

**CORRESPONDENCE**

**5/09/16**

05/09/16

## CORRESPONDENCE

1	Xfinity	Office Closing
2	Conservation Commission	15 Maple Road
3	Comcast	Financials
4	SRPEDD	SMMPO Information/Nomination



April 29, 2016

**VIA OVERNIGHT DELIVERY**

Board of Selectmen  
Town of Middleborough  
Middleborough Town Hall  
10 Nickerson Ave.  
Middleborough, MA, 02346

**Re: Comcast Service Center**

Dear Members of the Board,

I am writing to inform you that the Comcast's Service Center located at 163 E. Grove St, Middleborough will be closing on July 1, 2016.

More than ever, customers are choosing to access and pay for products and services in ways that are more convenient for them, including over the phone and online, mailed payments, self-installation kits and professional technician visits. For the convenience of customers who prefer to conduct business with us in person, they can visit our Xfinity Store located in Raynham, MA (details below).

Xfinity Store  
RK Center  
600 S St W #8, Raynham, MA 02767  
Hours: Monday – Saturday 9am-7pm  
Sunday – 11am -4pm

In addition, Comcast customer care representatives can be reached toll free at 1-800-COMCAST or online via chat at Comcast.com 24 hours a day, 7 days a week to answer customer questions and provide information regarding products and services.

Customers are being notified in advance of this information via bill message on their monthly statements as well as by signage prominently displayed in the Middleborough Service Center office.

Sincerely,

A handwritten signature in black ink, appearing to read "Catherine Maloney". The signature is written in a cursive, flowing style.

Catherine Maloney, Sr. Manager  
Government & Regulatory Affairs

**#1**

#2



# Town of Middleborough

## CONSERVATION COMMISSION

20 CENTRE STREET  
MIDDLEBOROUGH, MASSACHUSETTS 02346

PHONE: 1-508-946-2406  
FAX: 1-508-946-2309

April 27, 2016

Charles Adler  
15 Maple Road  
Middleborough, MA 02346

RE: 15 Maple Road (Map 40, Lot 6063), Middleborough, MA - Wetlands

Dear Mr. Adler:

At a site visit conducted on April 14, 2016 it was observed that the wetland boundary that was surveyed on-site showed that the wetland has been impacted by man-made activity. The following activity was observed: clearing in the wetland and putting down woodchips, a firepit, and a swingset.

The Conservation Commission voted to issue a Positive #1 Determination for the Request for Determination of Applicability that was submitted to them. The Positive Determination states: No work within the jurisdiction of the Wetlands Protection Act may proceed until a final Order of Conditions (issued following submittal of a Notice of Intent or Abbreviated Notice of Intent) or Order of Resource Area Delineation (issued following submittal of Simplified Review ANRAD) has been received from the issuing authority (i.e. Conservation Commission or the Department of Environmental Protection).

Further it states under the Positive #1 Determination: The area described on the referenced plan is an area subject to protection under the Act. Removing, filling, dredging, or altering the area requires the filing of a Notice of Intent.

I have been in communication with Outback Engineering and they are prepared to file the Notice of Intent for the Commission's May 19<sup>th</sup> meeting. The Notice of Intent will be for a proposed restoration of the wetland resource area as well as the proposed garage. This restoration will also require that you file a permit application with the Board of Selectmen as they act as the Water Commissioners and the restoration within the wetland area falls under the Water Resource Protection District Bylaw as well.

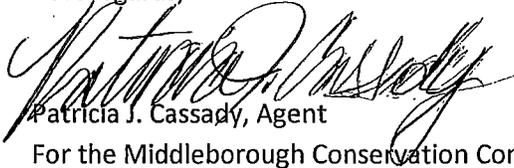
You are welcome to attend the meeting on May 5<sup>th</sup> if you would like to preliminarily discuss this with the Commission prior to the May 19<sup>th</sup> meeting.

15 Maple Road (Map 40, Lot 6063), Middleborough, MA – Wetlands

April 27, 2016

If you have any questions don't hesitate to contact the Conservation Office at 508-946-2406.

Best regards,



Patricia J. Cassidy, Agent

For the Middleborough Conservation Commission

Cc: Outback Engineering, Inc.  
Robert Whalen, Building Commissioner  
Department of Environmental Protection – Wetlands & Waterways  
Middleborough Board of Selectmen  
Robert Nunes, Town Manager

Enclosure





## WPA Form 2 – Determination of Applicability

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

### B. Determination (cont.)

The following Determination(s) is/are applicable to the proposed site and/or project relative to the Wetlands Protection Act and regulations:

#### Positive Determination

Note: No work within the jurisdiction of the Wetlands Protection Act may proceed until a final Order of Conditions (issued following submittal of a Notice of Intent or Abbreviated Notice of Intent) or Order of Resource Area Delineation (issued following submittal of Simplified Review ANRAD) has been received from the issuing authority (i.e., Conservation Commission or the Department of Environmental Protection).

1. The area described on the referenced plan(s) is an area subject to protection under the Act. Removing, filling, dredging, or altering of the area requires the filing of a Notice of Intent.

2a. The boundary delineations of the following resource areas described on the referenced plan(s) are confirmed as accurate. Therefore, the resource area boundaries confirmed in this Determination are binding as to all decisions rendered pursuant to the Wetlands Protection Act and its regulations regarding such boundaries for as long as this Determination is valid.

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2b. The boundaries of resource areas listed below are not confirmed by this Determination, regardless of whether such boundaries are contained on the plans attached to this Determination or to the Request for Determination.

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3. The work described on referenced plan(s) and document(s) is within an area subject to protection under the Act and will remove, fill, dredge, or alter that area. Therefore, said work requires the filing of a Notice of Intent.

4. The work described on referenced plan(s) and document(s) is within the Buffer Zone and will alter an Area subject to protection under the Act. Therefore, said work requires the filing of a Notice of Intent or ANRAD Simplified Review (if work is limited to the Buffer Zone).

5. The area and/or work described on referenced plan(s) and document(s) is subject to review and approval by:

\_\_\_\_\_  
Name of Municipality

\_\_\_\_\_  
Pursuant to the following municipal wetland ordinance or bylaw:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Ordinance or Bylaw Citation



Massachusetts Department of Environmental Protection  
Bureau of Resource Protection - Wetlands

**WPA Form 2 – Determination of Applicability**

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

**B. Determination (cont.)**

6. The following area and/or work, if any, is subject to a municipal ordinance or bylaw but not subject to the Massachusetts Wetlands Protection Act:
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7. If a Notice of Intent is filed for the work in the Riverfront Area described on referenced plan(s) and document(s), which includes all or part of the work described in the Request, the applicant must consider the following alternatives. (Refer to the wetland regulations at 10.58(4)c. for more information about the scope of alternatives requirements):

- Alternatives limited to the lot on which the project is located.
- Alternatives limited to the lot on which the project is located, the subdivided lots, and any adjacent lots formerly or presently owned by the same owner.
- Alternatives limited to the original parcel on which the project is located, the subdivided parcels, any adjacent parcels, and any other land which can reasonably be obtained within the municipality.
- Alternatives extend to any sites which can reasonably be obtained within the appropriate region of the state.

**Negative Determination**

Note: No further action under the Wetlands Protection Act is required by the applicant. However, if the Department is requested to issue a Superseding Determination of Applicability, work may not proceed on this project unless the Department fails to act on such request within 35 days of the date the request is post-marked for certified mail or hand delivered to the Department. Work may then proceed at the owner's risk only upon notice to the Department and to the Conservation Commission. Requirements for requests for Superseding Determinations are listed at the end of this document.

1. The area described in the Request is not an area subject to protection under the Act or the Buffer Zone.
2. The work described in the Request is within an area subject to protection under the Act, but will not remove, fill, dredge, or alter that area. Therefore, said work does not require the filing of a Notice of Intent.
3. The work described in the Request is within the Buffer Zone, as defined in the regulations, but will not alter an Area subject to protection under the Act. Therefore, said work does not require the filing of a Notice of Intent, subject to the following conditions (if any).
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4. The work described in the Request is not within an Area subject to protection under the Act (including the Buffer Zone). Therefore, said work does not require the filing of a Notice of Intent, unless and until said work alters an Area subject to protection under the Act.



**Massachusetts Department of Environmental Protection**  
 Bureau of Resource Protection - Wetlands  
**WPA Form 2 – Determination of Applicability**  
 Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

**B. Determination (cont.)**

5. The area described in the Request is subject to protection under the Act. Since the work described therein meets the requirements for the following exemption, as specified in the Act and the regulations, no Notice of Intent is required:

Exempt Activity (site applicable statutory/regulatory provisions)

6. The area and/or work described in the Request is not subject to review and approval by:

Name of Municipality

Pursuant to a municipal wetlands ordinance or bylaw.

Name

Ordinance or Bylaw Citation

**C. Authorization**

This Determination is issued to the applicant and delivered as follows:

- by hand delivery on  by certified mail, return receipt requested on
- Date 4/27/16 Date \_\_\_\_\_

This Determination is valid for **three years** from the date of issuance (except Determinations for Vegetation Management Plans which are valid for the duration of the Plan). This Determination does not relieve the applicant from complying with all other applicable federal, state, or local statutes, ordinances, bylaws, or regulations.

This Determination must be signed by a majority of the Conservation Commission. A copy must be sent to the appropriate DEP Regional Office (see <http://www.mass.gov/eea/agencies/massdep/about/contacts/find-the-massdep-regional-office-for-your-city-or-town.html>) and the property owner (if different from the applicant).

Signatures:

Adam Guaraldi

Jacqueline Schmidt

John J. Medeiros

Diane C. Stewart

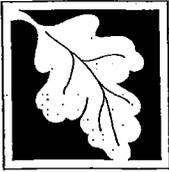
Janet Miller

Steven Ventresca

John Neely

4/21/2016

Date



Massachusetts Department of Environmental Protection  
Bureau of Resource Protection - Wetlands

## **WPA Form 2 – Determination of Applicability**

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

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### **D. Appeals**

The applicant, owner, any person aggrieved by this Determination, any owner of land abutting the land upon which the proposed work is to be done, or any ten residents of the city or town in which such land is located, are hereby notified of their right to request the appropriate Department of Environmental Protection Regional Office (see <http://www.mass.gov/eea/agencies/massdep/about/contacts/find-the-massdep-regional-office-for-your-city-or-town.html>) to issue a Superseding Determination of Applicability. The request must be made by certified mail or hand delivery to the Department, with the appropriate filing fee and Fee Transmittal Form (see Request for Departmental Action Fee Transmittal Form) as provided in 310 CMR 10.03(7) within ten business days from the date of issuance of this Determination. A copy of the request shall at the same time be sent by certified mail or hand delivery to the Conservation Commission and to the applicant if he/she is not the appellant. The request shall state clearly and concisely the objections to the Determination which is being appealed. To the extent that the Determination is based on a municipal ordinance or bylaw and not on the Massachusetts Wetlands Protection Act or regulations, the Department of Environmental Protection has no appellate jurisdiction.

#3

**APRIL 27, 2016**

**ENCLOSED:**

**CTV FORM 200            FINANCIAL BALANCE SHEET**

**CTV FORM 300            STATEMENT OF REVENUE & EXPENSES  
PARTS A & B**

**CTV FORM 400            STATEMENT OF OWNERSHIP**

**FOR THE COMBINED MASSACHUSETTS CABLE TELEVISION  
OPERATIONS OF COMCAST CABLE COMMUNICATIONS, LLC  
FOR THE FISCAL YEAR ENDED  
DECEMBER 31, 2015.**

**CTV FORM 200**  
**FINANCIAL BALANCE SHEET**

Reporting Entity: Combined Massachusetts Operations of Comcast Cable Communications Holdings, Inc.  
Franchises Served: See Attachment A  
Year Ending: December 31, 2015

	Current Year 2015	Prior Year 2014
<b>ASSETS</b>		
<u><b>Current Assets</b></u>		
200 Cash and Equivalents	\$ -	\$ -
210 Accounts Receivable, Less Allowances	\$ 39,231,299	\$ 40,627,917
220 Inventory	\$ 6,241,621	\$ 7,286,928
230 Prepaid Expenses	\$ 3,423,136	\$ 3,254,632
240 Other Current Assets	\$ 160,004	\$ 149,636
<b>250 Total Current Assets</b>	<b>\$ 49,056,060</b>	<b>\$ 51,319,113</b>
<u><b>Fixed Operating Assets</b></u>		
260 Land	\$ 11,062,805	\$ 11,091,077
270 Buildings	\$ 82,674,555	\$ 87,542,166
280 Headend Equipment	\$ 309,746,870	\$ 433,546,206
290 Trunk and Distribution Equipment	\$ 1,078,736,473	\$ 1,793,238,930
300 Subscriber Devices	\$ 736,274,584	\$ 668,619,819
310 Other Fixed Operating Assets	\$ 91,306,118	\$ 87,704,257
320 Construction Work in Progress	\$ -	\$ -
<b>330 Total Fixed Operating Assets</b>	<b>\$ 2,309,801,405</b>	<b>\$ 3,081,742,455</b>
340 Accumulated Depreciation	\$ (1,616,075,971)	\$ (2,328,936,975)
<b>Net Fixed Operating Assets</b>	<b>\$ 693,725,434</b>	<b>\$ 752,805,480</b>
<u><b>Other Operating Assets</b></u>		
350 Franchise Acquisition Costs	\$ 4,169,462,879	\$ 4,171,464,133
360 Excess Fair Value	\$ -	\$ -
370 Goodwill	\$ 27,597,247	\$ 27,597,247
380 Other Intangible Assets	\$ 94,230,239	\$ 95,464,350
<b>390 Total Other Assets</b>	<b>\$ 4,291,290,365</b>	<b>\$ 4,294,525,730</b>
400 Accumulated Amortization	\$ (55,889,633)	\$ (57,616,322)
<b>Net Other Assets</b>	<b>\$ 4,235,400,732</b>	<b>\$ 4,236,909,408</b>
Non-Operating Assets	\$ -	\$ -
<b>410 Total Net Assets</b>	<b>\$ 4,978,182,226</b>	<b>\$ 5,041,034,001</b>

**CTV FORM 200**  
**FINANCIAL BALANCE SHEET**

Reporting Entity: Combined Massachusetts Operations of Comcast Cable Communications Holdings, Inc.  
Franchises Served: See Attachment A  
Year Ending: December 31, 2015

Current Year  
2015

Prior Year  
2014

**LIABILITIES AND OWNER'S EQUITY**

**Current Liabilities**

420 Accounts Payable	\$ 4,830,666	\$ 3,965,387
430 Subscriber Advance Payments and Deposits	\$ 14,531,347	\$ 13,568,349
440 Debt Due within One Year	\$ -	\$ 278,579
450 Current Taxes Payable	\$ 705,301	\$ 720,946
460 Other Current Liabilities	\$ 30,913,380	\$ 28,798,255
	<hr/>	<hr/>
<b>470 Total Current Liabilities</b>	<b>\$ 50,980,694</b>	<b>\$ 47,331,516</b>

**Non Current Liabilities**

480 Long-Term Debt	\$ -	\$ -
490 Notes Payable	\$ -	\$ -
500 Bonds Payable	\$ -	\$ -
510 Obligation on Capitalized Leases	\$ 4,146,537	\$ 915,538
520 Deferred Taxes	\$ -	\$ -
530 Other Non Current Liabilities	\$ 7,542,339	\$ 4,522,606
	<hr/>	<hr/>
<b>540 Total Non Current Liabilities</b>	<b>\$ 11,688,876</b>	<b>\$ 5,438,144</b>

**Owner's Equity**

550 Net Assets due from/to Parent Company	\$ (1,694,557,901)	\$ (1,226,812,080)
560 Capital Stock	\$ 6,523,231,203	\$ 6,523,231,203
570 Retained Earnings - Gross	\$ 851,839,354	\$ 456,845,218
580 Accumulated Dividends	\$ (765,000,000)	\$ (765,000,000)
590 Other	\$ -	\$ -
	<hr/>	<hr/>
<b>600 Total Owner's Equity</b>	<b>\$ 4,915,512,656</b>	<b>\$ 4,988,264,341</b>
	<hr/>	<hr/>
<b>610 Total Liabilities and Equity</b>	<b>\$ 4,978,182,226</b>	<b>\$ 5,041,034,001</b>

ATTACHMENT A

COMBINED MASSACHUSETTS OPERATIONS OF COMCAST CABLE COMMUNICATIONS HOLDINGS, INC.

SCHEDULE OF FRANCHISES SERVED IN  
COMMONWEALTH OF MASSACHUSETTS  
AS OF DECEMBER 31, 2015

1 Abington	41 Chatham	81 Groveland	121 Mattapoisett	161 Plainville	201 Tewksbury
2 Acton	42 Chelmsford	82 Halifax	122 Maynard	162 Plymouth	202 Tisbury
3 Acushnet	43 Chelsea	83 Hamilton	123 Medfield	163 Plympton	203 Topsfield
4 Agawam	44 Chester	84 Hanover	124 Medford	164 Provincetown	204 Townsend
5 Amesbury	45 Chilmark	85 Hanson	125 Medway	165 Quincy	205 Truro
6 Amherst	46 Clinton	86 Hardwick	126 Melrose	166 Randolph	206 Tyngsborough
7 Andover	47 Cohasset	87 Harwich	127 Mendon	167 Raynham	207 Upton
8 Aquinnah	48 Concord	88 Hatfield	128 Merrimac	168 Reading	208 Wakefield
9 Arlington	49 Conway	89 Haverhill	129 Methuen	169 Rehoboth	209 Walpole
10 Ashburnham	50 Danvers	90 Hingham	130 Middleborough	170 Revere	210 Waltham
11 Ashby	51 Dartmouth	91 Holbrook	131 Middleton	171 Rochester	211 Ware
12 Ashland	52 Dedham	92 Holliston	132 Milford	172 Rockland	212 Wareham
13 Attleboro	53 Deerfield	93 Holyoke	133 Mills	173 Rockport	213 Warren
14 Avon	54 Dennis	94 Hopedale	134 Milton	174 Rowley	214 Watertown
15 Ayer	55 Dighton	95 Hopkinton	135 Monson	175 Salem	215 Wayland
16 Barnstable	56 Dover	96 Hudson	136 Montague	176 Salisbury	216 Wellesley
17 Bedford	57 Dracut	97 Hull	137 Nahant	177 Sandwich	217 Wellfleet
18 Bellingham	58 Duxbury	98 Huntington	138 Nantucket	178 Saugus	218 Wrentham
19 Belmont	59 East Bridgewater	99 Ipswich	139 Natick	179 Scituate	219 West Bridgewater
20 Berkley	60 Eastham	100 Kingston	140 Needham	180 Seekonk	220 West Newbury
21 Bernardston	61 Easton	101 Lakeville	141 New Bedford	181 Sharon	221 West Springfield
22 Beverly	62 Edgartown	102 Lancaster	142 Newbury	182 Shelburne	222 West Tisbury
23 Billerica	63 Erving	103 Lawrence	143 Newburyport	183 Sherborn	223 Westfield
24 Blackstone	64 Essex	104 Leominster	144 Newton	184 Shirley	224 Westford
25 Bolton	65 Everett	105 Lexington	145 Norfolk	185 Somerset	225 Westhampton
26 Boston	66 Fairhaven	106 Lincoln	146 North Andover	186 Somerville	226 Westminster
27 Bourne	67 Fall River	107 Littleton	147 North Attleborough	187 South Hadley	227 Weston
28 Boxborough	68 Falmouth	108 Longmeadow	148 North Reading	188 Southborough	228 Westwood
29 Boxford	69 Fitchburg	109 Lowell	149 Northampton	189 Southwick	229 Weymouth
30 Braintree	70 Foxborough	110 Lunenburg	150 Northfield	190 Springfield	230 Whately
31 Brewster	71 Framingham	111 Lynn	151 Norton	191 Sterling	231 Whitman
32 Bridgewater	72 Franklin	112 Lynnfield	152 Norwell	192 Stoneham (2)	232 Williamsburg
33 Brockton	73 Freetown	113 Malden	153 Norwood	193 Stoughton	233 Wilmington
34 Brookline	74 Gardner	114 Manchester by the Sea	154 Oak Bluffs	194 Stow	234 Winchendon
35 Buckland	75 Georgetown	115 Mansfield	155 Orleans	195 Sudbury	235 Winchester
36 Burlington	76 Gill	116 Marblehead	156 Palmer	196 Sunderland	236 Winthrop
37 Cambridge	77 Gloucester	117 Marion	157 Peabody	197 Swampscott	237 Woburn
38 Canton	78 Granby	118 Marlborough	158 Pelham	198 Swansea	238 Wrentham
39 Carlisle	79 Granville	119 Marshfield	159 Pembroke	199 Taunton	239 Yarmouth
40 Carver	80 Greenfield	120 Mashpee	160 Phillipston	200 Templeton	

**CTV FORM 300**  
**STATEMENT OF REVENUE & EXPENSES**  
**PART A**  
**INCOME STATEMENT**

Reporting Entity: Combined Massachusetts Operations of Comcast Cable Communications Holdings, Inc.  
Franchises Served: See Attachment A  
Year Ending: December 31, 2015

	<b>Current Year 2015</b>	<b>Prior Year 2014</b>
<b>OPERATING INCOME</b>		
<b><u>Subscriber Revenues</u></b>		
620 Installation Income	\$ 11,566,967	\$ 14,398,859
630 Equipment Revenue	\$ 75,619,502	\$ 75,848,732
640 Basic/Other Tier Subscriber Revenue	\$ 1,258,203,870	\$ 1,052,345,083
650 Premium Channel Revenue	\$ 156,569,360	\$ 318,183,222
660 Pay Per View Revenue	\$ 67,325,578	\$ 64,689,139
670 Other Subscriber Revenues	\$ 89,575,789	\$ 8,214,440
<b>680 Total Subscriber Revenues</b>	<b>\$ 1,658,861,066</b>	<b>\$ 1,533,679,473</b>
<b><u>Non-Subscriber Revenues</u></b>		
690 Advertising Income	\$ 123,932,824	\$ 128,436,881
700 Other Income	\$ 10,124,313	\$ 90,441,268
<b>710 Total Non-Subscriber Revenues</b>	<b>\$ 134,057,137</b>	<b>\$ 218,878,149</b>
<b>720 Total Operating Income</b>	<b>\$ 1,792,918,203</b>	<b>\$ 1,752,557,622</b>
<b>OPERATING EXPENSES</b>		
<b><u>Direct Operating Expenses</u></b>		
730 Programming Expenses	\$ 738,894,143	\$ 677,525,578
740 Net Bad Debt and Collection Expenses	\$ 10,734,339	\$ 10,930,794
750 Salaries and Benefits	\$ 164,583,862	\$ 162,872,097
760 Repairs & Maintenance	\$ 14,301,816	\$ 15,347,265
770 Light, Heat, Power	\$ 14,090,890	\$ 4,483,290
780 Pole & Duct Rental	\$ 7,494,043	\$ 15,014,295

**CTV FORM 300**  
**STATEMENT OF REVENUE & EXPENSES**  
**PART A**  
**INCOME STATEMENT**

Reporting Entity: Combined Massachusetts Operations of Comcast Cable Communications Holdings, Inc.

Franchises Served: See Attachment A

Year Ending: December 31, 2015

	<b>Current Year 2015</b>	<b>Prior Year 2014</b>
790 Administration - Office and Billing	\$ 65,402,870	\$ 60,164,586
800 Marketing	\$ 32,867,318	\$ 29,920,948
810 Local Origination	\$ 1,192,902	\$ 1,414,219
820 Other	<u>\$ 195,117,943</u>	<u>\$ 218,124,656</u>
<b>830 Total Operating Expenses</b>	<b><u>\$ 1,244,680,126</u></b>	<b><u>\$ 1,195,797,728</u></b>
<b><u>Depreciation and Amortization</u></b>		
840 Depreciation	\$ 148,226,126	\$ 211,252,986
850 Amortization	<u>\$ 3,642,278</u>	<u>\$ 6,411,645</u>
<b>860 Total Depreciation and Amortization</b>	<b><u>\$ 151,868,404</u></b>	<b><u>\$ 217,664,631</u></b>
<b>870 Total Expenses</b>	<b><u>\$ 1,396,548,530</u></b>	<b><u>\$ 1,413,462,358</u></b>
<b><u>Other Income and Expenses</u></b>		
880 Other Income	\$ (16,007)	\$ (14,447)
890 Interest Expenses	\$ 457,696	\$ 661,161
900 Other	<u>\$ -</u>	<u>\$ -</u>
<b>910 Total Other (Income) and Expenses</b>	<b><u>\$ 441,689</u></b>	<b><u>\$ 646,713</u></b>
<b><u>Provision for Income Tax</u></b>		
920 Currently Payable		
930 Deferred		

**CTV FORM 300**  
**STATEMENT OF REVENUE & EXPENSES**  
**PART A**  
**INCOME STATEMENT**

Reporting Entity: Combined Massachusetts Operations of Comcast Cable Communications Holdings, Inc.

Franchises Served: See Attachment A

Year Ending: December 31, 2015

	Current Year 2015	Prior Year 2014
<b>940 Total Provision for Income Tax</b>	<b>\$ -</b>	<b>\$ -</b>
 <b><u>Extraordinary Items</u></b>		
950 (Gain)/Loss on Sale of Fixed Assets	\$ 933,848	\$ 13,308,206
960 Other Extraordinary Items	\$ -	\$ -
<b>970 Total Extraordinary Items</b>	<b>\$ 933,848</b>	<b>\$ 13,308,206</b>
<b>980 Net Income (Loss)</b>	<b>\$ 394,994,136</b>	<b>\$ 325,140,345</b>

**CTV FORM 300**  
**STATEMENT OF REVENUE & EXPENSES**  
**PART B**  
**STATEMENT OF GROSS ANNUAL RECEIPTS**

**Description of Gross Annual Receipts**

The amount to be reported as gross annual receipts is the total of all revenues earned (reduced by anticipated bad debts) from cable television activity in the Commonwealth. These revenues should include all income from the basic service tier, cable programming service tiers, premium and pay-per-view channels, the rental of converters and remote controls, installations, advertising, local origination, leased access, rentals and management fees.

The amount reported should reflect the total operating income amount reported in the company's general ledger account. These accounts are included in the operating income accounts set forth in the Cable Division's *Uniform Reporting System - Rules for Completing Financial Reporting Forms*. (Total Gross Annual Receipts should equal the total provided on Line 720 of Form 300 for all forms filed by the cable operator.)

Operator: Comcast Cable Communications, LLC

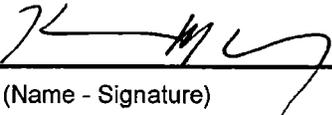
Address: 676 Island Pond Road  
Manchester, NH 03109

I hereby certify that the amount shown below is the gross annual receipts for this company for the calendar year as defined below.

Year:	<u>December 31, 2015</u>	Gross annual receipts	Gross Receipts	\$	1,792,918,203
			Less Bad Debt	\$	(7,936,692)
			<u>Total Gross Receipts</u>	\$	<u>1,784,981,511</u>

Kevin M. Casey  
(Name - Print)

April 22, 2016  
(Date)

  
(Name - Signature)

(603) 695-1452  
(Telephone)

Division President - Northeast Division  
(Title)



ATTACHMENT A

COMBINED MASSACHUSETTS OPERATIONS OF COMCAST CABLE COMMUNICATIONS HOLDINGS, INC.

SCHEDULE OF FRANCHISES SERVED IN  
COMMONWEALTH OF MASSACHUSETTS  
AS OF DECEMBER 31, 2015

1 Abington	81 Groveland	121 Mattapoisett	161 Plainville	201 Tewksbury
2 Acton	82 Halifax	122 Maynard	162 Plymouth	202 Tisbury
3 Acushnet	83 Hamilton	123 Medfield	163 Plympton	203 Topsfield
4 Agawam	84 Hanover	124 Medford	164 Provincetown	204 Townsend
5 Amesbury	85 Hanson	125 Medway	165 Quincy	205 Truro
6 Amherst	86 Hardwick	126 Melrose	166 Randolph	206 Tyngsborough
7 Andover	87 Hawthick	127 Mendon	167 Raynham	207 Upton
8 Aquinnah	88 Hatfield	128 Merrimac	168 Reading	208 Wakefield
9 Arlington	89 Haverhill	129 Methuen	169 Rehoboth	209 Walpole
10 Ashburnham	90 Hingham	130 Middleborough	170 Revere	210 Waltham
11 Ashby	91 Holbrook	131 Middleton	171 Rochester	211 Ware
12 Ashland	92 Holliston	132 Milford	172 Rockland	212 Wareham
13 Attleboro	93 Holyoke	133 Mills	173 Rockport	213 Warren
14 Avon	94 Hopedale	134 Milton	174 Rowley	214 Watertown
15 Ayer	95 Hopkinton	135 Monson	175 Salem	215 Wayland
16 Barnstable	96 Hudson	136 Montague	176 Salisbury	216 Wellesley
17 Bedford	97 Hull	137 Nahant	177 Sandwich	217 Wellfleet
18 Bellingham	98 Huntington	138 Nantucket	178 Saugus	218 Wenham
19 Belmont	99 Ipswich	139 Natick	179 Scituate	219 West Bridgewater
20 Berkley	100 Kingston	140 Needham	180 Seekonk	220 West Newbury
21 Bernardston	101 Lakeville	141 New Bedford	181 Sharon	221 West Springfield
22 Beverly	102 Lancaster	142 Newbury	182 Shelburne	222 West Tisbury
23 Billerica	103 Lawrence	143 Newburyport	183 Sherborn	223 Westfield
24 Blackstone	104 Leominster	144 Newton	184 Shirley	224 Westford
25 Bolton	105 Lexington	145 Norfolk	185 Somerset	225 Westhampton
26 Boston	106 Lincoln	146 North Andover	186 Somerville	226 Westminister
27 Bourne	107 Littleton	147 North Attleborough	187 South Hadley	227 Weston
28 Boxborough	108 Longmeadow	148 North Reading	188 Southborough	228 Westwood
29 Boxford	109 Lowell	149 Northampton	189 Southwick	229 Weymouth
30 Braintree	110 Lunenburg	150 Northfield	190 Springfield	230 Whatley
31 Brewster	111 Lynn	151 Norton	191 Sterling	231 Whitman
32 Bridgewater	112 Lynnfield	152 Norwell	192 Stoneham (2)	232 Williamsburg
33 Brockton	113 Malden	153 Norwood	193 Stoughton	233 Wilmington
34 Brookline	114 Manchester by the Sea	154 Oak Bluffs	194 Stow	234 Winchendon
35 Buckland	115 Mansfield	155 Orleans	195 Sudbury	235 Winchester
36 Burlington	116 Marblehead	156 Palmer	196 Sunderland	236 Wintthrop
37 Cambridge	117 Marion	157 Peabody	197 Swampscott	237 Woburn
38 Canton	118 Marlborough	158 Pelham	198 Swansea	238 Wrentham
39 Carlisle	119 Marshfield	159 Pembroke	199 Taunton	239 Yarmouth
40 Carver	120 Mashpee	160 Phillipston	200 Templeton	

**CTV FORM 400  
STATEMENT OF OWNERSHIP**

Please provide the following information for each Issuing Authority. Note that communities served by the same legal entity may be aggregated.

- (1) (a) The full legal name of the cable operator's legal entity (corporation or partnership) holding the cable television license.

Name: See Attachment A

- (b) If applicable, the d/b/a or generally used name of the legal entity within the Issuing Authority's community.

Name: \_\_\_\_\_

- (2) The full legal name of the ultimate parent entity/ies which own(s) the corporation or partnership holding the cable license.

Name: Comcast Corporation FEDERAL ID 27-0000798

- (3) The regional office(s) managing the cable licenses in Massachusetts:

Name: Comcast Cable Communications, LLC

Street Address: 676 Island Pond Road

Municipality, State & Zip Code: Manchester, NH 03109

Contact Person: Edward Zimmermann

Contact Person's Title: Division Sr. Vice President, Finance

Contact Person's Telephone Number: (603) 695 - 1452

- (4) The corporate office of the ultimate parent entity:

Name: Comcast Corporation

Street Address: 1701 John F Kennedy Boulevard

Municipality, State & Zip Code: Philadelphia, PA 19103

Contact Person: Edward Zimmermann

Contact Person's Title: Division Sr. Vice President, Finance

Contact Person's Telephone Number: (603) 695 - 1452

## CERTIFICATION PAGE

Financial and Statistical Data Forms for the year ending December 31, 2015

Cable Operator: Comcast Cable Communications, LLC

Address: 676 Island Pond Road  
Manchester, NH 03109

Telephone: (603) 695 - 1468 Fax: (603) 628 - 3365

Name of person completing these forms: Mark Renaud

Title: Senior Director of Regulatory Accounting

Number of cable franchises in Massachusetts at most recent year end: 240

Number of cable subscribers in Massachusetts at most recent year end: 1,488,556

Form of Organization (circle one)  Corporation  Partnership  Other

Is the company owned or controlled by a Multiple System Operator (MSO)? Yes

Name, address and telephone number of MSO: Comcast Corporation  
1500 Market Street  
Philadelphia, PA 19102

### CERTIFICATION

G.L. c. 166A, sec. 8, requires the execution of this certification by the treasurer of the corporation.

I certify that all the information contained in these forms are true and complete to the best of my knowledge. All material changes requiring an explanation have been explained.

Signed and sworn to under the pains and penalties of perjury this 22th day of April 2016

  
Signature

Division Sr. Vice President, Finance  
Title

**CTV FORM 400  
ATTACHMENT A  
12/31/2015**

Name: Comcast Cable Communications, LLC

(1) (a) The full legal name of the cable operator's legal entity (corporation or partnership) holding the cable television license.

**Legal Entity**

Comcast of Massachusetts I, Inc.  
Comcast of Massachusetts II, Inc.  
Comcast of Brockton, Inc.  
Comcast of Milton, Inc.  
Comcast of Needham, Inc.  
Comcast of Georgia/Massachusetts, LLC  
Comcast of Massachusetts/New Hampshire, LLC  
Comcast of Massachusetts/Virginia, Inc.  
Comcast of Southern New England, Inc.  
Comcast of Boston, Inc.  
Comcast of Massachusetts III, Inc.  
Comcast of California/Massachusetts/Michigan/Utah, LLC  
Comcast of Connecticut/Georgia/Massachusetts/New Hampshire/New York/North Carolina/Virginia/Vermont, LLC

ATTACHMENT A

COMBINED MASSACHUSETTS OPERATIONS OF COMCAST CABLE COMMUNICATIONS HOLDINGS, INC.

SCHEDULE OF FRANCHISES SERVED IN  
COMMONWEALTH OF MASSACHUSETTS  
AS OF DECEMBER 31, 2015

1 Abington	41 Chatham	81 Groveland	121 Mattapoiset	161 Plainville	201 Tewksbury
2 Acton	42 Chelmsford	82 Halifax	122 Maynard	162 Plymouth	202 Tisbury
3 Acushnet	43 Chelsea	83 Hamilton	123 Medfield	163 Plympton	203 Topsfield
4 Agawam	44 Chester	84 Hanover	124 Medford	164 Provincetown	204 Townsend
5 Amesbury	45 Chilmark	85 Hanson	125 Medway	165 Quincy	205 Truro
6 Amherst	46 Clinton	86 Hardwick	126 Melrose	166 Randolph	206 Tyngsborough
7 Andover	47 Cohasset	87 Harwich	127 Mendon	167 Raynham	207 Upton
8 Aquinnah	48 Concord	88 Hatfield	128 Merrimac	168 Reading	208 Wakefield
9 Arlington	49 Conway	89 Haverhill	129 Methuen	169 Rehoboth	209 Walpole
10 Ashburnham	50 Danvers	90 Hingham	130 Middleborough	170 Revere	210 Waltham
11 Ashby	51 Dartmouth	91 Holbrook	131 Middleton	171 Rochester	211 Ware
12 Ashland	52 Dedham	92 Holliston	132 Milford	172 Rockland	212 Wareham
13 Attleboro	53 Deerfield	93 Holyoke	133 Millis	173 Rockport	213 Warren
14 Avon	54 Dennis	94 Hopedale	134 Milton	174 Rowley	214 Watertown
15 Ayer	55 Dighton	95 Hopkinton	135 Milton	175 Salem	215 Wayland
16 Barnstable	56 Dover	96 Hudson	136 Montague	176 Salisbury	216 Wellesley
17 Bedford	57 Dracut	97 Hull	137 Nahant	177 Sandwich	217 Welfleet
18 Bellingham	58 Duxbury	98 Huntington	138 Nantucket	178 Saugus	218 Wrenham
19 Belmont	59 East Bridgewater	99 Ipswich	139 Natick	179 Scituate	219 West Bridgewater
20 Berkley	60 Eastham	100 Kingston	140 Needham	180 Seekonk	220 West Newbury
21 Bernardston	61 Easton	101 Lakeville	141 New Bedford	181 Sharon	221 West Springfield
22 Beverly	62 Edgartown	102 Lancaster	142 Newbury	182 Shelburne	222 West Tisbury
23 Billerica	63 Erving	103 Lawrence	143 Newburyport	183 Sherborn	223 Westfield
24 Blackstone	64 Essex	104 Leominster	144 Newton	184 Shirley	224 Westford
25 Bolton	65 Everett	105 Lexington	145 Norfolk	185 Somerset	225 Westhampton
26 Boston	66 Fairhaven	106 Lincoln	146 North Andover	186 Somerville	226 Westminister
27 Bourne	67 Fall River	107 Littleton	147 North Attleborough	187 South Hadley	227 Weston
28 Boxborough	68 Falmouth	108 Longmeadow	148 North Reading	188 Southborough	228 Westwood
29 Boxford	69 Fitchburg	109 Lowell	149 Northampton	189 Southwick	229 Weymouth
30 Braintree	70 Foxborough	110 Lunenburg	150 Northfield	190 Springfield	230 Whately
31 Brewster	71 Framingham	111 Lynn	151 Norton	191 Sterling	231 Whitman
32 Bridgewater	72 Franklin	112 Lynnfield	152 Norwell	192 Stoneham (2)	232 Williamsburg
33 Brockton	73 Freeport	113 Malden	153 Norwood	193 Stoughton	233 Wilmington
34 Brookline	74 Gardner	114 Manchester by the Sea	154 Oak Bluffs	194 Stow	234 Winchendon
35 Buckland	75 Georgetown	115 Mansfield	155 Orleans	195 Sudbury	235 Winchester
36 Burlington	76 Gill	116 Marblehead	156 Palmer	196 Sunderland	236 Winthrop
37 Cambridge	77 Gloucester	117 Marion	157 Peabody	197 Swampscott	237 Woburn
38 Canton	78 Granby	118 Marlborough	158 Pelham	198 Swansea	238 Wrentham
39 Carlisle	79 Granville	119 Marshfield	159 Pembroke	199 Taunton	239 Yarmouth
40 Carver	80 Greenfield	120 Mashpee	200 Phillipston	200 Templeton	

#4



**Southeastern Regional Planning & Economic Development District**  
**88 Broadway ♦ Taunton, MA 02780-2557**

Acushnet  
Attleboro  
Berkley  
Carver  
Dartmouth  
Dighton  
Fairhaven  
Fall River  
Freetown  
Lakeville  
Mansfield  
Marion  
Mattapoisett  
Middleborough  
New Bedford  
N. Attleborough  
Norton  
Plainville  
Raynham  
Rehoboth  
Rochester  
Seekonk  
Somerset  
Swansea  
Taunton  
Wareham  
Westport

**April 28, 2016**

Diane C. Stewart, Chair  
Board of Selectmen  
10 Nickerson Ave.  
Middleborough, MA 02346

**ATTN: Robert Nunes**

Dear Ms. Stewart:

The Southeastern Regional Planning and Economic Development District (SRPEDD) has begun the annual process to elect two selectmen to serve on the Southeastern Massachusetts Metropolitan Planning Organization (SMMPO), the committee responsible for development and review of transportation policies, priorities, and projects for the SRPEDD region.

The SMMPO is comprised of 13 members including; Massachusetts Secretary of Transportation Stephanie Pollack, MassDOT Highway Division Administrator Thomas Tinlin, the Mayors from the region's four cities (Attleboro, Fall River, New Bedford, and Taunton), the Chair of the SRPEDD Commission, the administrators from the two regional transit authorities (SRTA and GATRA) and four (4) selectmen. Each year, two of these selectmen are elected to the SMMPO by a vote of the SRPEDD Commission to serve a two year term.

The selectmen that currently serve on this board include: **Charles Murphy, Jr. (Fairhaven), Stephen McKinnon (Middleborough) and Alan Slavin (Wareham)**. The term of **Charles Murphy, Jr.** will expire this year (July 31, 2016) and he is eligible to seek re-election for another two year term. There is currently one vacancy that is designated for a member of a board of selectmen. The election procedures require that at least one, but not more than two of the four selectmen represent towns within Plymouth County which is currently met by Mr. Slavin.

**We formally request the distribution of this letter and the enclosed materials to your fellow board members for consideration to serve on the SMMPO.** The enclosed materials include a list of current members, an excerpt from the SRPEDD Commission by-laws governing the SMMPO and an explanation of the purpose and responsibilities of the SMMPO. This is an individual decision and does not require approval of select board members. If elected, voting on transportation issues will be based on that elected member's judgment of what is good for their town and for the region.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is crucial for ensuring transparency and accountability in the organization's operations.

2. The second part of the document outlines the various methods and tools used to collect and analyze data. It highlights the need for consistent and reliable data collection processes to support informed decision-making.

3. The third part of the document focuses on the role of technology in data management and analysis. It discusses how modern software solutions can streamline data collection, storage, and reporting, thereby improving efficiency and accuracy.

4. The fourth part of the document addresses the challenges associated with data management, such as data quality, security, and privacy. It provides strategies to mitigate these risks and ensure that data is used responsibly and ethically.

5. The fifth part of the document concludes by summarizing the key findings and recommendations. It stresses the importance of ongoing monitoring and evaluation to ensure that data management practices remain effective and aligned with the organization's goals.

If any member of the select board is interested in serving on the SMMPO, please mail or fax the enclosed Self Nomination Form to SRPEDD by **Thursday, June 9, 2016**. Nomination forms may be scanned to an **Adobe PDF** format and emailed to [pmission@srpedd.org](mailto:pmission@srpedd.org). The election shall take place at the **SRPEDD Commission** meeting on **Wednesday, June 22, 2016**. All nominees will be notified of this meeting and are encourage to attend and speak as to why they would like to serve on the SMMPO.

After reviewing the enclosed material, please feel free to call me at SRPEDD if you have any questions regarding the SMMPO or this process.

Respectfully,

A handwritten signature in black ink, appearing to read "Paul L. Mission". The signature is fluid and cursive, with the first name "Paul" being the most prominent.

Paul L. Mission  
Transportation Planning Manager

Enclosures

# WHAT IS THE MPO?

Metropolitan Planning Organizations are established in urbanized areas across the nation to implement federally mandated transportation planning. The MPO decides how to spend federal funds for transit projects as well as both state and federal funds for roadway and bridge improvement projects.

In 1997, the Southeastern Massachusetts MPO (SMMPO) was restructured to add eight local elected officials; the mayors of the region's four cities and four selectmen. Previously the MPO members were only state and regional agency representatives. The Secretary of Transportation is the Chairman of all of the 13 MPOs in the Commonwealth while the Mayor of Attleboro, Kevin Dumas, is the Vice-Chairman of the SMMPO.

The SRPEDD Transportation Planning Staff provides technical support and coordination services for the SMMPO. This includes organizational support, public outreach, the preparation of required federal certification documents, transportation studies and reports, regional transportation modeling, and transit planning. The SRPEDD Transportation Planning Staff also works with the Joint Transportation Planning Group (JTPG), the advisory board to the SMMPO, to prepare key documents for presentation and review by the SMMPO board for endorsement. These documents include:

- **The Regional Transportation Plan** – This document is an assessment of existing and future needs of transportation and is updated every 4 years as required by federal and state transportation agencies,
- **The Transportation Improvement Program (TIP)** – The annual document that programs four years worth of federal and state funds for specific transportation projects (highways, roads, bridges, transit facilities, bike paths, etc.)
- **The Unified Planning Work Program (UPWP)** – the annual work program that outlines a scope of work and potential studies for the SRPEDD staff.

Current 2016 SMMPO members are listed below:

Chair	Stephanie Pollack, MassDOT Secretary and Chief Executive Officer
Vice Chair	Kevin J. Dumas, Mayor - City of Attleboro
	Jasiel F. Correia II, Mayor City of Fall River
	Jon Mitchell, Mayor City of New Bedford
	Thomas Hoyer, Mayor City of Taunton
	Thomas Tinlin, Highway Administrator - MassDOT Highway Division
	VACANT (Formally, Joan Marchitto, Selectman - Town of North Attleborough)
	Charles Murphy, Jr., Selectman Town of Fairhaven
	Alan Slavin, Selectman - Town of Wareham
	Stephen McKinnon, Selectman - Town of Middleborough
	Erik Rousseau, Administrator - Southeastern Regional Transit Authority
	Francis J. Gay, Administrator - Greater Attleboro-Taunton Regional Transit Authority
	Jonathan Henry, Chairman - Southeastern Regional Planning & Economic

## Development District Commission

The importance of having members from community select boards is to ensure that transportation funding is distributed in a fair and equitable manner and throughout the entire region. It also provides an opportunity for the towns to assist in prioritizing of transportation needs for the region as well as for their own community and develop policies with the development of the Regional Transportation Plan. The SMMPO typically meets up to six times per year, on the third Tuesday of the month at 1:00 PM at the SRPEDD office in Taunton. Additional meetings are possible if transportation issues need to be resolved.

In accordance with the Memorandum of Understanding (MOU) relating to the comprehensive, continuing and cooperative (3C) transportation planning process, the SRPEDD Commission is authorized to elect four representatives to the SMMPO from the Boards of Selectmen utilizing the following procedures:

**Term of Office:** Two representatives shall be elected each year for two-year terms.

**Solicitation of Nominees:** Annually SRPEDD sends notices to each Board of Selectmen and SRPEDD Commissioners of each member town. The purpose and role of the SMMPO and a description of the election process accompanies the notice. **Each member of every local Board of Selectmen shall be offered an opportunity to nominate themselves as a candidate for election to the SMMPO.** Nominations shall be returned to SRPEDD within four weeks of the date they are distributed.

**Election of Selectmen Representatives:** Nominations shall be referred to the SRPEDD Commission for a vote at a regularly scheduled meeting of the Commission. All names and towns of the interested selectmen shall be printed on a paper ballot. Nominees will be invited to attend and speak at the meeting of the SRPEDD Commission when the vote is taken.

**Designees:** SMMPO Members from the Boards of Selectmen may send a designee, who is directly responsible and accountable to the Selectmen, to a meeting in their place, but the designee may vote only with written and signed authorization from the elected SMMPO member.

**Vacancies:** Should a selectmen's position fall vacant between annual elections, any member town may nominate, and the SRPEDD Commission may elect a candidate to fill the vacancy and complete the term until the following election.

**SOUTHEASTERN MASSACHUSETTS  
METROPOLITAN PLANNING ORGANIZATION  
(SMMPO)**

**FY2016 SMMPO MEMBERS**

- Chair
- Stephanie Pollack, MassDOT Secretary and Chief Executive Officer
- Vice Chair
- Kevin J. Dumas, Mayor - City of Attleboro
  - Jasiel F. Correia II, Mayor City of Fall River
  - Jon Mitchell, Mayor City of New Bedford
  - Thomas Hoye, Mayor City of Taunton
  - Thomas Tinlin, Highway Administrator - MassDOT Highway Division
  - VACANT (term expires July 31, 2016)
  - Charles Murphy, Jr., Selectman Town of Fairhaven (term expires July 31, 2016)
  - Alan Slavin, Selectman - Town of Wareham (term expires July 31, 2017)
  - Stephen McKinnon, Selectman - Town of Middleborough (term expires July 31, 2017)
  - Jonathan Henry, Chairman - Southeastern Regional Planning & Economic Development District Commission
  - Erik Rousseau, Administrator - Southeastern Regional Transit Authority
  - Francis J. Gay, Administrator - Greater Attleboro-Taunton Regional Transit Authority

Ex-officio, non-voting members:

- Pamela Stephenson, FHWA Division Administrator
- Mary Beth Mello, FTA Deputy Regional Administrator
- Lee Azinheira, Joint Transportation Planning Group Chairman

**Self Nomination Form**

**Selectmen Representative to the  
Southeastern Massachusetts Metropolitan Planning  
Organization**

I \_\_\_\_\_, as a member of the Board of  
Selectmen for the Town of \_\_\_\_\_, declare my  
interest as a candidate for election by the SRPEDD Commission to the  
Southeastern Massachusetts Metropolitan Planning Organization (SMMPO)  
for a two year term commencing on August 1, 2016.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Town: \_\_\_\_\_, MA Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Mail/Fax forms by Thursday, June 9, 2016 to:  
SRPEDD - 88 Broadway  
Taunton, MA 02780  
(508) 823-1803 (Fax)

Forms can be scanned to PDF and emailed by 5:00 PM, Thursday, June 9, 2016 to:  
[pmission@srpedd.org](mailto:pmission@srpedd.org)

### **III. BY –LAWS**

(Amended March, 2014)

**PREAMBLE:** These by-laws, adopted under the provisions of Massachusetts General Laws, Chapter 40B, Sections 9 to 19, define the Rules and Procedures for the activities of the Southeastern Regional Planning and Economic Development Commission as the governing body of the Southeastern Regional Planning and Economic Development District.

**DEFINITION:** The word "Commission" where appearing in these by-laws shall be construed to mean the Southeastern Regional Planning and Economic Development Commission. The word "District" wherever appearing in these by-laws shall mean a public body politic and corporate development known as the Southeastern Regional Planning and Economic Development District.

#### **10. SOUTHEASTERN MASSACHUSETTS METROPOLITAN PLANNING ORGANIZATION (SMMPO):**

- a. The Southeastern Massachusetts MPO consists of thirteen members representing the following:
  - i. Secretary of the Executive Office of Transportation and Construction
  - ii. Commissioner of the Massachusetts Highway Department
  - iii. Chairman of Southeastern Regional Planning and Economic Development District (SRPEDD)
  - iv. Administrator of the Southeastern Regional Transit Authority (SRTA)
  - v. Administrator of the Greater Attleboro Taunton Regional Transit Authority (GATRA)
  - vi. Mayors of Attleboro, Fall River, New Bedford and Taunton
  - vii. Members of four Boards of Selectmen in the SRPEDD Region to be elected by the SRPEDD Commission.
- b. In accordance with the Memorandum of Understanding (MOU) relating to the comprehensive, continuing and cooperative transportation planning process, the SRPEDD Commission is authorized to elect the four representatives of Boards of Selectmen utilizing the procedure described below.
- c. **Term of Office:** Two representatives shall be elected each year for two-year terms. Elections shall be held annually in the month of May or June.
- d. **Solicitation of Nominees:** Annually in the month of April, the SRPEDD Commission shall send notices to the Board of Selectmen and SRPEDD

Commissioners of each of its member towns. The purpose and role of the MPO and a description of the election process shall accompany the notice. Each member of every local Board of Selectmen shall be offered an opportunity to nominate themselves as a candidate for election to the MPO. Nominations shall be returned to SRPEDD within four weeks of the date they are distributed.

- e. Election of Selectmen Representatives: The following procedures shall be conducted in full compliance with Title VI and all related federal and state laws ensuring non-discrimination, inclusivity, outreach and the removal of barriers in all SMMPO activities. Nominations shall be referred to the SRPEDD Commission for a vote at a regularly scheduled meeting of the Commission in the month of May or June. All names and towns of the interested selectmen shall be printed on a paper ballot. Nominees will be invited to attend and speak at the meeting of the SRPEDD Commission when the vote is taken.
- f. Designees: Members of Boards of Selectmen elected to the MPO may send a designee, who is directly responsible and accountable to the Selectmen, to a meeting in their place, but the designee may vote only with written and signed authorization from the elected MPO member.
- g. Vacancies: Should a selectmen's position fall vacant between annual elections, any member town may nominate, and the SRPEDD Commission may elect, a candidate to fill the vacancy until the following election.