

**MIDDLETON SELECT BOARD**  
**MEETING AGENDA**  
**FULLER MEADOW SCHOOL, NATHAN MEDIA CENTER**  
**143 SOUTH MAIN STREET, MIDDLETON, MA 01949**  
**TUESDAY, JULY 12, 2022**  
**7:00 PM**  
*This meeting is being recorded*

*This meeting will be a hybrid of in-person and remote via Zoom. To join the meeting remotely, go to:  
<https://us02web.zoom.us/j/81838804267?pwd=aThoMXZlNW50K2hiN3NMaEh2VldNUT09>*

- 7:00 pm     1. Business
  - a. Warrants: 2228, 2301
  - b. Minutes: June 28, 2022, open session minutes and executive session minutes
  - c. Town Administrator Updates and Reports
- 7:10 pm     2. Update on 49 South Main Street/10-18 Boston Street 40B negotiations
- 7:20 pm     3. Public Comment
- 7:30 pm     4. Review and discuss recommendation of Police Chief William Sampson to promote Officer Isabella Palmeira from Acting Full Time Police Officer to Permanent Full Time Police Officer, effective July 15, 2022; votes may be taken
- 7:40 pm     5. Review and discuss request from Police Chief William Sampson to grant a temporary Academy waiver to Officer Jordan Kemp; votes may be taken
- 7:50 pm     6. Review and discuss FY22 year-end transfers of appropriations; votes may be taken
- 8:00 pm     7. Review and discuss issuance of a one day charitable food permit for a food truck event on September 10, 2022 for 105 South Main Street; votes may be taken
- 8:10 pm     8. Review and discuss Select Board and Town Administrator goals for FY2023; votes may be taken
- 8:25 pm     9. Review and discuss Fall 2022 Special Town Meeting, recommended date Tuesday, October 18, 2022; votes may be taken
- 8:30 pm     10. Updates & Announcements
- 8:40 pm     11. Executive Session pursuant to Mass. General Law chapter 30A, section 21(a)(3) with respect to collective bargaining with the Middleton Police Benevolent Association and other units; and section 21(a)(2) with respect to non-union personnel

Upcoming Meetings:	August 9	Regular Select Board meeting
	September 6	State Primary Election
	September 6 & 20	Regular Select Board meetings

MEETING MINUTES  
**MIDDLETON SELECT BOARD**  
FULLER MEADOW SCHOOL, GYMNASIUM  
143 SOUTH MAIN STREET, MIDDLETON, MA 01949  
MONDAY, JUNE 28TH, 2022  
7:00 PM

**This meeting was recorded**

*Present: Chair Kosta Prentakis, Clerk Jeff Garber, Brian Cresta, Debbie Carbon, Rick Kassiotis*

*Absent:*

*Others Attending: Town Administrator Andy Sheehan, Minutes Secretary Meredith Carlile, Minutes Secretary Judi Stickney, Town Counsel Jay Talerman, Chris LaPointe, Jill Mann, Dian Anderson, Robert LeBlanc, Beth Arathuzik, Alison Sloan, Maria Paikos-Hantzis, James Salemme, Paul Pellicelli, and others*

**7:00 PM** With a full board present, Acting Chair Prentakis called the meeting to order.

**7:00 PM BUSINESS**

- **Warrant 2227:** Town Administrator Andy Sheehan provided a brief review of Warrant #2227: Payroll: \$1,261,782; Bills Payable: \$1,491,304; noting that the Town Accountant had reviewed the warrant and requested the Board's approval. After a brief discussion, the Board took the following action:

On a **MOTION** made by **Cresta**, second by **Carbone**, the Select Board **VOTED** unanimously to approve the warrant as presented.

- **Minutes Approval:** The Board was provided with the minutes from the June 14<sup>th</sup> meeting and took the following action:

On a **MOTION** made by **Cresta**, second by **Garber**, the Select Board **VOTED** unanimously to approve the minutes as amended.

- **Town Administrator's Report:** Town Administrator Andy Sheehan provided the Board with information and updates on the following:
  - **Chief Will's Days:** Sheehan recognized that Chief Will's Day was a success and thanked all who volunteered to facilitate and participate in Chief Will's Day.

- **Appointed Officials Swearing In:** Sheehan reminded elected officials that being sworn in is necessary and told those who have been appointed or reappointed and may not yet be sworn in to reach out the Town Clerk to be sworn in.
- **Regional IT Collective:** Sheehan shared that the Collaborative was recently awarded a \$300,000 grant. He publicly thanked all those involved in getting the grant, including Jackie Bresnahan, Colby Cousins of Danvers, and Brian Luther of MAPC.
- **Mass DOT and the Maple Street Bridge Project:** Sheehan reported that bridge design is expected to be 25% completed by this fall, they expect to have two lanes open during construction. Select Board member Cresta stated his hope that construction not begin until after the morning commute.
- **Summary of Comments about Angelica's restaurant Redevelopment:** These comments were provided to the public in the room and Sheehan made note of some highlights.

**7:10 PM Public Comment Period:** There may be public comments.

- Jill Mann: Commented on the informational session stating she is not opposed to the Angelica's project and asked about the potential to set up a taskforce made up of residents to help this process along.
- Robert LeBlanc: He asked about who to contact with further comments pertaining to the 40B process and Redevelopment at Angelicas. Chair Prentakis advised that he will respond for the Board.
- Alison Sloan: Brought forward a comment about considering another piece of land for the Angelica's redevelopment. They wanted that idea to be highlighted more. Chair Prentakis advised that a "land swap" was noted in the comments.
- Beth Arathuzik: She asked about the water ban. We have gone to the level four route restriction recently and they wanted to know how the town is enforcing this. Town Administrator Sheehan shared that the Town cannot ticket people who are irrigating with well water but advised that the Water Department enforces water bylaw infractions.
- Paul McCarthy: Brought forward a comment expressing the sentiment that the Town should consider a different location for the 40B project.
- Dian Anderson: Brought forward that it may not be bad to be a drive through town and that some upscale dining could be good for Middleton; she stated that she is not opposed to 40B.

**7:20PM Review Revised Conservation Restriction on Camp Creighton Pond**

- **Discussion:** Chris LaPointe, Vice President of Greenbelt, met with the Select Board to review the Conservation Restriction on Camp Creighton Pond at 210 Essex Street. A discussion ensued about the Greenbelt and the Commonwealth. They plan to close by the end of June.
  - On a **MOTION** made by **Cresta**, second by **Kassiotis**, the Select Board **VOTED** unanimously to sign the Conservation Restriction as presented pending Town Counsel review with thanks to Greenbelt.

**7:26 PM      Review and Accept Grant to the Middleton Cultural Council from the Massachusetts Cultural Council in the amount of \$6,100:**

- **Discussion:** Town Administrator Sheehan shared that this grant is for this current fiscal year, these commitments have already been made.
- On a **MOTION** made by **Cresta**, second by **Garber**, the Select Board **VOTED** unanimously to accept the grant of \$6,100 from the Massachusetts Cultural Council.

**7:27 PM      Public Hearing: On the application of Petro Holdings Inc. (d/b/a Petro Home Services) for a new Land License to store flammables, combustibles or explosives on land located at 336 North Main St. in Middleton MA:**

- On a **MOTION** made by **Cresta**, second by **Garber**, the Select Board **VOTED** unanimously to open the Public Hearing on the application of Petro Holdings Inc. (d/b/a Petro Home Services) for a new Land License to store flammables, combustibles or explosives on land located at 336 North Main Street in Middleton, MA.
  - Jill Mann, Mann & Mann, PC, representing James Salemme, met with the Select Board for a new land license to store flammables, combustibles, or explosives at 336 North Main Street. Mann noted that Petro Holdings is a fuel company that stores and delivers propane gas and #2 heating oil. Mann added that the Fire Chief has endorsed the license and storage of fuel. Discussion was had between the Board and the representative from Petro Holdings Inc about hours of operation and storage amounts. There will be security around the tanks and trucks.
- **Public Comments:** A resident asked how much is stored at that location, a representative for Petro Holdings said that there could be a few hundred gallons in each truck. Their practice is to come back empty at the end of the day.
  - Two abutters from North Andover who objected to the storage of flammables right next to their condos and behind a childcare center. After discussion, the Board took the following action:
- On a **MOTION** made by **Kassiotis**, second by **Cresta**, the Select Board **VOTED** unanimously to close the Public Hearing.
- On a **MOTION** made by **Garber**, second by **Kassiotis**, the Select Board **VOTED** unanimously to approve the Land License to store flammables, combustibles or explosives on land located at 336 North Main St.

**7:58 PM      Discuss Chapter 40B process, including Local Initiative Program (LIIP) with Town Counsel Jay Talerman:**

- **Discussion:** Town Council Jay Talerman advised the Select Board and all of those present that 40B is the affordable housing statute in Massachusetts and shared history and context on the 40B process. Talerman added that there are several steps the developer must complete before meeting with the Zoning Board of Appeals with an

application. The process can take up to six months. A lengthy discussion ensued on the process and the proposed housing. Town Council Jay Talerman shared some of his previous experience with 40Bs. Board member Cresta endorsed the idea of the town engaging in a conversation with the developer to understand their priorities and flexibility. Board member Kassiotis and Carbone agreed and thought speaking with the developer without a specific capacity number in mind makes the most sense. A lengthy discussion ensued on whether the negotiating team could discuss strategy in Executive Session. Talerman advised that there is no provision in the open meeting law that allows that. The panel should consist of the Town Administrator, Town Counsel, a member of the Planning Board, and a member of the Select Board.

- On a **MOTION** made by **Carbone**, second by **Cresta**, the Select Board **VOTED** unanimously to create a panel for discussion on the 40B process at the previous Angelicas site.
- Following this motion there was a lengthy discussion about how to best approach discussions with developers.
- On a **MOTION** made by Carbone and seconded by **Cresta**, the Select Board **VOTED** amend the previous motion to create a panel with the Town Administrator, Town Counsel, one member of the Select Board, and a member of the Planning Board.

**9:15 PM**

**Discuss and designate members to the Health Director Screening Panel**

- **Discussion:** Board Member Cresta reminded the Board that the long term Health Director Derek Fullerton has tendered his resignation and thanked Derek for all of his work. The Chair Prentakis also emphasized the importance of this role.
- On a **MOTION** made by **Cresta**, second by **Garber**, the Select Board **VOTED** unanimously that the Health Director Screening Panel would consist of the Board of Health Chair Paul LeBlanc and Board of Health member Ray Cryan, Assistant Town Administrator/HR Director Jackie Bresnahan, Select Board member Jeff Garber, Select Board member Brian Cresta, and COA Director Jillian Smith, and Town Administrator Andrew Sheehan.

**9:19 PM**

**Review Committee Appointments**

- **Discussion:** The Board briefly reviewed the list of residents interested in being appointed to various committees and took the following action:
- On a **MOTION** made by **Cresta**, second by **Kassiotis**, the Select Board **VOTED** unanimously to appoint John Dimino (through June 30<sup>th</sup>, 2023), Jeff Garber (June 30<sup>th</sup>, 2023), and Justin Bingham (through June 30<sup>th</sup>, 2025) to the Bylaw Review Committee.

- On a **MOTION** made by **Kassiotis**, second by **Cresta**, the Select Board **VOTED** unanimously to approve the appointment of Jillian Kemp Through June 30<sup>th</sup> 2024 to the Memorial Day Committee.
- On a **MOTION** made by **Cresta**, second by **Carbone**, the Select Board **VOTED** unanimously to approve the appointment of Shirley Raynard and Ilene Twiss to the Scholarship Committee.
- On a **MOTION** made by **Kassiotis**, second by **Carbone**, the Select Board **VOTED** unanimously to approve the appointment of Meghan Walter through June 30<sup>th</sup>, 2023
- On a **MOTION** made by **Cresta**, second by **Garber**, the Select Board **VOTED** unanimously to appoint the chairperson of its Board to the Negotiating Subcommittee.

**9:25 PM Executive Session**

On a **MOTION** made by **Cresta**, second by **Garber**, the Select Board **VOTED** unanimously to go into Executive Session, pursuant to Mass. General Law chapter 30A, section 21(a)(2) with respect to bargaining with the Middleton Police Benevolent Association.

**10:14 PM Adjourn**

With no further business, on a **MOTION** made by **Cresta**, the June 28<sup>th</sup> meeting of the Select Board adjourned at 10:14 PM.

Respectfully submitted,  
**Meredith Carlile**

Meredith Carlile, Minutes Secretary

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Jeff Garber, Select Board Clerk

Documents either distributed to the Select Board before the meeting in a packet or at the meeting:

- Agenda: June 28, 2022
- Warrant #2227: Payroll: \$1,261,782; Bills Payable: \$1,491,304
- Minutes:
  - June 14, 2022
  - June 15, 2022
- Grant of Conservation Restriction
- E-Mail and supporting attachments from Mann & Mann PC to Select Board, re: Application for License under M.G.L. c.148 §13, 336 North Main Street, Middleton, MA 01949, 6/1/22
- Select Board Appointees and Letters of Interest
- Town of Middleton Talent Bank Application: Meghan Walter, Board of Appeals
- E-Mail from John Dimino to Assistant Town Administrator, Appointment Form 2022, Bylaw Review Committee, 6/16/22
- Angelica's Restaurant Redevelopment Resident Feedback and related documents
- Commonwealth of Massachusetts Standard Contract Form: Town of Cultural Council
- An Introduction to Building a Resilient Financial Management Operation
- Invitation from Department of Conservation and Recreation to attend 2022 MassTrails Grant Award Announcement and Recognition of the Conine Family Foundation's HubLuv Initiative
- Memo from Town Administrator to Select Board, re: Health Director Recruitment and Screening Panel, 6/28/22
- Letter from Justin Bingham to Select Board, re: Middleton Bylaw Review Committee, 6/27/22



## MIDDLETON POLICE DEPARTMENT

65 N. MAIN STREET

MIDDLETON, MA 01949

PHONE: (978) 774-4424, FAX (978) 774-4466

<http://www.middletonma.gov>

4,

WILLIAM P. SAMPSON  
CHIEF OF POLICE

July 8, 2022

Andy Sheehan, Town Administrator  
Town of Middleton  
Memorial Hall  
48 S Main Street  
Middleton, MA 01949

**Re: Letter of recommendation for promoting Acting Full-time Police Officer Isabella Palmeira to Full-time Police Officer Police Officer**

Dear Town Administrator Sheehan,

I am sending this letter to recommend acting full-time police officer Isabella Palmeira for consideration as the next full-time Middleton Police Officer.

Ofc. Palmeira is a life-long Middleton resident and is a graduate of the Merrimack College Full-Time Police Academy and is a MPTC full-time certified law enforcement officer. Ofc. Palmeira has been employed as an acting full-time police officer with the Middleton Police Department since May 3, 2022. Ofc. Palmeira holds a Master of Science degree in Criminal Justice and a Bachelor of Science degree in Criminology and Political Science from Merrimack College.

I believe with Ms. Palmeira's training and educational background that she will be an asset to the Middleton Police Department as our next full-time police officer. I respectfully request that the Select Board appoint Ms. Palmeira to the position of full-time police officer effective July 15, 2022.

Thank you in advance for your consideration in this matter and please feel free to contact me if you have any questions or concerns.

Respectfully,

Chief William P. Sampson

Chief William P. Sampson  
Middleton Police Department



**MIDDLETON POLICE DEPARTMENT**  
65 N. MAIN STREET  
MIDDLETON, MA 01949  
PHONE: (978) 774-4424, FAX (978) 774-4466  
<http://www.middletonma.gov>

**WILLIAM P. SAMPSON**  
**CHIEF OF POLICE**

5.

**INTER-OFFICE MEMO**

To: Town Administrator Andrew Sheehan

From: Chief William Sampson

Date: 07/07/2022

Re: Request for Temporary Waiver for Ofc. Jordan Kemp

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I am requesting a temporary waiver for Ofc. Jordan Kemp from the entry-level basic recruit training requirement for full-time police officers for a period of 270 days. This request is being made for staffing considerations as we have two full-time police officers out for the foreseeable future. Thank you in advance for your consideration in this matter.

Respectfully,

Chief William Sampson

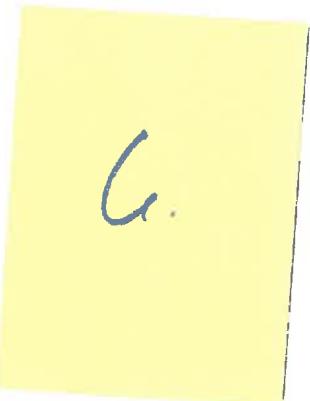
**Request for Transfer of Appropriations**  
**G. L. c. 44, s. 33B**

TO: Select Board  
Finance Committee

FROM: Sarah Wood, Finance Director/Town Accountant

DATE: July 8, 2022

SUBJ.: Request for Transfer of Appropriations



Request is hereby made for the following transfer of appropriations in accordance with Chapter 44, Section 33B of the Massachusetts General Laws.

Transfers of appropriations may only be made during the last 2 months of any fiscal year or during the first 15 days of the new fiscal year to apply to the previous fiscal year.

1. Amount requested: \$254,506.48

2. To be transferred to:

Town Accountant	01135151-511000	Salaries & Wages	\$ 336.56
Town Accountant	01135151-511100	Dept Head Salary	\$ 18,611.81
Conservation Agent	01171151-511000	Salaries & Wages	\$ 340.68
Town Report	01195152-534000	Town Report	\$ 38.00
Police	01210151-511300	Overtime	\$ 85,027.48
Fire	01220151-511300	Overtime	\$ 138,079.16
Fire	01220152-524000	Equipment Repair	\$ 9,259.85
Animal Control	01292151-511000	Salaries & Wages	\$ 157.41
Animal Control	01292151-511100	Dept Head Salary	\$ 9.94
Board of Health	01511151-511100	Dept Head Salary	\$ 368.61
Veteran's Agent	01543151-511000	Dept Head Salary	\$ 276.98
Water Enterprise	61005-511000	Salaries & Wages	\$ 2,000.00

3. To be transferred from:

Police	01210152-532000	Training & Education	\$ 20,000.00
Police	01210158-587900	New Cruiser	\$ 12,000.00
Fire	01220158-587600	Special Expenses	\$ 9,259.85
Debt Service	01710159-5690015	Debt Service - BAN Paydown	\$ 78,164.00
Debt Service	01710159-591505	Debt Service Interest	\$ 27,731.72
Debt Service	01710159-591600	Debt Issuance Costs	\$ 15,000.00
Compensation Res.	01910157-514500	Compensation Reserve	\$ 31,101.99
Health & Dental Ins.	01914157-577100	BC/BS	\$ 59,248.92
Water Enterprise	61005-538200	Contractual Services	\$ 2,000.00

**Request for Transfer of Appropriations**  
**G. L. c. 44, s. 33B**

Reason(s) for the transfer:

- Town Accountant transfers needed for clerical union vacation buyback not budgeted and contractual wage increase for Finance Director
- Police overtime due to higher than budgeted vacation buyout as well as an increase in overtime to cover shifts for employees out on IOD
- Fire overtime due to additional overtime due to staffing changes and staff out for medical reasons; Fire department equipment repairs more extensive than budgeted
- Town Report expenses higher than budgeted
- Conservation, Animal Control Board of Health increases due to calculation errors within the budget
- Veterans' Agent increase due to overlap with VSO's
- Water Enterprise Fund transfer needed to adjust for contract raises

Select Board

Finance Committee

Transfer amount voted: \$ \_\_\_\_\_

Transfer amount voted: \_\_\_\_\_

\_\_\_\_\_  
Select Board Chair

\_\_\_\_\_  
Finance Committee Chair

Date of vote: \_\_\_\_\_

Date of vote: \_\_\_\_\_

Number present and voting: \_\_\_\_\_

Number present and voting: \_\_\_\_\_



Michael J. Heffernan  
Commissioner of Revenue

Sean R. Cronin  
Senior Deputy Commissioner

# Informational Guideline Release

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Bureau of Municipal Finance Law  
Informational Guideline Release (IGR) No. 17-13  
May 2017

**Supersedes IGR 06-209 and Inconsistent Prior Written Statements**

## **APPROPRIATION TRANSFERS**

**(G.L. c. 44, § 33B)**

This Informational Guideline Release (IGR) informs local officials of changes made by the recent Municipal Modernization Act to the alternative end-of-year budget transfer procedure.

**Topical Index Key:**

Accounting Policies and Procedures  
Appropriations  
Budgets  
Town Meetings

**Distribution:**

Accountants/Auditors  
Mayors/Selectmen  
Finance Directors  
Finance Committees  
Managers/Administrators/Exec. Secys.  
City/Town Councils  
City Solicitors/Town Counsels

**Supersedes IGR 06-209 and Inconsistent Prior Written Statements**

**APPROPRIATION TRANSFERS**

**([G.L. c. 44, § 33B](#))**

**SUMMARY:**

These guidelines explain amendments to the alternative end-of-year budget transfer procedure under [G.L. c. 44, § 33B](#). The changes give cities and towns greater flexibility to make year-end budget transfers for the last two months of the fiscal year, i.e., May and June, and the first 15 days of July of the new fiscal year, which is the statutory period for closing municipal financial records for the fiscal year. [G.L. c. 44, §§ 56](#) and [56A](#). These amendments were made by the Municipal Modernization Act, which took effect on November 7, 2016. [St. 2016, c. 218, §§ 75 and 76](#).

The amendments eliminate the limits on types and amounts of end-of-year appropriation transfers that can be made under the alternative procedure. End-of-fiscal-year transfers may now be made from health insurance, debt service or other unclassified or non-departmental line item appropriations. In addition, the amount that may be transferred from any department under this procedure is no longer limited to three percent of the department's budget. The school and light departments remain exempt from this procedure.

These guidelines are in effect and supersede Informational Guideline Release (IGR) No. 06-209, *Appropriation Transfers*, and any inconsistent prior written statements or documents.

**GUIDELINES:**

**A. APPROPRIATION TRANSFERS IN GENERAL**

**1. Available Amount**

The amount of any appropriation available to be used as a financing source for another appropriation is the unspent and unencumbered balance, i.e., the amount after all potential liabilities to be charged to the appropriation are considered. Accounting officers should determine this amount before any transfer from an appropriation is approved.

**2. Available Use**

Transfers from surplus bond proceeds after a project that was financed by borrowing has been completed or abandoned may only be made in the manner and for the purposes set forth in [G.L. c. 44, § 20](#). Transfers from appropriations financed by other restricted sources, e.g., stabilization, enterprise, water surplus or community preservation funds, are subject to the same statutory restrictions as the original appropriations.

3. **Governing Law**

The procedures explained in these guidelines govern appropriation transfers unless a charter or special act provides otherwise. Officials should consult with municipal counsel about any applicable charter or other provisions.

B. **APPROPRIATION TRANSFERS IN TOWNS**

1. **General Procedure**

At any time during the fiscal year, a town meeting may by majority vote transfer any amount from any appropriation to any other municipal use authorized by law.

2. **Alternative Year-end Procedure**

During May and June, and the first 15 days of July of the new fiscal year, the selectboard, with the agreement of the finance committee, may transfer any amount from a departmental or other appropriation to any other appropriation. This procedure may not be used, however, to transfer funds from a municipal light or school department budget.

An end-of-year transfer using this alternative procedure requires a majority vote of the selectboard and a majority vote of the finance committee.

Any end-of-year transfer from the municipal light or school department budget requires town meeting approval. See Section B-1 above.

C. **APPROPRIATION TRANSFERS IN CITIES**

1. **General Procedure**

a. **Intra-departmental Transfers**

At any time during the fiscal year, the city council, upon recommendation of the mayor, may transfer any amount from a departmental appropriation to another appropriation within the same department. Intra-departmental transfers require a majority vote of the council.

b. **Inter-departmental Transfers**

At any time during the fiscal year, the city council, upon recommendation of the mayor, may transfer any amount from a departmental or other appropriation to any other appropriation. Inter-departmental transfers require the prior written approval of the amount by the department from which the transfer is being made, if applicable, and a two-thirds vote of the city council. If the transfer is being made from a municipal light or school department appropriation, the light board or school committee must approve the amount by majority vote.

2. **Alternative Year-end Procedure**

During May and June, and the first 15 days of July in the new fiscal year, the city council, upon the recommendation of the mayor, may transfer any amount from a departmental or other appropriation to any another appropriation. This procedure may not be used, however, to transfer from a municipal light or school department budget.

An end-of-year transfer using this alternative procedure requires only a majority vote of the council. Approval of the department from which the transfer is being made is not required.

Any end-of-year transfer from the municipal light or school department budget requires approval under the applicable general transfer procedure. See Section C-1-a and C-1-b above.

7.

Calling all local businesses. The 3<sup>rd</sup> annual Middleton Food Truck Festival is only a couple of months away.

Last event we were able to get in front of over 2000 people. This event is a Fundraiser for the Middleton Food Pantry and council of aging. Last event we were able to raise over \$4000. Here is your opportunity to get your business noticed and help out your local community at the same time.

We are looking for sponsors, and we are looking for businesses that want to host tables at the event. The sponsorship levels are as follows:

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**TIER 1 (ONLY 2 SPOTS AVAILABLE: \$1,500 - WILL HEADLINE ALL ADVERTISING WITH YOUR LOGO**

**Tier 2** (Fun Zone Sponsors) – only 4 spots: \$500  
Fun Zone Sponsored by

**Tier 3:** Tables: \$150

This gives you a space for a table to set up at the event as well as advertising in FB Event

**Tier 4:** Advertising only: \$50-This allows us to thank sponsors without having to be at the event

All Sponsors can have swag, and business cards available at the welcome table and will be listed on the map going out to all patrons.

We will also be hosting a raffle table to raise additional money for the food pantry and council on aging. If you would like to donate an item or a gift certificate, please let me know.

Please contact Jim DesRocher if you are interested in supporting this incredible event and great cause.

8.

# TOWN OF MIDDLETON PRIORITIES AND GOALS FY2023-2025

## ADOPTED BY THE SELECT BOARD JULY 12, 2022

**Introduction:** This document is intended as a guide for the Select Board, Town Administrator, and Town departments. It is intended to provide a broad framework within which we operate and direct our time, efforts, and resources. Commencement is expected during the identified time horizon, though completion may extend past the identified time horizon.

1. Continue to support the Town Building Committee to keep the public facilities project on budget and schedule. The project will be undertaken with a long term view, ensuring it meets near and long term needs, minimizes operational costs, and takes advantage of modern building technologies. The Town will identify and pursue external funding in order to minimize the impact on property taxpayers. Alternative funding sources may include but are not limited to Community Preservation Fund, State and Federal assistance, donations, and sale of Town assets. **Period of Performance: FY23-25**

**Milestones:**

- **FY23-24: Design, engineering, permitting**
- **FY24-25: Construction, site work**
- **FY25-26: Move-in, project close-out**

2. Implement the Pedestrian Improvement Plan and provide updates via Select Board meetings and the Town website. **Period of Performance: FY23-24**

**Milestones:**

- **FY23: Don't Block the Box, Central Square study, website updates**
- **FY24-25: Begin sidewalk extensions**

3. Conduct a Town-Wide Fee Study. **Period of Performance: FY23-24**

**Milestones:**

- **FY23: Conduct fee study; recommend changes for Select Board adoption**
- **FY24: Implement findings into FY24 budget**

4. Develop information technology with additional projects through the Regional IT Collaborative and newly funded IT position. **Period of Performance: FY23-24**

**Milestones:**

- **FY23-24: Transition to Regional IT Collaborative, migrate functions**
- **FY23-25: Build local fiber network, connect to regional fiber network, continue to migrate away from paper records**

5. Increase recruitment strategies for volunteers and committees. **Period of Performance: FY23-25**

**Milestones: FY23-25: Promote vacancies using multiple means, develop and hold citizen academy**

6. Support the Solid Waste Advisory Committee in developing a long term strategy for solid waste management. **Period of Performance: FY23-25**

**Milestones:**

- **FY23-24: Support SWAC's data gathering; evaluation of options**
- **FY25: Implementation**

7. Develop a plan to maximize the effectiveness of American Recovery Plan Act (ARPA) funds. The focus is on long term resiliency and sustainability. To the extent practicable and permissible, ARPA funds will be used to leverage other funds.

**Period of Performance: FY23-26**

**Milestones:**

- **FY23: Execute commitments already voted, identify and commit 2/3 of ARPA funds**
- **FY24-26: Continue to execute commitments, commit remaining ARPA funds**

9.

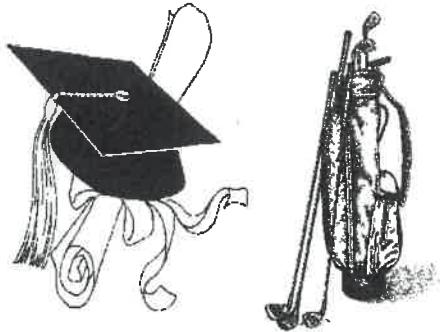
**TUESDAY, OCTOBER 18, 2022**  
**SPECIAL TOWN MEETING**  
**PRELIMINARY LIST OF ARTICLES**

1. Transfer or raise and appropriate funds to supplement FY23 budgets
2. Fund collective bargaining agreements
3. Transfer from Free Cash to stabilization and reserve funds
4. Transfer from Free Cash to fund right of way work associated with the Maple Street bridge reconstruction project
5. Authorize the Select Board to acquire by purchase, gift, or eminent domain easements and/or fee interests in property necessary for the Maple Street bridge reconstruction project
6. Authorize the Select Board to convey Conservation Restrictions on Passive Recreation Parcels A & B at 105 South Main Street
7. Amend Chapter 56, Town Meetings, of the Middleton Code to be consistent with a prior Charter change
8. Adopt Massachusetts General Law Chapter 41, Section 110A
9. Adopt Affordable Housing Trust
10. Seek special legislation for additional liquor licenses (2 seasonal, 2 wine & malt off premises, 2 wine & malt on premises, 2 all-alcohol off premises)
11. Amend Chapter 235, Section 9.6, Industrial & Commercial Design Review Committee of the Middleton Code (Zoning bylaw amendment)
12. Electric Vehicle Bylaw for new construction; pending petition

**Important dates:**

- 8/27-9/2: Early voting for State Primary
- 9/6: State Primary Election
- 9/16-10/13: Critical officials unavailable
- 9/25-9/27 (sundown): Rosh Hashanah
- 10/4-10/5 (sundown): Yom Kippur
- 10/22-11/4: Early Voting for State Election
- 11/8: State Election

## **Correspondence and informational materials**



# CELEBRATING 27 YEARS OF MBOT GOLF HISTORY

SCHOLARSHIPS PRESENTED TO TWO MIDDLETON STUDENTS AT BOTH:

MASCONOMET HIGH SCHOOL  
ESSEX TECHNICAL HIGH SCHOOL



**GREAT  
RAFFLE PRIZES**

## Middleton Board of Trade 27<sup>th</sup> Annual Scholarship Golf Tournament

PLACE: ***FERN CROFT COUNTRY CLUB***, MIDDLETON, MA  
DATE: **MONDAY, JULY 18, 2022**  
TIME: REGISTRATION 6:45 AM: SHOTGUN START **7:30 SHARP!**  
FORMAT: FOUR (4) PERSON BRAMBLE, RULES ANNOUNCED AT START  
COST: **\$140/PERSON** - GIFTS, PRIZES, LUNCHEON & MORE

EXCEPTIONAL VALUE THANKS TO THE GENEROUS SUPPORT OF  
***THE FERN CROFT COUNTRY CLUB***

NAME	ADDRESS	E-MAIL
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

CONTACT NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

SEND NAMES & CHECKS PAYABLE TO:  
**MIDDLETON BOARD OF TRADE**, PO BOX 453, MIDDLETON, MA 01949



**CELEBRATING  
27 YEARS  
OF  
MBOT  
GOLF HISTORY!**

**Middleton Board of Trade  
27<sup>th</sup> Annual Scholarship Golf Tournament**

SCHOLARSHIPS PRESENTED TO TWO MIDDLETON STUDENTS AT BOTH:

MASCONOMET HIGH SCHOOL

ESSEX TECHNICAL HIGH SCHOOL

**PLACE: FERNCROFT COUNTRY CLUB, MIDDLETON, MA**  
**DATE: MONDAY, JULY 18, 2022**

**SPONSORSHIPS:**

**\$125.00 PER HOLE OR \$250.00 FOR 3 HOLES**

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BUSINESS NAME: \_\_\_\_\_

NUMBER OF HOLES: \_\_\_\_\_ SPONSORSHIP AMOUNT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

SEND CHECKS PAYABLE TO:  
**MIDDLETON BOARD OF TRADE, P. O. BOX 453, MIDDLETON, MA 01949**

## Jackie Bresnahan

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**From:** Massachusetts Municipal Association <alerts@mma.org>  
**Sent:** Thursday, July 7, 2022 5:23 PM  
**To:** Jackie Bresnahan  
**Subject:** MMA Alert: House Passes Remote Meeting Extension, Mandates All Municipal Meetings be Held in Hybrid

[CAUTION:] This message was sent from outside of the Town of Middleton. Please do not click links or open attachments unless you recognize the source of this email and know the content is safe.



### **House Passes Remote Meeting Extension Legislation to Mandate All Municipal Meetings be Held in Hybrid Format Beginning on April 1, 2023**

**Please Call Your Legislators to Discuss What This Could Mean for Your Community**

July 7, 2022

This afternoon, the House passed its own version of a bill to extend the option to hold public meetings virtually, a key flexibility that has been in place since 2020, but is set to expire on July 15th. The House bill would extend the option to hold remote meetings to March 31, 2023. However, on the House floor, an amendment was adopted via voice vote to mandate remote access and remote participation at all public meetings, including all local boards and commissions, beginning on April 1, 2023. No funding or local discretion is included in the measure.

Every city and town in the Commonwealth has dozens of councils, boards, and commissions, which hold numerous public meetings a year. The final House bill would impact thousands of local public bodies. The costs of technology, equipment, staff and necessary space to run all of these public meetings - many of which occur at the same time - in a hybrid fashion is simply untenable.

Back in May, a remote meeting extension was included in the final FY23 Senate Budget as an outside section, but this language was advanced as a standalone bill earlier this week with the July 15th expiration rapidly approaching and the final budget still tied up in negotiations. On Tuesday, the Senate passed its bill, which is a simple extension of the

remote meeting allowances that began two years ago as a response to challenges from COVID-19. The Senate bill would extend these authorizations through Dec. 15, 2023.

Earlier today, the House released its own version of the bill, with additional language related to notaries and real estate transactions, while only extending the current remote meeting allowances through March 31, 2023. The amendment that was later included would create a permanent mandate for remote access to all public meetings aside from those in executive session, with a provision requiring remote participation by the public if public participation is allowed or required at the meeting. This would go into effect on April 1, 2023.

The MMA has continued to push for the extension of remote options for municipalities in order to ensure continuity of operations as COVID-19 lingers and surges in the community, while allowing municipalities to have flexibility in what, when, and which remote options make sense. MMA has testified and communicated to the Legislature our serious concerns about the cost and practicality of mandating hybrid meetings, as the technology and staffing requirements would be prohibitive and extremely burdensome for the overwhelming majority of cities and towns.

Remote meeting access has brought a new level of participation and engagement with local government. Municipalities have been dedicated to continuing this access and MMA recognizes the intent and goal of virtual access and participation by the public, yet the path to achieving the House's goal is steep and complex. An expansive and expensive mandate at this time is not realistic and would undermine the thoughtful work by municipalities to propel this essential work forward.

**PLEASE CALL YOUR LEGISLATORS TODAY** and share whether or not your community is in a position to implement this new mandate, including concerns about the feasibility, practicality and expenses that would be involved. It is important for your Senators and Representatives to hear from you, so that they know what the impact would be back home.

If you have any questions regarding this issue, please contact MMA Legislative Director Dave Koffman at [dkoffman@mma.org](mailto:dkoffman@mma.org) or Legislative Analyst Ali DiMatteo at [adimatteo@mma.org](mailto:adimatteo@mma.org).

Thank you!



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