

**BOARD OF SELECTMEN
MEETING AGENDA**

**Howe Manning School
Room 250
26 Central Street, Middleton, MA 01949
Tuesday, November 7, 2017
6:30 PM**

This meeting is being recorded

1. 6:30 PM Warrant
Minutes
Town Administrator
2. 6:35 PM Vote to recommend Article 6 of the November 7, 2017 Special Town Meeting Warrant authorizing the Board of Selectmen to enter into a Payment in Lieu of Taxes (PILOT) agreement with HG Solar Systems, LLC with respect to a solar energy project located behind 230 South Main Street
3. 6:40 PM Vote to appoint Steven Melanson as a part-time Alternate Local Building Inspector through June 30, 2018
4. 6:45 PM New Business: Reserved for topics that the Chair did not reasonably anticipate would be discussed

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.



TOWN OF MIDDLETON

Building Department/Inspectional Services

195 NORTH MAIN STREET
MIDDLETON, MA 01949

Scott M. Fitzpatrick - Building Commissioner
Zoning Officer-Enforcement

Tel (978) 777-2850
Fax (978) 774-0718

Date: November 2, 2017
To: Middleton Board of Selectmen
From: Scott Fitzpatrick, Building Commissioner
RE: Alternate Local Building Inspector
CC: Andrew Sheehan

Honorable Selectmen,

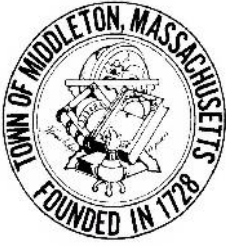
Mr. E. Peter Swindell, one of our Local Building Inspectors will be taking a leave of absence due to health related reasons. He expects a six to eight week recovery period.

In the interim, I am requesting that Mr. Steven Melanson be appointed as Alternate Local Inspector until June 30, 2018.

Mr. Melanson is a retired Inspector of Buildings who served the City of Malden for over thirty years and is currently the part time Local Building Inspector for the City of Melrose.

Thank you,

Scott M. Fitzpatrick
Building Commissioner



TOWN OF MIDDLETON

(To be submitted in triplicate)

Request for Transfer from the Reserve Fund

Date: November 1, 2017

Finance Committee
Town of Middleton

Members:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

Amount Requested:

\$11,000.00

To be transferred to (Account name/number):

01210158-587900 New Cruiser

Present Balance in said appropriation: \$6,000.00

The amount requested will be used for (Give specific reason):

Paying off the remaining balance of a police cruiser that was totaled in an accident.

This expenditure is extraordinary and/or unforeseen for the following reasons:

The Town has had a non-binding agreement in place since July 2010 with the Essex County Sherriff's Department to annually provide the Middleton Police Department with two new police cruisers. The new Essex County Sherriff, has informed the Town that due to significant cuts in the Essex County Sherriff's budget, the continued provision of vehicles to the Town will be discontinued. The Town will now need to plan to fund future police cruiser purchases via the annual budget process. See the attached memorandum for further justification.

Chief James DiGianvittorio
Officer or Department Head

Action of Advisory Committee

Date of Meeting: _____ Number Present and Voting: _____

Transfer voted in sum of \$ _____ Transfer disapproved: ☐

Chairman, Advisory Committee

Request must be made and transfer voted before any expenditure in excess of appropriation is incurred



Middleton Police Department

65 North Main Street

Middleton, MA 01949

Tel: (978) 774-4424 Fax: (978) 774-4466

E-mail: chief@middletonpolice.com

James A. DiGianvittorio
Chief of Police

To: Finance Committee and Board of Selectmen
From: Chief James A. DiGianvittorio
Date: November 1, 2017
Subject: Reserve Fund Transfer Request for Police Cruiser

The Town has had a non-binding agreement in place since July 2010 with the Essex County Sheriff's Department to annually provide the Middleton Police Department with two new police cruisers. The agreement also includes approximately \$8,000 in annual funding for training and equipment for the Middleton Fire Department Ambulance Service. The total annual value of the two police cruisers and training/equipment is about \$88,000.

Sheriff Coppinger recently informed the Town of his plans to discontinue the agreement with the Town due to significant cuts in the Essex County Sheriff's budget. Similar agreements with a number of Essex County cities and towns are also being cancelled by the Sheriff. Sheriff Coppinger indicated that all county sheriffs offices within the Commonwealth are facing similar cutbacks which are anticipated to continue through the next few fiscal years. With the Essex County Sheriff's Office stepping away from its commitment to the Town, future police cruiser purchases will now need to be funded through the annual budget process.

In Fiscal Year 2017, the Town received one of its two allotted cruisers from the Essex County Sheriff's Department. A Middleton officer subsequently got into accident, totaling the vehicle. The cruiser in question was a Ford Taurus Sedan. The replacement cash value of \$25,113.90 which along with the cost of transferring emergency equipment and replacing damaged equipment of \$7,659.60, totals \$32,773.50. The insurance payout on the damaged car is \$15,906.46 leaving a balance of \$16,867.04. Sheriff Coppinger is willing to replace the damaged car with a new vehicle as long as the Town will pay the remaining \$16,867.04 balance. Since the accident occurred in Fiscal Year 2017, the Police Department encumbered \$6,000 from the FY17 "New Cruiser" operating budget line item anticipating that the encumbered balance would be applied to toward the Town's contribution to replace the totaled vehicle. Thus the total Reserve Fund transfer request to the Finance Committee is \$11,000.

For Fiscal Year 2018, Sheriff Coppinger has committed to providing one new cruiser to the Town which is currently on order. This means that the Sheriff's Office will have provided the town with only two of the four anticipated new cruisers in the Fiscal Year 2017-2018 timeframe. After this fiscal year (FY18), Essex

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County Sherriff's Department will no longer provide the Town with replacement cruisers. With the execution of the proposed transfer request, the Police Department anticipates that we will have a sufficient number of vehicles to maintain operations through Fiscal Year 2018. Additionally the Fire Department has informed me that they have sufficient funding in FY18 to cover the \$8,000 shortfall for training and equipment.

As a result of the termination of the agreement, I would like to inform the Finance Committee of my plan to maintain the current police vehicle fleet. Specifically I intend to propose a warrant article for the May 2018 Town Meeting (FY19) to purchase two new vehicles as a means to make up for the two vehicles which the Essex County Sherriff's Office refrained from providing the Town in Fiscal Years 2017 and 2018 respectively. With each vehicle costing about \$40,000, the total anticipated warrant article for FY19 will be \$80,000. I also anticipate requesting that the annual replacement of two police cruisers be added to the FY19 Police Department operating budget. The Fire Chief may also be requesting additional funding for training and equipment in his FY19 operating budget to account for the loss in support from the Sheriff's Office.

I therefore respectfully request a transfer of \$11,000 from the Finance Committee Reserve to the Police Department "New Cruiser" line item account #01210158-587900. This transfer will provide the Town a brand new police cruiser for use by the Department for a projected four to five years.