

NEW BUSINESS

6/1/15

Board/Committee/Commission	Selectman	Term	Moderator Appointment		
MBTA Advisory Board	Stephen J. McKinnon	By law, Chair is rep, but he/she, or the Board, may choose another member to serve instead. Chair/Board determines term.			
SRPEDD Commission	Allin Frawley	5/22/15 thru 5/31/15			
Plymouth County Advisory Board	Stephen J. McKinnon	1 Yr Term 7/1 to 6/30			
CEHIC Board's Representative	John M. Knowlton	2 Yr Term thru 6/30/16			
CEHIC Board of Health Representative	Leilani Dalpe	2 Yr Term thru 6/30/16			
Herring Fishery Commission	Allin Frawley	Annual 9/30 to 9/30			
DPW Building Committee	Stephen J. McKinnon	No Term Limit	X		
Capital Planning Committee	Allin Frawley	No Term Limit	X		
Commission on Disability	Diane Stewart	9/23/13 thru 6/30/15			
Police Station Building Committee	Leilani Dalpe	No Term Limit	X		
Tourism Committee	Leilani Dalpe	3 Yr Term thru 6/30/17			
School Building Committee Local CEO	Allin Frawley	No Term Limit			
School Building Committee as Member of Commission on Disabilities	Diane Stewart	No Term Limit			

Incorporated 1669
344 Years of Progress



CRANBERRY CAPITAL
OF THE WORLD



Town of Middleborough
Massachusetts

ROBERT G. NUNES
Town Manager

508-947-0928
FAX 508-946-2320

MEMORANDUM

To: Board of Selectmen
FROM: Bob Nunes, Town Manager
RE: BOS Appointments
DATE: May 27th, 2015

Attached please find a list of board, committees and commissions with members whose terms are set to expire on June 30, 2015. Also, letters of interest and emails from incumbents and new applicants are attached. The deadline was May 27th at 5pm.

In the meantime, if you have any questions or comments, please feel free to contact me.

Board of Selectmen Appointments - June 30, 2015		
I - Incumbent		
N - New		Letter of Interest/Email
Commission on Disabilities (2)		
Judith Bigelow-Costa	I	Yes - See Attached
Diane Stewart	I	Yes - See Attached
Community Preservation Committee (2)		
Mark Belanger	I	Yes - See Attached
Laura Stevens	I	Yes - See Attached
Council on Aging (3)		
Wayne Perkins	I	Yes - See Attached
Barbara Chadwick	I	Not Interested in Reappointment
Betty Murphy	I	Did Not Respond
Sarah Stevenson	N	Yes - See Attached
Cultural Council (2)		
Barbara Chadwick	I	Not Interested in Reappointment
Carlton Donchess	I	Unable to Contact
Green School Preservation Committee (5)		
Wayne Perkins	I	Yes - See Attached
Lincoln Andrews	I	Yes - See Attached
Bruce Atwood	I	Not Interested in Reappointment
Neil Rosenthal	I	Yes - See Attached
Diane Stewart	I	Yes - See Attached
Library Trustees (3)		
Maryann Abren	I	Yes - See Attached
Nancy Ockers	I	Not Interested in Reappointment
George Davey	I	Yes - See Attached
Wally Glendye	N	Yes - See Attached
Laura Stevens	N	Yes - See Attached
Chasity Armstrong Menard	N	Yes - See Attached
Middleborough-Lakeville Herring Commission (2)		
Ronald Burgess	I	See Attached Email
Bryant Marshall	I	See Attached Email
Volunteer Observers (4)		
Harold Atkins	I	See Attached Email
Allin Frawley	I	See Attached Email

Michael Bednarski	I	See Attached Email
Brad Day	I	See Attached Email
Permanent Cable Committee (3)		
Robert Silva	I	Yes - See Attached
Stephen Callahan	I	Yes - See Attached
Tourism Committee (3)		
Arthur Battistini	I	Yes - See Attached
Judy Bigelow-Costa	I	Yes - See Attached
Helena Jean-Louis	I	Did Not Respond
Ann Cavanaugh	I	Yes - See Attached
David Lemmo	N	Yes - See Attached
Weston Forest (2)		
Anita Cole	I	Yes - See Attached
Charles Mangio	I	Did Not Respond
Zoning Board of Appeals (2)		
Joseph Freitas	I	Did Not Respond
Darrin DeGrazia	I	Yes - See Attached
Adam Bond	N	Yes - See Attached

P.O. Box 210
Middleborough, MA 02346

May 12, 2015

To Town Manager, Bob Nunes and Board of Selectmen:

I have been a member of the Disability Commission for a number of years.

In doing so, I have been trained as an access monitor and would be willing to update my monitoring skills.

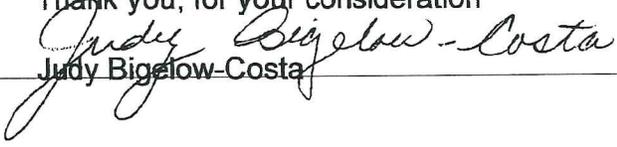
The Disability Commission is one of utmost importance to me. I follow the ADA Laws, the disability resources, search out new tools and belong to a number of statewide groups for the disabled.

I, believe, that my years of commitment, to the disabled, has helped the community in some ways, myself in some ways, and in many capacities for the town, as I have sat on other boards. It, also, has allowed me to use my knowledge and skills on Martha's Vineyard for the comfort of the elderly. Without this knowledge, I would not be able to help others to the extent that I try to do.

Being on the Park Commission, has been a great acknowledgment of what a park needs for the disabled. Serving on the board has made my information a valuable tool for the Park Commission.

Please, consider keeping me on the board for one more term as there are some important plans coming up that could utilize my knowledge. One example would be the feasibility study for recreation. Another would be for planning events that are totally accessible to everyone. I, ask, to please, be allowed to keep my position to help the group and the town of Middleborough, for a longer period of time.

Thank you, for your consideration


Judy Bigelow-Costa

May 26, 2015

Robert Nunes, Town Manager
Town Hall, 10 Nickerson Avenue
Middleborough, MA 02346

RE: Serving on the Commission on Disabilities

Dear Mr. Nunes:

I am interested in continuing to serve on the town's Commission on Disabilities. I would like to continue to be a part of ensuring that our town's residents who have disabilities are being represented, educating residents about programs and resources in place to assist those with disabilities, and ensuring the town is in compliance with disability laws.

I am an attorney and believe my training and practice experience would benefit the commission. I have served on the Commission on Disabilities since approximately June 2013 and believe I have been an integral and contributing member of the Commission.

Additionally, I previously served on Middleborough's Finance Committee (3 years) and Capital Planning Committee (2 years). I currently serve on Middleborough's Board of Selectmen, Green School Committee, and Conservation Commission. I am also a member of the Middleboro Lions Club.

Please let me know if you require any further information. I look forward to the opportunity to continue to serve the town.

Very truly yours,

Diane C. Stewart
13 Carmen Park Drive
Middleboro, MA 02346
(774) 766-1188

Robert G. Nunes

From: Jacqueline Shanley
Sent: Thursday, May 14, 2015 9:39 AM
To: Robert G. Nunes
Subject: FW: CPC letter of interest

Jackie Shanley
Executive Assistant to Board of Selectmen Town of Middleborough
10 Nickerson Ave.
Middleborough, MA 02346
508 946-2405 Tel.
508 946-0058 Fax
jshanley@middleborough.com

-----Original Message-----

From: Mark Belanger [<mailto:mark@middleborocpa.org>]
Sent: Thursday, May 14, 2015 9:32 AM
To: SelectmenWeb
Subject: CPC letter of interest

I am currently an at large member of the Community Preservation Committee(CPC).

My term expires this year and I would like to continue serving on the CPC.

Please let me know if you need any further information.

-Mark Belanger
29 Moulton Street
Middleboro MA 02346

May 25, 2015

To The Middleboro Board of Selectman,

I have been serving on the Community Preservation Committee since December 2014, filling a vacated member at large seat. I would like to be reappointed to this position. I find the work that the committee does valuable and rewarding and would like to continue serving.

Best Regards,
Laura Stevens
5 Nemasket St

Robert G. Nunes

From: Wayne Perkins <perkinswj@verizon.net>
Sent: Thursday, May 21, 2015 9:43 AM
To: Robert G. Nunes
Subject: Committee appointments

Good morning,

I wish to inform you and the Board of Selectmen that I would very much like to continue my appointments as a Member of the Green School Preservation Committee and the Council On Aging Board of Directors. Thank you for your consideration of these requests.

Sincerely,

Wayne C. Perkins
4 Mahoney Circle
Middleboro, MA 02346
508-947-9391
perkinswj@verizon.net

Robert G. Nunes

From: sarah.stevenson@kraftfoods.com
Sent: Sunday, May 17, 2015 9:39 AM
To: Robert G. Nunes
Subject: Interest in Council on Aging Committee

Dear Mr. Nunes,

I am responding to the article regarding the Middleboro Board of Selectmen accepting letters of interest for various boards, committees and commissions for the Town of Middleboro.

I grew up in Middleboro, lived in Chicago for 25 years and moved back to Middleboro in July of last year. I am on the Board of Directors and Serve as Secretary of the local 501 (c) (3) non-profit 'Angels in America', am an active member of the Bridgewater VFW Ladies Auxiliary (Post 2125), have worked at Kraft Foods for the past 18 years and am a mother of three.

Please accept this letter as an expression of interest in a committee/commission position pertaining to the Council on Aging. I have a sincere interest in the elderly in our community and feel I could contribute in a positive way.

If you require any further information from me, please feel free to contact me at any time.

Thank you in advance for your consideration.

Sarah Stevenson

P.O. Box 6
657 Plymouth Street
Middleboro, MA 02346
Phone: 630-234-7309

Robert G. Nunes

From: Wayne Perkins <perkinswj@verizon.net>
Sent: Thursday, May 21, 2015 9:43 AM
To: Robert G. Nunes
Subject: Committee appointments

Good morning,

I wish to inform you and the Board of Selectmen that I would very much like to continue my appointments as a Member of the Green School Preservation Committee and the Council On Aging Board of Directors. Thank you for your consideration of these requests.

Sincerely,

Wayne C. Perkins
4 Mahoney Circle
Middleboro, MA 02346
508-947-9391
perkinswj@verizon.net

Robert G. Nunes

From: Lincoln Andrews <lda2@comcast.net>
Sent: Tuesday, May 19, 2015 9:46 PM
To: Robert G. Nunes
Subject: Green School Committee:

Dear TM Nunes & Board of Selectmen:

Please consider my application for a member the Green School Committee. I respectfully request you appoint another person if people new to the process apply. I will, of course, remain engaged in the process. The Green School Committee is an excellent platform for people to experience the camaraderie and sense of satisfaction derived from town service.

With kind regards,

Lincoln D Andrews
Via mobile device

May 27, 2015

Allin Frawley, chairman
Middleboro Board of Selectmen
Town Hall
Middleboro, MA 02346

Dear Mr. Frawley and members of the board:

I have served on the Green School Committee since its inception, and would like to be reappointed to another term.

The preservation of this historic building is a significant project for the community, and I believe my experience on local building committees and in private business have been a benefit to the committee. I would like to see this project through to completion.

Thank you for your consideration. Please do not hesitate to contact me at 508-245-3739 should you need any further information.

Sincerely,
Neil Rosenthal

May 26, 2015

Robert Nunes, Town Manager
Town Hall, 10 Nickerson Avenue
Middleborough, MA 02346

RE: Serving on the Green School Committee

Dear Mr. Nunes:

I am interested in continuing to serve on the town's Green School Committee. I have served on this committee since approximately April 2013 and was instrumental in organizing and submitting the approved grant application to the Community Preservation Committee, which provided funding for us to complete the historic Green School's renovations.

Additionally, I previously served on Middleborough's Finance Committee (3 years) and Capital Planning Committee (2 years). I currently serve on Middleborough's Board of Selectmen, Commission on Disabilities, and Conservation Commission. I am also a member of the Middleboro Lions Club.

Please let me know if you require any further information. I look forward to the opportunity to continue to serve the town.

Very truly yours,

Diane C. Stewart
13 Carmen Park Drive
Middleboro, MA 02346
(774) 766-1188

Robert G. Nunes

From: PETER ABREN <petermamie@msn.com>
Sent: Wednesday, May 27, 2015 4:53 PM
To: Robert G. Nunes
Subject: Trustee reappointment

I just got back to town from vacation and would like to be reappointed as a library trustee.

Thank you,
Maryanna B. Abren

Sent from my iPhone

73 Pleasant Street
Middleborough, MA 02346

Mr. Robert Nunes, Town Manager
Town Hall
10 Nickerson Ave
Middleborough, MA 02346

13 May 15

Ref: Middleborough Public Library Trustees

Dear Mr. Nunes,

I respectfully request that I be considered for reappointment to the board of library trustees.

Having filled an unexpired term for the past several years I think that I have a solid grasp of the duties and will be able to continue making a positive contribution.

Will you please present my application to the board of selectmen?

Sincerely,


George Wm. Davey

cf: Danielle Bowker
James Okolita

Robert G. Nunes

From: Wally Glendye <wallyglendye@hotmail.com>
Sent: Tuesday, May 19, 2015 7:03 PM
To: Robert G. Nunes
Subject: Middleborough Board of Trustees
Attachments: Wally Glendye's Town Resume.DOC

I see that there are openings on the Board of Trustees for the Middleborough Library and I would like to be considered as a candidate. Attached is my resume and I would be honored to serve.

Walter A. Glendye Jr.

321 Plymouth St.
Middleboro, MA 02346
508-947-5847 (H)

Objective: To secure a position, which will allow me to utilize my training and experience to provide a career path for continued professional growth.

Employment: State Street Corporation – 21 Years

Systems Officer III

June 2000-2006

As part of a team, install, implement and maintain OS/390-based networking software products including OS/390 Communications Server (SNA and TCP/IP), NCP & COMTEN. Diagnose and resolve network problems as required using GTF, Netview, Exigence, and SOLVE/Net Master. I am involved with the daily use of SNA, TN3270 and TCP/IP protocols on a Mainframe Platform. Managed the SOLVE/Access 3270 session manager control platform for the corporation. Third Level Support of corporate Disaster Recovery Testing

Systems Officer

Jan. 1998-2000

Responsible for the direction, implementation, maintenance and monitoring of telecommunications systems related to inter system connectivity (i.e., channel extensions, expand etc.) within the requirements of hardware, market, budget and schedule limitations. I Managed the CNT High speed channel extension platform and the Netscout RMON bandwidth manager & protocol reporting system. I was also the primary manager of the IBM 3746 & NCR Comten front-end platforms and all of their remote customer links. Working knowledge in the use of Command Post/Enterprise Network Management Reporting System, SRDF & VISIO Professional. In 2000 I was the primary network designer and hardware planner for the "Remote copy of common" data I/O Vault between SSC data centers and IBM in Gaithersburg, MD.

Disaster Recovery Analyst

Jan. 1997-1998

Ensure the viability of State Street's mission critical systems and applications. Also responsible for project planning and monitoring the development and implementation of recovery plans for State Street's data processing components domestically and internationally. Working knowledge of Microsoft Access and Microsoft Project.

Network Analyst

June 1995-1996

Planning and implementation of Frame Relay with automated ISDN recovery for State Streets Router based network including configurations and backups to all of State Streets Backbone and client site routers, CSU/DSU's and Terminal Adapters using TCP/IP, Novell, AppleTalk, Decnet, OSPF, DLSW, RIP, IGRP, EIGRP. Responsibilities also include providing network planning for all types of WAN connections on all platforms including T1/T3, ISDN, IDNX, Racal Channel Banks, Tandem and DEC midrange systems. Assign and implement 3745 Front-end ports with backup to Disaster Recovery sites and a complete working knowledge of Analog and DDS circuits.

Systems Analyst

Sep. 1994-1995

1st Level Troubleshooting of the Backbone Network and all Cisco router connections to the following: WAN's, LAN's, Token Ring, Ethernet, FDDI, IPX, TCP/IP, Decnet and AppleTalk using a Network Probe, Fluke LANmeter and Sniffer Protocol Analyzer. Responsibilities also include third level support for monthly and quarterly Disaster Recovery tests.

Sr. Communications Analyst

Aug. 1993-1994

Hardware planning manager of the following platforms: IBM 3745 & Comten Front End Processors, Bytex Matrix Switch & Cabling Budget. Extensive Network troubleshooting skills to insure minimal customer down time which includes the following platforms: T1/T3's, ISDN, IDNX Tandem, DEC and Analog and DDS circuits. Also manager of the Adams 2-C floor raising project which included scheduling, planning, and relocation, of multiple SSB Network platforms. Working knowledge of T3/T1, Fiber and High speed transports.

Communications Analyst

Mar. 1992-1993

Provide all types of WAN cabling connections while supporting and configuring attached equipment. Secondary manager of Infotron Matrix switch, DDS and T-1 connections to State Street Banks Backbone Network. Involved in the Implementation and installation of the Bytex Matrix switch and all it's the network connectivity. Responsibilities included planning, relocation, scheduling and working knowledge of the IDNX & ADNX high speed International and Domestic Muxing platforms. Complete working knowledge of Design CAD, MultiMate, Windows Power Point, Word and Excel.

Sr. Planning Analyst

Dec. 1990-1992

Complete knowledge of cross wiring to HUBs & LANs, along with identification and coordination of office relocations. Support of IBM and Tandem 6600 control units and the following desktop devices: Quotron, Data General, Tandem, IBM, DEC, Reuters, System 36, Wang, Bloomberg, Telerate and Prime. Setup and coordinate Equipment for onsite Disaster Recovery tests.

Planning Analyst

Aug. 1989-1990

Network design and implementation along with providing accurate detailed drawings and documentation to the Network Control center. Ability to provide troubleshooting and problem isolation without direction from superiors.

Jr. Planning Analyst

Nov. 1988-1989

Responsibilities include ordering and assembling of all devices attached to the network and insuring they are operating at the level requested by the user. Responsibilities also include verification of network drawings and associated spreadsheets for the department

Building Maintenance Person

May 1986-1988

Maintenance and upkeep of all State Street Bank offices and their properties. Duties included good knowledge of the following: Electrical, Plumbing, Carpentry, Mechanical Systems, HVAC, Sprinkler Systems, Automotive and Large Machinery repair.

Mail Messenger/Shuttle Driver

Sep. 1985-1986

Responsible for transportation of State Street personnel between the Quincy and Boston offices. Delivery and pickup of Company stocks, bonds and checks to the transit department, metering and sorting of interoffice mail.

Education:

1989 Certified Novell Network User's Training Course
1990 Bytex Matrix Switch Operators & Hardware Training
1991 IDNX Transmission Managers Course
1993 Principles of Data Communications
1994 Introduction to Local Area Networks
1995 Certified Cisco Router Software Configuration Course
1996 Certified Advanced Cisco Router Software/Hardware
1996 Unix User Course
1997 Microsoft Word Level 1
1997 Microsoft Word Level 2
1997 Client/Server Concepts
1997 Large Systems Overview
1997 Project Management
1997 Microsoft Project 4.0 for Windows
1997 Microsoft Access 2.0 for Windows
1997 Disaster Recovery Implementation
1997 Tandem Concepts and Facilities
1997 TCP/IP Concepts
1998 Computer Network Technologies (CNT) Channel Link Concepts
1998 CNT Monitoring Facilities Operation
1998 CNT Monitoring Facilities Administration
1999 Command Post Explorer Operators Workshop
1999 Command Post Explorer Configuration Workshop
2000 IBM VTAM/NCP Implementation Workshop
2000 Lotus Notes Operation
2000 MVS/ESA: Coding JCL to create jobs
2001 IBM VTAM/NCP and SNI Implementation
2001 Netview Concepts and Exercises
2001 Netview and Networking Operation
2008 Middleboro Health Department Food Handler's Course
2009 American Heart Association's First Aid, CPR and Automated External Defibrillation (AED)
2011 Department of Fire Safety - Crowd Management
2011 Project Lifesaver International Basic Operators Course
2012 American Heart Association's First Aid, CPR and AED re-certification
2012 Railroad Safety for Emergency Responders Training Course
2013 Middleboro Health Department Food Handler's Course

Awards:

1996 William S. Edgerly Community Service Award for volunteer work and community contributions
2004 Middleborough Youth Soccer Association Outstanding Service Award
2008 Middleboro Elks - Elk of the Month for June
2008-09 Massachusetts State Elks Association 1st Place in South District for the State Bulletin contest
2009-10 Middleboro Elks Officer of the Year
2009-10 Massachusetts State Elks Association 1st Place in South District for the State Bulletin contest
2011-12 Grand Exalted Ruler's Outstanding Service Commendation
2012-Middleborough on the Move Certificate of Appreciation for Technological Assistance
2013-Middleboro Elks Outstanding Service Award
2013-Middleboro Elks Citizen of the Year
2013 Middleboro Council on Aging Volunteering Award for Meals on Wheels Program
2015-Middleboro Certificate of Appreciation

Certificates: 1996 Completion of the 100th Boston Marathon in Boston, MA
1996 Completion of the Mayor's Midnight Sun Marathon in Anchorage, AK

Organizations: 1975-1986 Ellis Haven Campers Association in Plymouth, MA
1989-1990 President of the Quincy Towers Condominium Association in Quincy, MA
1994-1998 "L" Street Running Club South Boston, MA & Bulletin Editor
1995-1997 Adam's Heights Men's Club, Quincy, MA
1995-1996 Massachusetts Chapter of the Leukemia Society's "Team in Training"
1995-1997 United States Track & Field Association (USTAF)
1996-1997 Co-Founder of the Philip Doyle/Philasaurus Fund for Leukemia Patients
1998-2002 South Shore Bocce Club
1992-2002 John P. McKeon Amvets Post #146 Dorchester, MA
1999 Braintree Youth Soccer Girls 1st grade soccer coach.
1999-Present American Legion Post #40 Plymouth, MA
2001-2010 Middleborough Youth Soccer Association Volunteer
2004 Assistant Travel Director
2002-2007 Board of Directors for the Coleen Twigg Run/Walk Scholarship Fund

2006-Present Middleboro Historical Association
2011-2013 Officer/Secretary
2011-Present Web Page Editor
2012-Present Chairman of the Membership Committee
2014 Board of Directors
2015-Present Officer/Secretary
2015-Present Public Relations

2007-Present Middleboro Benevolent and Protective Order of Elks Lodge #1274
2008-2012 Soccer Shoot
2008-Present Public Relations
2008-Present Bulletin/Newsletter Editor
2008-2013 Board of Trustees & Secretary
2009-Present Event Flyers & Tickets
2009-2012 Centennial Program Editor
2009-2013 Centennial Committee
2009-2013 Safety/Accident Prevention Officer
2009-Present Veteran's Committee
2011-Present State Web Page Committee
2011-2013 Board of Directors & Secretary
2012-2013 Government Relations Coordinator
2012-2013 Scholarship Committee
2012-2014 Flag Day Committee
2014-2015 House Committee & Secretary
2014-2015 Chair of the Sunday Tailgate/BBQ
2015-Present House Committee Chairman & Secretary
2015-Present Chair of the Wednesday Night Suppers
2015-Present Chair of the and Thursday Night Wings
2014-Present Elks National Foundation Participating Member
2012-Present Blues Festival Committee

2014-Present Middleboro Elks Riders #1274
2014-Present Officer for the Elks Riders & Secretary
2014-Present Elks Riders Bulletin/Newsletter Editor

2007-Present Plymouth Street Bridge Preservation Group (Co-Founder)
2008-Present Middleboro Friends Citizens Community Group

2008-Present American Association of Retired Persons
2011-2014 Future of Middleboro Trust/Project Lifesaver

2011-Present Mitchell Memorial Sports Club
2012-2013 House Committee
2012-Present By-Law Committee
2014-Present Auditing Committee
2014-2015 Vice President
2014-2015 Chairman of the Investigating Committee
2014-2015 Chairman of the House Committee

2011-Present Middleboro Now Community News Web Page
2011-Present Creator & Web Page Editor

2011-Present National Marrow Donor Program
2011-Present Middleborough on the Move Downtown Revitalization Group
2011-2014 Web Page Editor
2011-2013 Krazy Days Committee
2013-Present Pratt Farm Healing Garden Founder & Co-Chair

2012-2013 Middleboro Youth Advocates
2012-2013 Middleborough V.F.W.
2012-Present Downtown Coalition
2012-2014 Council on Aging
2012-Present Meals on Wheels
2012-2014 Middleboro Lions
2011-2013 Web Page Editor

2013-Present Middleboro Downtown Coalition
2013-2014 St. Vincent de Paul Food Pantry at Sacred Heart/Volunteer
2013-Present UMass Parents Association

May 25, 2014

To Middleboro Board of Selectmen,

Hello my name is Laura Stevens and I would like to be considered for the open position on the Middleboro Library Board of Trustees. Last summer my family and I were able to return to Middleboro after living in New Hampshire for 5 years. Previously we lived on Rocky Meadow Street. During that time I was on the Friends of the Middleboro Library and served as President before we moved. During that time I volunteered at the annual book sale and helped organize an arts and crafts show.

My children love "library night" we come most Wednesday evenings to borrow books, Wii games, movies and music cds. I am impressed by the wide variety of media we have to offer here.

Thank you for your consideration,
Laura Stevens

May 26, 2015

To the Board of Selectmen,

I am writing to express my interest in putting myself forward for consideration as a candidate for the Middleboro Public Library Board of Trustees position that has been recently vacated and was listed in the Gazette last week. I am a patron of the Library and believe it to be one of our community's greatest assets. It truly has something for all ages and I believe it to be an incredible gift to our small town. However, it is crucial that we are good caretakers of the Library so it can continue to serve as a beacon to the community.

I am the most recent board member of the Friends of the Middleboro Public Library and while I'm enjoying my role in helping to secure funds and plan events for the Library for the 2015-2016 year, I would like to take a more active role in helping to secure the stewardship of the library as a whole. I am certain I would provide valuable energy and ingenuity to the Trustees, if provided the opportunity.

I have attached my resume, so the Board can review my qualifications and experience.

I am very pleased to have the opportunity to try and serve this community and help the library in any way I am able.

Thank you for your consideration,

Chasity Armstrong-Menard

Chasity Armstrong-Menard

48 Smith St, Middleboro MA

CHASITY A. ARMSTRONG - MENARD

EXPERIENCE

May, 2013-Current DMA Health Strategies

Family Recovery Project Coordinator-Southeast

- Coordinate Southeast Family Recovery Collaborative
- Organize Southeast Family Recovery Council & Committees
- Collaborate with local area resources to organize cross-training opportunities
- Collaborate with DPH-BSAS, DCF and community partners on systems development and improvement
- Review qualitative and quantitative data in collaboration with evaluators and project team in order to assess project effectiveness

May, 2008-April 2013 ADCARE Criminal Justice Services

Treatment Director-Barnstable Community Corrections Center July 2011-current

Program Director-Bristol County Community Corrections Center Sept 2009- May 2011

Assistant Director-Dartmouth Community Corrections Center April 2008-September 2009

- Complete ASUS-R and LS/CMI Assessments and facilitate clinical group processes.
- Provide education and training to the Office of Community Corrections and Probation departments/staff on substance abuse, mental health issues, and the correlation with CJ.
- Create and update client databases, statistical analysis for monthly and annual reports, complete monthly reviews and treatment planning for all clients.
- Provide counseling and case management services for housing, emergency food assistance, detoxification, residential treatment and other social service needs.
- Worked with some veterans with co-occurring disorders in this job (primarily PTSD and substance abuse, in addition to criminal justice involvement).
- Chart auditing, staff training and quality assurance, supervise ACJS staff and address all client and staff disciplinary issues.

July, 2006-May, 2008 Spectrum Health Systems

Substance Abuse Clinician, RI Department of Corrections, Women's Div.

- Run all aspects of three month & two week Substance Abuse Treatment Programs-Curriculum Development and Implementation.
- Complete psychosocial and TCU Assessment.
- Provide intake services, psychoeducational groups, treatment planning,

disciplinary action & discharge planning referral services to incarcerated clients.

- Provide training to incoming staff on 42-CFR-II, DAP Notes, ASAM PPC, Treatment Planning and Assessment Skills

May, 2003-July 2006 The Providence
Center Long Term Care, Residential, RI Department of Corrections

Substance Abuse Clinician, Case Manager

- Provide Substance Abuse groups and assessments.
- Provide case management services for clients as needed.
- Supervise clients, address any client inquiries or problems as they arise.
- Hold weekly individual counseling sessions. Worked with some veterans with co-occurring disorders in this job (primarily PTSD, depression, and substance abuse).
- Conduct educational and therapeutic groups.
- Facilitate Family and Friends weekend therapy sessions.

May 2002- May 2003

Steppingstone, Inc.

Substance Abuse Clinician, Women's House

- Provide Substance Abuse groups and assessments.
- Develop Individual Treatment Plans for clients.
- Provide case management services for clients as needed.
- Supervise clients, address any client inquiries or problems as they arise.
- Hold weekly individual counseling sessions.
- Provide Public Health groups.
- Facilitate Aftercare planning.

EDUCATION

2007-2008

Anna Maria College, Paxton MA

- Justice Administration, MS program.
- MS Achieved with Honors May, 2009.

September, 2011

Participated in Operation Immersion, offered by RI National Guard

Specialized training on PTSD, Mental Health Disorders, Adjustment Disorders and Substance Abuse among Veterans.

1998-2003

University of Massachusetts Dartmouth, MA

- University Honors Program and Psychology Honors Program member.
- BA—Psychology
- BA—Sociology
- Graduated Summa Cum Laude/Commonwealth Scholar
- Presented original sociological research.

SKILLS

Interpersonal Skills, Teaching Skills, Staff Trainer for DATA of RI and Spectrum Leadership, Group Facilitation, Computer Skills, Documentation, CADC & ICRC

COMMITTEES
AND BOARDS

- Board Member: Friends of the Middleboro Public Library
- Chair: FMPL Speaker Series Planning Committee
- Coordinator: Family Recovery Council
- Voting Member: Fall River CHNA
- Member: New Bedford CHNA
- Co-Chair: FR CHNA Substance Abuse Subcommittee
- Chair: WRAP Re-Entry Roundtable Planning Committee
- Chair: Substance Exposed Newborns Committee
- Chair: DCF Collaboration Committee
- Chair: Family Recovery Council Cross Training Committee
- Member: Greater New Bedford Allies for Health and Wellbeing Perinatal Mood Disorders Work Group, Health Equity Committee
- Member: Southeast Regional Providers
- Member: Greater New Bedford Mental Health Providers' Network
- Member: DCF Substance Abuse Consultation Team
- Member: DCF Fatherhood Engagement Leadership Team

COMPUTER
SKILLS

Microsoft Word, Excel, Internet Research, SPSS, Power Point, Create FRP Website with Webdesigner Thomas Fernandes

Robert G. Nunes

From: David Cavanaugh <herringwarden@yahoo.com>
Sent: Wednesday, May 13, 2015 10:10 AM
To: Robert G. Nunes
Cc: Tom Barron; Dave Lemmo; Sylvester Zienkiewicz; Allin Frawley; Bryant Marshall; Ron Burgess; Cyndy Mattie Gendron; Mike Bednarski; Joe Urbanski; Cory Leeson; Brad Day; Bill Orphan
Subject: MLHFC
Attachments: Commission bylaws.doc; members list for reports.docx

Attached are the operating by-laws of the Middleborough-Lakeville Herring Fishery Commission. They were voted by both the Middleborough and Lakeville selectmen. The terms of appointing members and dates of appointment were from the time the Commission was originally established.

I have also attached our current membership list and appointment expiration dates.

To clarify (maybe?), the former town manager, Mr. Cristello, proposed that all boards and committees expire on June 30, but I don't believe the selectmen ever formally voted that as a policy. We were certainly never notified if that change actually occurred. Our warden and observer appointment/reappointments, through 2014, were all done with expiration dates of September 30.

As we briefly discussed, I think it would be OK to set the appointments as of July 1, but probably starting next year. I think it would have to pass both Middleborough and Lakeville selectmen as a change to the operating by-laws (?).

In my humble opinion (as one member, because we have not deliberated this at a posted meeting), I suggest approaching Middleborough and Lakeville; proposing that the members expiring in September simply be carried over to the following June 30 of their expiration year; then appointed/reappointed as of July 1. I assume that would simply be a vote of the respective BOS. If Middleborough wants letters of intent, then it would give everybody ample time to send a letter, and the commission time to at least know of other interested persons.

If this is an acceptable way to go, I will put it on our agenda for discussion at our next (June 9) meeting. You are certainly welcome to attend and be part of the discussion.
Dave C.

David J. Cavanaugh
Chairman,
Middleborough-Lakeville
Herring Fishery Commission



Bank Building, 20 Centre Street, Middleborough, Massachusetts 02346

MIDDLEBOROUGH-LAKEVILLE HERRING FISHERY COMMISSION BYLAWS

A. Definitions

1. The terms "Commission" and "members" shall refer collectively to Fish Wardens and Volunteer Observers.
2. Fish Wardens: The voting body of the Herring Fishery Commission. Fulfills duties as described herein.
3. Volunteer Observers: Non-voting members. Fulfills duties as described herein. Observers may speak at meetings as members of the Commission.
4. Jurisdiction: All herring containing waters (current and future) within the towns of Middleborough and Lakeville. All streams or ponds that breed and migrate river herring; including (but not limited to) the Nemasket River drainage basin, Taunton River, and the Assawompsett Pond complex. (Assawompsett Pond, Little Quitticus Pond, Great Quitticus Pond, Pocksha Pond, and Long Pond).

B. Goals and Objectives

Actively work to improve the alewife/herring fishery of Middleborough and Lakeville through sound management practices and public education.

a. Management Practices

1. To establish a firm policy for the passage of migrating river herring species, by reporting regularly to the ~~Middleborough and Lakeville Board of Selectmen~~ concerning activities, and periodically making recommendations to the Boards of Selectmen.
2. To maintain a healthy, productive herring fishery by establishing/improving population size, monitoring population size, and monitoring flow and water quality in the rivers and ponds.
3. To administer and regulate the herring harvest.

4. To administer and expend funds from the Herring Fishery Revolving Fund account as approved by the Board of Selectmen for the purposes related to the management of the herring fishery.
5. To coordinate water flow and water quality issues with agencies controlling water rights in and along herring containing waters of Middleborough and Lakeville.
6. To establish and enforce regulations governing herring catching and protection. Established rules will apply equally to all.

b. Public Education

1. Prepare pamphlets for distribution.
2. Write articles for local newspapers.
3. Utilize local cable television channels.
4. Respond to press and media inquiries.
5. Cooperate with schools and other children's organizations where educational opportunities exist.
6. Seek out and meet visitors at the fish ladders, to provide information about the herring migration.

c. Enforcement

1. Monitor the taking of herring by permitted citizens and organizations.
2. Report violations to the appropriate law enforcement agencies.
3. Oversee visitor activities.
4. The established rules and regulations of the fishery shall pertain equally to all Volunteer Observers and Fish Wardens.

C. Fish Wardens

a. Terms of Office and Selection

-
1. The office of Fish Warden (as voted January 8th 1997) is as follows:
 - a. Five (5) Wardens shall be residents of the Town of Middleborough.
 - b. Two (2) Wardens shall be residents of the Town of Lakeville.

2. Appointments shall be for a term of three (3) years. Wardens shall serve until either reappointed or replaced. (see item 6)
3. The term of office shall begin October 1st and end September 30th.
4. Wardens are to be selected from the pool of available Volunteer Observers who are residents of Middleborough or Lakeville by majority vote of the Fish Wardens.
5. Wardens are appointed by the Boards of Selectmen in Middleborough and Lakeville, upon recommendation of the Fish Wardens.
6. In order to create overlapping terms, appointments of two (2) Wardens will expire in the first year (September 30th 1997); appointments of two (2) Wardens will expire in the second year (September 30th 1998); appointments of three (3) Wardens will expire in the third year (September 30th 1997). Wardens, as necessary, will request the filling of any uncompleted terms.
7. The offices of Chairperson, Vice Chairperson and Clerk/Secretary will be filled by Fish Wardens, voted annually in January.
8. The Chairperson will:
 - a. File meeting dates as prescribed by law.
 - b. Establish agendas for meetings.
 - c. Preside at meetings in accordance with applicable laws.
 - d. See that minutes are voted in a timely manner. See that minutes are provided to the Town Clerk in accordance with applicable laws.
 - e. Obtain official mail.
 - f. Act as the contact point for inquiries. Meet with Selectmen and other boards, as requested, to provide information concerning Commission activities.
 - g. Provide the Town Managers and Selectmen with a synopsis of the previous year's activity, to be included in the annual town reports.
9. The Vice Chairperson will: Fulfill and discharge the obligations of the chairperson as required.
10. The Clerk/Secretary will: Take and provide accurate minutes, and be responsible for communications and press releases as required.

b. Duties and Responsibilities of Fish Wardens

1. Enforcement powers are limited to public education, observation, and reporting violations to appropriate law enforcement agencies. Wardens are expected to testify in court, as needed.
2. All incidents are to be reported to the Commission at the next public meeting.
3. Vote on polices, procedures, actions and expenditures. Vote to accept official minutes.
4. Establish rules and regulations, subject to approval by the Middleborough and Lakeville Board of Selectmen.
5. Prior to the annual herring run, check the rivers and ladders for obstructions and remove or correct obstructions as required.
6. Remove any poaching nets and turn them over to the appropriate law enforcement agency.
7. During the run, check ponds for obstructions or impediments to the herring returning to the ocean.
8. When on duty at the catching area; check permits, record catch data, and direct fishing activity as required and in accordance with regulations.
9. Obtain and record accurate herring count information, as required by the Commission.

D. Volunteer Observers

a. Terms of office and selection

1. The term of office shall be for one (1) year, starting October 1st and ending September 30th.
 2. Volunteer Observers shall be nominated by majority vote of the Fish Wardens. Volunteer observers will be residents of Middleborough, Lakeville or another community.
 3. Volunteer Observers are appointed by the Boards of Selectmen in Middleborough and Lakeville, upon recommendation of the Fish Wardens.
-

b. Duties and Responsibilities of Volunteer Observers

1. Enforcement powers are limited to public education, observation, and reporting violations to the appropriate law enforcement agencies. Observers are expected to testify in court, as needed.
2. All incidents are to be reported to the Commission at the next public meeting.

3. Prior to the annual herring run, check the rivers and ladders for obstructions and remove or correct obstructions as required.
4. Remove any poaching nets and turn them over to the appropriate law enforcement agency.
5. During the run, check ponds for obstructions or impediments to the herring returning to the ocean.
6. When on duty at the catching area; check permits, record catch data, and direct fishing activity as required and in accordance with regulations.

E. Conduct of the Commission

1. All members should act professionally at all times, remembering that members are public officials representing the Towns of Middleborough and Lakeville. Unprofessional or illegal conduct shall be grounds to recommend removal.
2. No member may use the Commission name, or represent the Commission for any reason, except to provide information in accordance with Commission policies and official views.
3. All external communications should be brought to the Commission at the next monthly meeting, for inclusion in minutes or files.

Approved by the Middleborough-Lakeville Herring Fishery Commission:

_____ date: _____
 David J. Cavanaugh, Chairman

Approved by the Middleborough Board of Selectmen:

_____ date: _____
 Marsha L. Brunelle, Chairman

Approved by the Lakeville Board of Selectmen:

_____ date: _____
 Nancy E. Yeatts, Chairman

(all signed September 2010)

Middleborough-Lakeville Herring Fishery Commission
Membership list and terms of office

FISH WARDENS

David Cavanaugh (Chairman)	expires Sept. 2017	Middleborough
Thomas Barron (Vice Chairman)	expires Sept. 2015	Lakeville
William Orphan (Secretary)	expires Sept.2017	Lakeville
David Lemmo	expires Sept. 2016	Middleborough
Ronald Burgess	expires Sept. 2015	Middleborough
Sargent Johnson	expires Sept. 2016	Middleborough
Bryant Marshall	expires Sept. 2015	Middleborough

VOLUNTEER OBSERVERS

Harold Atkins	expires Sept. 2015	Middleborough
Allin Frawley	expires Sept. 2015	Middleborough
Sylvester Zienkiewicz	expires Sept. 2015	Lakeville
Cynthia Gendron	expires Sept. 2015	Wareham
Joseph Urbanski	expires Sept. 2015	Lakeville
Michael Bednarski	expires Sept. 2015	Middleborough
Cory Leeson	expires Sept. 2015	Lakeville
Brad Day	expires Sept. 2015	Middleborough

**Board of Selectmen
Nickerson Ave
Middleboro, MA 02346**

May 5, 2015

Re: Interest for reappointment to the Cable Committee

Dear Board of Selectmen:

I am requesting to be reappointed to the Permanent Cable Committee as I have been on this committee since April 28, 1987. I feel that since being appointed Chairman of the committee in 2003, I have maintained a transparency of the committee to both the Town and residents. When requested by Selectmen for any items to be addressed, I have always made sure that the problems were addressed (ie - Edgeway Park residents not receiving Middleboro Cable, which was rectified). The Permanent Cable Committee has worked to assist the Town in many projects to help better the I-Net of the Town while working within the license that the Town has between Comcast and Verizon. I would appreciate the opportunity to answer any questions that the Board of Selectmen may have of me. Please feel free to contact me at anytime.

Thank you

Robert W Silva

PO Box 329
Middleboro, Ma. 02346
May 6, 2015

Middleboro Board of Selectmen
Middleboro Town Hall
Nickerson Ave.

To The Honorable Board:

As my current term on the Middleboro Permanent Cable Committee is up in June, 2015, I would respectfully ask the Board for reappointment to the Cable Committee for another term.

I have been an appointed member of the Cable Committee since December of 2009 and have been Vice Chair of the Cable Committee for my most recent term.

I participated in the most recent franchise license negotiations with Comcast which held the fee charged cable customers for PEG programming to 2.5% instead the allowable maximum of 5% thereby saving residents money on their cable bills.

I have had the privilege of working with the other members of the Cable Committee to accomplish many cable-oriented projects which have been for the betterment of the Town of Middleboro and its residents who are cable subscribers.

During my time on the committee:

We have successfully assumed the responsibilities of operating two PEG (public, government and educational) cable channels from Comcast and have also separated common technical assets previously shared by Lakeville PEG.

We provided a permanent buried cable feed with Middleboro PEG programming to the Middleboro residents of the Edgeway Estates park at no cost to the town or the park's residents.

We installed a state-of-the-art digital control room in town hall and have implemented an ambitious schedule of remote program recording at various locations in town highlighting local events.

We upgraded the town's INET fiber network to allow for higher operating speeds for the town's data network which runs on the network. Owning and maintaining this fiber network, instead of leasing it from Comcast or Verizon, saves the town a large operating cost each year.

We converted town office phones from leased Verizon telephone lines to town- owned Voice Over Internet Protocol which also operates over the town owned INET fiber network. This service provided by the Cable Committee saves the town a major part of their telecommunications cost each year.

We have improved video quality for Verizon cable subscribers by interconnecting Verizon directly to our headend in the basement of Town Hall.

We have implemented WiFi transmission from the cupola on the roof of Town Hall and have implemented and will expand our internet-based Video On Demand for programs seen on our cable channels.

We activated a Verizon cable feed to the town's sewerage treatment plant saving approximately \$5,000 by not having to pay cable construction costs to Comcast.

We recently added a second paid position to assist with the training of volunteers and programming for the Public and Government channels.

Some projects that I am working on presently are:

Extension of the town's fiber network to the Housing Authority and Water Pumping Station on Grove Street.

Upgrading the broadcast equipment in the Nichols School Auditorium to improve the quality of live programming seen on our Educational Channel.

I look forward to continue to work with the other members of the Cable Committee to bring further technical improvements and valuable resources to the PEG channels and our INET fiber network with absolutely no cost to town government.

Respectfully,

Steven J. Callahan

To:
Town of Middleborough Board of Selectmen
10 Nickerson Avenue
Middleborough, MA 02346

From:
Arthur Battistini
6 Reland Street
Middleborough, MA 02346

Re: Tourism Committee Member Reappointment

To Whom It May Concern:

This letter serves to express my interest in being reappointed to the Town of Middleborough **Tourism Committee**.

As a lifelong resident of Middleborough and a local business owner, I am deeply invested in our community. I have been a member of the Tourism Committee since I was appointed to fill a vacancy last year. The term for the vacancy I filled expires this year, and I would like to continue in my role as a member of the committee.

I have found my experiences working on the committee to be positive and beneficial to our community. For this reason, I am seeking reappointment.

Thank you for your consideration.

Sincerely,

Arthur Battistini

P.O. Box 210
Middleborough, MA 02346
May 12, 2015

To Town Manager, Bob Nunes and Board of Selectmen:

In 2006, Anna Nalevanko of OECD and myself, began working on Tourism for this town.

At that time, I joined See Plymouth, Destination Plymouth, did some volunteering with Plymouth Chamber of Commerce and recently, 2013, I joined Tourism U, in which I helped with sprucing up Plymouth Plantation and went on their mailing lists for future purposes. I was, also, one of two people, Karen Blair, being the other, that worked with the Massachusetts Office of Travel and Tourism.

It was through my affiliation with the Massachusetts Office of Travel and Tourism, that I invited Lelani Dalpe to attend the , what we call, "the awakening, of Putting Middleborough on the Map." Lelani and I attended that meeting in Hyannis, that became the eyeopener for the beginning of the tourism committee in Middleboro.

I would like to remain on the committee, as I feel, that I was a very instrumental part in creating this board and would like an opportunity to remain and give some insight, experience, knowledge and resources that can help the committee.

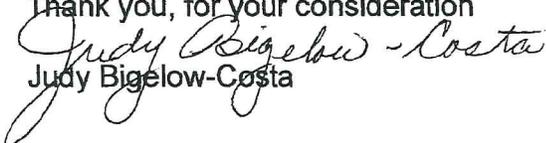
One year has not been long enough for me to show my capabilities and resources to the town. I would like to have the opportunity to serve my community for awhile longer.

Since 1980, I have committed, thousands and thousands of hours, miles and dues to the town for one agenda. That agenda is the town.

I, ask, to please, be allowed to keep my position to help the group and the town of Middleborough for a longer period of time.

I still belong to See Plymouth, Plymouth Destination, as a representative of Middleborough on the Move and other groups that are pertinent to a destination spot of Middleborough. The most recent meeting, was today, in Wareham.

Thank you, for your consideration


Judy Bigelow-Costa

To the Honorable Board of Selectmen:

I ask that you consider me for reappointment to the Tourism Committee.

I currently hold the position of Treasurer for the Tourism Committee and vice-chair for the Festivals sub-committee. I have worked on all of the festivals and events sponsored by the Tourism Committee and was co-chair, food vendor coordinator and entertainment coordinator for the 2nd Annual Herring Run Festival.

Thank you for your consideration.

Ann Cavanaugh

83 Miller St., Middleborough, MA

Letter of Interest

April 28, 2015

Selectman Leilani Dalpe
Town of Middleborough Board of Selectmen
10 Nickerson Avenue
Middleborough, MA 02346

Subject: Middleborough Tourism Committee

Dear Selectman Dalpe,

As a dedicated supporter and full time volunteer of all of the festivals that you and the Tourism Committee have put on since 2014 I would like to offer my services to help more and be a full member of the Tourism Committee. I think all the volunteer hours that I have already provided gives me insight to how things may be altered for better flow of events, people and future festivals.

Please consider me for your next round of appointments. I can be reached at

Sincerely,



David Lemmo
240 Everett Street
Middleboro, MA 02346
oldcanoclubber@gmail.com

Anita Cole

(508) 947-2157

Meadow Lane Farm

173 Chestnut Street

Middleboro, Mass. 02346

Mr. Nunes,

I wish to continue to
serve on the Weston Forest
Comm.

Anita Cole

Thankyou!



Darrin DeGrazia
33 Rocky Gutter Street
Middleborough, MA 02346

May 19, 2015

Mr. Robert Nunes
Middleborough Town Manager
10 Nickerson Avenue
Middleborough, MA 02346

Re: Reappointment to Zoning Board of Appeals

Dear Mr. Nunes,

I am submitting this letter to request reappointment to the Middleborough Zoning Board of Appeals with a term to end June 30, 2020. I have served on the Zoning Board of Appeals since 2005, and continue have a long-term dedication to the Town.

Please let me know if you need any additional information.

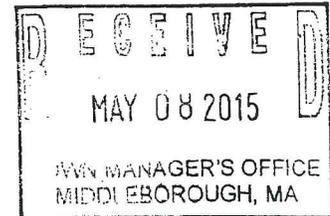
Sincerely,



Darrin DeGrazia

Law Offices of Adam M. Bond

11 N. Main Street
Middleborough, MA 02346
T: 508-946-1165
F: 508-946-1057
abond@adambondlaw.com



May 5, 2015

Town Manager, Robert Nunes
10 Nickerson Ave.
Middleborough, MA 02346

Dear Mr. Nunes:

As discussed by the Board at its May 4, 2015 meeting regarding appointments to the Zoning Board of Appeals, I hereby request that my name be considered to fill one of the seats on the Zoning Board.

By way of background, I have been practicing law for more than 20 years, and for many of those years I have represented clients in Zoning and Land Use matters. Most of those matters were consultations regarding advice as to allowed uses and variances. Several of those matters involved litigation against Zoning Boards for arbitrary and capricious decisions and violations of equal protection under Willowbrook v. Olech.

I believe that I would bring some additional expertise to our Zoning Board based on my legal background and knowledge, and I believe I would be an asset to the Zoning Board based on my commitment to public service. I also believe that personal knowledge of and respect for the Board members of the current Board would make any transition to having a new Board member much simpler.

For your convenience, I have enclosed a copy of my resume detailing my practice areas. I hope to hear from you soon, and am happy to answer any questions you may have.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Adam M. Bond". The signature is fluid and cursive.

Adam M. Bond

ADAM M. BOND

11 North Main Street ♦ Middleboro, MA 02346 ♦ 508-946-1165 ♦
abond@adambondlaw.com

WORK HISTORY

LAW OFFICE OF ADAM M. BOND, MIDDLEBOROUGH, MA

OWNER, 2001-PRESENT

I advise clients regarding real estate transactions and land use issues, in addition to my criminal and civil litigation practice. I have litigated land issues in Superior Court, Land Court, and in the federal courts where constitutional violations have occurred. I am well versed in administrative law and procedure, and have a clear understanding of the constitutional limits of zoning and land use laws.

BOARD OF BAR OVERSEERS: I currently sit as a hearing officer for the Board of Bar Overseers.

ADJUNCT PROFESSOR: I teach Business Law at Massasoit Community College.

PUBLICATIONS: Contingent Retainer Forms Are Void As Against Public Policy, *New York Law Journal*, Feb. 26, 1992 (Exposing form contingency agreements restricting client right to settle as illegal and void); Proposal to Strengthen Attorney Registration Statute, *New York Law Journal*, Sept. 30, 1992 (Exposing attorney perjury in the registration process to avoid paying registration fees, and practicing law without being registered. Policy and procedure changes were suggested, and New York ultimately adopted many of the suggested changes); and Ethics Opinion on Taping Called Unpersuasive, *New York Law Journal*, Sept. 30, 1993 (Argument against opinion of the N.Y. County Lawyers' Committee on Ethics ruling that secret taping of clients by lawyers was not a violation of ethics).

Stumpp & Bond, LLP, New York, NY

Partner, 1995–2010 (Partner Retired)

Associate, 1992–1995

I litigated several zoning and land use matters relating to land in the east end of Long Island, where the dominant issues concerned variances, pre-existing non-conforming uses, wetlands, septic systems and effluent discharge in the vicinity of wells, and arbitrary and capricious decision making by the local Zoning Boards of Appeals.

New York City Civil Court, New York City, NY

Court Attorney for Hon. Marilyn G. Diamond, 1990–1992

I researched and drafted opinions for the Judge and managed a massive docket and achieved a 30 day disposition rate on most motions with a 90% settlement rate. I also was the keeper of all records for the Judge and was the primary contact between the Judge and the Court administration. I reorganized chambers and

created an efficient record keeping system, where the Judge could then focus primarily on moving her docket. I also served as both a mediator for the larger civil cases, and as an arbitrator for our small claims matters. We were reversed once during my tenure.

Coudert Brothers LLP, New York, NY

Associate, 1988–1990

I practiced tax law and trusts and estates law. I was recruited to the antitrust litigation department based on my research and writing skills, and wrote several sections for the ABA Antitrust Litigation Reporter. I was recruited to the litigation department based on my research skills that I had honed since I was working in law firms from the age of 15.

EDUCATION

St. Johns University School of Law, Jamaica, NY

Juris Doctor, 1989

- **Dean's List**
- **Law Review, based on my class rank of 6/250**
- **Recipient: St. Thomas More Academic Scholarship**

University of Michigan, Ann Arbor, MI

Bachelor of Arts, 1986

- **Majors: English Literature and Psychology**
- **Member: Delta Upsilon and Michigan Lacrosse team**

BAR ADMISSIONS: Massachusetts (2001); District of Massachusetts (2010); Eastern District of New York (1989); Southern District of New York (1989); Western District of Michigan (2001), Eastern District of Michigan (2001); First Circuit (2010); Second Circuit (2000); Third Circuit (1996); United States Supreme Court (1997); Circuit Court of Veterans Appeals (2011)

2014-2015 ANNUAL APPOINTMENTS
(Effective 7/1/15 through 6/30/16)

One Year Appointments

Fence Viewer

Robert Whalen

Tree Warden

Christopher Peck

Moth Superintendent

Christopher Peck

Animal Control Officer

Jessica Gardner

Animal Inspector

Jessica Gardner

Alternate Animal Inspector

James Brown

Forest Fire Warden

Lance Benjamino

Alternate Wiring Inspector

John Hogan

Alternate Wiring Inspector

Michael Bell

Town Counsel

Daniel F. Murray

Veterans' Agent

Paul Provencher

MIDDLEBOROUGH POLICE DEPARTMENT

99 NORTH MAIN STREET
MIDDLEBOROUGH, MA 02346

(508) 947-1212

Fax (508) 947-1009



Joseph M. Perkins
Chief of Police

May 27, 2015

Board of Selectmen
Middleborough, MA 02346

Re: Matrons

Honorable Board:

I recommend appointment of the following to the position of Matron for the Town of Middleborough Police Department:

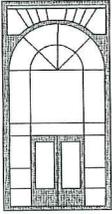
Linda Gudmundsson
Jessica Priestly

Respectfully,

A handwritten signature in cursive script, appearing to read "Joseph M. Perkins", is written over a horizontal line.

Joseph Perkins
Chief of Police

Window
to the World



Middleborough Public Library
102 North Main St., Middleborough, MA 02346

Danielle M. Bowker
Director

May 20, 2015

Board of Selectmen
Town Hall
Middleborough, MA 02346

Dear Selectmen,

I would like to request that the Board of Selectmen declare the following pieces of library furniture as surplus.

18 upholstered chairs – all 23 years old and in bad shape

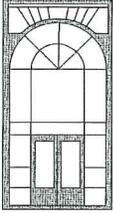
Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Danielle Bowker". The signature is written in black ink and is positioned above the typed name.

Danielle M. Bowker
Library Director

Window
to the World



Middleborough Public Library
102 North Main St., Middleborough, MA 02346

Danielle M. Bowker
Director

March 9, 2015

Board of Selectmen
Town Hall
Middleborough, MA 02346

Dear Selectmen,

I would like to request that the Board of Selectmen declare the following pieces of library furniture as surplus.

- 1 round table, butcher block style, 30 " in diameter, 30 " high in good condition
- 2 round tables, butcher block style. 30 " in diameter, 25" high, child size in good condition
- 9 small chairs, also child size, also in good condition
- 5 office task chair, in poor shape

These have been offered to the child sized furniture other departments and no one has expressed interest in them.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Danielle Bowker".

Danielle M. Bowker
Library Director

April 21, 2015

Ms. Caroline Lacroix
Assistant to the Town Manager
Middleborough Town Hall
10 Nickerson Avenue
Middleborough, MA 02346

**RE: Owner's Project Management Services
Middleborough Water Pollution Control Facility Upgrade
Invoice #16 – Bidding Services
(WP #98747): March 2015**

Dear Ms. Lacroix:

As requested, Environmental Partners Group Inc. has reviewed the invoice dated April 9, 2015 submitted by Wright Pierce (WP) for services provided in March 2015 for Bidding Services.

Environmental Partners has reviewed WP's invoice and the work progress stated in the cover letter. Bidding services in March relate to the supporting the bidding phase of the project, responding to inquiries from subcontractors and general contractors, preparing and issuing addenda, attending the contractor bid opening on March 6, 2015, and executing the contracts.

WP indicates that these services are now 100% complete, which appears reasonable.

Environmental Partners recommends that Invoice #98747 be paid in the amount of \$9,177.30. If you have any questions or require additional information, please do not hesitate to contact me at rjr@envpartners.com or (617) 657-0200.

ENVIRONMENTAL PARTNERS GROUP, INC.



Robert J. Rafferty, P.E.
Project Manager

Attachment:

WP invoice March 2015. #98747



Water
Wastewater
Infrastructure

April 13, 2015
W-P Project No. 12760

Mr. Paul C. Millett
Environmental Partner's Group, Inc.
Town of Middleborough - Owner's Project Manager
1900 Crown Colony Drive
Suite 402
Quincy, MA 02169

Subject: Middleborough, MA- Water Pollution Control Facility (WPCF) Upgrade
Wright-Pierce March 2015 Invoices

Dear Paul:

Please find the attached summary of progress completion and accompanying invoices for engineering services completed through March 2015 related to the Middleborough WPCF Upgrade. A brief summary of the work completed for each of the phases is summarized below:

Middleborough WPCF Upgrade – Wright Pierce Project #12760 Phase J – Bidding Services

- Received Contractor/Sub-Contractor questions
- Prepared addendums and issued to all Contractor/Sub-Contractor
- Prepared for and attended Contractor Bid Opening on March 6, 2015
- Finalize executed contracts

We appreciate the opportunity to work with the Town and EPG on this important project. Please feel free to contact me on my direct line if you have any questions at (978) 416-8030.

Very truly yours,

WRIGHT-PIERCE

Jon W. Hume, P.E.
Project Manager



Water
Wastewater
Infrastructure

Town of Middleborough
Middleborough Town Hall
10 Nickerson Avenue
Middleborough, MA 02346

Invoice #: 98747
Project: 12760
Phase: J
Project Name: Middleborough, MA - WPCF Upgrade
Invoice Date: Apr-09-2015

Attention: Robert Nunes, Town Mgr.

For Professional Services Rendered for the Period Feb-28-2015 To Mar-27-2015

RELATED TO: Bidding Services
REFERENCE: Contract dated May 13, 2013.

Total Project Fee Authorized	91,773.00
Percent Complete as of 3/27/2015	<u>100.00</u>
Fee Earned To Date	91,773.00
Less Previous Billings	82,595.70
Amount Due this Invoice	<u><u>9,177.30</u></u>

BILLING RECAP

Previous Billings	82,595.70
Current Billing Amount	9,177.30
Fee Earned To Date	<u>91,773.00</u>
Amount Received	0.00
Balance Due	<u><u>91,773.00</u></u>

Invoices are due upon receipt. If not paid by May-09-2015, interest will be computed at the rate stated in the agreement.

CC: Jon W. Hume

April 3, 2015

Ms. Caroline Lacroix
Assistant to the Town Manager
Middleborough Town Hall
10 Nickerson Avenue
Middleborough, MA 02346

**RE: Owner's Project Management Services
Middleborough Water Pollution Control Facility Upgrade
Invoice #15 – Bidding Services
(WP #98507): February 2015**

Dear Ms. Lacroix:

As requested, Environmental Partners Group Inc. has reviewed the invoice dated March 19, 2015 submitted by Wright Pierce (WP) for services provided in February 2015 for Bidding Services. This invoice was approved on March 27, 2015.

Environmental Partners has reviewed WP's invoice and the work progress stated in the cover letter. Bidding services in February relate to the supporting the bidding phase of the project, responding to inquiries from subcontractors and general contractors, preparing and issuing addenda, and attending the sub-contractor bid opening on February 23, 2015.

WP indicates that these services are now 90% complete, which appears reasonable.

Environmental Partners recommends that Invoice #98507 be paid in the amount of \$45,886.50. If you have any questions or require additional information, please do not hesitate to contact me at pcm@envpartners.com or (617) 657-0276.

ENVIRONMENTAL PARTNERS GROUP, INC.



Paul C. Millett, P.E.
Project Manager

Attachments:

WP invoice February 2015. #98507



PCM 3/27/15

Water
Wastewater
Infrastructure

March 19, 2015
W-P Project No. 12760

Mr. Paul C. Millett
Environmental Partner's Group, Inc.
Town of Middleborough - Owner's Project Manager
1900 Crown Colony Drive
Suite 402
Quincy, MA 02169

Subject: Middleborough, MA- Water Pollution Control Facility (WPCF) Upgrade
Wright-Pierce February 2015 Invoices

Dear Paul:

Please find the attached summary of progress completion and accompanying invoices for engineering services completed through February 2015 related to the Middleborough WPCF Upgrade. A brief summary of the work completed for each of the phases is summarized below:

Middleborough WPCF Upgrade – Wright Pierce Project #12760 Phase J – Bidding Services

- Setup plan view rooms and CDs for Contractor/Sub-Contractors to view and purchase.
- Received Contractor/Sub-Contractor questions
- Prepared addendums and issued to all Contractor/Sub-Contractor
- Prepared for and attended Sub-Contractor Bid Opening on February 23, 2015

We appreciate the opportunity to work with the Town and EPG on this important project. Please feel free to contact me on my direct line if you have any questions at (978) 416-8030.

Very truly yours,

WRIGHT-PIERCE

Jon W. Hume, P.E.
Project Manager

WRIGHT-PIERCE 
Engineering a Better Environment

Water
Wastewater
Infrastructure

EPG 3/20/15

Town of Middleborough
Middleborough Town Hall
10 Nickerson Avenue
Middleborough, MA 02346

Invoice #: 98507
Project: 12760
Phase: J
Project Name: Middleborough, MA - WPCF Upgrade
Invoice Date: Mar-19-2015

Attention: Robert Nunes, Town Mgr.

For Professional Services Rendered for the Period Jan-31-2015 To Feb-27-2015

RELATED TO: Bidding Services
REFERENCE: Contract dated May 13, 2013.

Total Project Fee Authorized	91,773.00	
Percent Complete as of 2/27/2015	<u>90.00</u>	←
Fee Earned To Date	82,595.70	
Less Previous Billings	36,709.20	
Amount Due this Invoice	<u><u>45,886.50</u></u>	←

BILLING RECAP

Previous Billings	36,709.20
Current Billing Amount	45,886.50
Fee Earned To Date	<u>82,595.70</u>
Amount Received	0.00
Balance Due	<u><u>82,595.70</u></u>

Invoices are due upon receipt. If not paid by Apr-19-2015, interest will be computed at the rate stated in the agreement.

CC: Jon W. Hume



CLAUDE DUBORD AND SONS, INC.

PUMPING SERVICES - LINES CLEANED
BACKHOE WORK - CONSTRUCTION
CERTIFIED TITLE V INSPECTION - ENVIRONMENTAL CHEMICAL
45 MAE AVENUE (RTE. 18 & 28) BRIDGEWATER, MA 02324
(508) 697-2621 FAX (508) 697-8761
claude@claudedubordandsons.com

May 18, 2015

Middleborough Board of Selectman
10 Nickerson Avenue
Middleborough, MA 02346

RE: Disposal privileges,

Dear Board of Selectman,

I would like you to consider allowing our company disposal privileges.

Let me thank you for your consideration in this matter.

Sincerely,

Jeffrey C. Dubord
President

JCD/jw

Jacqueline Shanley

From: Todd Goldman
Sent: Wednesday, May 20, 2015 2:26 PM
To: Jacqueline Shanley; Christopher Peck
Cc: Robert G. Nunes; Karen Gorich
Subject: RE: Claude Dubord & Sons, Inc - Disposal Privileges

Jackie, I have suspended him twice previously , if the board wants to reinstate him it should be with the understanding if they do it again they will be suspended permanently. todd

From: Jacqueline Shanley
Sent: Wednesday, May 20, 2015 1:49 PM
To: Todd Goldman; Christopher Peck
Cc: Robert G. Nunes; Karen Gorich
Subject: RE: Claude Dubord & Sons, Inc - Disposal Privileges

Thank you for responding Todd. Yes. They said they've called your office, not sent correspondence. Just so that I am clear, and the Board has your input, you are opposed to reinstating correct?

Jackie

Jackie Shanley
Executive Assistant to Board of Selectmen
Town of Middleborough
10 Nickerson Ave.
Middleborough, MA 02346
508 946-2405 Tel.
508 946-0058 Fax
jshanley@middleborough.com

From: Todd Goldman
Sent: Wednesday, May 20, 2015 1:13 PM
To: Jacqueline Shanley; Christopher Peck
Cc: Robert G. Nunes; Karen Gorich
Subject: RE: Claude Dubord & Sons, Inc - Disposal Privileges

Jackie, Claude Dubord is a septic hauler. Their privileges to discharge wastewater at the plant were revoked in November 2012 for falsifying records. They claimed to have brought in loads from Middleboro locations that were actually pumped in Lakeville. Middleboro septage is .05 cents per gallon, Lakeville is .10 cents per gallon. By changing the address they were reducing the money they should have paid the town by 50 percent. Intentional falsification of discharge origin records is in actuality committing theft from the town.

They were caught on two separate occasions. I have turned down their request for reinstatement previously. They are appealing the suspension to the Board of Selectmen, (the Board acting as water and sewer commissioners). I have received no letters regarding this only phone calls or visits.

Thank you,

Todd

From: Jacqueline Shanley
Sent: Wednesday, May 20, 2015 11:11 AM
To: Todd Goldman; Christopher Peck
Cc: Robert G. Nunes
Subject: Claude Dubord & Sons, Inc - Disposal Privileges

Good Morning All:

The Selectmen's office has received the attached request. I called them because I did not understand what they were asking/who they are. They told me that they had their privileges taken away, by the Wastewater department, at some point in time, due to an employee, who no longer works for them, and his inability to follow the rules.

They told me that they have been writing to the Wastewater department for some period of time now, but had not received a written response, and therefore, stopped in and spoke with Todd. They said that Todd advised them that they would need the approval of the Board of Selectmen to reinstitute their privileges.

Can one of you clarify all of this for me? I'm not sure why the Board would have to authorize re-instituting something that it didn't take away. Are you sure that this is a Board of Selectmen matter? If so, please send the Selectmen's office something in writing to explain what it is these types of businesses are allowed to do, the history of why they lost their privileges and whether or not you support re-instituting them so that the Board may make an informed decision.

Thank you!

Jackie

Jackie Shanley
Executive Assistant to Board of Selectmen
Town of Middleborough
10 Nickerson Ave.
Middleborough, MA 02346
508 946-2405 Tel.
508 946-0058 Fax
jshanley@middleborough.com



Allison J. Ferreira
Town Clerk

TOWN OF MIDDLEBOROUGH
Town Clerk's Office
Bank Building, 20 Centre Street
Middleborough, Massachusetts 02346-2250
508-946-2415 phone
508-946-2308 fax

April 29, 2015

To Whom It May Concern:

I do hereby certify that the following vote was taken at the April 27, 2015 Annual Town Meeting, held in the Middleborough High School Auditorium, which was called to order at 7:32 PM by the Town Moderator, Wayne C. Perkins, who declared a quorum present:

ARTICLE 26: Voted unanimously to authorize the Board of Selectmen to submit a petition to the General Court to request special legislation to amend Section Fifteen of the Middleborough Town Charter (Chapter 592 of the Acts of 1920, as amended) by striking out Section 15 and inserting in place thereof the following section:

- **SECTION FIFTEEN:** The Selectmen may from time to time appoint, for terms not exceeding three years, as many constables as they deem necessary.

Very truly yours,

Allison J. Ferreira
Town Clerk

A TRUE COPY ATTEST:

TOWN CLERK



Town of Middleborough
Massachusetts

BOARD OF SELECTMEN

June 11, 2010

Marc Pacheco
State Senator
Room 312-B State House
Boston, MA 02133

SAMPLE
Letter -
from
2010 7

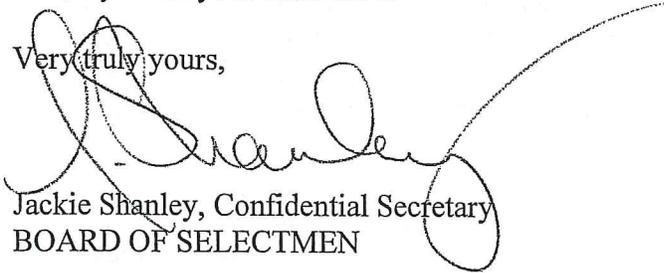
Dear Senator Pacheco:

Attached please find a copy of two Home Rule Petitions passed at the Town of Middleborough's 2010 spring Town Meeting.

We would appreciate it if you would kindly file legislation on our behalf.

Thank you for your assistance.

Very truly yours,


Jackie Shanley, Confidential Secretary
BOARD OF SELECTMEN

Attachment

cc: State Representative Stephen Canessa
State Representative Thomas J. Calter
State Representative William Straus
Board of Selectmen
Town Manager
Town Clerk



The Official Website of the Department of Revenue (DOR)

Department of Revenue

About DOR

Home Local Officials Charting a Route for Charter Change

Charting a Route for Charter Change

Massachusetts citizens should take pride in the fact that the [Constitution of the Commonwealth](#) is the oldest written Constitution in continuous use in the world - a document that predates and provides the basis for our [federal Constitution](#). What many people in the state may not realize is that there is a good chance that their local government already existed at the time of the drafting of the Massachusetts Constitution in 1780. In fact, 110 of the Commonwealth's current 351 cities and towns - almost a third! - had been granted charters that marked the geographical boundaries of the community and established a rudimentary local government before the Massachusetts Constitution went into effect.

Just as [the boundaries](#) were in many cases quite different, the structure and role of local government have evolved too. When the citizens of a community want to change the charter that serves as the "constitution" of their local government in order to meet evolving responsibilities and demands, they must follow one of the charter change processes spelled out in the Massachusetts Constitution.

Definition of "Charter"

"Charter, when used in connection with the operation of city and town government shall include a written instrument adopted, amended or revised pursuant to the provisions of chapter forty-three B which establishes and defines the structure of city and town government for a particular community and which may create local offices, and distribute powers, duties and responsibilities among local offices and which may establish and define certain procedures to be followed by the city or town government. Special laws enacted by the general court applicable only to one city or town shall be deemed to have the force of a charter and may be amended, repealed and revised in accordance with the provisions of chapter forty-three B unless any such special law contains a specific prohibition against such action." ([MGL, Chapter 4, Section 7](#))

The Two Main Charter Change Routes

The [Home Rule Amendment](#) to the state's constitution provides several routes for preparing or revising a charter. The most familiar are:

- Electing a home rule charter commission
- Petitioning the state legislature for special legislation ("the home rule petition").

While the two routes to charter change lead to the same aim - a new or revised charter - the procedures and timeline are quite different.

Option one is election of a home rule charter commission, which leads to what is often referred to as a "home rule charter." A commission of nine members may be elected to "frame a charter" or "revise its present charter" for a city or town upon petition of 15 percent of the municipality's voters. Chapter 43B of the Mass General Laws provides a specific framework, timeline, and set of responsibilities for the charter commission to fulfill. The commission has a maximum of 16 months to produce a preliminary report, and a maximum of 18 months to produce a final report. The statute requires that two public hearings be held. Both the preliminary and final reports must be printed and distributed.

Beyond the provisions of Chapter 43B, the commission as an elected local body operates under the provisions of [MGL, Chapter 39, Section 23 \("the open meeting law"\)](#) [1]. The charter commission may examine any and all features relating to the municipality's structure and may propose a form of government that they determine will be responsive to the city or town.

About the Home Rule Amendment

The Home Rule Amendment (HRA) provides limited home rule to Massachusetts cities and towns. Simply stated, the limitations encompass those powers that the state has reserved to itself (e.g., conduct of elections, determination of what constitutes a crime), and continues to have the authority to impose uniform state laws applicable to all cities, all towns, or a class thereof. When the *Home Rule Procedures Act* (MGL, c. 43B) was amended in 1984 by the addition of Section 20, a modest amount of flexibility was included to mitigate the "uniform state law" provision of the HRA as follows:

- Most local officers, boards, and commissions may be either elected or appointed. (Mayors, boards of selectmen, legislative bodies, school committees, and the moderator must be elected.)
- Appointments may be made by the official named in the charter

- Terms of office can be determined by the charter, not to exceed five years
- Appointments may be confirmed by the official(s) named in the charter
- Boards can be of any size, with the caveat that they contain an odd number of members
- Powers, duties, and responsibilities of municipal offices and departments may be divided or merged according to procedures provided in the charter

Option two is the "home rule petition" route, which leads to what is often referred to as a "special act charter." Section 8 of the Home Rule Amendment provides that cities and towns may use a "home rule petition" to achieve change in structure. This "petition" route was the only route available for cities and towns to make structural change prior to passage of the Amendment.

Section 8 does not provide detailed instructions regarding the preparation of a "home rule petition" charter. A mayor or board of selectmen may appoint a study committee, or such committees may be created by a city council or by a vote of a town meeting. Such actions may set a timeline for such committees to report back to the appointing body, but there is no state requirement for a specific timeline. There is also no requirement for printing and distribution of any proposal. There are no public hearing requirements, per se, although some study committees do provide a public forum for discussion of its recommendations, and town meetings or city council meetings where such changes would be considered are public meetings. In recent years, however, some study committees have made use of the city/town website to publicize their recommendations.

After completing its work, the committee submits its recommendations to the local legislative body, which must decide whether to approve a "home rule petition." In cities, such approval must also have the concurrence of the mayor. If the petition is passed by the legislative body (and receives the mayor's approval, where necessary), it is then treated as a piece of proposed legislation - i.e., it is filed with the House or Senate clerk, assigned to a legislative committee, passed by the House and Senate, signed by the Governor, and returned to the city or town. In most instances where a significant change is proposed, the legislation will be subject to ratification by the municipality's voters prior to taking effect.

Periodic Review of the Charter by a Charter Review Committee

Once a community has a charter, there is often a provision for the periodic appointment of a charter review committee. The committee undertakes an examination to determine the charter's ongoing utility and accuracy. Such committees do NOT have the powers, duties, and responsibilities of an elected charter commission. Such committees are formed to review the charter and to make recommendations to its appointing body (e.g., board of selectmen, city council) regarding the need for additions, deletions, clarifications, or other amendments that would improve the charter.

The term for such an advisory committee is usually one year. Recommendations of the committee may take the form of a proposed special act or a proposed charter amendment, but the local legislative body must act upon the recommendations before they take effect. The committee may also find, for example, that the charter's intent is clear, but related bylaws or ordinances may need clarification. The role of such committees can be important in assuring that the charter is working as intended, but the charter review committee has no assigned role in achieving any change beyond its recommendation to its appointing body.

Recent Charter Reform Activity

Since the adoption of the Home Rule Amendment in 1966, over 180 charter commissions have been elected, and 88 "home rule charters" are now in effect; 68 in towns and 20 in cities. Currently, 63 municipalities; 21 in towns and 42 in cities operate under special act charters and 17 towns have adopted special acts establishing the position of town manager or town administrator only.

Three recent examples of the special act route are the Towns of Randolph and Bridgewater, and the City of Melrose.

Randolph operated with the representative town meeting/board of selectmen/executive secretary government. But in the fall of 2008, representative town meeting approved a "home rule petition" to place two charter proposals before the Town's voters in the spring of 2009 - a town council/manager charter and a representative town meeting/board of selectmen/town manager charter. The "home rule petition" was enacted by the state legislature as Chapter 2 of the Acts of 2009, and the Town's voters chose the town council/manager option in the spring of 2009. In the fall of 2009, voters elected the Town's first council.

Borrowing from the Randolph example, the Town of Bridgewater proceeded via "home rule petition," proposing that two charters be brought to the town's voters - a town council/manager charter and an open town meeting/board of selectmen/town manager charter. In the spring of 2010, the Town's voters chose the town council/manager option, and the town will be electing its first council later this year.

The City of Melrose, operating under a charter enacted in 1899 (and subject to numerous amendments and additions since then) also sought to make changes in 2004. The mayor appointed a citizen government study committee to make recommendations on how the charter needed to be changed. The initial recommendations of this study committee evolved into a complete revision of the City's original charter. Among the major changes were: adding the mayor to the school committee's membership, providing a four-year term for the mayor, reducing the size of the school committee, and giving the mayor authority for department organization/reorganization via adoption of an administrative code. The city's voters approved this special act charter at the 2005 municipal election.

Two examples of communities that have recently elected charter commissions to propose charters are Southbridge and Winthrop.

In 2002, Southbridge's voters elected a home rule charter commission to revise the home rule charter that the town had adopted in 1973. The charter commission worked to clarify and update the 1973 charter, but it also proposed a major change in the composition of the town council. The 13-member council was composed of both district and at-large members; the 2002 charter commission proposed that the council be reduced to 9 members, all elected at large. The Town's voters approved this charter revision.

The Town of Winthrop's voters elected a charter commission in spring of 2003. At that time, the Town operated with a representative town meeting/board of selectmen/executive secretary. The charter commission proposed a council/manager charter that was approved by the voters in the spring of 2005.

Beyond these examples, several municipalities have elected more than one charter commission and adopted successive home rule charters - e.g., Billerica, Hudson, Methuen, Palmer, Provincetown, Seekonk, and Southbridge.

Amesbury and Easthampton adopted representative town meeting/board of selectmen/manager charters via home rule charter adoption in the 1980s and elected subsequent commissions in 1995, resulting in mayor/council charters that were adopted.

The towns of Abington and Plymouth replaced earlier home rule charters with subsequent adoption of special act charters.

Other towns have used subsequent special acts to revise or replace earlier special act charters. For example, Danvers replaced its special act charter adopted in 1949 by use of the special act process, approving a new special charter in 1997; the town of Amherst replaced its 1951 special act providing for a manager and its 1936 special act authorizing representative town meeting with a single comprehensive act defining the Town's governance structure in 2001.

In two instances, Braintree and Randolph, adopted a city form of government (mayor/council and council/manager, respectively) using the special act process.

Pros and Cons of the Two Routes to Reform

In the 44 years since the adoption of the Home Rule Amendment, more communities have preferred electing a home rule charter commission than the "home rule petition" as the route for considering change. While the preference tilts toward home rule charter adoption (88 home rule charters vs. 63 special act charters), the totals for each route demonstrate that communities use and find benefit in both.

The route to charter change is a choice of the city or town. In the case of the election of a charter commission, the Home Rule Amendment provides more specific direction and a timeline, reflecting the premise that the process should be deliberative, provide opportunities for participation and comment by the municipality's voters, and that the final decision be solely a choice of the voters. While the Attorney General reviews the preliminary report to determine its consistency with state law, the intent of the Home Rule Amendment is to assure that local decision-making is the foundation of the charter adoption process.

Many factors may influence the route chosen. A populace and leadership already "on the same page" regarding the change needed in the structure of the government may find the "home rule petition" route more efficient and timely; a city or town seeking to weigh the advantages of several options before determining a particular course may find the more deliberative approach of electing a charter commission to undertake this examination more appealing. Municipalities with the experience of having a successful charter commission in the past may have more inclination to use this route again, while towns that did not find the charter commission route responsive may want to use the "home rule petition"/special act route.

The general belief is that the "special act route" is faster, since the local legislative body approval and state legislature/governor approval can be achieved in one year, while a charter commission taking the maximum amount of time available (18 months) will not see its proposal on a ballot until 2 years following its election. However, study committees may take longer than one year. For example, the committee in Bridgewater worked for almost two years before presenting its proposals to the town meeting in the fall of 2009.

Commonalities in the Charter Reform Processes

Whether it is an elected charter commission, an appointed study committee, the chief executive, or the local legislative body, some entity must direct the charter preparation process. While an elected charter commission has certain powers and duties as defined in statute, such a commission has no special status regarding what can be included in a charter. Thus, almost all home rule and special act charters address the same subject matter, most often in very similar ways. The fulcrum questions of such undertakings often include:

- The legislative body: If it is a representative body, such as a representative town meeting or city/town council, the issues of size, composition, and term must be addressed.
- The chief executive: In a town, the size of the board of selectmen may be an issue; in cities, the issue of combining the political and managerial responsibilities in an elected mayor vs. the preference for a professional focus on operations, fiscal conditions, and development by establishing a manager position will be crucial. Electing a mayor and the appointment of a chief operating officer could address both of these preferences.
- Centralization vs. dispersion of authority: Whether voters continue to elect certain offices, boards, and commissions is also a subject of deliberations. The overwhelming trend in charter adoption is to eliminate many elected offices and replace them with appointments by the chief executive. Most charters do provide transitional provisions allowing those in office at

the time the charter is adopted to complete the term to which elected before the appointment provisions take effect. Some of the impetus for this type of change reflects the emphasis on professional training and experience, as well as certification, and ongoing continuing education requirements in many municipal positions.

To Avoid Reinventing the Wheel

As the Home Rule Amendment marks its 44th year in effect, the examples from which communities can learn are now numerous and cover the gamut from very small towns to some of the larger cities. [The Department of Housing and Community Development](#) also maintains a repository of all home rule charter proposals (adopted or not) and has a collection of many of the special act charters as well. There is also the guidance available from the responses the [Attorney General](#) provides to charter commissions regarding the proposal's consistency with state law.

Communities contemplating charter change ought to speak with officials in nearby communities who have undertaken charter change and/or now operate under a home rule or special act charter. Such practical advice from those who have undertaken the exercise is a valuable source of information for those looking to do the same.

The process of adopting or revising a charter is a challenging one for municipalities. This is partially deliberate, to ensure that it is difficult for mistakes to make it into a municipality's fundamental structure, but it is also partially a result of the accumulation of hundreds of years of evolving state and local laws and procedures in the Commonwealth.

Despite the challenges, every year a handful of municipalities undertake charter revisions or reforms and others undergo regularly-scheduled charter reviews. Understanding the legal options for charter change and the specific pros and cons of each option is critical for any public official or citizen contemplating an effort to change the charter of a Massachusetts municipality.

Stephen McGoldrick is the deputy director of the [Edward J. Collins, Jr. Center for Public Management at the University of Massachusetts Boston](#), Marilyn Contreas is a senior program and policy analyst at the [Massachusetts Department of Housing and Community Development](#), Michael Ward is an associate at the [Collins Center](#).

Editor's note: this article represents the opinions and conclusions of the author and not those of the Department of Revenue.

[1] This Open Meeting Law is only effective through June 30, 2010. As of July 1, 2010, the new Open Meeting Law is [M.G.L. c. 30A, §§ 18-25](#).



DESIGN ENGINEERS, INC.



March 6, 2015

Board of Selectmen
c/o Town Manager's Office
Town Hall Building
10 Nickerson Avenue
Middleborough, MA 02346

RE: WRPD Application
Lot 3 – River Street – Middleborough, MA
ADE Project #2518.34

Dear Board Members:

Enclosed please find our invoice for Professional Services that were rendered on your behalf during our February 1, 2015 through February 15, 2015 billing period.

This invoice reflects completion of our initial review and letter.

If you have any questions, please do not hesitate to call me at (508) 888-9282.

Sincerely,

ATLANTIC DESIGN ENGINEERS, INC.

A handwritten signature in black ink, appearing to read 'Richard J. Tabaczynski'.

Richard J. Tabaczynski, P.E.
Vice President

RJT/tp

P.O. Box 1051
Sandwich, MA 02563
(508) 888-9282 · FAX 888-5859
email: ade@atlanticcompanies.com
www.atlanticcompanies.com



DESIGN ENGINEERS, INC.

ENGINEERS & ENVIRONMENTAL SCIENTISTS



Invoice

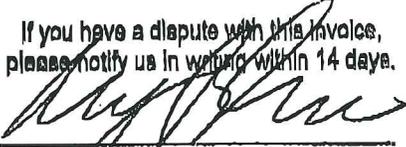
For Services Through
2/1 - 2/15/15

Invoice Date:	3/6/2015
Invoice #:	15-8175
Project No.	02518.34

Bill To:
Board of Selectmen Town Hall Building 10 Nickerson Avenue Middleborough, MA 02346

Description	Hours/Qty	Rate	Amount
WRPD Application, Lot 3 - River Street - Middleborough, MA PE Eng'g/Plan - Richard Tabaczynski	4	100.00	400.00

If you have a dispute with this invoice, please notify us in writing within 14 days.



Project Manager

Total	\$400.00
Payments/Credits	\$0.00
Balance Due	\$400.00

P.O. Box 1051
Sandwich, MA 02563
(508) 888-9282 • FAX 888-5859
email: ade@atlanticcompanies.com
www.atlanticcompanies.com



April 16, 2015

Board of Selectmen
Town Hall Building
10 Nickerson Avenue
Middleborough, MA 02346

**RE: *WRPD Application – Gas Line Installation
Benson Street – Middleborough, MA
ADE Project #2518.36***

Dear Board Members:

Enclosed please find our invoice for Professional Services that were rendered on your behalf during our March 16, 2015 through April 15, 2015 billing period.

This invoice reflects completion of our initial and final reviews, including calls and coordination with the Town and gas company.

If you have any questions, please do not hesitate to call me at (508) 888-9282.

Sincerely,

ATLANTIC DESIGN ENGINEERS, INC.



Richard J. Tabaczynski, P.E.
Vice President

RJT/rp



DESIGN ENGINEERS, INC.

ENGINEERS & ENVIRONMENTAL SCIENTISTS



Invoice

For Services Through
3/16 - 4/15/15

Invoice Date:	4/16/2015
Invoice #:	15-8232
Project No.	02518.36

Bill To:
Board of Selectmen Town Hall Building 10 Nickerson Avenue Middleborough, MA 02346

Description	Hours/Qty	Rate	Amount
WRPD Application - Gas Line Installation - Benson Street - Middleborough, MA			
PE Eng'g/Plan - Richard Tabaczynski	12	100.00	1,200.00
Admin/Technical Support - Rebecca Peduzzi	1.5	45.00	67.50

If you have a dispute with this invoice, please notify us in writing within 14 days.

Project Manager

Total	\$1,267.50
Payments/Credits	\$0.00
Balance Due	\$1,267.50

P.O. Box 1051
Sandwich, MA 02563
(508) 888-9282 • FAX 888-5859
email: ade@atlanticcompanies.com
www.atlanticcompanies.com



May 18, 2015

Board of Selectmen
c/o Town Manager's Office
Town Hall Building
10 Nickerson Avenue
Middleborough, MA 02346

**RE: *WRPD Review
Oak Point Detention Basin #15 Reconstruction
Middleborough, MA
ADE Project #2518.37***

Dear Board Members:

Enclosed, please find our invoice for Professional Services that were rendered on your behalf during our April 16, 2015 through April 30, 2015 billing period.

This invoice reflects completion of our engineering review, including coordination with the design engineer.

If you have any questions, please do not hesitate to call me at (508) 888-9282.

Sincerely,

ATLANTIC DESIGN ENGINEERS, INC.



Richard J. Tabaczynski, P.E.
Vice President

RJT/tp



DESIGN ENGINEERS, INC.

ENGINEERS & ENVIRONMENTAL SCIENTISTS

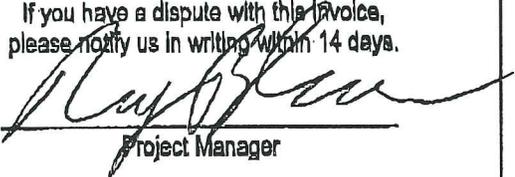


Invoice

For Services Through
4/16 - 4/30/15

Invoice Date:	5/18/2015
Invoice #:	15-8285
Project No.	02518.37

Bill To:
Town of Middleborough Board of Selectmen Town Hall Building 10 Nickerson Avenue Middleborough, MA 02346

Description	Hours/Qty	Rate	Amount
WRPD Review - Oak Point Detention Basin #15 Reconstruction - Middleborough, MA			
PE Eng'g/Plan - Richard Tabaczynski	7	100.00	700.00
Admin/Technical Support - Rebecca Peduzzi	1	45.00	45.00
<p>If you have a dispute with this invoice, please notify us in writing within 14 days.</p>  Project Manager			

Total	\$745.00
Payments/Credits	\$0.00
Balance Due	\$745.00

P.O. Box 1051
Sandwich, MA 02563
(508) 888-9282 • FAX 888-5859
email: ade@atlanticcompanies.com
www.atlanticcompanies.com



March 23, 2015

Board of Selectmen
Town Hall Building
10 Nickerson Avenue
Middleborough, MA 02346

**RE: Gravel Removal Application
Rocky Meadow Cranberry Bog
Middleborough, MA
ADE Project #2518.33**

Dear Board Members:

Enclosed please find our invoice for Professional Services that were rendered on your behalf during our February 1, 2015 through March 19, 2015 billing period.

This invoice reflects completion of our initial and final reviews.

If you have any questions, please do not hesitate to call me at (508) 888-9282.

Sincerely,

ATLANTIC DESIGN ENGINEERS, INC.



Richard J. Tabaczynski, P.E.
Vice President

RJT/rp



DESIGN ENGINEERS, INC.

ENGINEERS & ENVIRONMENTAL SCIENTISTS

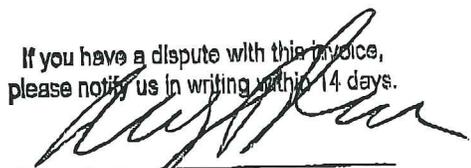


Invoice

For Services Through
2/1 - 3/19/15

Bill To:
Board of Selectmen Town Hall Building 10 Nickerson Avenue Middleborough, MA 02346

Invoice Date:	3/20/2015
Invoice #:	15-8192
Project No.	02518.33

Description	Hours/Qty	Rate	Amount
Gravel Removal Application - Rocky Meadow Cranberry Bog - Middleborough, MA			
PE Eng'g/Plan - Richard Tabaczynski	16.5	100.00	1,650.00
Admin/Technical Support - Rebecca Peduzzi	2	45.00	90.00
<p>If you have a dispute with this invoice, please notify us in writing within 14 days.</p>  Project Manager			

Total	\$1,740.00
Payments/Credits	\$0.00
Balance Due	\$1,740.00

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December 11, 2014

Board of Selectmen
c/o Town Manager's Office
Town Hall Building
10 Nickerson Avenue
Middleborough, MA 02346

**RE: *Earth Removal Application
RM Thomas Excavating
182 Plympton Street – Middleborough, MA
ADE Project #2518.31***

Dear Board Members:

Enclosed please find our invoice for Professional Services that were rendered on your behalf during our August 16, 2014 through December 10, 2014 billing period.

This invoice reflects completion of our review of multiple revised plans and submittals, preparation of multiple review letters and coordination with the design engineer.

If you have any questions, please do not hesitate to call me at (508) 888-9282.

Sincerely,

ATLANTIC DESIGN ENGINEERS, INC.

Richard J. Tabaczynski, P.E.
Vice President

RJT/rp



DESIGN ENGINEERS, INC.



Invoice

For Services Through
8/16 - 12/10/14

Bill To:
Board of Selectmen c/o Town Manager's Office Town Hall Building 10 Nickerson Ave. Middleborough, MA 02346

Invoice Date:	12/10/2014
Invoice #:	14-8579
Project No.	02518.31

Description	Hours/Qty	Rate	Amount
Earth Removal Application - RM Thomas Excavating - 182 Plympton Street - Middleborough, MA			
PE Eng'g/Plan - Richard Tabaczynski	15.5	100.00	1,550.00
Admin/Technical Support - Rebecca Peduzzi	1.5	45.00	67.50
<p>If you have a dispute with this invoice please notify us in writing within 14 days.</p>  Project Manager			

Total	\$1,617.50
Payments/Credits	\$0.00
Balance Due	\$1,617.50

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