

Selectmen's Meeting
February 16th, 2016
7:00 p.m.
Fuller Meadow School
Nathan Media Room

Call to Order – Chairperson Lindberg called the meeting to order at 7:05 pm. Also present were Mr. Moreschi, Mr. Prentakis, Town Administrator Mr. Sheehan and Assistant Town Administrator Mr. Ferrara.

Chairperson Lindberg called for a moment of silence in remembrance of Betty Heckman, Animal Control Officer in Middleton and Danvers for approximately thirty years and Geraldine Shipley, founding member of the Pumpkin Festival, who recently passed.

Warrant – The Payroll Warrant totaled \$598,581. The Payables Warrant totaled \$845,304 and included payroll deductions of \$234,000, Purchase of Power of \$350,000 and snow and ice winter operations of \$42,414.

Mr. Prentakis made a motion to approve the warrants. Mr. Moreschi seconded the motion and all were in favor.

Town Administrator's Report

Regal Fabrics Inc – Mr. Sheehan addressed the Board, that Regal Fabrics Inc. wish to either expand their current location on Birch Road or relocate to larger premises in Middleton. They currently have 30,000 sq. ft. and some off-site warehouse space and are looking for 50 - 60,000 sq. ft. which would house their entire operation. They are approaching the Town looking for a tax increment financing (TIF) arrangement which will be put before Town Meeting.

Community Compact Application – The community compact application has been approved and the Town is eligible to apply for an IT grant. Katrina O'Leary is our point person and is overseeing the application.

Draft Audit for Fiscal Year 2015 and Management Letter – Mr. Sheehan met with the Finance Team, Don Carter, Nicole McGee, and Ryan Ferrara last week to review the Draft Town Audit for Fiscal Year 2015. The Management Letter was also reviewed. The final Audit is now complete. There were no surprises found in the Audit and there were no material weaknesses in the Management Letter. Mr. Sheehan also stated, that the Town is considering seeking new proposals from companies that provide auditing services as recommended for the Fiscal Year 2016.

Capital Requests from Departments - Mr. Sheehan has received the Capital Requests from all Departments and meetings are scheduled with each department. Mr. Sheehan reminded everyone that the joint Board of Selectmen and Finance Committee Capital Budget Meeting is scheduled for March 5th.

Opioid Crisis – The MMA recently published an obligation to lead guidance document regarding the opioid crisis. This details ten steps for communities to consider following when dealing with an opioid crisis. Derek Fullerton has been instructed to give the Board an overview on Middleton's compliance with these ten steps.

Mr. Sheehan has met recently with Board members, staff, committee members and members of the public to gain an insight into the ways things currently operate in handling the opioid crisis. Mr. Sheehan stated that he wants to ensure it is known that he is moving forward with the Boards approval and that all relevant issues are being addressed.

Proposed Motion to Install a Stop Sign, under Middleton Code Chapter 392-23B, on Fitzgerald Drive facing southeast, at the Intersection with Fitzpatrick Drive – Mr. Ferrara said that a letter has been received from Ms. Elizabeth Boulanger, Principal of Howe-Manning Elementary School, requesting that a stop sign be installed at the intersection of Fitzgerald Drive and Fitzpatrick Drive to improve safety.

Mr. Prentakis made a motion to amend the traffic regulations under Middleton Code Chapter 392-23B, on Fitzgerald Drive on the Howe-Manning School Campus facing southeast, at the Intersection with Fitzpatrick Drive. Mr. Moreschi seconded the motion and all were in favor.

Application for Auctioneer License from Stephen Cyr, 895 Salem Street, North Andover, Massachusetts – Mr. Stephen Cyr addressed the Board that he has been a licensed auctioneer in the State of Massachusetts for twenty-seven years. He has been working in North Andover for the past fifteen years, but the building has conducted auctions out of has recently been sold. He is seeking approval to hold auctions, once a month, on Monday evenings, at the American Legion on River Street.

Mr. Prentakis made a motion to approve the Application for Auctioneer License from Stephen Cyr, 895 Salem Street, North Andover, Massachusetts for a period ending on December 31st 2016. Mr. Moreschi seconded the motion and all were in favor.

Request from State Reclamation and Mosquito Control Board for ‘Declaration of Support of Mosquito Control Funding for FY 2017’- Mr. Sheehan addressed the Board that with the Budget situation this year he wanted to bring this to the Board’s attention for informational purposes. Mr. Ferrara added that the Fiscal Year 2016 Cherry Sheet assessment for the Mosquito Control Project is \$45,658 and the Governor’s proposal increases that amount by \$4,714.

Mr. Prentakis made a motion to continue the participation in the Mosquito Control Board for ‘Declaration of Support of Mosquito Control Funding for FY 2017’. Mr Moreschi seconded the motion and all were in favor.

Recommendation of Town Administrator, Andrew Sheehan to establish a Building Committee to evaluate option for construction of public building(s) – Mr. Sheehan said there has been much discussion over the years regarding the need for a new public safety building and he would like to create a General Buildings Committee to look at all of the Town’s facility needs going forward. There are a number of potential projects and it will be beneficial to have a committee to investigate these concerns. Members should have a variety of specialties and backgrounds, including architects, engineers and finance professionals to form a well-rounded committee with a minimum of five members and a maximum of seven members.

Mr. Prentakis made a motion to approve the recommendation of Town Administrator, Andrew Sheehan to establish a Building Committee to evaluate options for construction of public building(s). Mr. Moreschi seconded the motion and all were in favor.

Review of current Town permit and license fees – Chairperson Lindberg recommended that this item be postponed to a future meeting because some members of the Board are absent.

Request from Attorney Jill Mann for the Board of Selectmen to refer the petitions for street acceptance for “Mill Pond Estates” (Woodbury Lane) and Flying Fox Circle to the Planning Board – Attorney Jill Mann addressed the Board and said she is representing two independent owners of recently completed sub-divisions. Ms. Mann explained that Mr. Bob LaBossiere, Superintendent of the Department of Public Works, has signed off on all the remaining items that needed to be completed and would like the town to accept the roadways.

Mr. Prentakis made a motion to approve the request from Attorney Jill Mann for the Board of Selectmen to refer the petitions for street acceptance for “Mill Pond Estates” (Woodbury Lane) and Flying Fox Circle to the Planning Board. Mr. Moreschi seconded the motion and all were in favor.

Request from Attorney Jill Mann, on behalf of SD Management Group LLC, DBA Ferncroft Country Club, for approval of the following petitions:

- **Application for the alteration of licensed premises and pledge of license on behalf of SD Management Group LLC, DBA Ferncroft Country Club, for the 19th Hold Restaurant and Function Room at the Ferncroft Country Club, 10 Village Road (AKA Village Drive).**
- **Application for Pledge of License on behalf of SD Management Group LLC, DBA Ferncroft Country Club, for the seasonable members lounge and areas surrounding the tennis courts and practice putting green, 10 Village Road (AKA Village Drive).**
- **Application for Pledge of License on behalf of SD Management Group LLC, DBA Ferncroft Country Club, for the seasonal Halfway House Snack Bar, 10 Village Road, (AKA Village Drive).**

Attorney Mann addressed the Board she is representing SD Management Group LLC, DBA Ferncroft Country Club and provided the Board with the required abutter notification, a copy of the abutters list, legal advertisement from the local paper, and a copy of documentation stating that she has sent all this information to the abutters, which is certified and notarized. Ms. Mann explained that she is seeking to have an alteration of premises for the annual license for a new function facility at the Ferncroft Golf Course. There are also three pledges because the Bank that financed the construction is seeking a pledge of the underlying liquor licenses as collateral for their loan. The new facility is due to open in April 2016.

Mr. Prentakis made a motion to approve the petitions as detailed above. Mr. Moreschi seconded the motion and all were in favor.

Chairperson Lindberg indicated that the Board would be entering Executive Session under Massachusetts General Laws Chapter 30A, Section 21(a) 6 to consider the purchase, exchange, lease or value of real property and the Board will not be returning to open session. The meeting was adjourned at 8:00 pm.

Respectfully submitted,

Julie Roscoe

Julie Roscoe, Recording Secretary

Todd Moreschi, Clerk