	254,600	254,600
DEPARTMENT TOTAL	\$376,613	\$375,251	\$375,242	\$375,242	\$375,242
TOTAL PUBLIC WORKS	\$1,415,331	\$1,446,132	\$1,473,105	\$1,473,105	\$1,473,105
FUND: 01 GENERAL FUND					
FUNCTION 500: HUMAN SERVICES					
Department #511 BOARD OF HEALTH					
5100 Personal Services	100,065	100,511	104,862	104,862	104,862
5200 Purchase of Services/Supplies	22,875	26,575	25,575	25,575	25,575
DEPARTMENT TOTAL	\$122,940	\$127,086	\$130,437	\$130,437	\$130,437

		Approved FY 2016	Approved FY 2017	Departmental Request FY 2018	Selectmen Recommendation FY 2018	Finance Committee Recommendation FY 2018
Department #541 COUNCIL ON AGING						
5100	Personal Services	145,565	150,471	145,875	145,875	145,875
5200	Purchase of Services/Supplies	37,280	40,000	46,193	46,193	46,193
5800	Capital Outlay	1,500	1,500	1,500	1,500	1,500
DEPARTMENT TOTAL		\$184,345	\$191,971	\$193,568	\$193,568	\$193,568
Department #543 VETERAN SERVICE OFFICER						
5100	Personal Services	13,782	14,471	25,902	25,902	25,902
5200	Purchase of Services/Supplies	66,350	76,350	96,750	96,750	96,750
DEPARTMENT TOTAL		\$80,132	\$90,821	\$122,652	\$122,652	\$122,652
Department #545 TRI-TOWN COUNCIL						
5200	Purchase of Services	28,500	28,500	28,500	28,500	28,500
DEPARTMENT TOTAL		\$28,500	\$28,500	\$28,500	\$28,500	\$28,500
Department #548 MIDDLETON GARDEN CLUB						
5200	Purchase of Services	5,000	5,000	5,000	5,000	5,000
DEPARTMENT TOTAL		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Department #550 CHIEF WILLS DAY FAMILY FESTIVAL						
5200	Purchase of Services	5,000	5,000	5,000	5,000	5,000
DEPARTMENT TOTAL		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
TOTAL HUMAN SERVICES FUNCTION 500		\$425,917	\$448,378	\$485,157	\$485,157	\$485,157

	Approved FY 2016	Approved FY 2017	Departmental Request FY 2018	Selectmen Recommendation FY 2018	Finance Committee Recommendation FY 2018
FUND: 01 GENERAL FUND					
FUNCTION 600: CULTURE & RECREATION					
Department #610 FLINT PUBLIC LIBRARY					
5100 Personal Services	313,229	321,295	344,714	344,714	344,714
5200 Purchase of Services/Supplies	159,121	168,417	167,511	167,511	167,511
DEPARTMENT TOTAL	\$472,350	\$489,712	\$512,225	\$512,225	\$512,225
Department #630 RECREATION COMMISSION					
5100 Personal Services	15,170	17,500	19,800	19,800	19,800
5200 Purchase of Services/Supplies	21,150	20,050	24,749	24,749	24,749
DEPARTMENT TOTAL	\$36,320	\$37,550	\$44,549	\$44,549	\$44,549
Department #691 HISTORICAL COMMISSION					
5200 Purchase of Services	1,000	1,000	1,000	1,000	1,000
DEPARTMENT TOTAL	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
TOTAL CULTURE & REC. FUNCTION 600	\$509,670	\$528,262	\$557,774	\$557,774	\$557,774
FUND: 01 GENERAL FUND					
FUNCTION 700: DEBT SERVICE					
Department #710 DEBT SERVICE					
5801 Principal	1,058,000	742,314	863,640	863,640	863,640
5915 Interest	525,260	519,355	495,287	495,287	495,287
TOTAL DEBT SERVICE FUNCTION 700	\$1,583,260	\$1,261,669	\$1,358,927	\$1,358,927	\$1,358,927

		Approved FY 2016	Approved FY 2017	Departmental Request FY 2018	Selectmen Recommendation FY 2018	Finance Committee Recommendation FY 2018
FUND: 01 GENERAL FUND						
FUNCTION 900: UNCLASSIFIED						
Department: UNCLASSIFIED						
195	Town Warrants/Reports	5,000	5,000	5,000	5,000	5,000
196	Audit	26,000	26,000	30,000	30,000	30,000
199	Street Lights	80,000	60,000	40,000	40,000	40,000
692	Memorial Day	5,000	5,000	5,000	5,000	5,000
910	Compensation Reserve	0	25,000	25,000	25,000	25,000
911	Retirement	1,098,942	1,201,868	1,300,187	1,300,187	1,300,187
913	Unemployment	8,000	10,000	10,000	10,000	10,000
914	Health Insurance	696,419	719,943	801,525	801,525	801,525
915	Group Insurance	2,000	2,000	2,000	2,000	2,000
916	Medicare	59,000	69,000	76,000	76,000	76,000
945	All Other Insurance	135,500	146,200	161,200	161,200	161,200
DEPARTMENT TOTAL		\$2,115,861	\$2,270,011	\$2,455,912	\$2,455,912	\$2,455,912
TOTAL OPERATING BUDGET AND GENERAL FUND 01		\$30,219,856	\$32,282,155	\$33,507,469	\$33,507,469	\$33,507,469

	Approved FY 2016	Approved FY 2017	Departmental Request FY 2018	Selectmen Recommendation FY 2018	Finance Committee Recommendation FY 2018
FUND: 28 WATER FUND					
FUNCTION 400: WATER SPECIAL REVENUE					
Department #451 WATER DEPARTMENT					
5100 Personal Services	97,344	100,455	103,199	103,199	103,199
5200 Purchase of Services/Supplies	55,500	71,450	71,450	71,450	71,450
5900 Debt Service	48,858	12,755	12,265	12,265	12,265
TOTAL WATER FUND 28	\$201,702	\$184,660	\$186,914	\$186,914	\$186,914
OPERATING BUDGET					
GRAND TOTAL OF GENERAL FUND 01 & WATER FUND 28 BUDGETS	\$30,421,558	\$32,466,815	\$33,694,383	\$33,694,383	\$33,694,383

ARTICLE 4. On petition of the Finance Committee and Board of Selectmen, see if the Town will vote to raise and appropriate, borrow, or transfer from available funds a certain sum to fund the Omnibus Budget for Fiscal Year 2018; or take any other action relative thereto.

Purpose: This article requests approval of the Town operating budget for the coming fiscal year.

ARTICLE 5. On petition of the Board of Selectmen and Community Preservation Committee, to see if the Town will vote to appropriate or reserve from the Community Preservation Fund annual revenues or available funds the amounts recommended by the Community Preservation Committee for debt service, and community preservation projects and other expenses in Fiscal Year 2018 with each item to be considered a separate appropriation; or take any other action relative thereto.

Proposed Fiscal Year 2018 Community Preservation Budget

The Community Preservation Committee recommends that the following amounts be appropriated or reserved from Fiscal Year 2018 Community Preservation Fund Revenues, unless otherwise specified for Fiscal Year 2018 Community Preservation Purposes with each item considered to be a separate appropriation:

<u>Purpose</u>	<u>Recommended</u>	<u>Funding Source</u>
	<u>Amount</u>	
A) Reserves: Open Space	\$24,465	FY 2018 Estimated CPA Receipts
Reserves: Historic Resources	\$24,465	FY 2018 Estimated CPA Receipts
Reserves: Community Housing	\$24,465	FY 2018 Estimated CPA Receipts
B) Flint Library Debt Service	\$53,360	\$24,796 from Historic Resources Reserve and \$28,564 from Fund Balance
C) 11 South Main St. Debt Service	\$42,425	\$24,796 from Open Space Reserve and \$17,629 from Fund Balance
D) CPA Committee Admin. Expenses	\$1,100	From Fund Balance
Community Preservation Total	\$170,280	

Purpose: Each year the Town Meeting must appropriate or reserve for future appropriation at least 10% of the estimated annual fund revenues for acquisitions and initiatives in each of the following three categories of allowable community preservation purposes:

- Open space (excluding recreational uses)
- Historic resources
- Community housing

The term “annual fund revenues” in Fiscal Year 2018 are estimated at \$213,440 and is composed of the estimated receipts from the local surcharge of \$191,360 and monies from the State Trust Fund, which will make its thirteenth payment in October of 2017 providing an additional estimated \$22,080 in matching funds based upon the local share raised in FY 2017.

ARTICLE 6. On petition of the Board of Selectmen to see if the Town will vote to re-authorize the following revolving funds under Massachusetts General Laws Chapter 44, Section 53E ½:

1. The Firearms License and Permit Revolving Fund for firearm permit issuance expenses, and the purchase of equipment and technology associated with the implementation of Chapter 180 of the Acts of 1998 and to further authorize the expenditure of not more than \$15,000 of such fees.
2. The Council on Aging Revolving Fund into which monies collected for programs, activities and trips shall be deposited for use by the Council on Aging to pay any costs related to such programs, activities and trips and further to authorize the expenditure of not more than \$35,000 for said purposes.
3. The Recreation Revolving Fund into which monies collected for programs, activities and trips shall be deposited for use by the Recreation Commission to pay any costs related to such programs, activities and trips and further to authorize the expenditure of not more than \$55,000 for said purposes.
4. The Recreation Field Use Revolving Fund into which monies collected for field use permits shall be deposited for use by the Superintendent of Public Works to pay costs related to field maintenance and improvements, and further to authorize the expenditure of not more than \$25,000 for said purposes.
5. The Stormwater Management Revolving Fund into which monies collected for permits, fees, fines, and contributions shall be deposited for use by the Superintendent of Public Works under the direction of the Town Administrator for the design and construction of storm water improvement projects, and further to authorize the expenditure of not more than \$25,000 for said purposes.

Or take any other action relative thereto.

ARTICLE 7. On petition of the Town Accountant/Chief Financial Officer, to see if the town will vote to amend the general by-laws by adding a new section to establish and authorize

revolving funds for use by certain town departments, boards, committees, agencies, or officers under Massachusetts General Laws Chapter 44, § 53E½; or take any other action relative thereto.

DEPARTMENTAL REVOLVING FUNDS

1. Purpose. This by-law establishes and authorizes revolving funds for use by town departments, boards, committees, agencies and officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by General Laws Chapter 44, § 53E½.
2. Expenditure Limitations. A department or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this by-law without appropriation subject to the following limitations:
 - a. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.
 - b. No liability shall be incurred in excess of the available balance of the fund.
 - c. The total amount spent during a fiscal year shall not exceed the amount authorized by Annual Town Meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Board of Selectmen and Finance Committee.
3. Interest. Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the general fund.
4. Procedures and Reports. Except as provided in General Laws Chapter 44, § 53E½ and this by-law, the laws, charter provisions, by-laws, rules, regulations, policies or procedures that govern the receipt and custody of town monies and the expenditure and payment of town funds shall apply to the use of a revolving fund established and authorized by this by-law. The Town Accountant shall include a statement on the collections credited to the fund, the encumbrances and expenditures charged to each fund and the balance available for expenditure in the regular report the Town Accountant provides the department, board, committee, agency or officer on appropriations made for its use.
5. Authorized Revolving Funds. The Table establishes:
 - a. Each revolving fund authorized for use by a town department, board, committee, agency or officer,
 - b. The department or agency head, board, committee or officer authorized to spend from each fund,
 - c. The fees, charges and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the Town Accountant,
 - d. The expenses of the program or activity for which each fund may be used,
 - e. Any restrictions or conditions on expenditures from each fund;
 - f. Any reporting or other requirements that apply to each fund, and
 - g. The fiscal years each fund shall operate under this by-law.

Purpose: This by-law establishes and authorizes revolving funds for use by town departments, boards, committees, agencies or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by General Laws Chapter 44, § 53E1/2.

A Revolving Fund	B Department, Board, Committee Agency or Officer Authorized to Spend from Fund	C Fees, Charges or Other Receipts Credited to Fund	D Program or Activity Expenses Payable from Fund	E Restrictions or Conditions on Expenses Payable from Fund	F Other Requirements/Reports	G Fiscal Years
Firearms License and Permits	Police Chief	Firearm licenses and permit revenues	Firearm permit issuance expenses, purchase of equipment and technology associated with the implementation of Chapter 180 of the Acts of 1998			Fiscal Year 2019 and subsequent years
Council on Aging	Council on Aging Director	Fees from programs, activities and trips sponsored by the Council on Aging	Expenses related to said programs, activities and trips sponsored by the Council on Aging			Fiscal Year 2019 and subsequent years
Recreation	Recreation Commission	Fees from programs, activities and trips sponsored by the Recreation Commission	Expenses related to said programs, activities and trips sponsored by the Recreation Commission			Fiscal Year 2019 and subsequent years
Recreation Field Use	Superintendent of Public Works	Field use permits	Expenses related to field maintenance and improvements			Fiscal Year 2019 and subsequent years
Stormwater Management	Superintendent of Public Works under direction of Town Administrator	Permits, fees, fines, and contributions related to stormwater management	Expenses related to the design and construction of storm water improvement projects			Fiscal Year 2019 and subsequent years

ARTICLE 8. On petition of the Town Accountant, to see if the Town will vote to appropriate \$102,600 from Sewer Enterprise receipts to pay expenses and contractual services required to operate the Sewer Enterprise Fund; or take any other action relative thereto.

Motion: That the following sums be appropriated for the sewer enterprise.

Direct Costs

SESD Assessment	\$100,000
Expenses	100
<u>Extra/Unforeseen</u>	<u>2,500</u>
Total Direct Costs:	\$102,600

Indirect Costs *

Salaries and Wages	\$4,320
<u>Insurance & Benefits</u>	<u>1,022</u>
Total Indirect Costs:	\$5,342

Total FY2018 Budget \$107,942

**(to be raised and appropriated in the General Fund Operating Budget)*

and that in order to meet such appropriation, the Town shall raise the sum of \$102,600 or any other sum from the Sewer Enterprise Revenues.

ARTICLE 9. On petition of the Board of Assessors and Board of Selectmen, to see if the Town will vote to adopt Section 51 of Chapter 184 of the Acts of 2002 and to increase the amount of the exemptions set forth in Section 51 of taxable valuation to \$8,000 or the sum of \$1,000.00, whichever would amount in an exemption of the greater amount of taxes due, said acceptance to take effect in Fiscal Year 2018; or to take any other action thereon.

Purpose: On October 29, 2002, at the Special Town Meeting, there were three different articles presented on changes with the Clause 41C exemption program for older taxpayers with limited income and assets. At that time two of the three options were passed. The qualifying age was lowered to 65 and the asset and income limits were raised. The Board of Assessors did not support increasing the exemption amount in FY 2003 until the impact was known from the other changes in eligibility requirements.

On May 11, 2004, at the Annual Town Meeting, an article was presented and passed that increased the amount of the exemption to \$6,000 of taxable valuation or the sum of \$750.00 beginning in Fiscal Year 2005.

The proposed increased exemption will have a minimal impact on the town levy as demonstrated below by the past three years actual 41C exemption totals and the additional amount that would have been exempted with the passing of this proposed article.

Year	# of Exemptions	Total Exempted	Add'l Exemption Amount
FY 2014	16	\$12,000	\$4,000
FY 2015	15	\$11,250	\$3,750
FY 2016	14	\$10,500	\$3,500
FY 2017	12*	\$9,000	\$3,000

*applications received and granted as of March 7, 2017

There is no increase in state re-imbursement available for these potential exemption increases.

ARTICLE 10. On petition of the Board of Selectmen and Middleton School Committee, to see if the Town will vote to accept provisions of Chapter 218 of the Acts of 2016 ("An Act Modernizing Municipal Finance and Government"), Section 24, which amends M.G.L. c. 40 by inserting section 13E, to allow the Town/Middleton School Committee to establish a reserve fund to pay, without further appropriation, for unanticipated or unbudgeted costs of special education, out-of-district tuition, or transportation; or take any action relative thereto.

Purpose: The May 10, 2016 Annual Town Meeting approved of a warrant article (Article 48) authorizing the Board of Selectmen to file special legislation with the General Court of the Commonwealth of Massachusetts to establish a Special Education (SPED) Reserve Fund. The Municipal Modernization Act, enacted in August 2016, included language allowing municipalities to establish a SPED reserve fund. The purpose of this warrant article is to allow the Town to accept provisions of Chapter 218 of the Acts of 2016 ("An Act Modernizing Municipal Finance and Government"), Section 24, to establish a SPED Reserve Fund.

ARTICLE 11. On petition of the Board of Selectmen, Town Moderator, and Town Clerk, to see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for special legislation in the form set forth below amending the Town Charter to change the term of the Moderator from one year to three years and to hold the annual town election on the Tuesday following the second Tuesday in May, as follows:

Notwithstanding any general or special law to the contrary and in accordance with Article LXXXIX, Article II, Section 8 (M.G.L.A. Const. Amend. Art. 2, Section 8) of the Articles of Amendment to the Constitution of the Commonwealth, that the Town of Middleton authorize,

but not require, its Board of Selectmen to petition the General Court of Massachusetts for a special act to modify the following sections of the Town Charter by deleting the language shown in ~~strikethrough~~ and inserting the words in **underline and bold**:

- A. 2-5-1 A Moderator shall be elected for a ~~one~~ **three** year term at the regular election of Town officials. ~~He/she~~ shall not hold any other office or accept Town employment during the term for which ~~he/she~~ is elected.
- B. 3-1-1 The regular election for all Town offices shall be by official ballot held on the ~~Monday~~ **Tuesday** following the second Tuesday in May of each year.

Provided however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and that the Board of Selectmen is authorized to approve amendments which shall be within the scope of the general public objectives of the petition; or take any action relative thereto.

Purpose: This article proposes two amendments to the Town Charter. Charter changes require approval of the Legislature.

- ✓ Under the Middleton Charter, the Moderator is the only position with a one-year term. This requires that the Moderator stand for election annually. Item A proposes to change the term of the Moderator from one year to three years.
- ✓ The Charter requires that the annual election be held on the Monday following the second Tuesday in May. Holding elections on a Monday presents some logistical issues. Moving the election from Monday to Tuesday provides a work day for final preparations and a day to send out reminders. The Town Clerk supports changing the day of the annual election to the Tuesday following the second Tuesday in May.

Master Plan Committee Recommendation: The Master Plan Committee voted unanimously 5-0 to recommend approval of this article.

ARTICLE 12. On petition of the Board of Selectmen and Town Clerk, to see if the Town will vote to amend Chapter 56, Meetings, by deleting the words shown in ~~strikethrough~~ and inserting the words in **underline and bold**; or take any other action relative thereto:

56-2 Appropriations and other business.

That part of the Annual Town Meeting for the purpose of taking action on appropriations and all other business of the Town (except elections) such as may legally come before such meeting shall be held on the Tuesday next preceding the Annual Town Meeting for the election of officers at ~~7:30 p.m.~~ **7:00 p.m.**

56-3 Hours for Special Town Meetings.

No Special Town Meeting shall be called to assemble earlier than ~~7:30 p.m.~~ **7:00 p.m.** nor later than 9:00 p.m.

Purpose: This article would authorize Annual or Special Town Meetings to begin at 7:00 p.m. Currently, Town Meetings cannot begin earlier than 7:30 p.m.

Master Plan Committee Recommendation: The Master Plan Committee voted unanimously 5-0 to recommend approval of this article.

ARTICLE 13. On petition of the Board of Selectmen and the Master Plan Committee, to see if the Town will vote to:

1. Authorize the permanent dedication to active recreational purposes of the Natsue Way Recreation Area, Assessors map 32, parcels 6B, 6C, and portions of parcels 6A and 10, consisting of 35 acres, more or less, as shown on a plan entitled "Dedicated Recreational Area Plan of Land in Middleton, MA", by Hancock Associates, in accordance with Massachusetts General Law Chapter 45, Section 3;
2. Authorize the Board of Selectmen to act as Park Commissioners pursuant to Massachusetts General Law Chapter 45, Section 2;
3. Appropriate and authorize the Treasurer with the approval of the Board of Selectmen to borrow the sum of \$ _____, for the purpose of improving for recreational purposes said land, including the payment of costs incidental or related thereto; subject to the award of a grant in an amount up to \$400,000 of project costs from the proceeds of the PARC (Parkland Acquisitions and Renovations for Communities) grant;
4. Authorize the Board of Selectmen to file, on behalf of the Town of Middleton, any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts under the PARC (Parkland Acquisitions and Renovations for Communities) grant;
5. To authorize the Board of Selectmen to enter into all agreements and contracts and execute any and all instruments as may be necessary or convenient on behalf of the Town of Middleton to effectuate said project; and
6. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Or take any other action relative thereto.

Purpose: This article would authorize the development of the Natsue Way Recreational Project and authorize the borrowing of funds to develop the project. Approval is also contingent on passage of a Proposition 2 ½ debt exclusion at the May 15, 2017 Annual Election.

Planning Board Recommendation: The Planning Board voted unanimously to recommend approval of this article.

Master Plan Committee Recommendation: The Master Plan Committee voted unanimously 5-0 to recommend approval of this article.

ARTICLE 14. On petition of the Town Treasurer, to see if the Town will vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied; or take any other action relative thereto.

Purpose: Currently bond premiums, net of issuance costs, are general fund revenues. Acceptance of this article will allow the town to choose to use bond premiums to pay project costs thereby reducing the amount needed to be borrowed which reduces interest costs and thereby the impact on the debt service budget and the taxpayer.

ARTICLE 15. On petition of the Treasurer, to see if the town will vote to rescind the authority to borrow from prior years' authorizations the amounts remaining with regard to any numbered prior Annual and/or Special Town Meeting Warrant Articles; or take any action relating thereto.

Purpose: Town Meeting authorizes the Treasurer to issue debt for various purposes. In certain cases, the amount borrowed is greater than the amount needed for the particular purpose. This article authorizes the Treasurer to rescind this unneeded borrowing authority. The total amount is \$5,892,610.

Amount Rescinded	Article	Date	Annual Town Meeting or Special Town Meeting	Purpose
\$50,000	Article 6	5/13/2003	Annual Town Meeting	Water mains
\$956,061	Article 39	5/10/2005	Annual Town Meeting	Flint Public Library
\$4,266,549	Article 15	5/12/2009	Annual Town Meeting	Elementary school construction
\$170,000	Article 3	11/29/2011	Special Town Meeting	Howe-Manning School construction
\$450,000	Article 22	5/10/2016	Annual Town Meeting	River Street water main extension

ARTICLE 16. On petition of the Board of Selectmen, to see if the Town will vote to enter into a tax increment financing (TIF) agreement with RemPhos Technologies with respect to certain lands and buildings located at Log Bridge Road; or take any other action relative thereto.

Purpose: This article would authorize the Board of Selectmen to execute an agreement with RemPhos Technologies that would reduce the tax on property located at Log Bridge Road. The deferred tax revenues would be partially offset by in-kind contributions consisting of streetlights.

Master Plan Committee Recommendation: The Master Plan Committee voted unanimously 5-0 not to make a recommendation on this article due to insufficient information.

ARTICLE 17. On petition of the Board of Selectmen, to see if the Town will vote to authorize the Board of Selectmen to acquire by gift, a parcel of land associated with the Curtis Mill, so called, located off Mill Street and Peabody Street, and shown as Parcel 17Z on Assessors Map 12, and owned by the Town of Danvers; or take any other action relative thereto.

Master Plan Committee Recommendation: The Master Plan Committee voted unanimously 5-0 to recommend approval of this article with the understanding that the word "purchase" will be stricken from the article.

Planning Board Recommendation: The Planning Board voted unanimously to recommend approval of this article.

ARTICLE 18. On petition of ten or more registered voters: We, the undersigned, are resident/owners who urge our appropriate Boards to take such actions resulting in an article on the Annual Town Warrant in May 2017 with a positive recommendation that Masi Meadow Lane be accepted as a Town Street.

Planning Board Recommendation: The Planning Board's motion to recommend approval of this article failed by a vote of 2 in favor, 3 opposed.

ARTICLE 19. On petition of the Board of Selectmen, to see if the Town will vote to amend the Middleton Zoning Bylaw by adding a new Section 6.8 to read as follows:

6.8 Marijuana Establishment Temporary Moratorium

6.8.1 Definition

"Marijuana", "Marijuana Establishment", "Marijuana Product", "Marijuana Retailer" shall have the meaning as set forth in the "Regulation of the Use and Distribution of Marijuana Not Medically Prescribed Act of 2016."

6.8.2 Purpose

By vote at the State election on November 8, 2016, the voters of the Commonwealth approved a law entitled the Regulation and Taxation of Marijuana Act (the "Act"), regulating the control and production and distribution of marijuana under a system of licenses and regulations. This Act was revised by Chapter 351 of the Acts of 2016, which added 6 months to the timeline for implementation of legalized retail marijuana. Currently under the Zoning Bylaw, a Marijuana Retailer or Establishment is not a permitted use in the Town and any regulations promulgated by the Cannabis Control Commission are expected to provide guidance to the Town in regulating marijuana sales and distribution. The regulation of marijuana raises novel and complex legal, planning, and public safety issues and the Town needs time to study and consider the regulation of Marijuana Retail or Distribution centers and address such novel and complex issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Marijuana Retail sales and distribution and other uses related to the regulation of marijuana. The deadline for the Cannabis Control Commission to adopt initial regulations is March 15, 2018, according to the new deadlines contained in Chapter 351 of the Acts of 2016. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Marijuana Retail and Distribution so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

6.8.3 Temporary Moratorium

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town of Middleton hereby adopts a temporary moratorium on the use of land or structures for "Marijuana", "Marijuana Establishment", "Marijuana Product", and "Marijuana Retailer". The moratorium shall be in effect through June 30, 2018. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of marijuana in the Town, consider the Cannabis Control Commission regulations regarding "Marijuana", "Marijuana Establishment", "Marijuana Product", and "Marijuana Retailer" and related uses, and shall consider adopting new Zoning Bylaws to address the impact and operation of Marijuana Establishments and Marijuana Retailers and related uses.

In the event that the Cannabis Control commission has not issued initial regulations by January 1, 2018, the moratorium period shall be extended to June 30, 2019 to ensure the careful review of the issues outlined above.

Or take any other action relative thereto.

Purpose: The Board of Selectmen is requesting that the Zoning Bylaw be amended to allow for a temporary moratorium on sellers of recreational marijuana. As laid out in the initiative passed on November 8, 2016, and revised by Chapter 351 of the Acts of 2016, the Cannabis Control Commission must set forth regulations on the sale and use of recreational marijuana by March 15, 2018 and licenses for selling marijuana will not be issued until July 1, 2018. However, the use of recreational marijuana became legal December 15, 2016. Due to this lag time, the Town is seeking a temporary moratorium on the sale of recreational marijuana so that appropriate officials can await guidance from the state on the various rules and regulations that will eventually be determined by the Cannabis Advisory Board. This moratorium will expire on June 30, 2018, but will be extended to June 30, 2019 if the Cannabis Control Commission does not issue initial regulations by January 1, 2018. It is anticipated that the Town will repeal the temporary moratorium and replace it with an applicable zoning bylaw that reflects the future regulations once they are issued.

Planning Board Recommendation: The Planning Board voted 4 in favor, 1 opposed in favor of recommending approval of this article.

Master Plan Committee Recommendation: The Master Plan Committee voted unanimously 5-0 to recommend approval of this article.

ARTICLE 20. On petition of ten or more registered voters: To see if the Town will vote to amend the Middleton General Bylaws by adding a new General Bylaw Chapter 201 to read as follows as follows:

ARTICLE XX: Amend General Bylaws – Marijuana Not Medically Prescribed

To see if the Town will vote to amend the General Bylaws of the Town of Middleton by adding a new General Bylaw Chapter 201 as follows: Chapter 201 - Marijuana Not Medically Prescribed Consistent with MGL Ch. 94G, Section 3(a)(2), all types of marijuana establishments as defined in MGL Ch. 94G, Section 1(j), to include all marijuana cultivators, marijuana testing facilities, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana-related businesses, shall be prohibited within the Town of Middleton.

Or take any other action thereon.

Citizens' Petition Statement – This Article would amend the Town's General Bylaws to prohibit all types of commercial, non-medical marijuana establishments as allowed by the petitioned ballot question approved in November 2016. Due to the manner in which the petitioned ballot question was worded, this question appeared on the Town Election ballot as well and is being voted on as both a General and Zoning Bylaw. The motion for this article is a simple majority vote.

Planning Board Recommendation: The Planning Board voted 3 in favor, 2 opposed in favor of recommending approval of this article.

Master Plan Committee Recommendation: The Master Plan Committee recommends with a vote of 4 in favor, 0 opposed, and 1 abstention to approve this article.

ARTICLE 21. On petition of ten or more registered voters: To see if the Town will vote to amend the Middleton General Bylaws by adding a new Zoning Bylaw Section 6.8 to read as follows:

ARTICLE XX: Amend Zoning Bylaws – Marijuana Not Medically Prescribed

Section 6.8 - Marijuana Not Medically Prescribed

Consistent with MGL Ch. 94G, Section 3(a)(2), all types of marijuana establishments as defined in MGL Ch. 94G, Section 1(j), to include all marijuana cultivators, marijuana testing facilities, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana-related businesses, shall be prohibited within the Town of Middleton.

Or take any other action thereon.

Citizens' Petition Statement – This Article would amend the Town's Zoning Bylaws to prohibit all types of commercial, non-medical marijuana establishments as allowed by the petitioned ballot question approved in November 2016. Due to the manner in which the petitioned ballot question was worded, this question appeared on the Town Election ballot as well and is being voted on as both a General and Zoning Bylaw. The motion for this article is a 2/3 majority vote.

Planning Board Recommendation: The Planning Board voted 4 in favor, 1 opposed in favor of recommending approval of this article.

Master Plan Committee Recommendation: The Master Plan Committee recommends with a vote of 4 in favor, 0 opposed, and 1 abstention to approve this article.

ARTICLE 22. On petition of the Board of Selectmen, to see if the Town will vote to authorize the Board of Selectmen to dispose of real property on Locust Street shown as Map 20, Lot 27Z; Map 14, Lot 52; and, Map 14, Lot 3Z at terms and conditions determined by the Board of Selectmen to be in the best interests of the Town; or take any other action relative thereto.

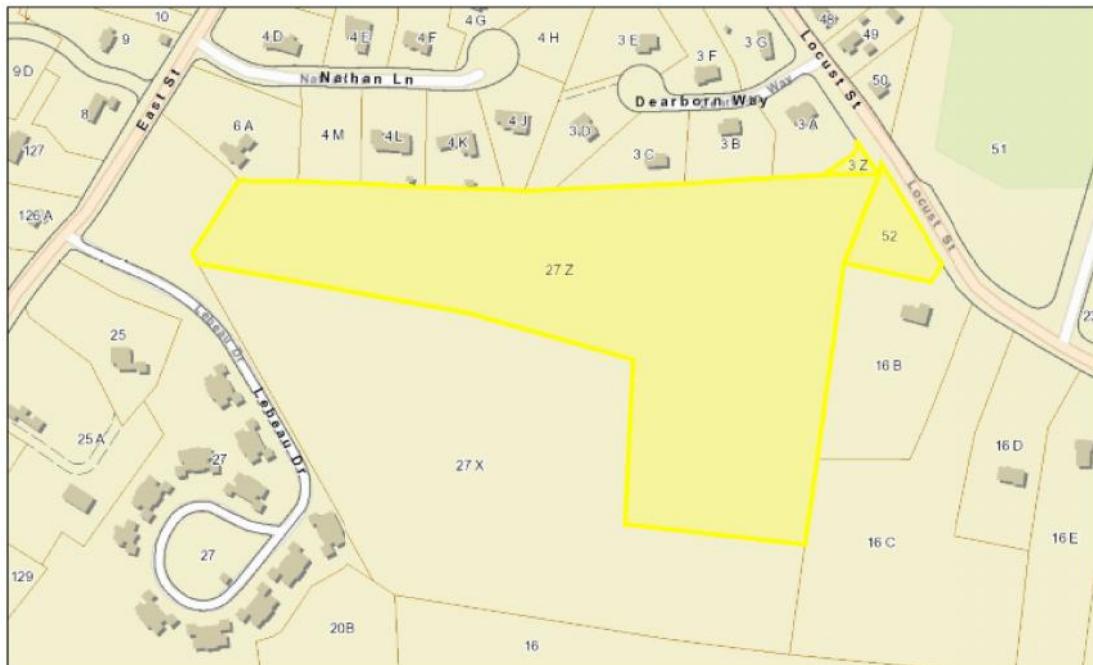
Town owned parcels outlined below:

- 1) Map 20, Lot 27Z – 17.41 acres
- 2) Map 14, Lot 52 – 0.748 acres
- 3) Map 14, Lot 3Z – 0.114 acres

Planning Board Recommendation: The Planning Board voted unanimously to recommend approval of this article.

Master Plan Committee Recommendation: The Master Plan Committee voted 4-1 in favor of recommending approval of this article.

Map of Locust Street Parcels



ARTICLE 23. On petition of the Electric Light Commissioners, to see if the Town will vote to accept a sum of money from the earnings of the Electric Light Department, said sum to be used for the reduction of taxes; or take any other action relative thereto.

ARTICLE 24. On petition of the Electric Light Commissioners, to see if the Town will vote to authorize the appropriation of all income of the Municipal Light Department, the whole to be expended by the Manager thereof under the direction and control of the Commissioners, for the expenses of the Department for the Fiscal Year as defined in Section 57 of Chapter 164 of the General Laws of the Commonwealth, and the excess to be transferred to the Depreciation Fund of said Department to be used as the Commissioners may direct hereto; or take any other action relative thereto.

ARTICLE 25. On petition of the Superintendent of Public Works, to see if the Town will vote to raise and appropriate such sums of monies as may be received from the Commonwealth of Massachusetts for the fiscal year commencing July 1, 2017 to install drainage, widen, pave, and otherwise improve any public way in accordance with the provisions of Section 34 of Chapter 90 of the Massachusetts General Laws; or take any other action relative thereto.

ARTICLE 26. On petition of the Superintendent of Public Works and Board of Selectmen, to see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of \$273,500 to pay for the following Public Works capital improvements; or take any other action relative thereto:

- \$11,000 to replace a 61" riding mower;
- \$8,500 to replace a flail mower;
- \$9,000 for building and deck repairs at the transfer station;
- \$7,000 to replace roll-off containers at the transfer station;
- \$73,000 to replace a 1-ton dump truck;
- \$100,000 for paving and road improvements;
- \$65,000 for studies and upgrades to improve water pressure on Lakeview Avenue.

ARTICLE 27. On petition of the Police Chief and Board of Selectmen, to see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of \$74,200 to pay for the following Police Department capital improvements; or take any other action relative thereto:

- \$8,000 to purchase cruiser radios;
- \$3,900 to purchase radar guns;
- \$33,000 for portable radio upgrades;
- \$12,000 to replace cruiser laptop computers;
- \$1,400 to purchase patrol rifles;

- J \$15,900 to upgrade pistols.

ARTICLE 28. On petition of the Fire Chief and Board of Selectmen, to see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of \$199,400 to pay for the following Fire Department capital improvements and one-time expenses; or take any other action relative thereto:

- J \$8,000 to replace fire hoses;
- J \$16,000 to purchase Car 1 command post equipment;
- J \$11,000 to purchase two intravenous pumps;
- J \$10,000 to replace the garage door on the Fire Station;
- J \$20,000 for building repairs and interior and exterior painting;
- J \$17,000 to purchase a turnout gear washer/dryer;
- J \$40,000 to replace Car 2;
- J \$35,000 to outfit the E6 forestry truck;
- J \$26,000 to cover shifts for military call-up;
- J \$16,400 to send a firefighter to the Massachusetts Firefighting Academy.

ARTICLE 29. On petition of the Middleton School Committee and School Superintendent, to see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of \$317,792 to pay for the following elementary school capital improvements; or take any other action relative thereto:

Fuller Meadow School;

- J \$25,000 to purchase a digital projector, speaker system, and screen;
- J \$23,100 to purchase 70 Chromebooks with licenses and service;
- J \$4,980 to purchase 4 Chromebook carts;
- J \$10,991 to purchase 29 iPads;
- J \$138 to purchase 2 document cameras;
- J \$13,000 to purchase library furniture;
- J \$36,750 to purchase new science curriculum;
- J \$101,358 to purchase a building security system.

Howe Manning School:

- J \$29,700 to purchase 90 Chromebooks with licenses and service;
- J \$6,225 to purchase 5 Chromebook carts;
- J \$66,550 to purchase new science curriculum.

ARTICLE 30. On petition of the Middleton School Committee and School Superintendent, to see if the Town will vote to repurpose the sum of \$22,000 approved under Article 28 of the May

10, 2016 Annual Town Meeting and to use said funds to purchase student information management software; or take any other action relative thereto.

Purpose: Article 28 of the May 10, 2016 Annual Town Meeting appropriated \$22,000 to fund Middleton's share of the purchase of accounting/human resources software. The district used grant funds to purchase the accounting/human resources software. This article would repurpose the previously appropriated funds.

ARTICLE 31. On petition of the Masconomet School Committee and School Superintendent, to see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of \$179,580 to pay for Middleton's share of regional school capital improvements consisting of a VOIP phone and paging system; upgrade of fire suppression system panels; installation of interior signage; replacement and upgrade of solar powered traffic speed zone signs; and interim replacement and upgrade of security system; or take any other action relative thereto.

ARTICLE 32. On petition of the Essex North Shore Agricultural & Technical School Committee and School Superintendent, to see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of \$10,907 to pay for Middleton's share of regional school capital debt; or take any other action relative thereto.

ARTICLE 33. On petition of the Town Administrator and Board of Selectmen, to see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of \$72,000 to pay for the following capital improvements at Memorial Hall and the Council on Aging/Old Town Hall; or take any other action relative thereto:

-) \$62,000 to replace a van for the Council on Aging;
-) \$10,000 to replace first floor windows at Memorial Hall.

ARTICLE 34. On petition of the Town Administrator and Board of Selectmen, to see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of \$116,450 to pay for the following capital improvements and one-time expenses for the Administration; or take any other action relative thereto:

-) \$34,450 for information technology improvements;
-) \$55,000 for an update to the Master Plan;
-) \$10,000 to pay for training, seminars, and professional development activities of Town employees;
-) \$17,000 to replace voting tabulators in the Town Clerk's Office.

Master Plan Recommendation: The Master Plan Committee voted unanimously 5-0 to recommend approval of this article.

Planning Board Recommendation: The Planning Board voted unanimously in favor of recommending approval of appropriating \$55,000 to update the Master Plan.

ARTICLE 35. On petition of the Historical Commission and Board of Selectmen, to see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of \$6,900 to pay for the following Historical Commission capital improvements; or take any other action relative thereto:

- \$4,900 for improvements at the Curtis Saw Mill property;
- \$2,000 for a historical marker at Mill Pond Dam property.

ARTICLE 36. On petition of the Treasurer, to see if the Town will vote, pursuant to the provisions of Massachusetts General Law Chapter 40, Section 58, to impose Municipal Charges Liens on real property located within the Town of Middleton related to the following Town charges:

- A. License, permit, inspection, re-inspection, court filing and court related fees as set forth by each department and amended from time to time;
- B. Dog fees as set forth by Massachusetts General Law or a Town department and amended from time to time;
- C. Insufficient (bounced) check fees as set forth by each department and amended from time to time; and
- D. Unpaid and non-contested noncriminal disposition charges as set forth by each department and amended from time to time,

By adding such charges to the tax on the property to which they relate, in the manner provided by said statute; or take any other action relative thereto.

Purpose: Adoption of this article allows the Town to lien unpaid charges and show unpaid charges on property tax bills.

ARTICLE 37. To see if the town will vote to accept the provisions of Massachusetts General Law Chapter 40U, Sections 1 – 18 inclusive for the purpose of imposing a lien on real property for any unpaid fines issued in accordance with the state Sanitary Code, 105 CMR 410.000, et. Seq.; or take any other action relative thereto.

Purpose: Adoption of this article allows the Town to lien unpaid fines and show unpaid fines on property tax bills.

ARTICLE 38. On petition of ten or more registered voters to see if the Town will vote to amend the Middleton Planning Board Bylaws, Chapter 245, "Special Permits" adding the words shown in **bold underline**.

245-3. Hearing and Notice; decision

- A. Upon receipt of the application and supporting plans, the Board will conduct a public hearing within 65 days. Notice of such hearing shall be given in each of two successive weeks by advertisement in a newspaper of general circulation in the Town prior to such hearing. The Board shall notify the abutters by certified mail **at least 14 days prior to the scheduled hearing**. Whenever possible the Board will schedule the public hearing on the special permit application and the definitive plan at the same meeting. The Board may approve, disapprove or approve with appropriate safeguards and conditions.

Purpose: To provide a reasonable time frame for notification to abutters.

Planning Board Recommendation: The Planning Board voted unanimously to recommend approval of this article.

Master Plan Committee Recommendation: The Master Plan Committee unanimously voted to make no recommendation on this article because it proposes to amend the Planning Board rules for special permits that under state law only the special permit granting authority shall amend.

ARTICLE 39. On petition of ten or more registered voters to see if the Town will vote to amend the Middleton General Bylaws, Chapter 56: Meetings, by adding the following section shown below.

S. 56-9. All meetings of the following committees shall be broadcast: Board of Assessors, Board of Selectmen, Board of Health, Conservation Commission, Elementary School Committee, Regional School Committee, Finance Committee, Master Plan Committee, Planning Board, and Zoning Board of Appeals. If a meeting cannot be broadcast live, the meeting shall be video recorded and aired on the Public Cable Access Channel and made available on the Town website within 2 business days of the meeting. This provision shall not apply to special advisory committees.

Purpose: To ensure transparency of town government activities and to provide current information to citizens in a timely manner.

Master Plan Committee Recommendation: The Master Plan Committee voted 4-1 to make no recommendation on this article due to lack of information regarding the costs associated with the proposal.

ARTICLE 40. On petition of ten or more registered voters to see if the Town will vote to amend the Middleton Zoning Bylaws, Section 2.4 "Boundaries of Districts" adding the words shown in **bold underline** and deleting the words in ~~strikethrough~~ below.

1.4.5. Lot split by district lines. Where a district boundary line between a residential, business and/or manufacturing district divides any lot existing at the time such line is adopted, the regulations for **each portion shall not extend beyond the boundary line** ~~the less restrictive portion of such lot shall extend no more than 30 feet into the more restricted portion, provided the lot has frontage on a public way in the less restricted districted.~~

Purpose: To prevent encroachment of one Zoning District into another Zoning District.

Planning Board Recommendation: The Planning Board's motion to recommend approval of this article failed unanimously.

Master Plan Committee Recommendation: The Master Plan Committee voted 3 in favor, 2 opposed to make no recommendation on this article due to the lack of sufficient information to make an informed decision.

ARTICLE 41. Citizens Petition submitted by Joseph O'Grady and ten registered voters:

To see if the Town will vote to petition the General Court to the end that legislation be adopted precisely as it appears below. The General Court may make clerical or editorial changes of form only to the bill unless the Board of Selectmen approves amendments to the Bill before enactment by the General Court. The Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition, or take any other action thereon.

AN ACT AUTHORIZING THE TOWN OF MIDDLETON TO GRANT TWO (2) ADDITIONAL ALL
ALCOHOL LIQUOR LICENSES NOT TO BE DRUNK ON THE PREMISES

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

SECTION 1. (a) Notwithstanding section 17 of chapter 138 of the General Laws, the licensing authority of the town of Middleton may grant two additional licenses for the sale of all alcoholic beverages not to be drunk on the premises pursuant to section 15 of said chapter 138. The license shall be subject to all of said chapter 138, except said section 17.

(b) The licensing authority shall not approve the transfer of a license granted pursuant to this act to any other person, corporation or organization for a period of 3 years from the date of

original issuance or to any other location; provided, however, that after the expiration of such period the licensing authority may grant the license to a new applicant at the same location if the applicant files with the licensing authority a letter from the department of revenue and a letter from the department of unemployment assistance indicating that the license is in good standing with those entities and that all applicable taxes, fees and contributions have been paid.

(c) If a license granted pursuant to this act is cancelled, revoked or no longer in use, it shall be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto, to the licensing authority which may then grant the license to a new applicant under the same conditions as specified in this act.

SECTION 2. This act shall take effect upon its passage.

Master Plan Committee Recommendation: The Master Plan Committee voted 4 in favor, 0 opposed, 1 abstention to not recommend the approval of this article.

ARTICLE 42. On petition of the Board of Selectmen and Finance Committee, to see if the Town will vote to transfer a sum of money from Free Cash to apply to and reduce the Fiscal Year 2018 Tax Rate; or take any other action relative thereto.

ARTICLE 43. On petition of the Board of Selectmen and Finance Committee, to see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of \$50,000 to the Stabilization Fund; or take any other action relative thereto.

Purpose: The Stabilization Fund is a reserve fund used to set aside funds to be expended at a later date for capital acquisitions and payment of debt service on borrowing. The Stabilization Fund is separate and distinct from other stabilization funds. From time to time, the Administration will ask Town Meeting to transfer funds to the Stabilization Fund from Free Cash or other sources.

ARTICLE 44. On petition of the Treasurer and Board of Selectmen, to see if the Town will vote to reaccept the provisions of Massachusetts General Law Chapter 32B, Section 20 designating the Treasurer as the Trustee of the Other Post-Employment Benefits Liability Irrevocable Trust Fund; or take any other action relative thereto.

ARTICLE 45. On petition of the Board of Selectmen and Finance Committee, to see if the Town will vote to raise and appropriate, borrow or transfer from available funds \$50,000 to the Other Post-Employment Benefits Liability Irrevocable Trust Fund; or take any other action relative thereto.

End of Annual Town Meeting Warrant

To the Town Constable:

You are hereby ordered to notify and warn said qualified voters to meet at the Fuller Meadow School on Monday May 15, 2017, next for the following purposes, VIZ: To choose by ballot the following Town Officers for the ensuing year:

One Town Moderator for one year
One Town Clerk for three years
One Board of Selectmen member for three years
One Board of Assessors member for three years
One Elementary School Committee member for three years
One Elementary School Committee member for one year
Two Regional School Committee members for three years
One Planning Board member for five years
One Planning Board member for three years
Two Electric Light Commissioners for three years
Two Library Trustees for three years
One Housing Authority member for four years
One Housing Authority member for three years

The following question will appear on the ballot:

1. Shall the Town of Middleton be allowed to exempt from the provisions of Proposition two-and-one-half, so called, the amounts required to pay for bonds issued in order to improve for recreational purposes the Natsue Way Recreational Area?

Yes _____ No _____

The Polls open at 7:00 a.m. and close at 8:00 p.m.

And you are directed to service this Warrant by posting up attested copies thereof at Memorial Hall, Post Office, Flint Public Library, Store at Howe Station Market, Ferncroft Towers, and Fuller Pond Village in said Town fourteen days, at least, before the time of holding said meeting.

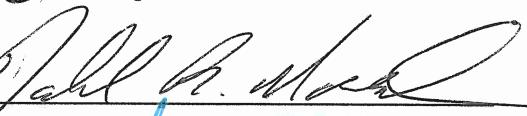
HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereof, to the Town Clerk at time and place of meeting aforesaid.

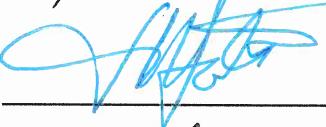
Given under our hands this eleventh day of April in the year of our Lord Two Thousand and Seventeen.

MIDDLETON BOARD OF SELECTMEN

S. _____

S. 

S. 

S. 

S. 

A true copy Attest:

S. _____

Constable of the Town of Middleton

Date Posted

Interested in Town news and announcements? Receiving board/committee meeting agendas/minutes? Sign up for updates through the Town website at:

<http://www.townofmiddleton.org/subscriber>

Would you like to volunteer for the Town? Please fill out and return the form below.

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: _____

Telephone: _____

Address: _____

Bus. Telephone: _____

Occupation: _____

Background/Experience: _____

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.)

Board of Health

Recreation Commission

Council on Aging

Historical Commission

Finance Committee

Planning Board

Board of Appeals

Scholarship Committee

Master Plan Committee

Library Services

Conservation Commission

Town Recycling Committee

Industrial Commercial Development

Cultural Council

Review 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?

Email Address: _____

Signature

Date

**Please submit responses to the Town Administrator's Office via the mailing address above or via email to:
michelle.creasi@middletonma.gov**

Town of Middleton
Finance Committee
Memorial Hall
48 South Main St.
Middleton, MA 01949

Permit 52
Middleton MA
01949

Resident
Middleton, MA 01949