

# ACTIONS TAKEN

## MIDDLETON BOARD OF SELECTMEN

### MEETING AGENDA

**TUESDAY, JUNE 2, 2020**

**7:00 PM**

*This meeting is being recorded*

*Due to the state of emergency in Massachusetts due to the COVID-19 outbreak, this meeting will be held via ZOOM, an internet based meeting space. It is the intent that the virtual meeting space will be made accessible to the public; however, if this is not possible despite best efforts, the full and complete transcript of the meeting will be posted on the Town's website as soon as practicable upon the conclusion of the proceedings. To join the meeting, go to*

<https://us02web.zoom.us/j/83467379189?pwd=NjVXUIMxck1zeFhXTlhKdGk1aGhHQT09>

Meeting ID: 834 6737 9189

Password: 773273

One tap mobile

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1. 7:00 PM Warrant: #2025 **Approved 4-0**

Minutes: Open Session:

- May 19, 2020 **Approved 4-0**

- Joint Session with Finance Committee: February 1, 2020 and May 7, 2020 **Approved 4-0**

Town Administrator updates and reports

- Two weeks ago Governor Baker unveiled his Reopening Massachusetts framework. Since then we have been finalizing our plan to reopen municipal operations. Yesterday, we had a quiet open at Memorial Hall and Inspectional Services at 195 North Main Street. Memorial Hall is open 9-1 and by appointment and Inspectional Services is open by appointment. The number of staff on site and the number of customers in the building at any time is being limited to ensure safety of visitors and staff. We continue to encourage people to transact business remotely. If you are just dropping off a payment or a census form please use the drop box at the north entrance.
- Restaurants will be allowed to open during phase 2 of the Governor's reopening plan. Outdoor seating is allowed before inside dining, with social distancing and other measures in place. The Governor's order allows for relaxation of zoning and ABCC licensing rules. This allows cities and towns to permit outdoor seating, including liquor, without going through the normal zoning and licensing process. A group of us has been working on this and will offer a review and approval process for the Board's consideration. Depending on the date restaurants can begin outside service I may ask the Board to hold a quick meeting to review and approve the procedures.
- A reminder that real estate tax bills were due June 1 instead of May 1, but there is a grace period until June 30. Late fees/penalties are waived as long as payment is made by June 30. This applies only to payments that were originally due on March 10, 2020 or later.
- Paul Goodwin, Ken Gibbons, and our consulting engineers, WorldTech, held a pre-construction meeting for the Maple Street/Liberty Street intersection project. The contractor, Allied Paving, expects to get started in the next week or so. Signs have been up to warn motorists and information posted to the website. The \$408,000 project should be substantially complete by September 1. \$172,000 was paid for with a State complete streets grant and the balance, \$236,000, is paid for with Chapter 90 funds.
- From time to time we review our fees to make sure we are capturing the cost of providing services. A few months ago – prior to the appearance of the coronavirus - we started looking at our fees as part of a routine review. I will be bringing a recommendation forward at the next meeting.
- The former golf course at 105 South Main Street was mowed last week. We plan to cut it 4-5 times this year.

- Thanks to Local Access Director Paul Pellicelli for creating the Memorial Day video. He took some parade footage from prior years and joined it with Veterans Officer Gary Bent's effort to put up flags. As noted last meeting, Gary was joined by his son and a contingent from the Mass. National Guard.

2. 7:15 PM Public Comment Period **None**
3. 7:25 PM Presentation and discussion of Census 2020 with Philip Dagati, Census Bureau Partnership Specialist  
**Presentation**
4. 7:40 PM Vote to accept the following grants to the Fire Department:
  - Assistance to Firefighters Grant (AFG) in the amount of \$42,857.14. Funds will be used to pay for jaws of life and air bags **Approved 4-0**
  - Volunteer Fire Assistance (VFA) Grant in the amount of \$1,000. Funds will be used for brush fire personal protective equipment **Approved 4-0**
5. 7:45 PM Continue review and discussion of the June 24, 2020 Annual Town Meeting; vote to close and sign Annual Town Meeting warrant **Discussion; Vote to close two warrants Approved 4-0**
6. 8:00 PM Update on Transfer Station operations and financing **Update**
7. 8:10 PM Vote to accept a donation from Teresa & Stephen Buono to the Middleton Council on Aging – Meals on Wheels in the amount of \$1,000 **Approved 4-0**
8. 8:15 PM Vote to accept the following donations Middleton Food Pantry:
  - Essex County COVID-19 Response Fund: \$5,000 **Approved 4-0**
  - Jason & Brenna Nichol: \$500 **Approved 4-0**
  - The Rotary Foundation, on behalf of the Rotary Club Of Topsfield, Boxford, and Middleton: \$600 **Approved 4-0**
  - Teresa & Stephen Buono: \$1,000 **Approved 4-0**
9. 8:20 PM New Business: Reserved for topics that the Chair did not reasonably anticipate would be discussed  
**None**

Upcoming Meetings: June 16: Regular BOS meeting  
June 24: Annual Town Meeting  
June 30: Regular BOS meeting

*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.*