

BOARD OF SELECTMEN MEETING AGENDA

**Fuller Meadow School
Nathan Media Room
143 South Main Street, Middleton, MA 01949
December 20, 2016
7:00 PM**

This meeting is being recorded

1. 7:00 PM Minutes
Warrant
Town Administrator
2. 7:10 PM Continuation of Public Hearing from the November 22, 2016 Board of Selectman's meeting:
Retail package goods store license revocation hearing for Rusty's Bottle Shop (21 South
Main Street, licensee Alan Karahalís)
3. 7:20 PM 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
4. 7:25 PM 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
5. 7:30 PM Vote to accept \$550 donation from Mr. Thomas Bentley to the Middleton Food Pantry
6. 7:35 PM Fiscal Year 2018 Operating and Capital Budget update
7. 7:40 PM 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
8. 7:50 PM Presentation by Town Planner, Katrina O'Leary, regarding the schedule and objectives for
the Middleton Master Plan 300 process
9. 8:10 PM New Business: Reserved for topics that the Chair did not reasonably anticipate would be
discussed
10. 8:15 PM 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

Remaining License Renewals for 2017

Name	Licenses		Address
Brian Pollock	Auctioneer		P O Box 252
Cumberland Farms	Common Victullar and Gas pumps		4 So Main St
McDonalds	Common Victuallar		McDonalds 255 So Main St
Eva's Farm Butcher Shop	Common Victuallar		210 A So Main St
Freddy's Place	Common Victuallar		214 A So Main St

Still Pending Payment or Documentation

Mark B. Blechman	Auctioneer		464 Boston Post Road
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Notice of Appointment of Chief Procurement Officer
(Type or print legibly)

4

1. I hereby provide notice to the Office of the Inspector General of the appointment Procurement Officer as defined by the provisions of M.G.L. c. 30B, § 2.

Jurisdiction Name: Middleton, Town of
Department: Town Administrator/Board of Selectmen
CPO's Title/Position: Town Administrator
Name of CPO: Andrew J. Sheehan
CPO Phone #: (978) 777-3617 **Ext.** _____ **MCPPO** ☒ **Yes** ☐ **No**
Current CPO's Email Address: andy.sheehan@townofmiddleton.org
Date of Appointment: 12/15/2015

2. This appointment is conditioned upon compliance with M.G.L. c. 30B, all applicable statutes, rules, regulations, charters, ordinances, or bylaws, and subject to the following **additional (optional) jurisdictional requirements:**

- ☐ Completion of the following MCPPO course(s):
- | | |
|--|--|
| ☐ Public Contracting Overview | ☐ Design & Construction Contracting |
| ☐ Supplies and Services Contracting | ☐ Other _____ |
- ☐ Other additional requirements (**specify in an attachment**)

3. This appointment shall remain in effect until revoked or amended. Otherwise, this appointment shall expire on: _____

Full name of the person appointing the CPO: Timothy P. Houten
Title: Chairman, Board of Selectmen
Office Address: 48 South Main Street, Middleton, MA 01949
Office Telephone: (978) 777-3617 **Ext.** _____ **MCPPO** ☐ **Yes** ☒ **No**
Email Address of Appointing Employee: houtenlaw@yahoo.com

Signature: _____ **Date:** _____

I attest under pains and penalties of perjury, the above information is accurate.

Mail the original copy of this form to: Office of the Inspector General, One Ashburton Place, Room 1311, Boston, MA, 02108-1518, Attn: CPO Appointments.

Notice of Appointment of Chief Procurement Officer

Please complete the attached "Notice of Appointment of Chief Procurement Officer" form if your jurisdiction has appointed a Chief Procurement Officer (CPO) as defined by the provisions of M.G.L. c. 30B, § 2.

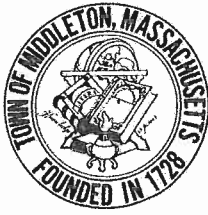
Before a CPO is appointed, you should review all local charter, bylaw and ordinance provisions and make any changes needed to centralize purchasing for all departments.

In a city or town that has **appointed a statutory purchasing agent** pursuant to M.G.L. c. 41, § 103, the **purchasing agent will automatically be the CPO under Chapter 30B.**

For any other municipality which has not accepted said section, the CPO is an individual duly appointed by:

Jurisdiction	Appointing Authority
In a <u>city or town</u> with applicable charter or bylaw provisions	The charter or bylaw provision governs
In a <u>city</u> without an applicable charter or bylaw provision	The city manager
In a <u>town</u> without an applicable charter or bylaw provision	The town manager
In a <u>town</u> without either an applicable charter or bylaw, or a town manager	The board of selectmen
In a <u>county</u> with a county executive	The county executive
In a <u>county</u> without a county executive	The county commissioners
In a <u>district</u> with a prudential committee	The prudential committee
In a <u>district</u> without a prudential committee	The district commission
In a <u>regional school district</u>	The district committee
In a <u>housing authority, redevelopment authority, or other local jurisdiction</u> subject to Chapter 30B	The governing body

Please note: the appointment is specific to the position, NOT the employee



Council on Aging
Old Town Hall
38 Maple Street
Middleton, MA. 01949
978-777-4067
www.townofmiddleton.org

Bos

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December 14, 2016

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

Re: Food Pantry Donation/Thomas Bentley

Please add the following donation to your agenda for acceptance by the Board of Selectmen for the Middleton Food Pantry, and notify me when the check has been accepted so that it can then be deposited.

Thank you,


Susan Gannon
COA Director/Food Pantry Admin.

A donation has been made payable to the Middleton Food Pantry for the following:

Date: 12/11/16

Name: Thomas Bentley

Donation: \$550.00 Check Number: 3119470-7

This donor would like to remain anonymous Yes X No

Donation is in memory of or to honor:



Town of Middleton Town Administrator's Office

Memo

To: All Department Heads and Committee Chairpersons
From: Andrew Sheehan, Ryan Ferrara and Sarah Wood
Date: December 15, 2016
Re: Fiscal Year 2018 Operating and Capital Budget Guideline

The purpose of this memorandum is to kick-off the Fiscal Year 2018 operating and capital budget processes. Attached to this email are the following documents:

- 1) Last Year's FY2017 town-wide budget narrative for you to work from. Please use this document as reference to update your Department Description, Accomplishments (with a focus on FY17) and FY18 Goals and Objectives. Update and forward your revised section only – not the entire document to Ryan.
- 2) Budget summary tables with FY18 column empty for you to fill in. Update your Department tab only.
- 3) Budget detail tables from FY17 submitted by your department.
- 4) Fiscal Year Operating Budget meeting schedule. Please review the proposed schedule and get back to Ryan with any notable conflicts.
- 5) A detailed annual Town Meeting timeline. Dates of note for department heads include:
 - **Friday, January 6, 2017 (close of business):** Submit departmental budget narratives, summary and detail tables to Ryan via email.
 - **Saturday February 4, 2017:** All-day operating budget session with Selectmen and Finance Committee
 - **Monday, February 6, 2017 (close of business):** Submit completed capital budget documents to Ryan via email (documents and guidance to follow)
 - **Saturday, March 4, 2017:** All-day capital budget session with Selectmen and Finance Committee

General Budget Guidelines

Operating Budget

On May 18, 2015 Middleton voters rejected the three proposed Fiscal Year 2016 operating budget overrides for the Middleton Elementary Schools (\$284,333), Masconomet (\$287,939) and Essex Tech (\$118,682). Keep in mind that Massachusetts General Law (MGL C71, §16B) stipulates that if two-thirds of the regional the local appropriating authorities approve of the regional school budget, all member communities are required to pay their respective assessments. In the case of Masconomet in Fiscal Year 2016, with Boxford and Topsfield supporting the budget, Middleton was legally bound to pay our portion of the assessment even though residents rejected the full funding of the Masconomet assessment at the May 18, 2015 election.

As a result of the failed override, the Town was required to hold a Special Town Meeting, just before the Annual Town Meeting on May 10, 2016, to complete funding for the Masconomet and Essex Tech budgets. These deficits were funded via one time funding through the Free Cash account. The Middleton Elementary Schools were forced to reduce their Fiscal Year 2016 budget by \$284,333.

On May 16, 2016, Town residents approved a \$690,000 operating budget override by a vote of 66.2% in the affirmative and 33.8% in negative. The successful override allowed the Town to avoid \$350,000 in budget cuts including:

Police Department	\$60,000 (saving one current position)
Fire Department	\$65,000 (maintaining current staffing)
Health Insurance	\$20,000 (for impacted positions)
Elementary Schools	\$155,000 (avoiding cuts in classroom sections)
Public Works	\$35,000 (maintaining summer help & dirt road grading)
<u>Recreation Commission</u>	<u>\$20,000 (maintaining free summer program)</u>
Total	\$350,000

The remaining \$340,000 in tax levy capacity will be used to address anticipated increases in the Masconomet and Essex Tech assessments in the Fiscal Year 2018-2020 timeframe.

The Town will assemble the Fiscal Year 2018 budget using level funding in education aid (Chapter 70) and all other local aid. This assumption is based primarily due to a projected revenue shortfall in the current Fiscal Year 2017 state budget. Governor Baker accordingly announced on December 6, 2016 \$98 million in cuts to the Fiscal Year 2017 state budget.

Local receipts other than property taxes will be adjusted to reflect the change in license and permit fees approved by the Board of Selectmen in March 2016. This additional revenue,

along with Town Meeting's approval in May 2016 of the local meals tax, will provide some additional flexibility as we enter the Fiscal Year 2018 budget process

The Town is projecting town-wide health care and pension expenses to increase over **\$370,000** in Fiscal Year 2018. This adjustment excludes other anticipated areas of growth in the Fiscal Year 2018 budget including cost of living increases for personnel, the pressure of ongoing state and federal mandates on the Middleton Elementary School budget and the Masconomet and Essex Tech assessments.

FY 2018 Budget Guidelines

Personal Services (Wages and Salaries)

All personal service budgets are to be funded by the terms of your settled contract for union employees. Non-union employees may be budgeted using 2.5% increases. This is subject to change, particularly as the General Court and Governor Baker assemble and propose local aid and Chapter 70 educational aid, and any other fiscal impacts the State Budget may have on local government. For those of you who do not have collective bargaining agreements in place, presume increases of 2.5% in Fiscal Year 2018. Please be prepared to review all aspects of your department's needs when we meet with you in January.

All Other Non-Personal Service Budgets Should Be Fully Level Funded Unless Documented

All other appropriations included within the operating and maintenance budget should be budgeted at last year's levels with the exception of any new initiatives which provide the Town with long term savings or service efficiencies. Supply cost or contractual service increases should be documented.

As we build the FY18 operating budget we want to have a broader discussion about each departments' needs. Departments have mostly been living with level funded budgets for many years. We know that your needs are not static – service demands ebb and flow and needs appear and disappear based on many factors. We also do not like surprises. Knowing about a need before it hits will help us better plan the budgets.

In addition to your normal operating budget requests we are offering you the chance to propose new or expanded programs that meet your department's mission. This can be for an immediate need, for an identified future need, or for some other operational issue. If there is a change that will put clear demands on your department you should identify the issue, how it differs from today's situation, how it will impact the town, how you propose to address it, and the resources you will need to successfully address it. The best solution will vary from department to department and issue to issue. It could be best addressed by increased funding, a one-time investment in a technology solution, teaming up with another community to share resources, or some other approach. Your expertise is critical to

identifying the best approach for Middleton. We view this as an opportunity for you to make a case beyond the standard level funding.

If you have something you want to propose, we will review it as a supplement to your operating budget request. Please submit it as a separate supplement at the same time you submit your operating budget request.

We are not promising that all of these requests will be funded, but we are promising that each one will be considered and discussed at our face to face budget meetings. Also, the Board of Selectmen and Finance Committee will be provided with this information. This will allow them to better understand the current and future needs of departments. Requests that merit funding will be funded depending on the Town's financial condition at the time of implementation. Local term items that do not need immediate funding will benefit from early exposure that allows us to plan for them in future years.

Regional Purchasing Cost Savings

Please italicize, footnote, or bold a budget line where savings occur because of regional services, purchasing, or cooperation. Ask about or suggest new savings opportunities for regional contracts.

Capital Budgets

You are also required to prepare a five-year capital improvement budget. **The forms are not included in this packet but you should start collecting information and cost estimates right away.** Remember to include sufficient detail and project descriptions and meaningful cost/budget estimates for all capital requests.

Every department must prepare a capital plan unless your department does not have any capital expense more than \$2,500 within the next five years. **The due date for the completed capital budget documents is Monday, February 6th.**

Departmental and Professional Goals and Objectives

Please give careful consideration when developing your departmental Goals and Objectives. This is an opportunity for the Selectmen, Finance Committee and the Town Administrator's Office to understand your professional development needs and provide guidance to ensure that departments are addressing future needs of the Town.

Regular Budget Preparation Principles

- Thorough analysis of past expenditures and needs for following year
- Budget submittals, which look ahead the full eighteen months through June 30, 2018
- Realistic estimates to minimize needs for transfers and foster trust and confidence in the budget process

The Finance Committee Co-Chairpersons, Steve Cocciardi and Richard Gregorio, and its members confer closely with us and the Selectmen regarding budget limits. The Finance Committee may request that some of you meet with them in January to go over key budgetary issues prior to the joint operating budget meeting on Saturday, February 4th. We look forward to receiving your submittals on Friday, January 6th and meeting with you over the next few months to discuss your department's operating and capital needs.

**Town of Middleton
Timeline for May 9, 2017 Annual Town Meeting
&
May 15, 2017 Annual Town Election**



Thursday, December 15, 2016	FY18 budget instructions distributed to departments
Friday, January 6, 2017	Operating budget requests due to TA's Office
January 6-21, 2017	Operating budget meetings with TA, ATA, CFO
Monday, January 16, 2017	Martin Luther King, Jr. holiday
Tuesday, January 31, 2017	Board of Selectmen votes to open the warrant
Monday, February 6, 2017	Capital budget requests due to TA's Office
Saturday, February 4, 2017 8:30AM-3:30PM	Operating budget summit
Monday, February 20, 2017	Presidents' Day holiday
Saturday, March 4, 2017 8:30AM-3:30PM	Capital budget summit
Tuesday, March 7, 2017	Non-petition warrant articles due to BOS
Tuesday, March 14, 2017	BOS votes to close warrant Petition articles and zoning amendments due
Friday, March 17, 2017	Deadline to submit legal notice to <i>Tri-Town Transcript</i> for Planning Board public hearing on zoning amendments
Thursday, March 23, 2017	Budget hearing: BOS, FinCom, Moderator at Flint Public Library
Friday, March 24, 2017	1 st legal ad for Planning Board public hearing on zoning amendments
Monday, March 27, 2017	Last day for candidates to submit nomination papers for Annual Town Election Until 5PM
Friday, March 31, 2017	2 nd legal ad for Planning Board public hearing on zoning amendments
Wednesday, April 12, 2017	Planning Board public hearing on zoning amendments Last day for candidates to object or withdraw their candidacy for elected office

Cont'd

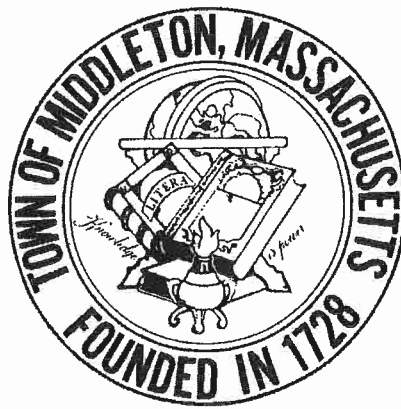
Monday, April 17, 2017	Patriots Day holiday
Tuesday, April 18, 2017	Motions meeting with TA, ATA, CFO, Moderator, Town Clerk
	Deadline to submit exhibits, maps, recommendations to TA's Office for inclusion in warrant book
Wednesday, April 19, 2017	Last day to register to vote for the Annual Town Meeting and Annual Town Election. Until 8:00PM
Friday, April 21, 2017	Warrant book to printer
Monday, April 24, 2017	Deadline for Constable to post warrant
Friday, April 28, 2017	Warrant book to USPS for mailing to households
Wednesday, May 3, 2017	Pre-Town Meeting at Flint Public Library
Tuesday, May 9, 2017	Annual Town Meeting at Howe Manning School gym
Monday, May 15, 2017	Annual Town Election at Fuller Meadow School gym

Regular Board of Selectmen meetings:

January 3, 17, 31
 February 14, 28
 March 14, 28
 April 11, 25
 May 23

Unless otherwise noted, public meetings take place at the Nathan Media Room at Fuller Meadow School

Town of Middleton Massachusetts



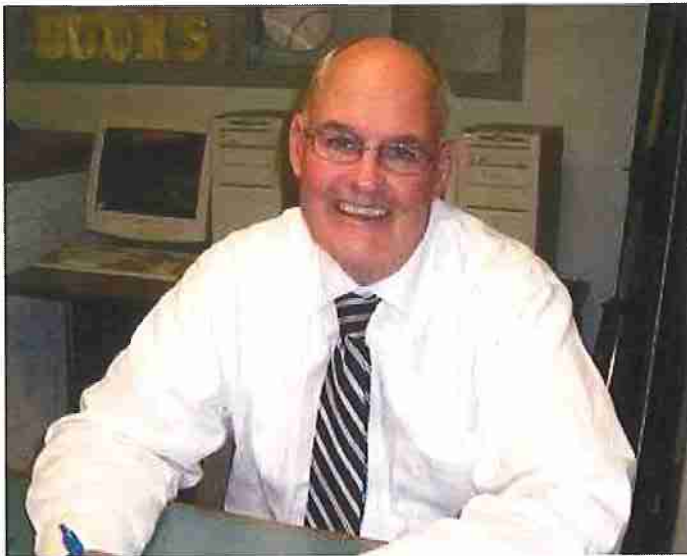
Special Town Meeting

Tuesday, November 15, 2016, 7:30 P.M.

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

Dedication to retired Tri-Town School Union Superintendent Dr. Bernard Creeden

Tri-Town School Superintendent Dr. Bernard Creeden retired on June 30, 2016. Dr. Creeden worked for thirty-six years in the Tri-Town communities, serving as a Principal, Assistant Superintendent, and Superintendent. His total career spanned forty-five years in support of teaching and learning in Massachusetts. Dr. Creeden touched multiple generations of students and parents and left an indelible mark on the towns in the Tri-Town region. We wish Bernie a long and enjoyable retirement and we thank you for your outstanding dedication and service to the residents of Middleton.



Middleton Board of Selectmen

Timothy P. Houten, Chairperson

Rick Kassiotis

Brian M. Cresta

Kosta E. Prentakis

Todd Moreschi

Andrew J. Sheehan, Town Administrator

**TOWN OF MIDDLETON
SPECIAL TOWN MEETING
THE COMMONWEALTH OF MASSACHUSETTS
NOVEMBER 15, 2016**

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, **November 15, 2016, 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

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 repairs and improvements to Memorial Hall at 48 South Main Street; or take any other action relative thereto.

Purpose: A recent inspection of Memorial Hall has revealed damage to joists and beams supporting the second floor. The Town retained an architect who advised making immediate repairs to stabilize and secure the building. The architect advised acting as quickly as possible.

2. On petition of the Board of Selectmen and Board of Assessors to see if the Town will vote to enter into a tax agreement with ECA Solar with respect to roof-mounted solar projects located at Log Bridge Road and Ajootian Way; or take any other action relative thereto.

Purpose: ECA Solar has entered into lease agreements with the owners of several buildings located on Log Bridge Road and Ajootian Way. ECA Solar and the Town desire to enter into a special tax agreement for the purpose of assessing property taxes on the solar projects. Special tax assessments require approval by Town Meeting.

3. On petition of the Board of Selectmen to see if the Town will vote to accept the provisions of Massachusetts General Law chapter 40, section 8J creating a Commission on Disability; or take any other action relative thereto.

Purpose:

Adoption of section 8J of chapter 40 will allow the Board of Selectmen to establish a Commission on Disability consisting of five members that will research (1) research local problems of people with disabilities; (2) advise and assist municipal officials and employees in ensuring compliance with state and federal laws and regulations that affect people with disabilities; (3) coordinate or carry out programs designed to meet the problems of people with disabilities in coordination with programs of the Massachusetts office on disability; (4) review and make recommendations about policies, procedures, services, activities and facilities of departments, boards and agencies of said city or town as they affect people with disabilities; (5) provide information, referrals, guidance and technical assistance to individuals, public agencies, businesses and organizations in all matters pertaining to disability; (6) coordinate activities of other local groups organized for similar purposes.

4. On petition of the Board of Selectmen to see if the Town will vote to adopt chapter 218 of the Acts of 2016 which modified section 17C of chapter 90 of the Massachusetts General Laws relative to speed limits of 25 miles per hour on any roadside inside a thickly settled or business district; or take any other action relative thereto.

Purpose: Adoption of section 17C of chapter 90 allows the Town to post speed limits of 25 miles per hour in thickly settled or business districts. The current speed limit is 30 miles per hour.

5. On petition of the Board of Assessors and Board of Selectmen to see if the Town will vote to adopt Section 5 of Chapter 184 of the Acts of 2002 and to increase the amount of the exemptions set forth in said Section 5 of taxable valuation to \$8,000 or the sum of \$1,000, whichever would amount in an exemption of the greater amount of taxes due, said acceptance to take effect in Fiscal Year 2017; or take any other action relative thereto.

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 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	Additional Exemption Amount
FY 2014	16	\$12,000	\$4,000
FY 2015	15	\$11,250	\$3,750
FY 2016	14	\$10,500	\$3,500

*applications are not complete for FY 2017

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

6. On petition of more than 100 registered voters to see if the Town will vote to amend the Middleton Zoning Bylaw, the **Table of Dimensional Requirements** referred to in Section 4.1 "General Dimensional Requirements" by adding the words shown on **bold underline** and deleting the words in ~~strikethrough~~ below:

Amend Table of Dimensional Requirements under Section 4.1 as follows:

Table of Dimensional Requirements¹ [Amended 5-11-2010 ATM by Art. 30; S-14-2013 ATM by Art. 6]

	Districts						
Requirement	R-1a	R-1b	RA	R-2	B	M-1	IH
Minimum Area (square feet)	20,000 for a single-family, 40,000 for a two-family	40,000 for a single-family, 80,000 for a two-family	2 acres	See Section 7.0	40,000	60,000	160,000
Minimum Frontage (feet)	100	125	150	See Section 7.0	100	150	400
Minimum Lot Width (feet)	125	165	200	See Section 7.0	0.100	150	400
Minimum Front Setback (feet)	25 (or 50 from street center line if greater)	25 (or 50 from street center line if greater)	25 (or 50 from street center line if greater)	See Section 7.0	30 (100 if on N. Main Street)	30 (100 if on N. Main Street)	50
Minimum Side Yard (feet)	15	30	30	See Section 7.0	25 (35 100 if yard abuts R District)	25 (35 100 if yard abuts R District)	50
Minimum Rear Yard (feet)	15	30	30	See Section 7.0	25 (35 100 if yard abuts R District)	25 (35 100 if yard abuts R District)	50
Lot coverage by buildings (%)	25	25	52	See Section 7.0	35	30	25
Minimum Open Space (%)	-	-	-	-	25	25	-
Maximum Building Height (feet)	35	35	35	35	35	35	125
Maximum Building Height (stories)	3	3	3	3	3	3	-

¹ Editor's Note: See Section 4.1.2, Notes to Table of Dimensional Requirements.

7. On petition of more than 100 registered voters to see if the Town will vote to amend the Middleton Zoning Bylaw, the **Table of Dimensional Requirements** referred to in Section 4.1 "General Dimensional Requirements" and Section 4.1.2 "Notes to Table of Dimensional Requirements" by adding the words shown on **bold underline** and deleting the words in ~~strikethrough~~ below:

5. Business and Light Industrial District; lots abutting Residential District. Where a lot abuts a Residential District, side and rear yards of not less than **100** ~~35~~ feet shall be provided. In such cases, parking shall not be permitted in these setback areas unless buffer screens are provided.

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, 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 _____ day of _____ in the year of our Lord Two Thousand and Sixteen.

MIDDLETON BOARD OF SELECTMEN

S. _____

S. _____

S. _____

S. _____

S. _____

A true copy Attest:

S. _____

Constable of the Town of Middleton

Date Posted