

Incorporated 1669
335 Years of Progress



CRANBERRY CAPITAL
OF THE WORLD



Town of Middleborough
Massachusetts

Town Manager

508-947-0928
FAX 508-946-2320

TOWN MANAGER'S REPORT
NOVEMBER 5, 2012

Attached please find correspondence from the office of the Town Manager for your review. Thank you.

Charles J. Cristello
Town Manager

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Town Manager

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October 22, 2012

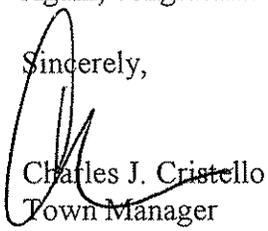
Mr. David Blanton
Department of Public Works
313 Old Center Street
Middleborough, MA 02346

Dear David:

I am pleased to appoint you to the position of General Foreman, AFSCME, Grade 2, Step 5, hourly pay rate \$27.3214 for the Town of Middleborough Department of Public Works.

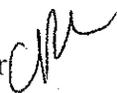
Again, congratulations and best wishes in your new position.

Sincerely,


Charles J. Cristello
Town Manager

c: Andrew Bagas
Judy MacDonald

MEMORANDUM

To: Board of Selectmen
From: Caroline R. LaCroix, Ast. to the Town Manager 
Re: Sign Approvals/Hall Rentals
Date: October 26, 2012

Please be advised of the following approvals:

Sign Approval:

Middleborough Veterans' Council signage to promote Veteran's Day – October 6
- November 11

Thank you.

Charles Cristello

From: Lance Benjamino
Sent: Tuesday, October 30, 2012 2:17 PM
To: Jacqueline Crowley; Chief Bruce Gates; Andy Bagas; Jeanne Spalding; Robert Whalen; Bernie Gosson - G&E; Patricia Cassady; Joseph Silva; Todd Goldman
Cc: Charles Cristello
Subject: FW: Request for Information

Good afternoon,

First, I would like to commend you and your staff for a tremendous job preparing for and responding to Hurricane Sandy.

As the Emergency Management Director (EMD), I think our preparation and response proved to be instrumental in what I would call a swift and efficient response to the needs of Middleborough. As with every incident, some lessons were learned and hopefully we can apply them in the future.

Please provide me with documentation on costs associated with Hurricane Sandy as soon as possible in the event we qualify for reimbursement.

Thank you,

Lance Benjamino
Chief of Department
125 North Main Street
Middleborough, MA 02346
508-946-2461
Firechief@middleborough.com

From: Charles Cristello
Sent: Tue 10/30/2012 1:53 PM
To: Lance Benjamino
Subject: FW: Request for Information

From: Mannion, James A (CDA) [mailto:james.a.mannion@massmail.state.ma.us]
Sent: Tuesday, October 30, 2012 1:47 PM
To: James Mannion
Subject: Request for Information

CORRECTION:

To All DPW Directors and Chief Municipal Officers in Communities of Barnstable, Bristol, Dukes, Nantucket, Norfolk and **Plymouth** Counties:

Please closely document all costs associated with emergency repairs and storm clean up. We'll be following up in the coming days to request this information and to assess the possibility of requesting a federal disaster declaration.

Feel free to call my cell phone if you have any questions.

10/30/2012

FY 2014

DRAFT

BUDGET DEVELOPMENT SCHEDULE

DATE	ACTIVITY
11/5	Budget Planning Meeting – Finance Officers
11/13	Budget Request Forms and Capital Request Forms given to Department Heads with Instructions
11/19 – 11/20	Town Manager meets with Department Heads to review their budget requests and develop budget recommendations
11/30	Department Heads submit completed Budget Request Forms and Capital Request Forms to Town Manager
1/4	Town Manager's Initial Budget and Revenue Projections submitted to the Board of Selectmen.
1/7 – 1/28	Selectmen meet with Department Heads to review budget requests
2/11	Board of Selectmen vote final approved Budget for fiscal year
2/15	Selectmen's Approved Budget submitted to Finance Committee for their review and recommendations
2/18 – 3/11	Selectmen review all articles submitted with Departments, Boards, Committees and Commissions as well as any petitioned articles
2/1	Deadline for submittal of Annual Town Meeting Articles. Board of Registrars to certify each petitioned article as it pertains to the proper amount of required signatures.
3/18	Public Hearings on Annual Town Meeting Warrant
3/25	Selectmen approve Annual Town Meeting Warrant
4/11	Annual Town Meeting Warrant published and posted in appropriate locations (Advertising deadline 4/5)
4/22	Annual Town Meeting