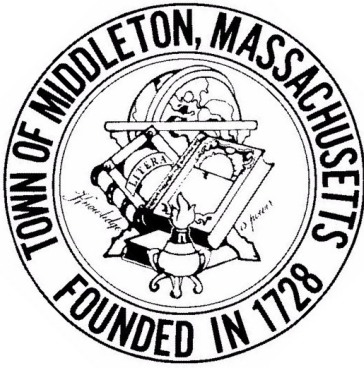


Town of Middleton Massachusetts



ANNUAL TOWN MEETING

Tuesday, May 13, 2025

7:00PM

**Howe Manning School Gymnasium
26 Central Street, Middleton, MA**

Acknowledgements

Retirements

- **Charles “Chucky” Clinch IV - MELD**

Middleton Select Board

Richard W. Kassiotis, Jr., Chair

Deborah J. Carbone, Clerk

Brian M. Cresta

Jeffrey P. Garber

Kosta E. Prentakis

Justin Sultzbach, Town Administrator

Jackie Bresnahan, Assistant Town Administrator/HR Director

Sarah Wood, Finance Director/Town Accountant

**MAY 13, 2025 ANNUAL TOWN MEETING
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Summary of Spending by Warrant Article

Fiscal Year	Article #	Description	Tax Levy	Community Preservation Fund	Ambulance Fund	Free Cash	Enterprise Fund	Stabilization Fund	Other	Notes
FY25	2	Prior Year Bills	\$ -	\$ -	\$ -	\$ 10,772.99	\$ -	\$ -	\$ -	
		Total Article	\$ -	\$ -	\$ -	\$ 10,772.99	\$ -	\$ -	\$ -	
FY25	3	FY25 Snow and Ice deficit	\$ -	\$ -	\$ -	25,000	\$ -	\$ -	\$ -	- Article only if needed
		Total Article	\$ -	\$ -	\$ -	25,000	\$ -	\$ -	\$ -	
Use of Special Education Stabilization Funds										
FY26	5	Omnibus Budget	\$ 47,240,536	\$ -	\$ 700,000	\$ -	\$ 104,128	\$ 133,145	\$ 144,658	\$144,658 of PEG Funds
		Total Article	\$ 47,240,536	\$ -	\$ 700,000	\$ -	\$ 104,128	\$ 133,145	\$ 144,658	
FY26	6	Public Safety Override	\$ 975,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		Total Article	\$ 975,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
FY26	7	Elementary Schools Operating Override	\$ 537,276	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		Total Article	\$ 537,276	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
FY26	8	Masconomet Regional Operating Override	\$ 467,194	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		Total Article	\$ 467,194	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
FY26	9	CPA Budget - Ongoing	\$ -	\$ 186,250	\$ -	\$ -	\$ -	\$ -	\$ -	
		Total Article	\$ -	\$ 186,250	\$ -	\$ -	\$ -	\$ -	\$ -	
FY26	10	CPA Budget - New Projects	\$ -	\$ 178,260	\$ -	\$ -	\$ -	\$ -	\$ -	
		Total Article	\$ -	\$ 178,260	\$ -	\$ -	\$ -	\$ -	\$ -	
FY26	12	SESD Sewer Enterprise Fund Budget	\$ -	\$ -	\$ -	\$ -	\$ 108,530	\$ -	\$ -	- Sewer Enterprise Fund
		Total Article	\$ -	\$ -	\$ -	\$ -	\$ 108,530	\$ -	\$ -	
FY26	13	Water Enterprise Fund	\$ -	\$ -	\$ -	\$ -	\$ 233,287	\$ -	\$ -	- Water Enterprise Fund
		Total Article	\$ -	\$ -	\$ -	\$ -	\$ 233,287	\$ -	\$ -	
FY26	15	Funding to Reserves	\$ -	\$ -	\$ -	\$ 550,000	\$ -	\$ -	\$ -	
		Total Article	\$ -	\$ -	\$ -	\$ 550,000	\$ -	\$ -	\$ -	
Stabilization Fund: Facilities Project Stabilization. Other: \$2,200,000 - authorization to borrow; \$300,000 PEG										
FY26	16	Capital Budget	\$ -	\$ -	\$ -	\$ 1,936,995	\$ -	\$ 500,000	\$ 2,500,000	
		Total Article	\$ -	\$ -	\$ -	\$ 1,936,995	\$ -	\$ 500,000	\$ 2,500,000	
FY26	17	MASCO Capital Request	\$ -	\$ -	\$ -	\$ 230,652	\$ -	\$ -	\$ -	
		Total Article	\$ -	\$ -	\$ -	\$ 230,652	\$ -	\$ -	\$ -	
FY26	18	Litigation Expense for 3A (MBTA) Zoning	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	
		Total Article	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	
FY26	19	Middleton 300th Committee	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	
		Total Article	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	
Warrant Book Totals			\$ 49,220,006	\$ 364,510	\$ 700,000	\$ 2,793,420	\$ 445,945	\$ 633,145	\$ 2,644,658	



**FINANCE COMMITTEE
TOWN OF MIDDLETON
Report for Annual Town Meeting
May 13, 2025**

April 7, 2025

Dear Residents of Middleton:

Welcome to Middleton's Annual Town Meeting. Town Meeting is your time to review the proposed plan our elected and appointed officials have for FY26 and voice your questions and concerns. This is a collaborative process between Town Government and the Citizens which is designed to keep Middleton the wonderful community we all enjoy.

This year's Annual Town Meeting has 23 articles. The Town Administration, Select Board and Finance Committee have worked diligently on your behalf to present a budget that we believe addresses the concerns and priorities of the entire community. It places a focus on Middleton's overall appeal and quality of life, while at the same time balancing available revenues to be financially responsible.

There are 4 articles for the FY26 budget (Articles 6-9). Article 6 is the proposed FY26 budget of \$48,322,467 funded by taxation within Proposition 2 ½. This is an increase of 4.3%. The impact to taxation on an "average home" valued at \$963,000 is an increase of \$414. The following table outlines the budget changes:

Funtion	Approved FY				Change	% Inc
	Act FY 23	24	25	FY 26 Budge		
General Government	\$ 2,139,901	\$ 2,530,829	\$ 2,610,857	\$ 2,684,544	\$ 73,687	2.8%
Public Safety	\$ 4,872,208	\$ 4,946,151	\$ 5,290,020	\$ 5,467,116	\$ 177,096	3.3%
Education	\$ 24,391,690	\$ 26,495,357	\$ 27,398,521	\$ 28,450,392	\$ 1,051,871	3.8%
Public Works	\$ 1,749,840	\$ 2,018,177	\$ 2,175,202	\$ 2,333,272	\$ 158,070	7.3%
Human Services	\$ 468,680	\$ 531,246	\$ 576,954	\$ 638,566	\$ 61,612	10.7%
Culture and Recreation	\$ 688,132	\$ 797,026	\$ 868,607	\$ 870,828	\$ 2,221	0.3%
Debt Service	\$ 4,212,243	\$ 3,805,331	\$ 3,828,178	\$ 3,859,476	\$ 31,298	0.8%
Unclassified	\$ 3,139,299	\$ 3,555,087	\$ 3,579,082	\$ 4,018,273	\$ 439,191	12.3%
Total	\$ 41,661,993	\$ 44,679,204	\$ 46,327,421	\$ 48,322,467	\$ 1,995,046	4.3%

This budget includes two new positions, Facilities Director and Program and Volunteer Coordinator due to the new Municipal Complex. However, Public Safety Department Heads advised the Select Board and Finance Committee of several new positions required. Article 7 proposes increases to Police and Fire personnel. Also, the Middleton Elementary Schools and MASCO have requested additional funding for FY26 above the Town's guideline. These requests in Article 8 for Elementary and Article 9 for MASCO are merited. These requests cannot be accommodated within Proposition 2 ½ limits, and they are requested as an Operating Override. If approved by Town Meeting and on the subsequent Ballot, the total increase in spending in FY26 would be 8.6%. Article 7-9 requests the following appropriation:

Department	Need	FY 25	
		request	Column
Middleton Elementary	Maintain Core programs, contractual obligations, and SPED	\$ 537,276	
MASCO	Out of District, SPED and Healthcare	\$ 467,194	
Fire	Four Full-time Firefighters/Paramedic	\$ 437,800	
Fire	Insurance Benefits/Equipment/Training/Certifications/Taxes	\$ 147,200	
Police	Three Full-time Police Officers	\$ 278,700	
Police	Insurance Benefits/Equipment/Training/Certifications/Taxes	\$ 111,300	
Total		\$ 1,979,470	8.6%

We estimate the impact of the Override to the Tax Rate for FY26 to be an additional \$0.60 per thousand. The projected dollar value impact for an "average home" in FY26 would be \$578. This article is to vote for the

appropriation of expenditure. Beyond a favorable Town Meeting vote, an affirmative vote is also required on a Town Ballot on May 20, 2025.

As voters consider these two articles, the voters should also consider future years. We have all seen costs rise considerably over the past few years. Cost growths are impacting all of us, and as well as local governments. The Finance Administration is doing a 5-year model for the Select Board and Finance Committee. For FY27 the model currently shows a deficit of \$697,000. This is a forecast, which is based on various assumptions. What FY27 will actually look like a year from now, may differ. However, we all need to bear that in mind as we vote for FY26.

The Town Meeting is also being asked to approve various capital projects in Article 16 paid from Free Cash, PEG, Facilities Stabilization fund and Borrowing in the amount of \$4,976,995. These requests are made to properly position our departments to provide the necessary services Middleton residents expect, and to maintain the Taxpayer's public assets. Within Article 16 of the ATM Warrant is a breakout of the requested expenditures by department for your consideration.

Here is a summary of all articles, and the Finance Committee recommendations:

Article	Description	Sponsor	Amount of Article	Funding Source	Fincom Rec
2	Prior Year Bills	SB\Fincom	\$10,773	Free Cash	Yes
3	FY 25 Snow & Ice Deficit	SB\Fincom		Free Cash	TBA
4	Salaries of Elected Officials	SB\Fincom		Taxation	Yes
				Tax Levy, Ambulance Fund, Enterprise Fund, PEG Fund, SPED Stabilization Fund	
5	FY26 Omnibus Budget	SB\Fincom			Yes
	FY26 Public Safety Operating Budget				
6	Override	SB\Fincom	\$975,000	Taxation	Yes
	FY26 Elementary School Operating Budget				
7	Budget Override	SB\Fincom	\$537,276	Taxation	Yes
	FY26 Masconomet Regional School Operating				
8	Override	SB\Fincom	\$467,194	Taxation	Yes
	CPA Budget-Existing Projects				
9		SB\CPC	\$314,599	Community Preservation Fund	Yes
	CPA Budget-New Projects				
10		SB\CPC	\$178,260	Community Preservation Fund	Yes
11	FY26 Revolving Funds	SB\Fincom	\$55,000		Yes
12	Sewer Enterprise Fund	SB\Fincom	\$115,454	Enterprise Fund	Yes
13	Water Enterprise Fund	SB\Fincom	\$330,491	Enterprise Fund	Yes
14	Accept Fund from MELD	SB\Fincom	\$260,000		Yes
15	Reserves Funding	SB\Fincom	\$550,000	Free Cash	Yes
				Free Cash, PEG, Borrowing, Facilities Stabilization Fund	
16	FY 26 Capital Budget	SB\Fincom	\$4,976,995		Yes
17	MASCO Capital Request	SB\Fincom	\$230,652	Free Cash	Yes
	Litigation Expenses for 3A (MBTA)				
18	Zoning	SB\Fincom	\$25,000	Free Cash	Yes
19	300th Committee	SB	\$15,000	Free Cash	Yes
	Charter Review Recommendations	Charter Review Committee	N/A	N/A	Deferred
21	Floodplain Zoning Bylaw	Planning Board	N/A	N/A	Deferred
	Surplus Town Property 65 North Main				
22		SB	N/A	N/A	Yes
	Conservation Restriction 105 S Main				
23		SB	N/A	N/A	Deferred

Finally, thank you for joining us at the Town Meeting!

Sincerely, *Middleton Finance Committee*

John Erickson, Co-Chair

Michelle Cresta

Toni Mertz

Jason Vining

Richard S. Gregorio, Co-Chair

Tom Martinuk

Peter C. Moon

COMMUNITY PRESERVATION PLAN TOWN OF MIDDLETON MARCH 31, 2025

The voters of Middleton adopted the Community Preservation Act (CPA) with a 1% surcharge at Town Meeting in May 2004 and at the ballot on November 2, 2004.

The Community Preservation Committee (CPC) was authorized by the Annual Town Meeting in May 2004 with the Town Moderator as the appointing authority. The members are:

Jeff Garber, Selectmen Board, 2025
Robert Murphy, Master Plan Committee, 2027
John Erickson, Finance Committee, 2025
Anthony DeGregorio, Planning Board, 2027
Ilene Twiss, Housing Authority, 2026
Peter Goodwin, Conservation Commission, 2027
Bob LeBlanc, Historical Commission, 2026
Herman Learmond-Criqui, Citizen-at-large, 2027
Kosta Prentakis, Citizen-at-large, 2026

The CPA requires at least 10% of each year's funds be spent or reserved for open space, historic preservation and affordable housing. CPA funds that are not expended in one year may be carried over to subsequent years. However, once CPA funds are reserved for a specific purpose, they must ultimately be used for that purpose. The remaining 70% of CPA funds in each fiscal year are available to be appropriated or reserved, according to the Town's discretion, for open space, historic preservation, affordable housing and recreation. Also 5% of annual CPA funds may be appropriated and used for administrative activities of the Community Preservation Committee.

The CPC is primarily a source of funding, rather than an initiator of projects. Town Boards, Departments and citizens may bring proposals for funding to the CPC. The CPC will give favorable consideration to those proposals that best meet our guidelines and goals. While the CPC does not have the power to appropriate funds for particular projects, Town Meeting may use CPA funds only with the recommendation of the CPC.

Goals:

Open Space:

1. Preserve Middleton's small town image
2. Protect valuable water resources and unique wildlife habitat areas
3. Increase and connect existing protected areas
4. Protect large tracts of undeveloped land

Recreation:

1. Provide for better recreational utilization of currently town owned land and facilities
2. Decentralize appropriate activities to neighborhood locations

Historic Preservation:

1. Preservation and enhancement of municipally owned properties of historical, archeological, architectural or cultural significance
2. Acquisition of threatened properties of particular historical, archeological, architectural or cultural significance
3. Encouraging the private sector to preserve assets of historical, archeological, architectural or cultural or cultural significance
4. Cataloguing resources of historical, archeological, architectural or cultural or cultural significance

Affordable Housing:

1. Meet local housing needs along the full range of incomes, while promoting diversity and stability of individuals and families in Middleton
2. Ensure that new affordable housing is harmonious with the community and its neighborhood
3. Leverage other public and private resources to the greatest extent possible.

Selection Criteria:

1. Consistency with Master Plan, Open Space and Recreation Plan and other planning documents that have or will receive wide community scrutiny and input
2. Preservation of currently owned Town assets
3. Affordability and provision for cost/funding that is compatible with the Town's financial plan
4. Preservation of a resource or opportunity that would otherwise be lost
5. Feasibility
6. Involvement of multiple CPA purposes
7. Involvement of multiple sources of funding
8. Compliance with Middleton Zoning By-laws

Adopted by the Community Preservation Committee on March 31, 2025

Community Preservation Plan - 2025 Annual Town Meeting Update

	ANTICIPATED REVENUE	OPEN SPACE RESERVE	HISTORIC PRESERVATION RESERVE	AFFORDABLE HOUSING RESERVE	FUND BALANCE	TOTAL AVAILABLE CPA FUNDS	PROJECT TOTAL
Interest Earned		0	0	0	0		
Unused appropriations		0	0	0	0		
6/30/25 Projected balances		\$39,598	\$146	\$672	\$396,475	\$436,892	
				RECEIVABLE	\$0		
				CASH BALANCE	\$396,475		
Fiscal Year 2026 Revenue							
FY26 Anticipated Town Share (Estimated)	\$ 325,000						
FY26 State Match Based on 20% of FY24 (Estimated)	\$ 46,500						
	\$371,500	42,783.00	42,783.00	42,783.00	\$243,151		
Fiscal Year 2026 Expenses							
Flint Public Library Renovation and Expansion	5/10/05 ATM (HP)		(42,929)		(142,821)		185,750.00
Community Preservation Committee Administration Budget					(500)		500.00
Digitize Historic Planning Files					(55,000)		55,000.00
Open Space & Recreation Plan		(55,000)					55,000.00
Time Capsule					(7,000)		7,000.00
Rail Trail		(25,000)					25,000.00
Bart Brown Memorial Trails		(2,381)			(7,619)		10,000.00
Digitize Historic Assessor Files					(26,260)		26,260.00
Interest Earned							-
Unused Appropriations							-
6/30/26 Balances		-	0.00	43,455.12	400,426.44	\$443,882	
				RECEIVABLE	\$0		
				CASH BALANCE	\$400,426		

**TOWN OF MIDDLETON
ANNUAL TOWN MEETING
COMMONWEALTH OF MASSACHUSETTS
MAY 13, 2025**

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, 26 Central Street, on Tuesday, May 13, 2025, at 7:00PM, then and there to act on the following articles:

FY2025 AND PRIOR YEAR FINANCIAL ARTICLES

ARTICLE 1. Hear Committee Reports

ARTICLE 2. Pay Bills of Prior Fiscal Years

On petition of the Select Board and Finance Committee, to see if the Town will vote to pay prior fiscal year bills; or take any other action relative thereto.

Purpose: This article authorizes payment of bills from prior fiscal years. Under General Law c. 44, s. 64, bills from prior fiscal years can only be paid if approved by Town Meeting unless funds were encumbered. Requires a 4/5 majority vote.

• Assessing – Catalis	\$ 500.00
• Town Buildings – Rocky’s Ace Hardware	\$ 59.67
• MELD – Insurance Reconciliation	\$ 9,504.32
• <u>Board of Health – Medicare Application Fee</u>	<u>\$ 709.00</u>
Total:	\$10,772.99

ARTICLE 3. FY25 Snow & Ice Deficit

On petition of the Select Board and Finance Committee, to see if the Town will vote to raise and appropriate, borrow, or transfer from available funds a certain sum to be used to fund the deficit incurred in the Department of Public Works (snow removal and winter road maintenance) budget; or take any other action relative thereto.

Purpose: This article will transfer funds to close the deficit for snow and ice removal. At the time of printing, the snow and ice deficit was \$25,000. The snow and ice deficit is typically funded through a transfer from Free Cash.

FY2026 FINANCIAL ARTICLES

ARTICLE 4. Approve FY2026 Compensation for Elected Officials

On petition of the Select Board and Finance Committee, to see if the Town will vote to set the salaries of elected officials pursuant to Massachusetts General Law Chapter 41, Section 108; or take any other action relative thereto.

Purpose: This article establishes the compensation of elected officials. The schedule of salaries which shows the compensation of elected officials and employees is located in the back of the warrant book in Table A. Requires a simple majority vote.

ARTICLE 5. FY2026 Omnibus Budget

On petition of the Select Board and Finance Committee, to see if the Town will vote to raise and appropriate, borrow, or transfer from available funds a certain sum to fund the Omnibus Budget for Fiscal Year 2026; or take any other action relative thereto.

Purpose: This article requests approval of the Town's operating budget for the coming fiscal year beginning on July 1, 2025 and running through June 30, 2026. Detailed descriptions of expenditures are presented in the warrant book on the following page. Requires a 2/3 majority vote.

ARTICLE 6. FY2026 Public Safety Operating Budget Override

On petition of the Select Board and Finance Committee to see if the Town will vote to raise and appropriate or transfer from available funds the sum of **\$975,000** to fund the following in the Fiscal Year 2026 Omnibus Budget, contingent upon the passage of a Proposition 2 ½ referendum under Massachusetts General Laws, Chapter 59, Section 21C; or take any other action relative thereto.

Town of Middleton

Three (3) Police Officer Salaries	\$278,700
Insurance Benefits/Equipment/Training/Certifications/Taxes	\$111,300
Funding Additional Police Officers (Compensation Subtotal)	\$390,000

Four (4) Firefighter/Paramedic Salaries	\$437,800
Insurance Benefits/Equipment/Training/Certifications/Taxes	\$147,200
Funding Additional Firefighter/Paramedics (Compensation Subtotal)	\$585,000

Town of Middleton FY2026 Public Safety Override Grand Total: \$975,000

Purpose: The funding under Article 6 is contingent on the passage of a Proposition 2 ½ override vote that will appear on the May 20, 2025 Annual Town Election ballot. The total amount of the Public Safety override is \$975,000. An override of this amount is being requested to fund total compensation packages for three (3) Police Officers and four (4) Firefighter/Paramedics. Requires a simple majority vote at Town Meeting and on the May 20, 2025 Ballot Question.

		Actual FY 2023	Actual FY 2024	Approved FY 2025	Select Board/ Finance Committee Recommendation FY 2026
FUNCTION 100: GENERAL GOVERNMENT					
Department #114 TOWN MODERATOR					
5100	Personal Services	\$200	\$200	\$500	\$500
DEPARTMENT TOTAL		\$200	\$200	\$500	\$500
Department #122 SELECTBOARD/ADMINISTRATOR					
5100	Personal Services	\$299,307	\$336,423	\$362,262	\$391,048
5200	Purchase of Services/Supplies	49,400	24,009	49,535	43,040
DEPARTMENT TOTAL		\$348,707	\$360,432	\$411,797	\$434,088
Department #131 FINANCE COMMITTEE					
5100	Personal Services	\$1,072	\$411	\$2,224	\$700
5200	Purchase of Service/Supplies	184	190	1,780	200
5200	Reserve fund	17,340	81,124	100,000	100,000
DEPARTMENT TOTAL		\$18,596	\$81,725	\$104,004	\$100,900
Department #135 TOWN ACCOUNTANT					
5100	Personal Services	\$168,734	\$204,865	\$215,075	\$227,762
5200	Purchase of Services/Supplies	38,611	33,323	44,500	52,000
DEPARTMENT TOTAL		\$207,345	\$238,188	\$259,575	\$279,762
Department #141 ASSESSORS					
5100	Personal Services	\$184,799	\$202,594	\$208,699	\$217,419
5200	Purchase of Services/Supplies	19,356	17,812	29,550	28,166
DEPARTMENT TOTAL		\$204,155	\$220,406	\$238,249	\$245,585

		Actual FY 2023	Actual FY 2024	Approved FY 2025	Select Board/ Finance Committee Recommendation FY 2026
Department #145 TREASURER/COLLECTOR					
5100	Personal Services	\$216,760	\$225,666	\$235,395	\$243,368
5200	Purchase of Services/Supplies	44,787	39,938	40,820	46,230
DEPARTMENT TOTAL		\$261,547	\$265,605	\$276,215	\$289,598
Department #146 CUSTODIAN OF TOWN LANDS					
5100	Personal Services	\$2,500	\$2,500	\$2,500	\$2,500
DEPARTMENT TOTAL		\$2,500	\$2,500	\$2,500	\$2,500
Department #151 TOWN COUNSEL					
5200	Purchase of Services	\$90,576	\$92,663	\$91,000	\$96,000
DEPARTMENT TOTAL		\$90,576	\$92,663	\$91,000	\$96,000
Department #155 INFORMATION TECHNOLOGY					
5100	Personal Services	\$60,255	\$63,271	\$73,070	\$74,461
5200	Purchase of Services/Supplies	324,114	425,317	465,786	485,107
DEPARTMENT TOTAL		\$384,368	\$488,587	\$538,856	\$559,568
Department #161 TOWN CLERK					
5100	Personal Services	\$164,871	\$170,092	\$188,130	\$194,937
5200	Purchase of Services/Supplies	14,659	16,267	25,200	27,200
5800	Capital Outlay	9,108	3,250	20,000	20,000
DEPARTMENT TOTAL		\$188,638	\$189,609	\$233,330	\$242,137
Department #162 ELECTIONS/ REGISTRATIONS					
5100	Personal Services	\$22,273	\$15,581	\$38,926	\$22,095
5200	Purchase of Services/Supplies	16,977	18,490	25,650	22,900
DEPARTMENT TOTAL		\$39,250	\$34,070	\$64,576	\$44,995

		Actual FY 2023	Actual FY 2024	Approved FY 2025	Select Board/ Finance Committee Recommendation FY 2026
Department #171 CONSERVATION COMMISSION					
5100	Personal Services	\$91,173	\$93,559	\$96,268	\$98,674
5200	Purchase of Services/Supplies	1,751	1,760	9,050	8,950
DEPARTMENT TOTAL		\$92,923	\$95,319	\$105,318	\$107,624
Department #175 PLANNING DEPARTMENT					
5100	Personal Services	\$110,910	\$109,324	\$108,311	\$103,161
5200	Purchase of Services/Supplies	6,157	4,442	11,810	11,810
DEPARTMENT TOTAL		\$117,067	\$113,767	\$120,121	\$114,971
Department #176 BOARD OF APPEALS ***					
5100	Personal Services	\$1,638	\$2,279	\$0	\$0
5200	Purchase of Services/Supplies	928	215	0	0
DEPARTMENT TOTAL		\$2,566	\$2,494	\$0	\$0
Department #181 MASTER PLAN COMMITTEE/LAND ACQUISITION ***					
5100	Personal Services	\$134	\$136	\$0	\$0
5200	Purchase of Services/Supplies	63	0	0	0
DEPARTMENT TOTAL		\$197	\$136	\$0	\$0
Department #192 TOWN BUILDINGS					
5100	Personal Services	\$36,921	\$49,338	\$53,816	\$53,816
5200	Purchase of Services/Supplies	70,198	72,685	100,000	100,000
DEPARTMENT TOTAL		\$107,119	\$122,023	\$153,816	\$153,816
Department #195 TOWN REPORTS					
195	Town Warrants/Reports	\$10,362	\$14,247	\$11,000	\$12,500
DEPARTMENT TOTAL		\$10,362	\$14,247	\$11,000	\$12,500
TOTAL GEN. GOVERNMENT FUNCTION 100		\$2,076,116	\$2,321,970	\$2,610,857	\$2,684,544

*** BUDGETS CONSOLIDATED INTO PLANNING DEPARTMENT BUDGET

		Actual FY 2023	Actual FY 2024	Approved FY 2025	Select Board/ Finance Committee Recommendation FY 2026
FUNCTION 200: PUBLIC SAFETY					
Department #210 POLICE DEPARTMENT					
5100	Personal Services	\$1,906,906	\$2,044,608	\$2,262,816	\$2,319,195
5200	Purchase of Services/Supplies	189,548	175,533	220,018	221,988
5800	Capital Outlay	54,749	55,000	75,000	0
DEPARTMENT TOTAL		\$2,151,204	\$2,275,142	\$2,557,834	\$2,541,183
Department #220 FIRE DEPARTMENT					
5100	Personal Services	\$2,063,930	\$2,098,187	\$2,102,014	\$2,278,287
5200	Purchase of Services/Supplies	354,845	234,651	268,261	275,036
5800	Capital Outlay	9,243	20,933	23,500	23,500
DEPARTMENT TOTAL		\$2,428,018	\$2,353,771	\$2,393,775	\$2,576,823
Department #241 INSPECTIONS DEPARTMENT					
5100	Personal Services	\$250,688	\$253,724	\$279,466	\$288,638
5200	Purchase of Services/Supplies	21,678	24,941	33,250	34,250
DEPARTMENT TOTAL		\$272,366	\$278,665	\$312,716	\$322,888
Department #292 ANIMAL CONTROL					
5100	Personal Services	\$20,421	\$20,649	\$21,295	\$21,822
5200	Purchase of Services/Supplies	0	1,137	3,900	3,900
DEPARTMENT TOTAL		\$20,421	\$21,786	\$25,195	\$25,722
Department #296 TOWN CONSTABLE					
5100	Personal Services	\$200	\$200	\$500	\$500
DEPARTMENT TOTAL		\$200	\$200	\$500	\$500
TOTAL PUBLIC SAFETY FUNCTION 200		\$4,872,209	\$4,929,563	\$5,290,020	\$5,467,116

		Actual FY 2023	Actual FY 2024	Approved FY 2025	Select Board/ Finance Committee Recommendation FY 2026
FUNCTION: 300: EDUCATION					
Department #301 MIDDLETON SCHOOL DEPARTMENT					
5100	Personal Services	\$9,980,548	\$10,359,984	\$10,732,460	\$11,306,215
5200	Purchase of Services /Supplies	3,731,061	4,360,157	4,580,102	4,881,905
DEPARTMENT TOTAL		\$13,711,609	\$14,720,141	\$15,312,562	\$16,188,120
Department #314 MASCONOMET SCHOOL DISTRICT					
5600	Middleton Assessment	\$10,477,590	\$10,896,460	\$11,103,806	\$11,103,806
DEPARTMENT TOTAL		\$10,477,590	\$10,896,460	\$11,103,806	\$11,103,806
Department #315 ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT					
5600	Middleton Assessment	\$756,518	\$804,846	\$910,615	\$1,085,714
5900	Essex Tech Debt Service	68,506	67,215	71,538	72,752
DEPARTMENT TOTAL		\$825,024	\$872,061	\$982,153	\$1,158,466
TOTAL SCHOOL DEPARTMENT		\$25,014,223	\$26,488,662	\$27,398,521	\$28,450,392
FUNCTION 300: EDUCATION					

		Actual FY 2023	Actual FY 2024	Approved FY 2025	Select Board/ Finance Committee Recommendation FY 2026
FUNCTION 400: PUBLIC WORKS					
Department #420 PUBLIC WORKS DEPARTMENT					
5100	Personal Services	\$672,403	\$719,349	\$789,855	\$931,253
5200	Purchase of Services/Supplies	294,317	353,332	365,900	364,900
5800	Capital Outlay	18,692	18,127	19,000	19,000
DEPARTMENT TOTAL		\$985,413	\$1,090,809	\$1,174,755	\$1,315,153
Department #423 SNOW AND ICE					
5700	General Expenditures	\$285,591	\$233,120	\$351,520	\$351,520
DEPARTMENT TOTAL		\$285,591	\$233,120	\$351,520	\$351,520
Department #425 TRANSFER STATION/SOLID WASTE					
5100	Personal Services	\$136,806	\$139,848	\$161,727	\$158,632
5200	Purchase of Services/Supplies	342,029	335,529	487,200	507,967
DEPARTMENT TOTAL		\$478,835	\$475,377	\$648,927	\$666,599
TOTAL PUBLIC WORKS		\$1,749,838	\$1,799,306	\$2,175,202	\$2,333,272

		Actual FY 2023	Actual FY 2024	Approved FY 2025	Select Board/ Finance Committee Recommendation FY 2026
FUNCTION 500: HUMAN SERVICES					
Department #511 BOARD OF HEALTH					
5100	Personal Services	\$115,506	\$155,500	\$149,404	\$155,655
5200	Purchase of Services/Supplies	17,155	20,496	23,050	23,300
DEPARTMENT TOTAL		\$132,660	\$175,996	\$172,454	\$178,955
Department #541 COUNCIL ON AGING					
5100	Personal Services	\$226,138	\$194,942	\$238,181	\$293,383
5200	Purchase of Services/Supplies	39,506	41,311	47,158	47,158
DEPARTMENT TOTAL		\$265,644	\$236,252	\$285,339	\$340,541
Department #543 VETERAN SERVICE OFFICER					
5100	Personal Services	\$17,323	\$19,633	\$37,336	\$37,245
5200	Purchase of Services/Supplies	20,146	25,809	46,900	46,900
DEPARTMENT TOTAL		\$37,468	\$45,442	\$84,236	\$84,145
Department #545 TRI-TOWN COUNCIL					
5200	Purchase of Services	\$29,925	\$29,925	\$29,925	\$29,925
DEPARTMENT TOTAL		\$29,925	\$29,925	\$29,925	\$29,925
Department #548 MIDDLETON GARDEN CLUB					
5200	Purchase of Services	\$2,983	\$5,348	\$5,000	\$5,000
DEPARTMENT TOTAL		\$2,983	\$5,348	\$5,000	\$5,000
TOTAL HUMAN SERVICES FUNCTION 500		\$468,680	\$492,963	\$576,954	\$638,566

		Actual FY 2023	Actual FY 2024	Approved FY 2025	Select Board/ Finance Committee Recommendation FY 2026
FUNCTION 600: CULTURE & RECREATION					
Department #610 FLINT PUBLIC LIBRARY					
5100	Personal Services	\$450,222	\$482,713	\$548,843	\$553,405
5200	Purchase of Services/Supplies	193,825	209,877	238,160	245,919
DEPARTMENT TOTAL		\$644,047	\$692,591	\$787,003	\$799,324
Department #630 RECREATION COMMISSION					
5100	Personal Services	\$25,676	\$32,009	\$38,229	\$38,229
5200	Purchase of Services/Supplies	11,542	10,696	30,875	20,775
DEPARTMENT TOTAL		\$37,217	\$42,705	\$69,104	\$59,004
Department #691 HISTORICAL COMMISSION					
5200	Purchase of Services	\$0	\$550	\$1,000	\$1,000
DEPARTMENT TOTAL		\$0	\$550	\$1,000	\$1,000
Department #692 MEMORIAL DAY					
5200	Purchase of Services	\$1,867	\$5,527	\$6,500	\$6,500
DEPARTMENT TOTAL		\$1,867	\$5,527	\$6,500	\$6,500
Department #693 CHIEF WILLS DAY FAMILY FESTIVAL					
5200	Purchase of Services	\$5,000	\$5,000	\$5,000	\$5,000
DEPARTMENT TOTAL		\$5,000	\$5,000	\$5,000	\$5,000
TOTAL CULTURE & REC. FUNCTION 600		\$688,131	\$746,372	\$868,607	\$870,828

		Actual FY 2023	Actual FY 2024	Approved FY 2025	Select Board/ Finance Committee Recommendation FY 2026
FUNCTION 700: DEBT SERVICE					
Department #710 DEBT SERVICE					
5801	Principal	\$1,237,500	\$1,785,250	\$1,893,000	\$2,009,250
5915	Interest	2,975,143	2,020,080	1,935,178	1,850,226
TOTAL DEBT SERVICE FUNCTION 700		\$4,212,643	\$3,805,330	\$3,828,178	\$3,859,476
FUNCTION 900: UNCLASSIFIED					
Department: UNCLASSIFIED					
910	Compensation Reserve	\$68,856	\$3,500	\$49,019	\$40,000
911	Retirement	1,882,538	2,127,694	2,083,090	2,149,917
913	Unemployment	24,796	8,417	15,000	15,000
914	Health Insurance	782,293	872,434	976,433	1,290,335
915	Group Insurance	2,119	2,271	2,450	2,450
916	Medicare	108,567	109,716	122,590	127,371
945	All Other Insurance	270,130	296,299	330,500	393,200
DEPARTMENT TOTAL		\$3,139,300	\$3,420,331	\$3,579,082	\$4,018,273
TOTAL OPERATING BUDGET		\$42,221,140	\$44,004,497	\$46,327,421	\$48,322,467
GENERAL FUND 01					

ARTICLE 7. FY2026 Elementary School Operating Budget Override

On petition of the Middleton School Committee, to see if the Town will vote to raise and appropriate or transfer from available funds the sum of **\$537,276** to fund the following in the Fiscal Year 2026 Omnibus Budget, contingent upon the passage of a Proposition 2 ½ referendum under Massachusetts General Laws, Chapter 59, Section 21C; or take any other action relative thereto.

Middleton Elementary School

Three (3) Classroom Teachers	\$195,000
Two (2) Special Education Teachers	\$124,724
One (1) Reading Teacher	\$65,000
Instrumental Music Program	\$21,000
1/3 (.3)Assistant Principal	\$32,000
Administrative Salaries	\$20,000
Instructional Aides	\$69,933
<u>Overall Consumables</u>	<u>\$9,619</u>
Middleton Elementary School FY2026 Grand Total:	\$537,276

Purpose: The funding under Article 7 is contingent on the passage of a Proposition 2 ½ override vote that will appear on the May 20, 2025 Annual Town Election ballot. The total amount of the Elementary School's override is \$537,276. A no vote on this override will result in some increased class sizes, reductions in special education and reading services, and administrative reductions. This will also result in the elimination of the instrumental music program. The School Committee has bottom line budget authority and this list is informational only. Requires a simple majority vote at Town Meeting and on May 20, 2025 Ballot Question.

ARTICLE 8. FY2026 Masconomet Regional School District Operating Budget Override

On petition of the Masconomet Regional District School Committee, to see if the Town will vote to raise and appropriate or transfer from available funds the sum of **\$467,194** to fund the following in the Fiscal Year 2026 Omnibus Budget, contingent upon the passage of a Proposition 2 ½ referendum under Massachusetts General Laws, Chapter 59, Section 21C; or take any other action relative thereto.

Masconomet Regional School District

<u>Additional FY26 Operating Budget Assessment</u>	\$467,194
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Masconomet Regional School District FY2026 Grand Total: **\$467,194**

Purpose: The proposed FY26 Masconomet Total Assessment budget inclusive of Capital Costs represents an increase of 8.2% over FY25, none of which has been included in Article 5 of the omnibus budget. Middleton's share of the Operating Assessment increase as calculated in accordance with the Regional Agreement considers 5-year enrollment fluctuations (a 33.90% average decrease in Middleton enrollment over the past 5 years). This override is requesting an

additional \$466,848 which represents Middleton’s share of an increase of 4.27% over the FY25 approved omnibus budget. Additional information relative to the proposed FY26 Masconomet budget can be found at <https://www.masconomet.org/mascoplanning>. The funding under Article 8 is contingent on the passage of a Proposition 2 ½ override vote that will appear on the May 20, 2025 Annual Town Election ballot. Requires a simple majority vote at Town Meeting and on the May 20, 2025 Ballot Question.

ARTICLE 9. FY2026 Community Preservation Budget - Debt Service, Projects, Expenses
On petition of the Select Board and Community Preservation Committee, to see if the Town will vote to appropriate or reserve from the Community Preservation Fund annual revenues or available funds the amounts recommended by the Community Preservation Committee for debt service, community preservation projects, and other expenses in Fiscal Year 2026 with each item to be considered a separate appropriation; or take any other action relative thereto.

Proposed Fiscal Year 2026 Community Preservation Budget

The Community Preservation Committee recommends that the following amounts be appropriated or reserved from Fiscal Year 2026 Community Preservation Fund Revenues, unless otherwise specified for Fiscal Year 2026 Community Preservation Purposes, with each item considered to be a separate appropriation:

<u>Purpose</u>	<u>Recommended Amount</u>	<u>Funding Source</u>
A. Reserves: Open Space	\$42,783	FY 2025 Estimated CPA Receipts
Reserves: Historic Resources	\$42,783	FY 2025 Estimated CPA Receipts
Reserves: Community Housing	\$42,783	FY 2025 Estimated CPA Receipts
B. Flint Library Debt Service	\$185,750	\$42,929.09 from Historic Resources Reserve and \$142,820.91 from Fund Balance
C. CPA Committee Admin. Expenses	\$500	From Fund Balance
Community Preservation Total	\$314,599	

Purpose: Each year the Town Meeting must appropriate or reserve for future appropriation at least 10% of the estimated annual fund revenues for acquisitions and initiatives in each of the following three categories of allowable community preservation purposes:

Open space (excluding recreational uses) - Historic resources - Community housing

The “annual fund revenues” in Fiscal Year 2026 are estimated at \$371,500 and are composed of the estimated receipts from the local surcharge of \$325,000 and monies from the State Trust Fund, which will make its nineteenth payment in October 2025 providing an additional estimated \$46,500 in matching funds based upon the local share raised in Fiscal Year 2025. Requires a simple majority vote.

ARTICLE 10. FY2026 Community Preservation Budget - New Projects

On petition of the Select Board and Community Preservation Committee, to see if the Town will vote to appropriate from the Community Preservation Fund annual revenues the following amounts recommended by the Community Preservation Committee for new community preservation projects in Fiscal Year 2026 with each item to be considered a separate appropriation; or take any other action relative thereto.

<u>Project</u>	<u>Amount</u>	<u>Funding Source</u>
Assessors Historic Records Digitalization	\$26,260	Fund Balance
Open Space & Recreation Plan Update	\$55,000	Open Space
Rail Trail Improvements	\$25,000	Open Space
Planning/Zoning Board Historic Records Digitalization	\$55,000	Fund Balance
Time Capsule	\$7,000	Fund Balance
Bart Brown Memorial Trail System	\$10,000	Fund Balance/Open Space
Community Preservation Total	\$178,260	

Purpose: The Community Preservation Committee reviews proposed projects on an annual basis and provides recommendations to Town Meeting. Requires simple majority vote.

ARTICLE 11. Authorize FY2026 Revolving Fund Spending Limits

On petition of the Select Board and Finance Committee, to see if the Town will vote to authorize the spending limits of the following revolving funds established under the Town Bylaw and General Laws Chapter 44, Section 53E ½; or take any other action relative thereto.

<u>Revolving Fund</u>	<u>Spending Limit</u>
Council on Aging	\$35,000
Recreation	\$15,000
Stormwater Management	\$5,000

Purpose: Massachusetts General Law Chapter 44, Section 53E ½ requires annual reauthorization of Revolving Funds which are self-supporting and pay for departmental expenses from user fees and charges. Requires simple majority vote.

ARTICLE 12. FY2026 South Essex Sewerage District Enterprise Budget

On petition of the Select Board and Finance Committee, to see if the Town will vote to appropriate a certain sum from the Sewer Enterprise receipts to pay expenses and contractual services required to operate the Sewer Enterprise Fund for Fiscal Year 2026; or take any other action relative thereto.

Direct Costs

SESD Assessment	\$ 107,430
Expenses	\$ 100
Extra/Unforeseen	<u>\$ 1,000</u>
Total Direct Costs:	\$ 108,530

Indirect Costs *

Salaries and Wages	\$5,562
Insurance & Benefits	<u>\$1,362</u>
Total Indirect Costs:	\$6,924

Total FY2026 Budget \$115,454

**(to be raised and appropriated in the General Fund Operating Budget)*

The Town shall raise the sum of \$108,530 from the Sewer Enterprise Revenues and approve the sum of \$6,924 of indirect costs appropriated in the general fund under Article 5 to be funded from Sewer Enterprise Revenues.

Purpose: This article funds the operation of that portion of the Town served by the South Essex Sewerage District (SESD). The revenues fully fund the operating costs. Requires a simple majority vote.

ARTICLE 13. FY2026 Water Enterprise Budget

On petition of the Select Board and Finance Committee, to see if the Town will vote to appropriate a certain sum from the Water Enterprise receipts to pay expenses and contractual services required to operate the Water Enterprise Fund for Fiscal Year 2026; or take any other action relative thereto.

Direct Costs

Salaries and Wages	\$108,687
Expenses	\$ 74,600
Extra/Unforeseen	<u>\$ 50,000</u>
Total Direct Costs:	\$ 233,287

Indirect Costs *

Salaries and Wages	\$58,559
Insurance & Benefits	<u>\$38,645</u>
Total Indirect Costs:	\$97,204

Total FY2026 Budget \$330,491

**(to be raised and appropriated in the General Fund Operating Budget)*

The Town shall raise the sum of \$233,287 from the Water Enterprise Revenues and approve the sum of \$97,204 of indirect costs appropriated in the general fund under Article 5 to be funded from Water Enterprise Revenues.

Purpose: This article funds the operation of the Water Department. The revenues fully fund the operating costs. Requires a simple majority vote.

ARTICLE 14. Accept Sum from Middleton Electric Light Department (MELD)

On petition of the Electric Light Commissioners, to see if the Town will vote to accept a sum of money from the earnings of the Electric Light Department, said sum to be used for the reduction of taxes; or take any other action relative thereto.

Purpose: Each year the Light Commission votes a sum to be used to reduce taxes. The FY2026 amount is expected to be \$260,000. Requires a simple majority vote.

ARTICLE 15. Transfers to Reserve Accounts

On petition of the Select Board and Finance Committee, to see if the Town will vote to raise and appropriate, borrow or transfer from available funds to various reserve, stabilization and trust funds; or take any other action relative thereto.

Purpose: This article transfers funds from Free Cash to various reserve funds as noted below. Requires a simple majority vote.

Fund	Amount
OPEB Trust Fund	\$100,000
Facilities Stabilization Fund	\$250,000
Stablization Fund	\$50,000
Pension Stabilization Fund	\$50,000
Capital Stablization Fund	\$100,000
Total	\$550,000

ARTICLE 16. FY2026 Capital Budget

On petition of the Select Board and Finance Committee, to see if the Town will vote to appropriate, borrow or transfer from available funds in the amount of \$4,936,995 to fund the Capital expenditures for Fiscal Year 2026; and to authorize the Town Administrator to sell or trade items rendered surplus by such purchases; or take any other action relative thereto.

See table on next page

Department/Location	Project	Expenditure	Funding Source
Information Technology	Public, Educational, and Government (PEG) Technology Installation at Municipal Campus	\$ 300,000	PEG RRFA
	Server Refresh - Library	6,000	Free Cash
	Network Refresh - Library	25,000	Free Cash
	Endpoint Refresh - Library	18,000	Free Cash
	IT & Cybersecurity	30,103	Free Cash
	Information Technology Subtotal	\$ 379,103	
Town Buildings	Funding for Municipal Campus Project	\$ 500,000	Free Cash
	Funding for Municipal Campus Project	500,000	Facilities Stabilization
	Disposition of Town Properties & Land - Phase 2	75,000	Free Cash
	Town Buildings Subtotal	\$ 1,075,000	
Fire Department	Purchase Ladder Truck	\$ 2,200,000	Debt Service
	Town Match - Assistance to Firefighter Grant	105,279	Free Cash
	Purchase of Utility Terrain Vehicle (UTV)	58,545	Free Cash
	Mobile Radio Replacement - Phase 2	24,055	Free Cash
	Purchase of Forestry Firefighting Equipment	6,000	Free Cash
	Fire Subtotal	\$ 2,393,879	
Building Inspection	Replace Building Inspector's Vehicle	\$ 50,000	Free Cash
	Building Inspection Subtotal	\$ 50,000	
Elementary Schools	English Language Arts Curriculum Materials	\$ 235,000	Free Cash
	Elementary Schools Subtotal	\$ 235,000	
Essex North Shore Tech	Capital Assessment	\$ 56,953	Free Cash
	Essex North Shore Tech Subtotal	\$ 56,953	
Dept. of Public Works	Replace Loader	\$ 267,000	Free Cash
	Town match for Future 114 Transportation Improvement Program Grant	150,000	Free Cash
	Additional Roadway Improvement Funds	150,000	Free Cash
	Per- and Polyfluoroalkyl Substances "PFAS" Monitoring and/or Remediation	50,000	Free Cash
	Stormwater Compliance	50,000	Free Cash
	Replace Truck #1 - Pickup Truck	61,000	Free Cash
	Purchase New Mower	14,060	Free Cash
	Purchase New Landscape Trailer	5,000	Free Cash
	Dept. of Public Works Subtotal	\$ 747,060	
Capital Projects Total		\$ 4,936,995	

Purpose: This article requests approval of the capital budget for the coming fiscal year. Capital items are assets that have a useful life of five (5) or more years and a cost of more than \$5,000. Regular capital investment is critical to maintaining the Town’s infrastructure, including the vehicle fleet, buildings, equipment, and acquisition of land. Annually, a capital improvement plan (CIP) is developed looking ahead for the next five years. Year one of the CIP is the ensuing year’s capital budget. The FY26 Capital Budget is proposed to be funded in the amount of \$4,936,995. Note that capital items funded through the Community Preservation Fund are reflected in that warrant article; capital items funded through outside funds are not subject to appropriation. Requires a 2/3rds majority vote.

ARTICLE 17. Masconomet Regional Capital Request

On petition of the Masconomet Regional School District, to see if the Town will appropriate \$230,652 to pay a portion of the costs of Fiscal Year 2026 capital needs, to be funded by Free Cash; or take any other action relative thereto.

Department/Location		Project	Expenditure	Funding Source
Masconomet		HVAC Electrification Feasibility Study	\$ 156,500	Free Cash
		Softball and Track & Field Feasibility Study	16,150	Free Cash
		High School Elevator Modernization Project	207,639	Free Cash
		Middle School Elevator Modernization Project	198,711	Free Cash
		Press Box Building Lift Replacement	111,000	Free Cash
<i>Masconomet Capital Total</i>			\$ 690,000	

Purpose: The Masconomet Regional School District has identified \$690,000 in smaller sized capital needs. This is split proportionally between Middleton, Boxford and Topsfield, with Middleton’s share for FY26 being the \$230,652 listed above. Requires a simple majority vote.

ARTICLE 18. Litigation Expenses for 3A (MBTA) Zoning

On the petition of the Select Board, to see if the Town will vote to appropriate, borrow or transfer from available funds, \$25,000 to be expended under the direction of the Select Board for the purpose of expected legal expenses relative to non-compliance with 3A (MBTA) Zoning.

Purpose: 3A (MBTA) Zoning was voted down at both the May 14, 2024 Annual Town Meeting and December 12, 2024 Special Town Meeting. The Town of Middleton is now out of compliance with this law. Article 18 appropriates additional legal fees to defend the town relative to this matter, with the understanding that additional funds may be required at a later date.

ARTICLE 19. Middleton 300th Anniversary Committee Appropriation

On the petition of the Select Board, to see if the Town will vote to appropriate, borrow or transfer from available funds, \$15,000 to be expended under the direction of the Middleton 300th Anniversary Committee for the purpose of planning and executing a 300th Anniversary Celebration for the community.

Purpose: The Town of Middleton will see its 300th year in 2028. This funding would help kick off planning and fund-raising efforts for the Middleton 300th Anniversary Committee. Requires a simple majority vote.

CITIZEN PETITIONS, BYLAW ADOPTIONS, AND REAL PROPERTY

ARTICLE 20. Charter Review Recommendations

On petition of the Charter Review Committee, to see if the Town will accept the revisions to the Town Charter (as outlined in Appendix A and on file in the Town Clerk's Office); and authorize the Select Board to submit a home rule petition relative to those changes; or take any other action relative thereto.

Purpose:

Created by Annual Town Meeting 2021, the Charter Review Committee brought an initial recommendation to Annual Town Meeting 2023. This article is the second and final recommendation and will complete the task set forth by the vote of Annual Town Meeting 2021. Requires a simple majority vote.

ARTICLE 21. Floodplain Zoning Bylaw

On petition of the Planning Board, to see if the Town will accept the revisions to the Town Bylaws (as outlined in Appendix B and on file in the Town Clerk's Office); or take any other action relative thereto.

Purpose:

This update is required for property owners in Middleton to remain eligible flood insurance. Requires a 2/3rds majority vote.

ARTICLE 22. Surplus Town Properties – Police Station – 65 North Main Street

On petition of the Select Board, to see if the Town will vote to authorize the Select Board to dispose of real property at 65 North Main Street shown on the Assessors maps as Parcel# 0017-0000-0096 at terms and conditions determined by the Select Board to be in the best interests of the Town; or take any other action relative thereto.

Purpose:

The proceeds of this sale are intended to offset the project cost of the new Municipal Campus at 99 & 105 South Main Street. Requires a 2/3rds majority vote.

ARTICLE 23. Conservation Restriction for 105 S Main Street

On petition of the Select Board, to see if the Town will authorize the Select Board to convey the Conservation Restriction for a certain parcel of land at 105 South Main Street: Lot 184 on Middleton Assessor's Map 29 consisting of 51.576 acres more or less; and to authorize the Select Board to convey and accept easements relative thereto; or take any other action relative thereto.

Purpose:

This article authorizes the Select Board to convey a conservation restriction on a portion of the property at 105 South Main Street. The conservation restriction will cover approximately 22.85 acres of land. See exhibit below for reference. Requires a 2/3 majority vote.

END OF ANNUAL TOWN MEETING WARRANT

Anyone in need of special accommodations for the Town Meeting, please contact the Office of the Select Board at 978-777-3617 by April 24 2025 in order that reasonable accommodations may be made.

TO THE TOWN CONSTABLE:

You are hereby ordered to notify and warn said qualified voters to meet at the Fuller Meadow School, 143 South Main Street, Middleton, MA on **Tuesday, May 20, 2025**, next for the following purposes, VIZ: To choose by ballot the following Town Officers for the ensuing year:

One Constable for three (3) years
Two Select Board Members for three (3) years
One Board of Assessors Member for three (3) years
Two Elementary School Committee Members for three (3) years
One Regional School Committee Member for three (3) years
One Planning Board Member for five (5) years
One Electric Light Commissioner for three (3) years
One Library Trustee for three (3) years
One Housing Authority Member for five (5) years

And to vote on the following ballot questions:

Shall the Town of Middleton be allowed to assess an additional \$975,000 in real estate and personal property taxes for the purposes of funding Public Safety expenses for the fiscal year beginning July 1, 2025?

Shall the Town of Middleton be allowed to assess an additional \$537,276 in real estate and personal property taxes for the purposes of funding Middleton Elementary School expenses for the fiscal year beginning July 1, 2025?

Shall the Town of Middleton be allowed to assess an additional \$467,194 in real estate and personal property taxes for the purposes of funding the Masconomet Regional School District assessment for the fiscal year beginning July 1, 2025.

The Polls open at 7:00 a.m. and close at 8:00 p.m. Voting takes place at the Fuller Meadow School, 143 South Main Street, Middleton, MA.

And you are hereby directed to service this Warrant by posting up attested copies thereof at:

Memorial Hall

Flint Public Library

Ferncroft Towers

Post Office




Howe Station Market


Fuller Pond Village

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereof, to the Town Clerk at time and place of meeting aforesaid.

Given under our hands this _____ day of _____ in the year Two Thousand Twenty Five.

MIDDLETON SELECT BOARD



A true copy Attest:

Constable of the Town of Middleton

Date Posted

Exhibit “A”
PROPOSED CHANGES TO TOWN CHARTER
For review at Annual Town Meeting on May 13, 2025

CHAPTER 2 – TOWN MEETING

2-2-3 AMEND to read as:

*“When the number of voters in attendance at Town Meeting is determined to be less than the established quorum, the meeting shall be adjourned forthwith to a stated date, time, and place, **or, at the option of Town Meeting, dissolved.**”*

2-3-2 AMEND to read as:

*“**Where required by applicable law**, the Town Meeting shall consider and act upon, with or without amendments, all proposed operating and capital budgets, bond issues, and other financial proposals of the Town.”*

2-4-2 AMEND to read as:

*“In all procedural matters, the Town Meeting shall follow the latest edition of **Town Meeting Time**, except as provided by General Law, this Charter or by the By-law.”*

2-4-5 AMEND to read as:

*“A copy of the Warrant for any Town Meeting shall be **mailed** to each residence in the Town at least seven days prior to commencement of said meeting.”*

2-4-6 AMEND to read as:

*“The order of consideration of the articles on the Warrant may be changed **at the discretion of the Town Moderator.**”*

2-4-8 AMEND to read as:

*“The Town Meeting shall **receive** Finance Committee recommendations **on all Town Meeting articles concerning financial matters, provided that failure to submit a recommendation may not preclude Town Meeting action.**”*

2-4-9 AMEND to read as:

*“**The Town Meeting shall receive a Planning Board recommendation on all Articles** involving planning, zoning, subdivision control, land acquisition, conservation extension of sewer lines, and all other matters relating to **land and** the environment, **provided that a failure to submit a recommendation may not preclude Town Meeting action.**”*

2-4-10 **AMEND** to read as:

"The substance of any article defeated at Town Meeting shall not again be placed on the warrant for the period of one year."

2-4-11 **AMEND** to read as:

"The substance of any article entailing zoning, which has been defeated at any Town Meeting shall not again be voted on by the Town Meeting for a period of two years thereafter, unless the Planning Board shall have recommended resubmission of the Article."

CHAPTER 3 - ELECTIONS

3-1-1 **AMEND** to read as:

*"The regular Election for all Town offices shall be by official ballot held on the third Tuesday in May of each year. **The Select Board may change the date of the Town Elections due to reasons relating to public health, safety and welfare, provided that the new date is in conformance with state law.**"*

3-1-2 **AMEND** to read as:

*"Any person duly elected to any office or board shall take up the duties of **their** office immediately, provided that they first shall have been sworn to the faithful performances of **their** duties."*

3-4-1 **AMEND** to read as:

*"An elected officer of the Town may be recalled and removed from public office by the voters of the Town as herein provided. Any voter of the Town may file with the Select Board a petition containing the name and title of the elective officer whose removal is sought together with a statement of the grounds for their removal. Said petition shall be filed with said Board and shall be signed in ink or indelible pencil by qualified voters of the Town equal in number to at least **twelve percent of the voters** registered at the last regular municipal election, provided that no recall petition may be filed against any officer until he shall have their office before the taking of such vote. Said recall vote shall be called and conducted in the same manner as is provided by General Law for the call and conduct of a special election."*

3-4-2 **AMEND** to read as:

*"If, within five **business** days after receipt of the petition.....special election."*

3-4-3 **AMEND** to read as:

*"The form of the question to be voted upon shall be substantially as follows: "Shall (here insert the name and title of elective officer whose recall is sought) be recalled?" A majority vote of the voters to recall such elective officer shall not be effective unless a total of at a **majority of twelve percent** of the electorate entitled to vote on the question shall be voted. Recall of such elective officer shall become effective upon certification of the results of the voting thereon, regardless of any technical deficiency in the recall petition. If any elective officer shall be recalled, the vacancy*

created thereby shall be filled in accordance with the provisions of this Charter and General Law.”

CHAPTER 4 - SELECT BOARD

AMEND Chapter 4 title to read as:

****CHAPTER 4 – SELECT BOARD***

4-1-1 **AMEND** to read as:

*“A **Select Board** of five members shall be elected for three year overlapping terms. The regular election for the office of **Select Board** shall be held in accordance with Chapter 3 of this Charter.”*

4-1-2 **AMEND** to read as:

*“Vacancies in the office of the Select Board **may** be filled by special election in accordance with the provisions of General Law.”*

4-4-1 **AMEND** to read as:

*“The Select Board may make investigations and may authorize the Town Administrator or other agent to investigate the affairs of the town and conduct of any **town board**, department **or** office including any claims against the Town.*

CHAPTER 5 – OTHER ELECTED TOWN BOARDS

AMEND Chapter 5 title to read as:

“CHAPTER 5 - “OTHER ELECTED BOARDS AND OFFICIALS”

5-1-1 **AMEND** to read as:

*“**Other Town Boards and Officials** to be elected by vote of the Town shall be: An Elementary School Committee, a Regional School Committee, a Planning Board, a Board of Assessors, a Board of Library Trustees, a Town Clerk, a Housing Authority, Electric Light Commissioners, a Constable, and **a Town Moderator**.”*

5-1-4 **AMEND** to read as:

*“Members of boards and commissions established under this Charter who serve without compensation may receive actual and necessary expenses incurred in the **rightful** performance of their duties, within limits of **both their authority and** an appropriation made for that purpose.”*

5-2-1 **AMEND** to read as:

*“Vacancies in the Town Boards established under this **Chapter** shall be filled by the Select Board together with the remaining members of the respective board, in accordance*

with General Law. **Vacancies in other elected offices shall be filled in accordance with state law.**

5-3-3 **AMEND** to read as:

*"At least two weeks prior to submitting a budget to the Town Accountant, the **Elementary School Committee** shall conduct a public hearing on the school budget. Said Committee shall have preliminary summaries of its recommendations available at said hearing, which shall be distributed to those who request them."*

5-4-2 **AMEND** to read as:

*"Two alternate members shall be appointed jointly by the **Select Board** and the Planning Board For one-year terms. The chairperson of the Planning Board may designate an alternate member to sit on the Planning Board to vote and act on all **zoning and subdivision** matters in the event of a board member's absence, inability to act, conflict of interest or vacancy on the board. **[Added by Ch.375 of the Acts of 2014]**"*

CHAPTER 6 – APPOINTMENTS MADE BY THE SELECT BOARD

6-1-1 (a) **AMEND** to read as:

*"The following officers each for a term of three years: a Town Counsel **and** a Town Accountant.*

(c) **AMEND** to read as:

*"The following officers for indefinite term: a Police Chief **and** a Fire Chief.*

6-3-1 (d) **AMEND** to read as:

"A Conservation Commission, a Recreation Commission, and an Historical Commission, such boards to be composed of five members each, who shall be appointed for three year overlapping terms."

6-5-1 **AMEND** to read as:

*"Any appointed officer or **salaried** employee of the Town, not subject to the provisions of the State Civil Service law, whether appointed for a fixed or an indefinite term, may be suspended or removed from office by the appointing authority for good cause. The term good cause shall include, but not be limited to the following: incapacity other than temporary illness, inefficiency, insubordination and conduct unbecoming of office."*

6-5-2 **AMEND** to read as:

*"Any appointed officer or **salaried** employee of the Town may be placed on paid administrative leave from office by the appointing authority if such action is deemed to them to be necessary to protect the interests of the Town. Administrative leave may be conterminous with the removal and shall not interfere with the rights of the officer or employee under the removal procedure given below."*

6-5-3 **AMEND to read as:**

- (b) *"Within five days of delivery of such notice the officer or employee may request a public hearing at which **they** may be represented by counsel, shall be entitled to present evidence, call witnesses, and to question any witness appearing at the hearing."*
- (c) *"Between one and ten days after a public hearing is adjourned, or if the officer or employee fails to request a public hearing between six and fifteen days after delivery of the notice intent to remove, the appointing authority shall take final action either removing the officer or employee, or notifying **them** that the notice is rescinded."*

6-7-1 **AMEND to read as:**

*"The Town Administrator shall be directly responsible to the **Select Board** for the performance of **their** duties, and shall be principal full-time administrative officer of the Town.*

6-7-4 **AMEND to read as:**

*"They shall assemble and present to the Select Board, **in-coordination with the Town Accountant**, the annual budgetof this Charter."*

*** **ADD NEW SECTION:**

"The Town Administrator shall supervise all appointed department heads. The Town Administrator shall be the Select Board's agent for collective bargaining and may request The Town Counsel to assist in the performance of these duties. The Town Administrator shall Administer the Town's personnel by laws, including, but not limited to, personnel policies and practices, rules and regulations, including provisions for recruitment, an annual employee performance review, employee grievance procedures and discipline, workplace safety and collective bargaining agreements entered into by the Town. The Town Administrator shall inquire, at any time, into the conduct of an office or the performance of the duties of any officer or employee, department board, commission or other town agency."

6-7-7 **AMEND to read as:**

"The Town Administrator shall serve as the Town's Chief Procurement Officer and shall be responsible for purchasing all material, equipment, supplies **and services** for the Town except those which Town Bylaw requires competitive bids. A vote of the Select Board is required to award a contract other than the lowest bidder (Amended 5-18-1984 ATM by Art.52, approved 5-10-85)."

6-7-11 **AMEND to read as:**

"The Town Administrator shall perform any other duties as required to be performed by the Town Administrator By-laws, administrative codes, binding votes of Town Meeting, votes of the Select Board or otherwise."

6-8-3 **AMEND to read as:**

*"The adoption of said resolution shall serve to **place the Town Administrator on administrative***

*leave for a period of not more than forty-five days, unless extended by the vote of the Select Board, during which his salary shall continue to be paid. A copy of such resolution shall be delivered to the Town Administrator who shall have **five business days** in which to request a hearing, **in accordance with the Open Meeting Law**. If hearing shall be requested, the Select Board shall schedule it within two weeks."*

6-8-4 **DELETE** section.

6-9-1 **AMEND** to read as:

*"In the event of temporary absence, disability, suspension, or vacancy in the office of the **Town** Administrator, the Select Board by an affirmative vote of at least three members may appoint an acting Town Administrator. The term of the acting **Town** Administrator shall not exceed 90 days, **except as may be extended by the Select Board, and they shall perform all duties required of the Office of the Town Administrator**. An acting **Town** Administrator appointed under this section shall receive compensation as set by the affirmative. An acting **Town** Administrator appointed under this section shall receive compensation as set by the affirmative."*

CHAPTER 7 – FINANCES AND FISCAL PROCEDURES

7-2-1 **AMEND** to read as:

*"**An annual audit** of all accounts, books, records, and financial transactions of every department, board, and commission of the Town government, including the **elementary** school department, **shall be conducted as required by M.G.L.**"*

7-4-2 **DELETE** section.

7-4-3 **DELETE** section.

7-4-4 **DELETE** section.

*** **ADD NEW SECTION:**

*"**No later than 90 days prior to Annual Town Meeting, the Town Administrator shall submit to the Select Board and Finance Committee a proposed operating budget of the ensuing fiscal year. No later than 60 days prior to the Annual Town Meeting, the Town Administrator shall submit to the Select Board and Finance Committee a proposed capital budget of the ensuing fiscal year.**"*

7-4-5 **AMEND** to read as:

*"The Finance Committee shall prepare and present a budget message **concerning its recommendations to** the Annual Town meeting. The budget message shall also be included In the annual Town Report."*

7-4-6 **AMEND** to read as:

"The budget message shall explain the budget both in fiscal terms and in terms of work programs. It shall: (1) outline the proposed financial policies of the Town for ensuing fiscal year;

(2) describe the features of the budget; (3) indicate any major changes from the current year in financial policies, expenditures, revenues together with the reasons for such; (4) summarize the Town's debt positions; (5) estimate the impact of the total budget upon ensuing tax rate; (6) include such other material as the Finance Committee shall deem desirable. **The Select Board may also submit a budgetary message to the Town Meeting."**

7-5-1 **AMEND** to read as:

*"The Town Administrator shall submit a capital improvement program to the Select Board and the Finance Committee at least one hundred fifty days before the start of each fiscal year. It **may** be based on material prepared by **Department Heads**, including: (1) a clear, concise general summary of its contents; (2) a list of all capital improvements proposed to be undertaken during the next ensuing five years, with supporting information as to the need for each such capital improvements; (3) cost estimates, methods of financing and recommended time schedules for each improvement; and (4) the estimated annual cost of operating and maintaining each facility and piece of major equipment involved. This information is to be annually revised by **the Town Administrator** with regard to the capital improvements still pending or in the process of being acquired, improved or constructed."*

7-6-1 **AMEND** to read as:

*"The Finance Committee **shall make available to the residents of the Town**, a notice stating: (1) the time and places where copies of the operating budgets and capital improvement program are available for inspection; and (2) the date, time and place, not less than seven days after such publication, when the Finance Committee and Select Board jointly conduct one or more public hearings on proposed operating budget and capital improvements program."*

7-10-1 **AMEND** to read as:

"An appropriation made by a separate Warrant Article shall continue in force until the purpose for which it was made shall have been accomplished or abandoned. The purpose of any such appropriation shall be deemed abandoned if three years shall pass without any disbursement from or encumbrance by contract of the appropriation."

7-11-1 **AMEND** to read as:

*"In addition to the prohibitions prescribed by law, the submission of a bid by any compensated town officer or employee on any contract to be awarded by the Town shall serve **as notice to resign their** office, unless otherwise authorized by General Law."*

CHAPTER 8 – ENVIRONMENTAL MATTERS

8-1-1 **AMEND** to read as:

*"The Planning Board established under Chapter 5, Section 4 of this Charter **may** make recommendations to the Select Board on all matters concerning the physical, economic, and environmental development of the Town, as prescribed by General Law, and this Charter."*

8-2-1 **DELETE** section.

CHAPTER 9 - ADMINISTRATION

9-5-2 **AMEND** to read as:

*"The **Town Administrator**, shall propose, and **the Select Board** may adopt personnel rules relating to all Town positions, **except as otherwise provided by law or as may be superseded by collective bargaining agreements**. Such rules shall provide for: (1) the classification of all positions based on the duties, responsibility and authority of each position, with adequate provision for reclassification of any position whenever warranted by changed circumstances, (2) a salary and pay plan for all positions, (3) methods of determining the merit and fitness of candidates for appointment and promotion, (4) policies and procedures regulating the removal of employees, consistent with this Charter, (5) hours of work, attendance regulations, and provisions for sick, vacation, military and other leave of absence, (6) policies and procedures governing persons holding provisional appointments, (7) policies and procedures governing relationships with employee organizations, (8) policies regarding service training programs, (9) grievance procedures, and (10) such other practices and procedures as may be necessary for the administration of the personnel system."*

CHAPTER 10 – GENERAL PROVISIONS

10-1-1 **AMEND** to read as:

"The Town Moderator shall appoint a new Charter Review Committee every 10 years. The Charter Review Committee shall review the Town Charter and make recommendations for appropriate revisions to Town Meeting."

10-4-1 **AMEND** to read as:

*"It shall be the responsibility of the Select Board to insure, through an appointed By-law Committee, that the **General** By-laws of the town shall be reviewed at least every five years, and copies shall be made available to all registered voters requesting them"*

10-5-1 **AMEND** to read as:

*"All boards, commissions and committees of the Town shall: organize annually and elect a **Chair** and other necessary officers; adopt rules of procedure and voting; maintain meeting minutes, copies which shall be a public record."*

10-6-1 **AMEND** to read as:

*"No meeting of any Town board, commission, committee or subcommittee shall be held in executive session except **as allowed by Massachusetts General Law**."*

MISC CHANGES

RENUMBER Charter Pages. After discussion, put Introduction in Appendix and renumber pages starting at Preamble Page as C-1 through C-19.

****Renumbering will be done by General Code***

Exhibit “B”
SECTION 8.0
Special District Regulations

8.1. Floodplain Overlay District (FPOD). [Amended 5-8-2012 ATM by Art. 7]

8.1.1. Overlay district

The Floodplain District is herein established as an overlay district. The purpose of the Floodplain Overlay District is to:

- 1.) Ensure public safety through reducing the threats to life and personal injury
- 2.) Eliminate new hazards to emergency response officials
- 3.) Prevent the occurrence of public emergencies resulting from water quality, contamination, and pollution due to flooding
- 4.) Avoid the loss of utility services which, if damaged by flooding, would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding
- 5.) Eliminate costs associated with the response and cleanup of flooding conditions
- 6.) Reduce damage to public and private property resulting from flood waters

The district includes all special flood hazard areas within the Town of Middleton designated as Zone A, AE, AH, AO, A99, V, or VE on the Essex County Flood Insurance Rate Map (FIRM) ~~issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Essex County FIRM dated July 8, 2025 issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program, that are wholly or partially within the Town of Middleton are panel numbers 25009C0243F, 25009C0244F, 25009C0263F, 25009C0381F, 25009C0382F, 25009C0383F, 25009C384F, 25009C0401F, 25009C0402F, and 25009C403F dated July 3, 2012.~~ The exact boundaries of the district may be defined by the ~~one-hundred-year~~ 1%-chance base flood elevations shown on the FIRM and further defined by the Essex County Flood Insurance Study (FIS) report dated ~~July 3, 2012~~ July 8, 2025. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, ~~and the Building Commissioner and the Conservation Commission, of the Town of Middleton.~~

The Town of Middleton hereby designates the Town Administrator to be the official floodplain administrator for the Town.

8.1.2. Permitted uses

The underlying permitted uses are allowed provided that they meet the following requirements, as well as those of the Massachusetts State Building Code dealing with construction in floodplains. The following uses of low flood damage potential and causing no obstructions to flood flows are encouraged provided they are permitted in the underlying district and do not require structures, fill, or storage of materials or equipment:

1. Agricultural uses such as farming, grazing, truck farming, horticulture, etc.

2. Forestry and nursery uses.
3. Outdoor recreational uses, including fishing, boating play areas, etc.
4. Conservation of water, plants, wildlife.
5. Wildlife management areas, foot, bicycle, and/or horse paths.
6. Temporary non-residential structures used in connection with fishing, growing, harvesting, storage, or sale of crops raised on the premises.
7. Buildings lawfully existing prior to the adoption of these provisions.

8.1.3. Permitting

The Town of Middleton requires a permit for all proposed construction or other development in the floodplain overlay district, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities, or drilling, mining or paving and any other development that might increase flooding or adversely impact flood risks.

The Town's permit review process includes the requirement that the proponent obtain all local, state and federal permits that will be necessary in order to carry out the proposed development in the floodplain overlay district. The proponent must acquire all necessary permits, and must demonstrate that all necessary permits have been acquired.

8.1.4. Zone A requirements

1. Within Zone A, where the base flood elevation is not provided on the FIRM, the applicant shall obtain any existing base flood elevation data and it shall be reviewed by the Building Commissioner for its reasonable utilization toward meeting the elevation or floodproofing requirements of the State Building Code, as appropriate. In A Zones, in the absence of FEMA BFE data and floodway data, the Building Department will obtain, review and reasonably utilize base flood elevation and floodway data available from Federal, State or other sources as criteria for requiring new construction, substantial improvements, or other development in Zone A and as the basis for elevating residential structures to or above base flood level for floodproofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.
2. Base flood elevation data is required for subdivision proposals or other developments greater than 50 lots or five acres, whichever is the lesser, within unnumbered A zones.

8.1.5. Floodway requirements

In Zones A, A1-A30, and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

In Zones A1-A30 and AE, along watercourses that have a regulatory floodway designated on the FIRM, encroachments are prohibited, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase

in flood levels within the community during the occurrence of the base flood discharge. In the floodway, designated on the Flood Insurance Rate Map, the following provisions shall apply:

- ~~1. All encroachments, including fill, new construction, substantial improvements to existing structures, and other developments, are prohibited unless certification by a registered professional engineer is provided by the applicant demonstrating that such encroachment shall not result in any increase in flood levels during the occurrence of the one hundred year flood base flood discharge.~~
- ~~2. Any encroachment meeting the above standard shall comply with the floodplain requirements of the State Building Code.~~
- ~~3. In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available federal, state, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.~~

8.1.6. Recreational Vehicles

In A, A1-30, AH, AO and AE Zones, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.

8.1.7. Use regulations

1. The Floodplain District is established as an overlay district to all other districts. All development in the district, including structural and non-structural activities, whether permitted by right or by special permit, must be in compliance with Chapter 131, Section 40 of the Massachusetts General Laws and with the following:

Sections of the Massachusetts State Building Code (780 CMR) which address floodplain and coastal hazard areas

Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00)

Inland Wetlands Restriction, DEP (currently 310 CMR 13.00)

Minimum requirements for Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5)

Any variances from the provisions and requirements of the above referenced state regulations may only be granted in accordance with the required variance procedures of these state regulations.

2. All subdivision proposals must be designed to assure that:
 - a. Such proposals minimize flood damage;

- b. All public utilities and facilities are located and constructed to minimize or eliminate flood damage; and
- c. Adequate drainage is provided to reduce exposure to flood hazards.

In a riverine situation, the Middleton Conservation

8.1.8. Watercourse alterations or relocations of riverine areas

In a riverine situation, the Conservation Agent shall notify the following of any alteration or relocation of a water course:

Adjacent communities

NFIP State Coordinator

Massachusetts Department of Conservation and Recreation
~~251 Causeway Street, Suite 600-700~~
~~Boston, MA 02114-2104~~

NFIP Program Specialist

Federal Emergency Management Agency, Region 1
~~99 High Street, 6th Floor~~
~~Boston, MA 02110~~

8.1.9. Requirement to submit new technical data

If the Town acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the Town will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s). Notification shall be submitted to:

NFIP State Coordinator

Massachusetts Department of Conservation and Recreation

NFIP Specialist

Federal Emergency Management Agency, Region 1

8.1.10. Variances to building code floodplain standards

The Town will request from the State Building Code Appeals Board a written and/or audible copy of the portion of hearing related to the variance, and will maintain this record in the community's files.

The Town shall issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that (1) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as

\$25 and \$100 of insurance coverage and (2) such construction below the base flood level increases risks to life and property.

Such notification shall be maintained with the record of all variance actions for the referenced development in the floodplain overlay district.

8.1.11. Variances to local Zoning Bylaws related to community compliance with the National Flood Insurance Program (NFIP)

A variance from the floodplain bylaw must meet the requirements set out by State law, and may only be granted if (1) good and sufficient cause and exceptional non-financial hardship exist, (2) the variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public, and (3) the variance is the minimum action necessary to afford relief.

8.1.12. Abrogation and greater restriction

The floodplain management regulations found in this Floodplain Overlay District section shall take precedence over any less restrictive conflicting local laws, ordinances or codes.

8.1.13. Disclaimer of liability

The degree of flood protection required by this bylaw is considered reasonable but does not imply total flood protection.

8.1.14 Severability

If any section, provision or portion of this bylaw is deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall be effective.

8.1.15 Floodplain Overlay District (FPOD) definitions.

AREA OF SPECIAL FLOOD HAZARD — The land in the floodplain within a community subject to a one-percent or greater chance of flooding in any given year. The area may be designated as Zone A, AO, AH, A1-30, AE, A99, V1-30, VE, or V.

BASE FLOOD — The flood having a one-percent chance of being equaled or exceeded in any given year.

DEVELOPMENT — Any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations.

DISTRICT — Floodplain district.

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) — Administers the National Flood Insurance Program. FEMA provides a nationwide flood hazard area mapping study program for communities as well as regulatory standards for development in the flood hazard areas.

FLOOD BOUNDARY AND FLOODWAY MAP — An official map of a community issued by FEMA that depicts, based on detailed analyses, the boundaries of the 100-year and 500-year floods and 100-year floodway. (For maps done in 1987 and later, the floodway designation is included on the FIRM.)

FLOOD INSURANCE RATE MAP (FIRM) — An official map of a community on which FEMA has delineated both the areas of special flood hazard and the risk premium zones applicable to the community.

FLOOD INSURANCE STUDY — An examination, evaluation, and determination of flood hazards, and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of flood-related erosion hazards.

FLOODWAY — The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

FUNCTIONALLY DEPENDENT USE – A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

HIGHEST ADJACENT GRADE – The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

HISTORIC STRUCTURE – Any structure that is:

- a. Listed individually in the National Register of Historic Places (as listing maintained by the Department of the Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- c. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
- d. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 - i By an approved state program as determined by the Secretary of the Interior or
 - ii Directly by the Secretary of the Interior in States without approved programs.

LOWEST FLOOR — The lowest floor of the lowest enclosed area (including basement or cellar). An unfinished or flood-resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of NFIP Regulations 60.3.

NEW CONSTRUCTION (FOR FLOODPLAIN MANAGEMENT PURPOSES) — Structures for which the "start of construction" commenced on or after the effective date of the first floodplain management regulation adopted by a community. For the purpose of determining insurance rates, new construction means structures for which the "start of construction" commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later. New construction includes subsequent and substantial improvements to such structures.

ONE-HUNDRED-YEAR FLOOD — See "base flood."

RECREATIONAL VEHICLE – A vehicle which is:

- a. Built on a single chassis;

- b. 400 square feet or less when measured at the largest horizontal projection;
- c. Designed to be self-propelled or permanently towable by a light duty truck; and
- d. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel or seasonal use.

REGULATORY FLOODWAY — See "floodway."

SPECIAL FLOOD HAZARD AREA — The land area subject to flood hazards and shown on a Flood Insurance Rate Map or other flood hazard map as Zone A, AE, A1-30, A99, AR, AO, AH, V, VO, VE or V1-30. An area having special flood and/or flood-related erosion hazards, and shown on a FHBM or FIRM as Zone A, AO, A1-30, AE, A99, AH, V, V1-30, VE.

START OF CONSTRUCTION — The date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement is within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of a slab or footings, installation of pilings or construction of columns.

Permanent construction does not include land preparation (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or shed not occupied as dwelling units or not part of the main building. For a substantial improvement, the actual 'start of construction' means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

STRUCTURE (for floodplain management purposes) — Any construction, erection, assemblage or other combination of materials in a fixed location to give support or shelter. A walled and roofed building, including a gas or liquid storage tank that is primarily above ground as well as a manufactured home.

SUBSTANTIAL DAMAGE — Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT — Any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure either (a) before the improvement or repair is started, or (b) if the structure has been damaged and is being restored, before the damage occurred. For the purposes of this definition, "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure.

SUBSTANTIAL REPAIR OF A FOUNDATION — When work or repair to replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 5% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute a substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR.

VARIANCE – A grant of relief by a community from the terms of a floodplain management regulation.

VIOLATION – The failure of a structure or other development to be fully compliant with the community’s floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in §60.3 is presumed to be in violation until such time as that documentation is provided.

ZONE A — The one-hundred-year floodplain area where the base flood elevation (BFE) has not been determined. To determine the BFE, use the best available federal, state, local, or other data.

ZONE AE (FOR NEW AND REVISED MAPS) — The one-hundred-year floodplain where the base flood elevation has been determined.

ZONE X — Areas identified in the community Flood Insurance Study as areas of moderate or minimal flood hazard. Zone X replaces Zones B and C on new and revised maps.

Middleton Compensation Plan for Non-Union Employees

	Adopted (FY 25) July 1, 2024	Proposed (FY 26) July 1, 2025
<u>Table A - Elected Officials</u>		
Town Moderator	\$500/Yr.	\$500/Yr.
Town Constable	\$500/Yr.	\$500/Yr.
Town Clerk	\$108,171/Yr.	\$113,580/Yr.
Select Board Chair	\$2,100/Yr.	\$2,100/Yr.
Select Board Member	\$1,600/Yr.	\$1,600/Yr.
School Committee Member	\$600/Yr.	\$600/Yr.
Assessor - Each Member*	\$1,000-\$2,000/Yr.	\$1,000-\$2,000/Yr.
* Depends upon education/training level		
<u>Table B - Non-Union Appointed Positions</u>		
General Government and Miscellaneous		
Superintendent of Burials	\$500/Yr.	\$500/Yr.
Custodian of Town Lands	\$2,500/Yr.	\$2,500/Yr.
Board Recording Secretary	\$139/Mtg	\$140/Mtg
Cable Access Director	\$26,384/Yr.	\$27,043/Yr.
Veteran Services Officer	\$36,336/Yr.	\$37,244/Yr.
Administration		
Assistant Town Administrator/HR Director	\$122,683/Yr.	\$130,044/Yr.
Administrative Secretary	\$31.50/Hr.	\$32.29/Hr.
Finance		
Treasurer/Collector	\$106,063/Yr.	\$108,715/Yr.
Assistant Treasurer/Collector	\$68,974/Yr.	\$66,175/Yr.
Town Clerk		
Assistant Town Clerk	\$67,430/Yr.	\$69,116/Yr.
Office Coordinator	\$26.55/Hr.	\$27.21/Hr.
Census Workers	\$15.00/Hr.	\$15.00/Hr.
Elections Officers	\$15.00/Hr.	\$15.00/Hr.
Poll Workers	\$15.00/Hr.	\$15.00/Hr.
Registrar of Voters	\$100/Election	\$100/Election
Registrar of Voters - Clerk	\$400/Yr.	\$400/Yr.
Assessing		
Chief Assessor	\$114,799/Yr.	\$117,669/Yr.
Deputy Assessor	\$64,136/Yr.	\$65,740/Yr.

Middleton Compensation Plan for Non-Union Employees

	Proposed (FY 25) July 1, 2024	Proposed (FY 26) July 1, 2025
Health Department		
Director	\$102,936/Yr.	\$105,510/Yr.
Public Health Nurse	\$46.13/Hr.	\$47.28/Hr.
Animal Control Officer	\$21,292/Yr.	\$21,822/Yr.
Health Inspector	varies per inspection	varies per inspection
Council on Aging		
Director	\$90,505/Yr.	\$92,767/Yr.
Assistant Director	\$58,217/Yr.	\$59,672/Yr.
Front Desk and Programs Coordinator	\$20.10/Hr.	\$20.60/Hr.
Administrative Assistant	\$20.10/Hr.	\$20.60/Hr.
Outreach Coordinator and Case Worker	\$29.07/Hr.	\$29.80/Hr.
Van Driver	\$17.07/Hr.	\$19.00/Hr.
Kitchen Aide	\$15.86/Hr.	\$16.26/Hr.
Food Bank Facilitator	\$15.86/Hr.	\$16.26/Hr.
Inspectional Services		
Building Commissioner	\$101,465/Yr.	\$104,001/Yr.
Inspector (Wiring or Gas/Plumbing)	\$22,580-\$25,414/Yr.	\$23,144-\$26,049/Yr.
Building Inspector	\$31,049-\$31,985/Yr.	\$31,825-\$32,785/Yr.
Alternate Inspector (Building/Wiring/Gas/Plumbing)	\$28.48 - \$32.37/Hr.	\$29.19 - \$33.18/Hr.
Planning		
Town Planner	\$94,362/Yr.	\$96,721/Yr.
Conservation		
Conservation Agent	\$96,267/Yr.	\$98,374/Yr.
Public Works		
Superintendent	\$126,571/Yr.	\$134,165/Yr.
Deputy Superintendent	\$93,099/Yr.	\$95,426/Yr.
Transfer Station Attendent	\$17.76/Hr.	\$18.20/Hr.
Part-Time Laborer	\$15.00 - \$17.00/Hr	\$15.50 - \$16.50/Hr
Flint Public Library		
Director	\$103,329/Yr.	\$105,912/Yr.
Assistant Director	\$79,093/Yr.	\$79,093/Yr.

Middleton Compensation Plan for Non-Union Employees

	Proposed (FY 25) July 1, 2024	Proposed (FY 26) July 1, 2025
Summer Recreation Program		
Director	\$26.65/Hr.	\$27.32/Hr.
Program Assistant Directors	\$19.98-22.55/Hr.	\$20.49-23.11/Hr.
Senior Counselors	\$17.00/Hr.	\$17.00-17.50/Hr.
Junior Counselors	\$15.25/Hr.	\$15.76/Hr.

Table C - Town Contractual Positions & School Leadership

Town Administrator	\$195,000/Yr.	\$212,000/Yr.
Finance Director/Town Accountant	\$157,500/Yr.	\$168,525/Yr.
Police Chief	\$162,000/Yr.	\$168,000/Yr.
Fire Chief	\$141,080/Yr.	\$168,000/Yr.
Middleton Electric Light Manager*	\$219,392/Yr.	\$251,182/Yr.
Masconomet School Superintendent	\$222,417/Yr.	\$222,417/Yr.
Masconomet Assistant Superintendent for Finance and Operations	\$193,800/Yr.	\$205,614/Yr.
Masconomet High School Principal	\$150,000/Yr.	\$154,500/Yr.
Masconomet Middle School Principal	\$143,208/Yr.**	\$143,208/Yr.**
Tri-Town School Union Superintendent	\$225,000/Yr.	\$229,500/Yr.
Tri-Town School Union Assistant Superintendent of Operations	\$192,000/Yr.	\$201,600/Yr.
Tri-Town School Union Assistant Superintendent of Student Services	175,559/Yr.	189,603/Yr.
Fuller Meadow Principal	\$136,984/Yr.	\$123,000/Yr.
Howe Manning Principal	\$136,984/Yr.	\$140,751/Yr.

*MELD salaries based on calendar year (not fiscal)

** Not available at time of printing

Fiscal Year 2026-2030
Five Year Capital Budget Plan (Town Funded Portion of Projects Only)

Department	Request Title	FY2026	FY2027	FY2028	FY2029	FY2030
Town Administration	Legal Expenses for 3A Litigation	\$ 25,000	\$ -	\$ -	\$ -	\$ -
Total Town Administration		\$ 25,000	\$ -	\$ -	\$ -	\$ -
Assessors	Historic records digitalization	\$ 26,260	\$ -	\$ -	\$ -	\$ -
Total Assessors		\$ 26,260	\$ -	\$ -	\$ -	\$ -
Management Information Systems	Endpoint Refresh (Library)	\$ 18,000	\$ 12,000	\$ -	\$ -	\$ -
	Server Refresh (Library)	\$ 6,000	\$ -	\$ -	\$ -	\$ -
	Network Refresh (Library)	\$ 25,000	\$ -	\$ -	\$ -	\$ -
	IT & Cybersecurity (FY27 move to Operating Budget)	\$ 30,103	\$ -	\$ -	\$ -	\$ -
	PEG Installation at Municipal Campus	\$ 300,000	\$ -	\$ -	\$ -	\$ -
Total Management Information Systems		\$ 379,103	\$ 12,000	\$ -	\$ -	\$ -
Conservation Commission	Open Space and Recreation Plan Update	\$ 55,000	\$ -	\$ -	\$ -	\$ -
Total Conservation Commission		\$ 55,000	\$ -	\$ -	\$ -	\$ -
Planning Board	Housing Production Plan	\$ -	\$ 42,000	\$ -	\$ -	\$ -
	Digitize Files PB/ZBA	\$ 55,000	\$ -	\$ -	\$ -	\$ -
	Comprehensive Plan	\$ -	\$ 75,000	\$ -	\$ -	\$ -
Total Planning Board		\$ 55,000	\$ 117,000	\$ -	\$ -	\$ -
Town Building	Middleton Municipal Campus	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -
	MMC - Time Capsule	\$ 7,000	\$ -	\$ -	\$ -	\$ -
	Additional disposition of Town properties and land	\$ 75,000	\$ -	\$ -	\$ -	\$ -
	Bart Brown Memorial	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Total Town Building		\$ 1,092,000	\$ -	\$ -	\$ -	\$ -
Police	Purchase Off-Road Side-by-Side vehicle	\$ -	\$ 50,000	\$ -	\$ -	\$ -
	Police Drone	\$ -	\$ -	\$ 12,000	\$ -	\$ -
	Radio upgrades	\$ -	\$ 28,000	\$ -	\$ -	\$ -
	Cruiser Replacements	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ 75,000
Total Police		\$ -	\$ 153,000	\$ 87,000	\$ -	\$ 75,000

Fiscal Year 2026-2030
Five Year Capital Budget Plan (Town Funded Portion of Projects Only)

Department	Request Title	FY2026	FY2027	FY2028	FY2029	FY2030
Fire	Utility Terrain Vehicle (UTV)	\$ 58,545	\$ -	\$ -	\$ -	\$ -
	Assistance to Firefighter Grant Program Town Match	\$ 105,279	\$ -	\$ -	\$ -	\$ -
	Replace Car-2	\$ -	\$ -	\$ 80,000	\$ -	\$ -
	Purchase of Forestry Firefighting Equipment	\$ 6,000	\$ -	\$ -	\$ -	\$ -
	Mobile Radio Replacement	\$ 24,055	\$ 24,200	\$ 24,200	\$ -	\$ -
	Replacement of Firefighter Turnout Gear (PPE)	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ -
	Replacement of Fire Hose	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000
	Replace Squad-5	\$ -	\$ -	\$ -	\$ 100,000	\$ -
	Replace Ladder-1	\$ 2,200,000		\$ -	\$ -	\$ -
	Replace Engine-3	\$ -	\$ -	\$ 1,200,000	\$ -	\$ -
	12-Lead Cardiac Monitor/Defibrillator	\$ -	\$ 42,000	\$ 42,000	\$ 42,000	\$ -
Total Fire		\$ 2,393,879	\$ 66,200	\$ 1,358,200	\$ 164,000	\$ 10,000
Building Inspection	Replace Building Commissioner Truck	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Total Building Inspection		\$ 50,000	\$ -	\$ -	\$ -	\$ -
School Department	Fuller Meadow Site Reconfiguration	\$ -	\$ -	\$ 500,000	\$ 140,000	\$ 1,500,000
	Fuller Meadow School Roof Replacement (96 Addition & Modular Building)	\$ -	\$ 2,200,000	\$ -	\$ -	\$ -
	English Language Arts Curriculum Materials	\$ 235,000	\$ -	\$ -	\$ -	\$ -
	Public Address/Master Clock System at Fuller Meadow School	\$ -	\$ 150,000	\$ -	\$ -	\$ -
	Boiler & Boiler Controls - Fuller Meadow School	\$ -	\$ 200,000	\$ 1,500,000	\$ -	\$ -
	Window Replacement - Fuller Meadow School	\$ -	\$ -	\$ 200,000	\$ 2,000,000	\$ -
	Floor Replacement at Fuller Meadow School	\$ -	\$ 150,000	\$ -	\$ -	\$ -
	Bathroom Replacement and Upgrade	\$ -	\$ -	\$ 100,000	\$ 500,000	\$ 500,000
Total School Department		\$ 235,000	\$ 2,700,000	\$ 2,300,000	\$ 2,640,000	\$ 2,000,000
DPW Administration	Rail Trail	\$ 25,000	\$ -	\$ -	\$ -	\$ -
	PFAS monitoring and/or remediation	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
	Repair salt storage building	\$ -	\$ -	\$ 40,000	\$ -	\$ -
	Maintenance requirements for unaccepted, private or public unaccepted roads	\$ -	\$ 50,000	\$ -	\$ -	\$ -
	Stormwater Compliance	\$ 50,000	\$ -	\$ -	\$ -	\$ -
	Additional Chapter 90	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
	Local Match for Future 114 TIP Project	\$ 150,000	\$ -	\$ -	\$ -	\$ -
	Replace 1 ton dump-truck #6	\$ -	\$ -	\$ -	\$ -	\$ 147,875
	replace truck #13-pickup	\$ -	\$ -	\$ -	\$ -	\$ 92,036

Fiscal Year 2026-2030
Five Year Capital Budget Plan (Town Funded Portion of Projects Only)

Department	Request Title	FY2026	FY2027	FY2028	FY2029	FY2030
	New Landscape trailer	\$ 5,000	\$ -	\$ -	\$ -	
	Purchase new backhoe	\$ -	\$ -	\$ -	\$ -	\$ 151,125
	Replace truck #2	\$ -	\$ -	\$ 125,000	\$ -	\$ -
	Replace truck #1 Pickup	\$ 61,000	\$ -	\$ -	\$ -	\$ -
	Purchase loader	\$ 267,000	\$ -	\$ -	\$ -	\$ -
	New Bobcat	\$ -	\$ 70,168	\$ -	\$ -	\$ -
	Replace 2 -6 wheel sanders. Alternating years	\$ -	\$ -	\$ 266,865	\$ 266,865	\$ -
	Repair wall at Miriam cemetery	\$ -	\$ -	\$ 75,000	\$ -	\$ -
	New mowers	\$ 14,060	\$ 13,820	\$ 14,060	\$ -	\$ -
Total DPW Administration		\$ 772,060	\$ 333,988	\$ 720,925	\$ 466,865	\$ 591,036
Transfer Station	Maintenance/painting of canopy at Transfer Station	\$ -	\$ -	\$ -	\$ -	\$ 40,000
	Milling/Paving of Transfer Station facility and entrance	\$ -	\$ 50,000	\$ -	\$ -	\$ -
Total Transfer Station		\$ -	\$ 50,000	\$ -	\$ -	\$ 40,000
Council On Aging	Replace COA 14 person Passenger Van	\$ -	\$ -	\$ 155,000	\$ -	\$ -
Total Council On Aging		\$ -	\$ -	\$ 155,000	\$ -	\$ -
Essex Tech Assessment	Essex North Shore Tech Capital Assessment	\$ 56,953	\$ -	\$ -	\$ -	\$ -
Total Essex Tech Assessment		\$ 56,953	\$ -	\$ -	\$ -	\$ -
Masconomet Assessment	Masconomet Capital Assessment	\$ 230,652	\$ -	\$ -	\$ -	\$ -
Total Masconomet Assessment		\$ 230,652	\$ -	\$ -	\$ -	\$ -
Water Department	Design and construct water main on Central St	\$ -	\$ -	\$ -	\$ 800,000	\$ -
	Regulatory/violation consulting	\$ -	\$ 50,000	\$ -	\$ -	\$ -
	New water utility truck	\$ -	\$ 105,000	\$ -	\$ -	\$ -
	Water Main extension off Piedmont for help with contaminated wells	\$ -	\$ -	\$ 350,000	\$ -	\$ -
	Water Main extension off Piedmont for help with contaminated wells	\$ -	\$ -	\$ -	\$ -	\$ -
Total Water Department		\$ -	\$ 155,000	\$ 350,000	\$ 800,000	\$ -
Total Departments		\$ 5,370,907	\$ 3,587,188	\$ 4,971,125	\$ 4,070,865	\$ 2,716,036

Common Municipal Finance Terms

Abatement: A complete or partial cancellation of a real or personal property tax, motor vehicle excise tax, fee, charge, or special assessment imposed by a governmental unit. Abatements are granted by the committing authority, e.g. Board of Assessors in the case of taxes.

Appropriation: An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and the time when it can be expended.

Assessments: Amounts the State automatically deducts from Local Aid to cover the cost of certain State and county programs. These include the MBTA, Essex Regional Emergency Communications Centers, Mosquito Control, and others. Assessments are shown on the Cherry Sheet.

Assessed Valuation: The value placed upon a particular property by the Board of Assessors for the purpose of apportioning the town's tax levy among individual property owners equitably and in accordance with the legal requirement that property be assessed at "full and fair cash value". Assessed Valuations are certified periodically by the Commonwealth's Commissioner of Revenue.

Audit: An examination of a community's financial systems, procedures, and data by a certified public accountant, along with a report on the fairness of financial statements and on local compliance with statutes and regulations.

Balance Sheet: A statement that discloses the assets, liabilities, reserves and equities of a fund or government unit at a specified date.

Budget: See *Omnibus or Operating Budget*

Capital Budget: A plan of proposed capital outlays for a fiscal year and the means of financing them. Capital items are those items costing \$5,000 or more and having a useful life of five or more years.

Capital Exclusion: A vote to exclude from the levy limit the cost of a capital project. This exclusion only affects the levy limit for the year in which the project was undertaken.

Chapter 70: Chapter 70 is the statute that describes the school funding formula and education aid distributed by the State.

Chapter 90: Funds distributed to cities and towns to fund highway projects. C. 90 is based on a formula consisting of road local mileage, local employment level, and population estimates.

Cherry Sheet: The official notification to cities, towns, and regional school districts of the next fiscal year's State aid and assessments. The name comes from the cherry colored paper on which they used to be printed.

Classification of the Tax Rate: The annual action by the Board of Selectmen to exercise certain tax rate options, including establishing a residential factor and determining certain discounts and exemptions. A single rate taxes all classes of property at the same rate.

Debt Exclusion: A vote to exclude from the levy limit the costs of debt service for capital projects. This exclusion remains in effect for the life of the debt; once the debt (principal and interest) is paid off the

excluded amount is removed from the tax rate.

Debt Service: Payment of interest and principal related to debt.

Encumbrance: Obligations such as purchase orders and contracts which are chargeable to an appropriation and for which a part of the appropriation is reserved to be paid in the next fiscal year.

Enterprise Fund: A standalone fund with its own assets, liabilities, fund balance, revenues and expenses in which a municipal service is operated as a business unit. Costs of the service are primarily recovered from user charges and may be supplemented by general revenues.

Equalized Valuation (EQV): The determination of the full and fair cash value of all property in the Commonwealth as determined by the Commissioner of Revenue biennially. EQV is used as a factor in certain aid distributions.

Excess and Deficiency: Also called the "surplus revenue" account, this is the amount by which cash, accounts receivable, and other assets exceed a regional school district's liabilities and reserves as certified by the Director of Accounts. The calculation is based on a year-end balance sheet which is submitted to the Department of Revenue by the district's auditor, accountant, or comptroller as of June 30. The regional school committee must apply certified amounts exceeding five percent of the district's prior year operating and capital costs to reduce the assessment on member cities and towns.

Excess Levy Capacity: The difference between a community's Levy and its Levy Limit. This is an additional amount the community could, but chooses not to, levy.

Expenditure: The spending of money by the town and schools for the programs or projects within the approved budget.

FTE: A full-time equivalent employee based on a 40-hour work week. May be one or more employees, but the total weekly hours equal 40.

Fiscal Year (FY): A 12-month period, beginning July 1 and ending June 30, to which the annual budget applies and at the end of which a governmental unit determines its financial position and the results of its operations. The number of the fiscal year is that of the calendar year in which it ends; for example, FY17 is the fiscal year which begins July 1, 2016 and ends June 30, 2017.

Foundation Budget: The spending target under the Education Reform Act of 1993 for each school district as the level necessary to provide an adequate education for all students.

Free Cash: Certified as of each July 1 by the State, this is the portion of Undesignated Fund Balance available for appropriation. It is not cash per se, but rather is the total of cash and receivables less current liabilities and earmarked reserves, reduced also by reserves for uncollected taxes. It is made up of Turn Backs (unexpended appropriations), revenues that came in higher than budgeted, and Free Cash carried forward from the prior fiscal year.

General Fund: The fund into which the general (non-earmarked) revenues of the town are deposited and from which money is appropriated to pay expenses.

General Obligation Bonds: Bonds issued by the Town that are backed by the full faith and credit of its taxing authority.

Level-Service Budget: A budget that describes the funding required for maintaining current levels of service or activity, plus cost increases for contractual and mandated obligations. It brings previously-approved programs forward at existing levels of service.

Levy or Property Tax Levy: The revenue a community can raise through real and personal property taxes.

Levy Ceiling: The maximum amount of property taxes a community can levy. The Levy Ceiling is equal to 2 ½ percent of the total full and fair cash values of all taxable real and personal property in the community.

Levy Limit: The maximum the levy can be in a given year. It is equal to the previous year's levy limit times 2 ½% plus new growth and amounts authorized by overrides. The Levy Limit is determined annually by the Massachusetts Department of Revenue.

Local Aid: Revenue allocated by the State to cities, towns, and regional school districts. Local Aid is distributed by the Cherry Sheets.

Local Receipts: Locally generated revenues, other than real and personal property taxes. Examples include motor vehicle excise, hotel/motel/meals excise, permit fees, rentals, and charges.

New Growth: The additional value of new development and other growth in the tax base that is not the result of revaluation. New growth is calculated by multiplying the increases in assessed valuation by the tax rate.

Omnibus or Operating Budget: A plan for allocating resources to support particular services, purposes, and functions over a specified period of time. The Omnibus Budget is the spending plan for a particular fiscal year.

Other Post-Employment Benefits (OPEB): The set of benefits, other than pensions, that government employees earn while actively working, but do not receive until they retire. The most significant is health insurance for retirees, their spouses, and in some cases their beneficiaries.

Overlay: The amount raised from the property tax levy in excess of appropriations and other charges. It is used to cover property tax abatements and exemptions granted locally or on appeal, and cannot exceed an amount deemed reasonable by the Commissioner of Revenue.

Override: A vote to increase the amount of property tax revenue in excess of the automatic 2 ½ percent allowed under Proposition 2 ½. An override permanently raises the Levy Limit unless later reversed.

Personnel Services: The cost of salaries, wages and related employment benefits.

Payment in Lieu of Taxes (PILOT): An agreement between a municipality and an entity not subject to taxation, such as a charitable or educational organization, in which the payer agrees to make a voluntary payment to the municipality.

Proposition 2 ½: A State law, enacted by citizen initiative petition in 1980, that regulates local property tax administration and limits the amount of revenue – the levy – a city or town may raise from local property taxes each year.

Purchased Services: The cost of services that are provided by a vendor.

Property Tax: The amount produced by multiplying the assessed valuation of property by the tax rate. The tax rate is expressed per thousand dollars of assessed valuation.

Raise or Raise and Appropriate: A phrase used to identify a funding source for an expenditure which refers to money generated by the tax levy or other local receipt.

Reserve Fund: A fund appropriated each year that may be used by vote of the Finance Committee for "extraordinary or unforeseen expenditures."

Revolving Fund: Those funds that may be used for special uses. For example, Recreation fees may be paid into a revolving fund and expenditures made without further appropriation. Revolving funds are established by State law and Town bylaw. Spending limits of revolving funds must be annually reauthorized by Town Meeting.

Stabilization Fund: A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose (MGL Ch. 40 §SB). Stabilization Funds may be established for different purposes and interest generated by such funds is added to and becomes part of the Stabilization Fund. A two-thirds vote of Town Meeting is required to establish, amend the purpose of, or appropriate money out of a Stabilization Fund.

Tax Title: A collection procedure that secures a city's or town's lien on real property and protects the municipality's right to payment of overdue property taxes. The lien expires if five years elapse from the January 1 assessment date and the property has been transferred to another owner. If amounts remain outstanding on the property after issuing a demand for overdue property taxes and after publishing a notice of tax taking, the Collector may take the property for the city or town. After properly recording the instrument of taking, the Collector transfers responsibility for collecting overdue amounts to the Treasurer. After six months, the Treasurer may initiate foreclosure proceedings.

Turn Back: Unexpended funds from a prior fiscal year's operating budget which are returned to the Town and which ultimately revert to Free Cash.

Unclassified: Expenditure items that are not within a particular department's budget. Examples include regional pension assessments, insurances, unemployment, and others.

Underride: A vote to decrease the levy limit under Proposition 2 ½. An underride permanently reduces the Levy Limit unless later reversed.

Warrant: A list of items to be acted on by Town Meeting.

Warrant Article: Each of the individual items listed in a warrant for action by a Town Meeting.

Parliamentary Procedures and Rules for Town Meeting

Town Meetings operate under a version of parliamentary procedure described in *Town Meeting Time*, a manual written and updated by the Massachusetts Moderators Association. In addition to the procedures set forth in *Town Meeting Time*, Town Meetings also are subject to various laws, local rules and habits that evolved over time. The following describes some of the most frequently used rules and procedures of Town Meeting in an effort to help Middleton voters enjoy and participate in our Town Meeting.

Rules and Procedures:

1. The Moderator presides over Town Meeting and regulates the proceedings, decides all questions of order, and makes public declarations of all votes.
2. Any registered Middleton voter may speak to any Article, but all must speak politely and respectfully. Civility is required at all times
3. Voters must be recognized by the Moderator before speaking on any Article.
4. All debate must be directed through the Moderator and not to any individual.
5. Many voters may wish to speak on a topic. Therefore, it is important that speakers be direct and to the point. Speakers are encouraged to add new points to the debate rather than repeat what has already been stated.
6. Attendees are advised to listen closely to the motion as read and projected on the screen. The motion puts the Warrant Article in play and it is the motion that is voted on, not the Article as written in the Warrant. However, there should be a strong similarity between the motion and the Article.
7. Voting is most often done by voice vote. When a voice vote is not clear, the Moderator may call for a standing or counted vote to be taken.
8. The Moderator's judgment can be questioned as to the accuracy of a voice or standing vote as announced. If seven (7) people request a recount of the votes, it shall be done.
9. A voter may move to Amend an Article. Any amendment a voter intends to offer at the meeting should be submitted and reviewed by the Town Clerk, Town Counsel, and the Moderator at least two weeks in advance of the Meeting. There are times that an amendment that was not anticipated is offered by a voter during the Meeting. In such a case, the Meeting will be recessed for the Town Clerk, Town Counsel, and Moderator to review the proposed amendment and make legal and procedural recommendations if appropriate.
10. Any slide presentations, documents or demonstrations a Voter wishes to submit at Town Meeting must be made available for review by the Moderator and Town Clerk at least two weeks in advance of the meeting.

More Formal Parliamentary Procedures:

Quorum is the minimum number of voters who must be present before the Town Meeting can transact business. Middleton's quorum is 100.

Consent Agenda

A Consent Agenda groups non-controversial Articles together under one motion in order to save time in a Town Meeting. A Consent Agenda motion allows for multiple motions, under selected Warrant Articles, to be acted upon as one consolidated motion and voted without sponsor presentation and debate. If seven (7) voters raise their cards and state "Hold" on any Article, the Moderator will remove that Article from the Consent Agenda and that Article will be considered in the usual course of business. The remaining Articles will be voted as a unit.

Motions

Dissolve: The motion to *dissolve* ends the Town meeting and is appropriate only when all business is completed.

Fix the time to adjourn indicates when a given Town Meeting session will end and when the next session will begin.

Lay on the table is a motion used to end debate temporarily or permanently on a given motion. A motion laid on the table may remain there forever, or may be retrieved by the appropriate "take from the table" vote.

The previous question cuts off debate immediately and causes a vote on the article or amendment under discussion.

Limit debate is a motion generally used to put a specific time limit on a motion or time limits on individual speakers.

Postpone to a time certain is a motion generally used to rearrange the order of the articles (or a single article) in the warrant.

Amend: Many types of motions can be amended. After the amendment is disposed of by a vote, the primary motion, either so amended or not, comes back to the body for further discussion and vote.

Postpone Indefinitely serves the same basic purpose as laying a motion on the table except that it is debatable and requires only a majority vote. If the postpone motion carries, the motion to which it applies is dead.

Point of Order - Anyone at any time may rise to a point of order and interrupt the speaker, simply stating, "Point of order, Madame Moderator." The Moderator will immediately stop discussion, listen to the point of order and rule on its validity. Points of order may relate to many issues; for example, the right of a speaker to the floor, proper procedures, indecorous conduct, or an error on the part of the Moderator.

Main Motions are made when no other business is pending and are the devices used to bring a warrant article to the floor for discussion.

Reconsideration Moderators in Middleton traditionally have not allowed motions to reconsider.



Town of Middleton
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TOWN OF MIDDLETON TALENT BANK APPLICATION

The Select Board maintains a Talent Bank of names of citizens of Middleton willing to serve on boards, commissions and committees. Names in this file are available for use by all Town Departments.

Name: _____ Telephone: _____
Address: _____ Cell phone: _____
Email Address: _____
Occupation: _____
Background Experience: _____

I am interested in serving on Town Boards and Committees involved in the following areas:
(Please check all that apply. The Board encourages you to attach a recent resume if available.)

_____ Board of Health	_____ Recreation Commission
_____ Council on Aging	_____ Historical Commission
_____ Finance Committee	_____ Planning Board
_____ Zoning Board of Appeals	_____ Industrial Commercial Development Review Committee
_____ Conservation Commission	_____ Zoning Bylaw Review Committee
_____ Cultural Council	_____ Other: _____
_____ Other: _____	_____ Other: _____

Amount of Time Available: _____

Are you available year round for committee meetings? Yes _____ No _____
If not, when are you available?

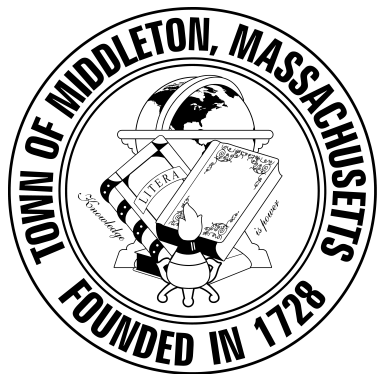
_____ Winter _____ Spring _____ Summer _____ Autumn

Are there any Boards or Committees in which you are particularly interested?

Signature

Date

Please submit all responses to the Town Administrator's Office via the mailing address above or via email at:
jackie.bresnahan@middletonma.gov



**Town of Middleton
48 South Main Street
Middleton, MA 01949**