

**BOARD OF SELECTMEN
MEETING AGENDA**

Fuller Meadow School

Nathan Media Room

143 South Main Street, Middleton, MA 01949

February 14, 2017

7:00 PM

This meeting is being recorded

1. 7:00 PM Warrant
Minutes
Town Administrator
2. 7:10 PM Review of Fiscal Year 2017 second quarter General Fund financial highlights, presented by Chief Financial Officer/Town Accountant Sarah Wood
3. 7:20 PM Review of current Town budget reserve funds and discussion of establishment of new reserve accounts for Fiscal Year 2018
4. 7:30 PM Update on dog domiciled at Two Bellevue Avenue, if any
5. 7:35 PM Update and discussion regarding February 28, 2017 Special Town Meeting
6. 7:40 PM Approval of Fiscal Year 2017 operations and maintenance sewer rate for South Essex Sewer district billings
7. 7:45 PM New Business: Reserved for topics that the Chair did not reasonably anticipate would be discussed



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

TO: **Board of Selectmen/Finance Committee**

FROM: **Sarah Wood**

DATE: **February 3, 2017**

SUBJECT: **FY 2017, 1st Quarter Highlights**

This report includes a summary of the 1st quarter results as of September 30, 2016 of FY 2017 for the General Fund, CPA Fund, Water Fund, and Revolving Accounts. The General Fund accounts for the Town's annual operating and the majority of the capital budget. Exceptions include MELD which is accounted for as an enterprise fund and capital budget items that are for another fund (i.e. CPA Fund).

General Fund Expenditures

As of September 30, 2016, 26% of the FY 2017 General Fund budget had been expended. Please see the chart below for a breakdown of each major category's budget versus actual figures as of the first quarter in FY 2017. Encumbrances and warrant articles are not included in these figures.

Major Category	Adjusted Budget	Actual Expended	Percent Expended
General Government	\$1,604,071	\$299,018	20%
Public Safety	\$3,634,259	\$715,793	20%
Education	\$21,180,480	\$4,012,848	20%
Public Works	\$1,446,132	\$235,302	16%
Health and Human Services	\$448,378	\$105,312	23%
Culture and Recreation	\$533,262	\$130,941	25%
Unclassified	\$3,741,242	\$3,016,184	83%

At the end of the first quarter of the fiscal year the total year to date expenditures should be around 25% of the departmental budget. The recreation committee and Town counsel departments typically sees higher expenditures in the first quarter. Recreation committee's summer park program takes place within the first few months of the fiscal year therefore expenditures are higher. Town counsel bills bi-annually and therefore this department is typically higher than the expected 25% of budget.

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

General Fund Revenues

Revenue collections were largely in line with estimates. As of September 30, 2016 24.94% or \$8,147,650 of total estimated revenues for FY 2017 (\$32,664,982) had been collected.

Of the local receipts, there were only three categories that are lower than 25% of thir budgeted revenues: Motor Vehicle Excise, Other Excise – Meals, and Licenses and Permtis. Motor vehicle commitments runs on a calendar year. The first commitment for calendar year 2017 will be issued in the third quarter. The majority of revenue collections for motor vehicle typically occur in the third quarter of the fiscal year. While licenses and permits are at only 15% of the expected amount they are up by \$21,829 (33.1%) in comparison to quarter two of the previous fiscal year. Other excise – meals as of September 30, 2016 only includes one month of collections due to a lag time of distributions since this is the Town's first year of collections. It is expected that this line item will catch up with budgeted expectations as the year progresses.

Revenues as of September 30, 2016 that have exceeded their revenue budgets are: transfer station stickers, fees, cemetery receipts and other departmental revenues. The majority of transfer station stickers are sold at the end of quarter one and beginning of quarter two. I would expect to see a slight increase in these revenues within the next quarter. Fees saw increases at the Town Clerk's office, police station and fire station. Cemetery receipts saw a 127% increase in interment (burial) fees compared to the end of the first quarter of FY2016. I would expect that this line item exceeds budgeted expectations in the future as well.

It is pertinent to note that the budgeted figures do not include the Free Cash or Overlay Surplus appropriated to support the FY 2017 Operating Budget.

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

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

For the Period Ended GENERAL FUND	BUDGET	9/30/16 Quarter 1	12/31/16 Quarter 2	3/31/17 Quarter 3	6/30/17 Quarter 4	Total YTD EXPENDED	AVAILABLE BUDGET	% USED
Total 114 TOWN MODERATOR	200	-				-	200	0%
Total 122 SELECTMEN	282,556	62,280				62,280	220,276	22%
Total 131 FINANCE COMMITTEE	73,412	176				176	73,236	0%
Total 135 TOWN ACCOUNTANT	123,460	23,243				23,243	100,217	19%
Total 141 ASSESSORS	170,155	36,464				36,464	133,691	21%
Total 145 TREASURER/COLLECTOR	210,699	45,953				45,953	164,746	22%
Total 146 CUSTODIAN OF TOWN LANDS	2,500	-				-	2,500	0%
Total 151 TOWN COUNSEL	60,000	30,000				30,000	30,000	50%
Total 155 MIS	195,608	24,991				24,991	170,617	13%
Total 161 TOWN CLERK	123,464	34,063				34,063	89,401	28%
Total 162 ELECTIONS	25,249	4,029				4,029	21,220	16%
Total 171 CONSERVATION COMMISSION	38,338	9,135				9,135	29,203	24%
Total 175 PLANNING BOARD	93,263	13,021				13,021	80,241	14%
Total 176 BOARD OF APPEALS	11,299	596				596	10,703	5%
Total 181 MASTER PLAN COMMITTEE	1,171	119				119	1,052	10%
Total 192 TOWN BUILDING	101,697	14,525				14,525	87,172	14%
Total 195 TOWN REPORT	5,000	-				-	5,000	0%
Total 196 AUDIT	26,000	-				-	26,000	0%
Total 199 STREET LIGHTS	60,000	421				421	59,579	1%
Total 210 POLICE	1,659,141	318,051				318,051	1,341,090	19%
Total 220 FIRE	1,712,266	343,251				343,251	1,369,015	20%
Total 241 BUILDING INSPECTION	237,018	49,145				49,145	187,873	21%
Total 292 ANIMAL CONTROL	25,634	5,345				5,345	20,289	21%
Total 296 CONSTABLE	200	-				-	200	0%
Total 301 SCHOOL DEPARTMENT	11,064,674	1,503,991				1,503,991	9,560,683	14%
Total 314 MASCONOMENT ASSESSMENT	9,504,271	2,354,206				2,354,206	7,150,065	25%
Total 315 NORTH SHORE VOKE TECH	611,535	154,652				154,652	456,884	25%
Total 420 DPW ADMINISTRATION	1,070,881	178,786				178,786	892,095	17%
Total 425 TRANSFER STATION	375,251	56,516				56,516	318,735	15%
Total 511 BOARD OF HEALTH	127,086	26,566				26,566	100,520	21%
Total 541 COUNCIL ON AGING	191,971	47,183				47,183	144,788	25%
Total 543 VETERANS AGENT	90,821	24,437				24,437	66,384	27%
Total 545 TRI TOWN COUNCIL	28,500	7,125				7,125	21,375	25%
Total 548 GARDEN CLUB	5,000	-				-	5,000	0%
Total 550 CHIEF WILLS FESTIVAL	5,000	-				-	5,000	0%
Total 610 LIBRARY	489,712	110,745				110,745	378,967	23%
Total 630 RECREATION COMMISSION	37,550	20,195				20,195	17,355	54%
Total 691 HISTORICAL COMMISSION	1,000	-				-	1,000	0%
Total 692 MEMORIAL DAY	5,000	-				-	5,000	0%
Total 710 DEBT SERVICE	1,261,669	802,705				802,705	458,964	64%
Total 820 STATE ASSESSMENTS & CHARGES	422,216	105,562				105,562	316,654	25%

Total 910 COMPENSATION RESERVE	25,000	2,600				2,600	22,400	10%
Total 911 RETIREMENT	1,201,868	1,466,978				1,466,978	(265,110)	122%
Total 913 UNEMPLOYMENT	10,000	179				179	9,821	2%
Total 914 HEALTH INSURANCE	719,943	111,015				111,015	608,928	15%
Total 915 GROUP INSURANCE	2,000	274				274	1,726	14%
Total 916 MEDICARE/DEP TAX	69,000	34,747				34,747	34,253	50%
Total 945 LIABILITY INSURANCE	146,200	292,124				292,124	(145,924)	200%
Total 962 TRANSFERS TO OTHER FUNDS	200,000	200,000				200,000	-	100%
Total GENERAL FUND	32,904,478	8,515,396	-	-	-	8,515,396	24,389,081	26%
Total CPA	349,459	37,680				34,950	314,509	10%
Total WATER FUND	677,185	53,469				43,932	633,253	6%

The Departmental Codes in the 900 series are initially expensed with the Town covering all costs. In March, MELD's portion of these expenditures are journalized out of the GF and into MELD's fund. At fiscal year end, the School's portion of these expenditures are journalized and placed into the appropriate school accounts.

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

<u>Fund</u>	<u>FY Year</u>	<u>WA</u>	<u>Account Name</u>	<u>Available Balance</u>			<u>Available Balance</u>
				<u>Approved</u>	<u>at 7/1/2016</u>	<u>YTD Expended</u>	
GF	2010	23	NEW DPW PHONE SYS	11,000	2,875	2,875	-
GF	2011	25	DPW RENO & MOWER	43,000	9,800	-	9,800
GF	2011	26	REPAIR TWN HALL & OLD	52,000	5,378	2,305	3,073
GF	2012	30	STRM.MNGMNT CONSULT	15,000	2,613	-	2,613
GF	STM 2012		RE-INSULATE FIRE STATION ROOF	35,000	26,990	4,000	22,990
GF	2013	13	ASSESSOR GIS SYS	32,000	5,286	-	5,286
GF	2013	25	DPW BLDG REPAIR	41,000	29,320	-	29,320
GF	2014	12	FIRE DEPT ADMIN EQUIPMENT	41,000	13,800	6,805	6,995
GF	2014	16	SCHOOL SECURITY SYST	37,000	7,691	-	7,691
GF	2014	26	DPW BLDG IMPROVEMENTS	35,000	8,513	-	8,513
GF	2015	9	FIRE DEPT DEFIB COMPT	27,300	1,137	-	1,137
GF	2015	10	FIRE ENGINE REPAIR EQUIP	26,500	892	-	892
GF	2015	11	FIRE STATION REPAIR	10,000	6,105	-	6,105
GF	2015	13	FIRE PUMPER REPLACE	465,000	2,511	1,139	1,372
GF	2015	15	H-M COMP TEAC STATION	64,000	2,189	2,189	-
GF	2015	16	F-M COMPUTER EQUIP	211,000	-	5	(5)
GF	2015	19	RADAR GUN & VESTS	23,300	18,936	-	18,936
GF	2015	21	REP TRAILER LEAF VAC	25,000	13,219	-	13,219
GF	2015	24	DPW COPY MACH/STAIRS	26,000	12,332	-	12,332
GF	2015	25	IMPROVE RUBCHINUK PK	90,000	49,607	-	49,607
GF	STM 2015	2	ATHLETIC FLD MAINT	35,000	27,150	2,869	24,282
GF	2016	13	FIRE EQUIPMENT 0515	63,500	9,620	1,845	7,775
GF	2016	14	TRUCK REPAIRS AND JOL	48,000	7,646	5,454	2,192
GF	2016	15	FIRE STATION REPAIR	15,000	15,000	-	15,000
GF	2016	16	FIRE TRAINING	16,000	16,000	-	16,000
GF	2016	18	ADDTL CHAP 90 FUNDING	75,000	30,092	-	30,092
GF	2016	25	DPW BUILDING REFURB	25,000	25,000	-	25,000
GF	2016	46	IT CAPITAL BUDGET	58,000	6,282	4,005	2,277
GF	2017	15	REPAVE OLD HUNDRED LANE	23,500	23,500	29,314	(5,814)
GF	2017	17	REMEDIATE NATSUE WAY	165,000	165,000	-	165,000
GF	2017	19	LED STREET LIGHT CONVERSION	95,000	95,000	22,755	72,245
GF	2017	20	TIRES FOR 2008 LOADER	8,000	8,000	7,533	467
GF	2017	23	UPGRADE RADIO INFRASTRUCTURE	25,000	25,000	-	25,000
GF	2017	23	POLICE PORTABLE RADIOS	33,000	33,000	32,083	917
GF	2017	23	POLICE OFFICE FURNITURE	5,606	5,606	5,107	499
GF	2017	23	POLICE STATION UPGRADES	6,283	6,283	299	5,984
GF	2017	24	NEW FIRE HOSE	9,000	9,000	-	9,000
GF	2017	24	REPAIR FIRE ENGINE	14,000	14,000	7,938	6,062
GF	2017	24	NEW TURNOUT GEAR	29,000	29,000	2,291	26,709
GF	2017	24	FIRE PORTABLE RADIOS	28,000	28,000	-	28,000
GF	2017	24	TRAINING FIREFIGHTERS	16,000	16,000	-	16,000
GF	2017	26	PUBLIC FACILITIES STUDY	50,000	50,000	-	50,000
GF	2017	27	CHROMEBOOKS W/ CHARGING STATIONS	47,000	47,000	46,106	894
GF	2017	27	TEACHER LAPTOPS	3,300	3,300	-	3,300
GF	2017	27	MOBILE COMPUTER CARTS	2,000	2,000	-	2,000
GF	2017	28	SCHOOL ACCOUNTING & HR SOFTWARE	22,000	22,000	-	22,000
GF	2017	29	ESSEX TECH CAPITAL IMPROVEMENTS	14,070	14,070	-	14,070
GF	2017	30	ASSESSOR TRI-ANNUAL CERTIFICATION CONSULTING	5,200	5,200	-	5,200
GF	2017	31	TECHNOLOGY UPGRADES (SERVER/PHONES)	78,000	78,000	16,805	61,195
CEMETERY I	2016	26	OAKDALE CEMETERY WORK	63,000	32,982	-	32,982
CPA	2013	27	OLD TOWN HALL	13,000	2,000	1,977	23
CPA	2014	14	TRAIN STATION	9,500	500	-	500
CPA	2014	27	OLD TOWN HALL REPAIRS	22,000	22,000	-	22,000
CPA	2015	34	PHASE 1 RAILS TO TRAILS	130,000	126,600	-	126,600
CPA	2016	20	SHADE STRUCTURE AT HM	25,000	25,000	10,015	14,985
CPA	2016	21	TOWN COMMON IMPROVEMENT	100,000	67,588	25,688	41,900
CPA	2016	45	OLD TOWN HALL PLANS + DRAWINGS FOR REPAIR	20,000	8,510	-	8,510
WATER	2016	30	DESIGN WATER MAIN	35,000	32,650	690	31,960

Town of Middleton, MA
Fiscal Year 2016 Revenues (unaudited)

For the Period Ended GENERAL FUND	BUDGET	9/30/16 Quarter 1	12/31/16 Quarter 2	3/31/17 Quarter 3	6/30/17 Quarter 4	Total YTD REVENUE
PERSONAL PROPERTY TAXES	666,364	244,366				244,366
REAL ESTATE	25,442,930	6,109,749				6,109,749
TAX LIEN/TITLE/FORECLOSURE	*	57,603				57,603
MOTOR VEHICLE EXCISE	1,800,000	164,256				164,256
OTHER EXCISE - ROOM	215,000	67,253				67,253
OTHER EXCISE - MEALS	170,000	16,995				16,995
OTHER EXCISE - PENALTIES AND INTEREST ON TAXES	120,000	28,388				28,388
PILOT	145,000	-				-
PILOT - MELD	220,000	-				-
CHARGES FOR SERVICES - SOLID WASTE FEES	160,000	63,370				63,370
FEES	80,000	27,514				27,514
DEPARTMENTAL REVENUES - LIBRARIES	3,500	855				855
DEPARTMENTAL REVENUES - CEMETERIES	17,000	9,610				9,610
OTHER DEPARTMENTAL REVENUE	66,000	17,211				17,211
LICENSES AND PERMITS	590,000	87,817				87,817
FINES AND FORFEITS	20,000	4,270				4,270
INVESTMENT INCOME	35,000	11,069				11,069
MEDICAID REIMBURSEMENT	30,000	15,490				15,490
STATE AID	2,266,182	603,828				603,828
OTHER TRANSFERS	618,006	618,006				618,006
Total GENERAL FUND	32,664,982	8,147,650	-	-	-	8,147,650
Total CPA	251,300	49,523				49,523
Total WATER FUND	*	20,646				20,646

* Indicates budgeted figures not available.

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

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

Town of Middleton, MA Revolving Funds (unaudited)					
	Fund Balance as of 7/1/16	YTD Revenues as of 9/30/16	YTD Expenditures as of 9/30/16	Transfer to GF (funding of Omnibus budget)	Fund Balance as of 9/30/16
RECREATION REVOLVING	14,961	4,518	(5,073)	-	14,406
USER FIELD FEES	29,630	100	(893)	-	28,837
COA TRIP FUND	22,778	3,484	(3,217)	(12,000)	11,046
STORMWATER MANAGEMENT	300	200		-	500
FIREARMS LICENSES AND PERMITS	9,462	565		-	10,027



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

TO: **Board of Selectmen/Finance Committee**
FROM: **Sarah Wood**
DATE: **February 8, 2017**
SUBJECT: **FY 2017, 2nd Quarter Highlights**

This report includes a summary of the 2nd quarter unaudited figures as of December 31, 2016 of FY 2017 for the General Fund, CPA Fund, Water Fund, and Revolving Accounts. The General Fund accounts for the Town's annual operating and the majority of the capital budget. Exceptions include MELD, which is accounted for as an enterprise fund and certain capital budget items that are appropriated in other funds (i.e. CPA Fund).

General Fund Expenditures

As of December 31, 2016, 48% of the FY 2017 General Fund budget was expended. Please see the chart below for a breakdown of each major category's budget versus actual figures as of the second quarter in FY 2017. Encumbrances and warrant articles are not included in these figures.

Major Category	Final Adjusted Budget	Actual Expended	Percent Expended
General Government	\$1,604,071	\$588,948	37%
Public Safety	\$3,634,259	\$1,452,647	40%
Education	\$21,180,480	\$9,236,669	44%
Public Works	\$1,446,132	\$556,464	38%
Health and Human Services	\$448,378	\$216,373	48%
Culture and Recreation	\$533,262	\$239,063	45%
Unclassified	\$4,057,896	\$3,388,300	83%

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

Typically at the end of the second quarter I anticipate seeing the year to date expenditures at around 50% of the departmental budget. The north shore tech and recreation committee budgets typically see higher expenditures in the first half of the year than the second half of the year. This is because North Shore Tech bills 3 times a year (25%, 50% and 25%) so by December we are paying 75% of the assessment and the recreation's summer park program is a larger part of their budget which is expended in the first few months of the fiscal year.

The MIS department has lower than anticipated expenditures in comparison to their budget. Fifteen percent of the MIS budget is for Munis contractual services. This does not get billed until March therefore the majority of these expenses have not occurred yet. I would expect that this department is more in-line with expectations during the 3rd quarter of FY2017.

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

General Fund Revenues

Revenue collections were largely in line with estimates. As of December 31, 2015 49% or \$16,061,362 of total estimated revenues for FY 2017 (\$32,664,982) have been collected.

Of the local receipts, there were three categories that are lower than 50% of budget revenues: motor vehicle excise, other excise - meals, and departmental revenues - libraries. Motor vehicle commitments runs on a calendar year. The first commitment for calendar year 2017 will be issued in the third quarter. The majority of revenue collections for motor vehicle typically occur in the third quarter of the fiscal year. Meals tax has recovered significantly from the first quarter and I anticipate that revenues will catch up to expected amounts going forward into the rest of the fiscal year. Library revenues are slightly below where they were at this time last year, but have not decreased significantly enough to be of a concern.

Revenues as of December 31, 2016 that have met or exceeded their revenue budgets are transfer station stickers, fees and cemetery fees. The majority of transfer station stickers are sold at the end of quarter one and beginning of quarter two. I do not anticipate seeing the revenues for transfer station stickers increase by much in quarters three and four. Fees has seen a significant increase due to the implementation of the \$15 electronic disposal fee, as of

December 31, 2016 the Town has collected \$9,356. Cemetery fees have seen a significant increase in revenue due to the increase in rates that occurred March 2016. Revenues are already 225% higher than revenues collected as of December 31, 2015 and are at 125% of the budget.

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

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

For the Period Ended GENERAL FUND	BUDGET	9/30/16 Quarter 1	12/31/16 Quarter 2	3/31/17 Quarter 3	6/30/17 Quarter 4	Total YTD EXPENDED	AVAILABLE BUDGET	% USED
Total 114 TOWN MODERATOR	200		-			-	200	0%
Total 122 SELECTMEN	282,556	62,280	64,828			127,108	155,448	45%
Total 131 FINANCE COMMITTEE	73,412	176	238			414	72,998	1%
Total 135 TOWN ACCOUNTANT	123,460	23,243	28,996			52,239	71,221	42%
Total 141 ASSESSORS	170,155	36,464	39,466			75,930	94,225	45%
Total 145 TREASURER/COLLECTOR	210,699	45,953	48,876			94,829	115,870	45%
Total 146 CUSTODIAN OF TOWN LANDS	2,500	-	-			-	2,500	0%
Total 151 TOWN COUNSEL	60,000	30,000	-			30,000	30,000	50%
Total 155 MIS	195,608	24,991	23,340			48,331	147,277	25%
Total 161 TOWN CLERK	123,464	34,063	25,940			60,004	63,461	49%
Total 162 ELECTIONS	25,249	4,029	10,377			14,406	10,843	57%
Total 171 CONSERVATION COMMISSION	38,338	9,135	10,656			19,791	18,547	52%
Total 175 PLANNING BOARD	93,263	13,021	15,607			28,628	64,635	31%
Total 176 BOARD OF APPEALS	11,299	596	685			1,282	10,017	11%
Total 181 MASTER PLAN COMMITTEE	1,171	119	119			238	933	20%
Total 192 TOWN BUILDING	101,697	14,525	20,335			34,860	66,837	34%
Total 195 TOWN REPORT	5,000	-	-			-	5,000	0%
Total 196 AUDIT	26,000	-	-			-	26,000	0%
Total 199 STREET LIGHTS	60,000	421	467			888	59,112	1%
Total 210 POLICE	1,659,141	318,051	332,124			650,175	1,008,966	39%
Total 220 FIRE	1,712,266	343,251	345,810			689,061	1,023,205	40%
Total 241 BUILDING INSPECTION	237,018	49,145	53,638			102,783	134,235	43%
Total 292 ANIMAL CONTROL	25,634	5,345	5,282			10,627	15,007	41%
Total 296 CONSTABLE	200	-	-			-	200	0%
Total 301 SCHOOL DEPARTMENT	11,064,674	1,503,991	2,615,808			4,119,799	6,944,875	37%
Total 314 MASCONOMENT ASSESSMENT	9,504,271	2,354,206	2,298,710			4,652,915	4,851,356	49%
Total 315 NORTH SHORE VOKE TECH	611,535	154,652	309,303			463,955	147,581	76%
Total 420 DPW ADMINISTRATION	1,070,881	178,786	225,274			404,059	666,822	38%
Total 425 TRANSFER STATION	375,251	56,516	95,889			152,405	222,846	41%
Total 511 BOARD OF HEALTH	127,086	26,566	30,203			56,769	70,317	45%
Total 541 COUNCIL ON AGING	191,971	47,183	48,163			95,346	96,625	50%
Total 543 VETERANS AGENT	90,821	24,437	24,287			48,724	42,097	54%
Total 545 TRI TOWN COUNCIL	28,500	7,125	7,125			14,250	14,250	50%
Total 548 GARDEN CLUB	5,000	-	1,284			1,284	3,716	26%
Total 550 CHIEF WILLS FESTIVAL	5,000	-	-			-	5,000	0%
Total 610 LIBRARY	489,712	110,745	104,259			215,005	274,707	44%
Total 630 RECREATION COMMISSION	37,550	20,195	3,863			24,058	13,492	64%
Total 691 HISTORICAL COMMISSION	1,000	-	-			-	1,000	0%
Total 692 MEMORIAL DAY	5,000	-	-			-	5,000	0%
Total 710 DEBT SERVICE	1,261,669	802,705	52,353			855,057	406,612	68%
Total 820 STATE ASSESSMENTS & CHARGES	422,216	105,562	105,087			210,649	211,567	50%

Total 910 COMPENSATION RESERVE	25,000	2,600	-			2,600	22,400	10%
Total 911 RETIREMENT	1,201,868	1,466,978	-			1,466,978	(265,110)	122%
Total 913 UNEMPLOYMENT	10,000	179	198			377	9,623	4%
Total 914 HEALTH INSURANCE	719,943	111,015	167,369			278,385	441,558	39%
Total 915 GROUP INSURANCE	2,000	274	450			723	1,277	36%
Total 916 MEDICARE/DEP TAX	69,000	34,747	44,995			79,742	(10,742)	116%
Total 945 LIABILITY INSURANCE	146,200	292,124	1,209			293,333	(147,133)	201%
Total 962 TRANSFERS TO OTHER FUNDS	200,000	200,000	455			200,455	(455)	100%
<hr/>								
Total GENERAL FUND	32,904,478	8,515,396	7,163,067	-	-	15,678,463	17,226,015	48%
<hr/>								
Total CPA	349,459	37,680				34,950	314,509	10%
<hr/>								
Total WATER FUND	677,185	53,469				43,932	633,253	6%

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

<u>Fund</u>	<u>FY Year</u>	<u>WA</u>	<u>Account Name</u>	<u>Available Balance</u>			
				<u>Approved</u>	<u>at 7/1/2016</u>	<u>YTD Expended</u>	<u>Available Balance</u>
							<u>at 12/31/2016</u>
GF	2010	23	NEW DPW PHONE SYS	11,000	2,875	2,875	-
GF	2011	25	DPW RENO & MOWER	43,000	9,800	-	9,800
GF	2011	26	REPAIR TWN HALL & OLD	52,000	5,378	2,305	3,073
GF	2012	30	STRM.MNGMT CONSULT	15,000	2,613	-	2,613
GF	STM 2012		RE-INSULATE FIRE STATION ROOF	35,000	26,990	4,000	22,990
GF	2013	13	ASSESSOR GIS SYS	32,000	5,286	-	5,286
GF	2013	25	DPW BLDG REPAIR	41,000	29,320	-	29,320
GF	2014	12	FIRE DEPT ADMIN EQUIPMENT	41,000	13,800	13,800	-
GF	2014	16	SCHOOL SECURITY SYST	37,000	7,691	-	7,691
GF	2014	26	DPW BLDG IMPROVEMENTS	35,000	8,513	-	8,513
GF	2015	9	FIRE DEPT DEFIB COMPT	27,300	1,137	-	1,137
GF	2015	10	FIRE ENGINE REPAIR EQUIP	26,500	892	892	-
GF	2015	11	FIRE STATION REPAIR	10,000	6,105	-	6,105
GF	2015	13	FIRE PUMPER REPLACE	465,000	2,511	2,511	-
GF	2015	15	H-M COMP TEAC STATION	64,000	2,189	2,189	-
GF	2015	16	F-M COMPUTER EQUIP	211,000	-	5	(5)
GF	2015	19	RADAR GUN & VESTS	23,300	18,936	-	18,936
GF	2015	21	REP TRAILER LEAF VAC	25,000	13,219	-	13,219
GF	2015	24	DPW COPY MACH/STAIRS	26,000	12,332	-	12,332
GF	2015	25	IMPROVE RUBCHINUK PK	90,000	49,607	2,869	46,739
GF	STM 2015	2	ATHLETIC FLD MAINT	35,000	27,150	4,612	22,538
GF	2016	13	FIRE EQUIPMENT 0515	63,500	9,620	4,002	5,618
GF	2016	14	TRUCK REPAIRS AND JOL	48,000	7,646	6,322	1,324
GF	2016	15	FIRE STATION REPAIR	15,000	15,000	-	15,000
GF	2016	16	FIRE TRAINING	16,000	16,000	-	16,000
GF	2016	18	ADDTL CHAP 90 FUNDING	75,000	30,092	-	30,092
GF	2016	25	DPW BUILDING REFURB	25,000	25,000	-	25,000
GF	2016	46	IT CAPITAL BUDGET	58,000	6,282	6,282	-
GF	2017	15	REPAVE OLD HUNDRED LANE	23,500	23,500	29,314	(5,814)
GF	2017	17	REMEDIATE NATSUE WAY	165,000	165,000	980	164,020
GF	2017	19	LED STREET LIGHT CONVERSION	95,000	95,000	27,130	67,870
GF	2017	20	TIRES FOR 2008 LOADER	8,000	8,000	7,533	467
GF	2017	23	UPGRADE RADIO INFRASTRUCTURE	25,000	25,000	-	25,000
GF	2017	23	POLICE PORTABLE RADIOS	33,000	33,000	33,000	-
GF	2017	23	POLICE OFFICE FURNITURE	5,606	5,606	5,380	226
GF	2017	23	POLICE STATION UPGRADES	6,283	6,283	4,639	1,644
GF	2017	24	NEW FIRE HOSE	9,000	9,000	7,419	1,581
GF	2017	24	REPAIR FIRE ENGINE	14,000	14,000	8,162	5,838
GF	2017	24	NEW TURNOUT GEAR	29,000	29,000	2,291	26,709
GF	2017	24	FIRE PORTABLE RADIOS	28,000	28,000	-	28,000
GF	2017	24	TRAINING FIREFIGHTERS	16,000	16,000	-	16,000
GF	2017	26	PUBLIC FACILITIES STUDY	50,000	50,000	-	50,000
GF	2017	27	CHROMEBOOKS W/ CHARGING STATIONS	47,000	47,000	46,106	894
GF	2017	27	TEACHER LAPTOPS	3,300	3,300	-	3,300
GF	2017	27	MOBILE COMPUTER CARTS	2,000	2,000	-	2,000
GF	2017	28	SCHOOL ACCOUNTING & HR SOFTWARE	22,000	22,000	-	22,000
GF	2017	29	ESSEX TECH CAPITAL IMPROVEMENTS	14,070	14,070	-	14,070
GF	2017	30	ASSESSOR TRI-ANNUAL CERTIFICATION CONSULTING	5,200	5,200	-	5,200
GF	2017	31	TECHNOLOGY UPGRADES (SERVER/PHONES)	78,000	78,000	49,783	28,217
CEMETERY	2016	26	OAKDALE CEMETERY WORK	63,000	32,982	1,050	31,932
CPA	2013	27	OLD TOWN HALL	13,000	2,000	1,977	23
CPA	2014	14	TRAIN STATION	9,500	500	-	500
CPA	2014	27	OLD TOWN HALL REPAIRS	22,000	22,000	-	22,000
CPA	2015	34	PHASE 1 RAILS TO TRAILS	130,000	126,600	-	126,600
CPA	2016	20	SHADE STRUCTURE AT HM	25,000	25,000	10,015	14,985
CPA	2016	21	TOWN COMMON IMPROVEMENT	100,000	67,588	59,878	7,710
CPA	2016	45	OLD TOWN HALL PLANS + DRAWINGS FOR REPAIR	20,000	8,510	-	8,510
WATER	2016	30	DESIGN WATER MAIN	35,000	32,650	26,045	6,605

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

For the Period Ended GENERAL FUND	BUDGET	9/30/16 Quarter 1	12/31/16 Quarter 2	3/31/17 Quarter 3	6/30/17 Quarter 4	Total YTD REVENUE
PERSONAL PROPERTY TAXES	666,364	244,366	82,367			326,733
REAL ESTATE	25,442,930	6,109,749	6,333,051			12,442,800
TAX LIEN/TITLE/FORECLOSURE	*	57,603	48,127			105,730
MOTOR VEHICLE EXCISE	1,800,000	164,256	86,804			251,060
OTHER EXCISE - ROOM	215,000	67,253	75,183			142,436
OTHER EXCISE - MEALS	170,000	16,995	50,988			67,983
OTHER EXCISE - PENALTIES AND INTEREST ON TAXES	120,000	28,388	27,671			56,059
PILOT	145,000	-	-			-
PILOT - MELD	220,000	-	220,000			220,000
CHARGES FOR SERVICES - SOLID WASTE FEES	160,000	63,370	97,355			160,725
FEES	80,000	27,514	38,542			66,056
DEPARTMENTAL REVENUES - LIBRARIES	3,500	855	584			1,439
DEPARTMENTAL REVENUES - CEMETERIES	17,000	9,610	11,715			21,325
OTHER DEPARTMENTAL REVENUE	66,000	17,211	11,214			28,425
LICENSES AND PERMITS	590,000	87,817	215,444			303,261
FINES AND FORFEITS	20,000	4,270	5,905			10,175
INVESTMENT INCOME	35,000	11,069	12,145			23,214
MEDICAID REIMBURSEMENT	30,000	15,490	13,520			29,010
STATE AID	2,266,182	603,828	576,067			1,179,895
OTHER TRANSFERS	618,006	618,006	-			618,006
Total GENERAL FUND	32,664,982	8,147,650	7,906,682	-	-	16,054,332
Total CPA	251,300	49,523				141,899
Total WATER FUND	*	20,646				71,746

* Indicates budgeted figures not available.

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

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

Town of Middleton, MA
Revolving Funds (unaudited)

	Fund Balance as of 7/1/16	12/31/2016	12/31/2016	Transfer to GF (funding of Omnibus budget)	12/31/2016
RECREATION REVOLVING	14,961	5,560	(5,073)		15,448
USER FIELD FEES	29,630	2,670	(1,391)		30,909
COA TRIP FUND	22,778	8,173	(10,083)	(12,000)	8,869
STORMWATER MANAGEMENT	300	200			500
FIREARMS LICENSES AND PERMITS	9,462	1,990			11,452

Other Municipal and Reserve Fund Balances

Free Cash Certification as of 7/1/16	\$1,997,831
Stabilization Fund as of 12/31/16	\$1,881,272
Ambulance Fund as of 1/30/17	\$498,529
Water Fund Balance as of 12/31/16	\$629,473
PEG Fund Balance as of 12/31/16	\$374,534

New Pension Accounting Standards

The Governmental Accounting Standards Board or GASB recently issued Statements No. 67, and No. 68. Both statements materially impacted the Town's reporting of pension liabilities when they were implemented in fiscal 2015. The impact to the fiscal 2016 Town GAAP balance sheet is the recognition of a pension liability in the amount of \$14.4 million (an additional \$3.5 million for the Light Department). This represents the unfunded portion of the Town's actuarially determined pension for retirees and current employees expected to retire and collect a pension.

Currently the pension liability is only 51% funded which places it in the lower end of the funding ratios for all systems in Massachusetts. However, because the Town belongs to a County system, the Town does not have much control over the funding of this liability thus it does not have the ability to accelerate its annual payments. The liability is currently set to be fully funded by 2035.

The only control the Town has over this is to establish a retirement stabilization account and annually fund the stabilization account. If such a fund were set up, it could be used as a funding source to subsidize payments at a later date.

Management Response: *Management is in agreement with the recommendation and will have discussions with decision makers to consider authorizing a retirement stabilization account at the May 2017 Annual Town Meeting.*

From: joeflynn50@gmail.com [mailto:joeflynn50@gmail.com]
Sent: Monday, February 06, 2017 5:22 PM
To: healthdirector@townofmiddleton.org
Subject: Joe Flynn/ Killian update

To whom it may concern,

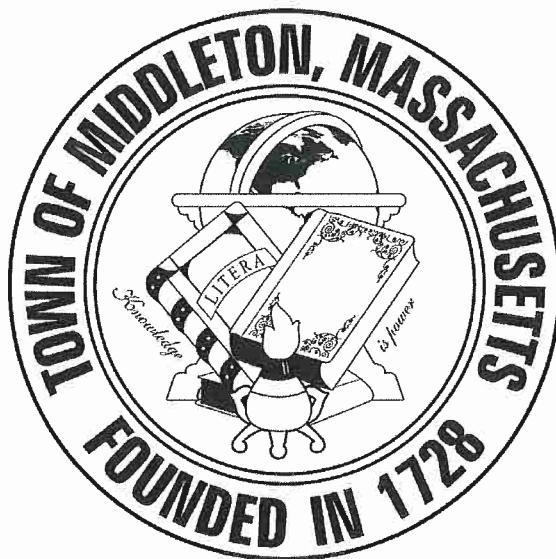
This is Joe Flynn and I am writing in regards to continuous updates of Killian and his Kennel. We have rented a 20 yard dumpster on Friday February 3, 2017 so that we can deconstruct and dispose of the original kennel.

Saturday February 4, 2017 we began demolition of existing kennel which no longer stands.(pictures to follow) Since the quarantine has been lifted we have been walking Killian twice a day in a full training harness and a min of 300lb test leash. We have socialized him with other neighbors and they're dogs upon they're request and have had no issues. To include a neighborhood party at our house with 4 other dogs and small children where we let them all socialize and then play for about an hour or two. I have personally spoken with Neil Miksis the neighbor in which Killian had his last incident with his dog and after speaking with his vet clinic they were able to refund Neil and allow me to pay in full. This week we plan to inquire about a couple different dog trainers in order to find the best suit for Killian.

But we can not enroll him until he completes his second series of shots on Sunday February 12, 2017, And his blood and fecal tests come back negative in all fields. Post results I can assure you we will be enrolling him as soon as possible. And for the record some of the complaining neighbors have started to walk there dogs by our home. As soon as the morning after. I appreciate all the cooperation from the town and the chance to give Killian and our family another chance. Any questions or concerns please don't hesitate to ask. My cell number is [REDACTED] Thanks
Sincerely Joe

Town of Middleton

Massachusetts



Special Town Meeting

Tuesday, February 28, 2017, 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.

Bernie, we wish you 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

Kosta E. Prentakis

Brian M. Cresta

Todd Moreschi

Rick Kassiotis

Andrew J. Sheehan, Town Administrator

**TOWN OF MIDDLETON
SPECIAL TOWN MEETING
THE COMMONWEALTH OF MASSACHUSETTS
FEBRUARY 28, 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, **February 28, 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

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 \$100,000 to be used to fund repairs and improvements to Memorial Hall at 48 South Main Street; or take any other action relative thereto.

Purpose: An inspection of Memorial Hall has revealed damage to joists and beams that support the second floor. The Town retained an architect who recommended making immediate structural repairs to stabilize and secure the building. These funds will be used to design, procure, and make necessary structural repairs at Memorial Hall.

2. 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:

The Massachusetts Office on Disability has reached out to communities across Massachusetts which have not established a Commission on Disability. 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 (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 the 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; and (6) coordinate activities of other local groups organized for similar purposes.

3. 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 roadway inside a thickly settled or business district; or take any other action relative thereto.

Purpose: Adoption of Section 17C of Chapter 90 provides the Board of Selectmen with the discretion to post speed limits of 25 miles per hour in thickly settled or business districts.

4. 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]

Requirement	Districts						
	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 <u>100</u> if yard abuts R District)	25 (35 <u>100</u> if yard abuts R District)	50
Minimum Rear Yard (feet)	15	30	30	See Section 7.0	25 (35 <u>100</u> if yard abuts R District)	25 (35 <u>100</u> if yard abuts R District)	50
Lot coverage by buildings (%)	25	25	\$2	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.

Planning Board Recommendation: The Planning Board held a duly noticed public hearing on December 14, 2016. A motion was made recommending adoption of the amendment to the Zoning Bylaw. The motion failed by unanimous vote of the Planning Board.

5. 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.

Planning Board Recommendation: The Planning Board held a duly noticed public hearing on December 14, 2016. A motion was made recommending adoption of the amendment to the Zoning Bylaw. The motion failed by unanimous vote of the Planning Board.

End of Special Town Meeting Warrant

And you are directed to serve 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 3RD day of JANUARY in the year of our Lord Two Thousand and Seventeen.

MIDDLETON BOARD OF SELECTMEN

S. B. M. C.

S. T. H. J.

S. T. H. B. M.

S. D. B. M.

S. B. G. H.

A true copy Attest:

S. _____
Constable of the Town of Middleton

_____ Date Posted

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

Permit 52
Middleton MA
01949

Resident
Middleton, MA 01949

Town of Middleton

Board of Selectmen's Meeting - 2/14/2017

FY 2017

**Operating and Maintenance
Sewer Rate From SESD Billings**

6

<u>Sewer Enterprise Fund Expenses</u>	<u>Amount</u>
1. South Essex Sewer District Operating and Maintenance Charges Billed To Middleton For Fiscal Year 2017	\$85,281
2. Billing expenses including collections, receivables, and all associated accounting = 5% of total billings = .05 x \$81335	\$4,264
3. Reserve for bad debt (losses) = 5% of total billable expenses	<u>\$4,477</u>
Total Sewer Enterprise Expenses =	\$94,022
Less any Deductions for State Grants to Reduce Sewer Use	\$0
Net Total Sewer Enterprise Fund Expenses =	<u>\$94,022</u>

Recommended Sewer Rate = Total Expenses \$94,022
Total Sewer Flow 5,882,599 cubic feet **\$0.0160 \$ 1.598**
per hundred cubic feet

Approved by Board of Selectmen

Timothy Houten, Chairman

Kosta Prentakis

Rick Kassiotis

Todd Moreschi

Brian Cresta

Andrew Sheehan
Town Administrator

Date:



February 3, 2017

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

Re: Digital Preferred packages

Dear Chairman and Members of the Board:

As part of our continuing effort to keep you informed, we wanted to share, on April 1, 2017 the following packages and services will no longer be available for new subscriptions:

- Digital Preferred plus One Premium
- Digital Preferred with HBO
- Digital Preferred plus Two Premiums
- Digital Preferred with HBO and One Premium
- Digital Preferred Tier plus Two Premiums
- Digital Preferred Tier with HBO and One Premium

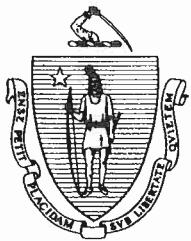
Customers are receiving this information, in advance, via bill message. Additionally, customers who currently subscribe to one of these packages or services will continue to receive the package or service until they make a change to their service or receive further advance notice.

If you have any questions, please visit xfinity.com or contact me at 978-993-7472.

Very truly yours,

Jane M. Lyman

Jane M. Lyman, Sr. Manager
Government Affairs



**Commonwealth of Massachusetts
Department of the State Treasurer
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114**

Deborah B. Goldberg
Treasurer and Receiver General

Kim S. Gainsboro, Esq.
Chairman

**ALCOHOLIC BEVERAGES CONTROL COMMISSION (“ABCC”) ADVISORY
REGARDING RECORING OF WINE**

On October 20, 2016, Governor Charlie Baker signed the Acts of 2016, c. 297, “An Act further regulating the recorking of wine.”

Prior to the signing of this Act, only § 12 *restaurant* and *hotel* licensees were permitted to “recork” customers’ unfinished bottles of wine so that patrons could remove them from the licensed premises. As of October 20, 2016, this Act expands which § 12 licensees may “recork” wine to not only restaurants and hotels, but *taverns, clubs, and war veterans’ organizations* as well.

Section 12 licensees that are permitted to “recork” unfinished bottles of wine for patrons are reminded of the requirements under § 12 and 204 CMR 2.18, including that each bottle of partially consumed wine must be purchased by a patron *in conjunction with the ordering of a meal*. Furthermore, only one bottle of partially consumed wine may be packaged per patron, and the licensee must package the wine in accordance with 204 CMR 2.18.

As a reminder, all licensees must ensure that they are in compliance with the Laws of the Commonwealth of Massachusetts and that sale of alcoholic beverages take place only as authorized by applicable law.

(Issued January 18, 2017)

To: Selectman of Middleton
From: Stephen Cashman
CC: Town Middleton Planning Board
Re: Road Name Request
Date: Jan 18, 2017

Please consider this request. My father, William Cashman, was a well respected resident of Middleton his whole adult life; 60+years. Shortly after his service in WWII, he moved to Middleton where he raised his family and worked. Besides being a carpenter and working in construction, William Cashman was the Middleton Building Inspector for 15 years and then continued part-time for several more years. His contributions to the town include extensive work on the Police Station and restorations with the Heritage Commission. In his position he tried very hard to maintain the balance and integrity of small town Middleton with its growth.

William Cashman was very proud and happy with his little bit of Middleton and I feel it would please him to have the road on his property named after him as a tribute. Cashman Drive would reflect all the drive and hard work he contributed to Middleton.

Thank you all for considering this request.

Respectfully,

Stephen Cashman