

# **NEW BUSINESS**

**6/22/15**

COMMONWEALTH OF MASSACHUSETTS  
TOWN OF MIDDLEBOROUGH  
BOARD OF SELECTMEN (BOARD OF HEALTH)

NOTICE OF BETTERMENT AGREEMENT June 15, 2015  
NOTICE OF BETTERMENT

TO THE REGISTER OF DEEDS OF PLYMOUTH COUNTY

NOTICE is hereby given that the Board of Selectmen of the Town of Middleborough acting as a Board of Health pursuant to General Laws, Chapter 111, Section 127B 1/2 entered into a Betterment Agreement

Dated May 8, 2015 with John & Sheri Rea  
(insert date) (insert name(s) of property owner(s))

with respect to real estate located at 250 Wareham Street  
(insert address of property)

in Middleboro, Massachusetts and described in a deed recorded in the Plymouth County

Registry of Deeds in Book 14191, Page 122  
(insert book and page)

or filed as Document Number \_\_\_\_\_ with the Plymouth  
(insert document number of deed)

District of the Land Court. The purpose of the Betterment Agreement is to authorize and enable the aforesaid property owner(s) to cause the said property to be serviced properly

by a septic system funded by financial assistance from the Town of Middleborough in the sum of up to and not exceeding

Twelve Thousand Seventy & 00/100 Dollars (\$ 12,070.00 ).  
(insert amount in writing) (insert amount in numbers)

The aforesaid property owner(s) shall be responsible to pay the Town of Middleborough for all funds advanced to the owner(s) pursuant to the Betterment Agreement together with interest.

The Betterment Agreement and this Notice shall be subject to the provisions of Chapter 80 of the General Laws relative to the apportionment, division, reassessment and collection of Assessment, abatement and collections of assessments and to interest. The lien for betterment under Chapter 80, the Betterment Agreement and this Notice of Betterment Agreement shall take effect by operation of law on the day immediately following the due date of such assessment or apportioned part of such assessment.

This Notice of Betterment Agreement shall be a betterment under Chapter 80.

\_\_\_\_\_  
Allin Frawley, Chairman

\_\_\_\_\_  
Leilani Dalpe, Vice Chairman

\_\_\_\_\_  
John M. Knowlton

\_\_\_\_\_  
Diane C. Stewart

\_\_\_\_\_  
Stephen J. McKinnon

Board of Selectmen  
Town of Middleborough

**Commonwealth of Massachusetts  
County of Plymouth**

**On This \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_ before me the  
undersigned Notary Public, personally appeared \_\_\_\_\_, proved  
to me through satisfactory evidence of identification which was \_\_\_\_\_  
to be the person whose name is signed on the preceding or attached document, and  
acknowledged to me that he/she signed it voluntarily for its stated purpose(s).**

\_\_\_\_\_  
**Signature of Notary  
Caroline R. LaCroix**

**(Seal)  
My commission expires:**

## Jacqueline Shanley

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**From:** Decas, Murray & Decas <decas.murray.decas@verizon.net>  
**Sent:** Friday, June 19, 2015 11:42 AM  
**To:** Jacqueline Shanley  
**Subject:** Re: Draft Policy re BOS appointments

June 19, 2015

Jackie Shanley, Assistant to Board of Selectmen (*via email*)

RE: Board appointment policy

Dear Jackie:

I reviewed the draft policy and have the following suggestions:

- 1<sup>st</sup> line – after “on” add “, committees,”.
- 2<sup>nd</sup> line – change “where” to “whose”.
- 2<sup>nd</sup> line – add at end “as the sole appointing authority”.
- ¶1, 1<sup>st</sup> line – add “committees,” before “boards”.
- ¶2, 2<sup>nd</sup> line – add “committee,” before “board”.
- ¶2, 3<sup>rd</sup> line – add “committees,” before “boards”.
- ¶4, 1<sup>st</sup> line – add “committees,” before “boards”.

Very truly yours,

Daniel F. Murray  
Town Counsel  
DFM/s  
15-103

**From:** Jacqueline Shanley  
**Sent:** Friday, June 19, 2015 9:15 AM  
**To:** 'Allin Frawley' ; 'Steve McKinnon' ; Selectman Distribution ; Robert G. Nunes ; Daniel F. Murray  
([decas.murray.decas@verizon.net](mailto:decas.murray.decas@verizon.net))  
**Subject:** Draft Policy re BOS appointments

Good Morning All,

Attached is the draft Word version of Selectman Knowlton's proposed appointment policy.

Jackie

Jackie Shanley  
Executive Assistant to Board of Selectmen  
Town of Middleborough

## **Board of Selectmen Appointments Policy (Draft)**

Purpose: To create a healthy interest in taking part in our community on boards and commissions where members are appointed by the Board of Selectmen.

Appointment Policy for Board of Selectmen:

1. Publicly post openings (vacant seats or re-appointments) of all boards and commissions appointed by the Board of Selectmen (BOS) a minimum of 30 days prior to the appointment.
2. When a member's term is up, the BOS asks that they submit a letter of interest (or non-interest) in continuing on the board or commission to the BOS. Letters of interest will be shared with relevant boards and commissions so that they can make a recommendation to the BOS (if they wish to).
3. The BOS will review all letters of interest or non-interest for open positions.
4. The BOS will take into consideration the recommendation of individual boards and commissions regarding appointments.
5. If there is more than one letter of interest for an open position the BOS may ask interested individuals to appear before the BOS to speak to their interest in serving on a particular board. This would happen at an open meeting of the BOS, and the BOS may ask questions of individual before voting to appoint.

## MEMORANDUM

TO: Town Manager Nunes  
FROM: Members of the Economic Development Team  
RE: Project Review Committee  
DATE: April 2, 2015

At the direction of the Town Manager, the members of the Economic Development Team have developed the following Project Review Committee framework:

### Establishment

1. We recommend that the Project Review Committee be conducted by Town Manager and the members of the Economic Development Team; Town Manager, Ast. to the Town Manager, Planning Director, Director of Economic Development, Conservation Agent, Health Officer and Director of Public Works.
2. We recommend that the Building Commissioner/Zoning Enforcement Officer be added as a member of the Economic Development Team.
3. We recommend that the types of projects to be considered by the Project Review Committee include:
  - New construction in Commercial/Industrial projects
  - Change of use within zoned districts
  - Chapter 40B projects, subdivisions, condo developments
  - Or if it is in the opinion of the department head that it warrants review by the Project Review Committee
  - Earth removal permits

### Background & Recommendations

At the present time, requests are received by multiple departments. In an effort to streamline this process moving forward, we recommend that the following "process" be established.

Once a municipal department receives a filing, the department head notifies the Town Manager. The Town Manager would send out a "group email distribution" named "Project Review Committee" to alert all departments of the filing and distribute relevant material/plans for their review. The email would also schedule a meeting of the Project Review Committee.

When the Project Review Committee convenes, the filing would be reviewed. Following the review with the applicant, prior to adjournment, we recommend a de-briefing for staff to review and develop the chronological steps for the applicant to follow in the approval process.

Secondly, the verbal and written comments reviewed at the meeting will be sent electronically to the Town Manager's Office where they will be compiled into one document. This document will be sent to the applicant as well as the review engineer for zoning and planning.

We recommend that this review be considered preliminary review as it will be the responsibility of the applicant to obtain the necessary approvals from the respective boards, committees and commissions.

Other Recommendations - Proactive Approach

It is recommended that the Economic Development Team initiate a proactive approach to economic development. If staff works to secure permits linked to parcels, in an effort to produce shovel ready parcels, this information can be disseminated to applicants when they approach the Town with a proposal.