

HEARINGS, MEETINGS, LICENSES
6-30-08

(Town Seal)

The Board of Selectmen will hold a public hearing in the Selectmen's Meeting Room at the Town Hall, 10 Nickerson Avenue, Middleborough, MA on Monday, June 30, 2008 at 7:15 PM, for the purpose of discussing an application filed by Michael Camara for 27 Augustus Way, Middleborough, MA for a Special Permit under the Water Resource Protection District By-law, to allow activities within 25 feet of a bordering vegetated wetland, including building a 14' x 28' wrap around deck at the back left corner of the house. The project will be using sauna tubes, dug with a hand held motorized auger. All extra material to be hauled off site. Silt fence is already installed from the construction of the house along the upper bank of the pond. The property is currently located in Zone 4 of the Water Resources Protection District. The activities are proposed on Assessors Map 63, Lot 2156. Anyone wishing to be heard on this matter should appear at the time and place designated.

Adam M. Bond
Patrick E. Rogers
Steven P. Spataro
Marsha L. Brunelle
Muriel Duphily
BOARD OF SELECTMEN

Publish: June 5, 2008

Bill: Michael E. Camara
27 Augustus Way
Middleboro, MA 02346

(TOWN SEAL)

A public hearing will be held in the Selectmen's Meeting Room in the Town Hall, 10 Nickerson Avenue, Middleborough, MA on Monday June 30, 2008 at 8 PM , under the "Town of Middleborough - Regulations for the Operation of Taxi Cabs' to discuss the request made by Superior Taxi for a change in taxi cab fares. Anyone wishing to be heard on this matter should appear at the time and place designated.

Adam Bond
Patrick Rogers
Steve Spataro
Marsha Brunelle
Muriel Duphily
BOARD OF SELECTMEN

Publish: June 19, 2008

Bill: Maurice DeLongchamps
Superior Taxi
453 Center Street
Middleboro, MA 02346
508 947-2424

TO: Board of Selectmen
FROM: Andrea Priest
RE: Tax Abatement Program
DATE: April 9, 2008

Enclosed are four (4) documents addressing the Tax Work Off Program.

- 1.) Program Information
- 2.) Application
- 3.) Timeline
- 4.) Time Sheets

There are several issues to discuss:

The terminology which should be consistent throughout.

Examples:

Senior Volunteer Tax Relief Abatement Program

Tax Work Off Program

Senior Work Off Abatement

Or any combination of such

The number of available positions. I have written 10 as a suggestion on the Program Information guidelines. Firstly, I thought it would be good to pilot a manageable, successful program than to create one that is too big. Secondly, the Town needs the tax payments. I did not want to jeopardize the success of the program if it significantly reduced the Town's income.

Some towns require a "Means Testing" and that is still to be determined. I do feel it is important that income documentation be held in the strictest confidence.

Some towns have a requirement that the "Assessed property value as of January cannot exceed circuit breaker guidelines" I have not included that requirement in any of the paperwork.

I would be glad to meet with the Board to discuss these issues and as discussed, to oversee the program. For the record, The Town of Middleborough accepted this Chapter and Section at the June 6, 2005 Annual Town Meeting, authorizing the Board of Selectmen to establish a program and guidelines to implement the program. It was voted under Article 19 listed in the 2005 Town Report. The vote is on page 59.

Sincerely,

Andrea M. Priest

Senior Volunteer Tax Relief Program Timeline

Middleborough

<u>January</u>	<u>September 1st</u>	<u>October 1st</u>	<u>November 1</u>
<p>Volunteers begin Working in departments.</p> <p><u>February to August</u></p> <p>Volunteers continue working. Problems reported to Senior Center Director by volunteer or Department Head</p> <p><u>September</u></p> <p>Senior Center does Outreach for next year's Program in newsletter and press releases</p>	<p>End of volunteer work Period for current fiscal Year</p> <p><u>By September 15th</u></p> <p>Department Head Certifies time sheets, by Completing certification Form for volunteer and gives to Senior Center Director with completed volunteer evaluation.</p> <p>Volunteer completes Program evaluation and Gives to Senior Center Director.</p> <p>(Tax credit not given unless certifications and evaluations completed by this date)</p> <p>Applications for the following year available.</p>	<p>Completed Certifications given to Town Assessor</p> <p><u>October</u></p> <p>Senior Center distributes request letters and job description forms to Department Heads for the following year's program</p> <p>Department Heads inform Senior Center Director in writing if they want the same volunteer for next year's program</p>	<p>Deadline for submission of application</p> <p>Volunteers screened for eligibility and interviewed for placement</p> <p>Introductory meeting is Scheduled with Department Head and Prospective volunteer</p> <p>CORI checks are done. Volunteers furnish documentation of income</p> <p><u>By December 15th</u></p> <p>Senior Center sends letters to Department Heads and volunteers informing them of placement</p>

Middleborough Senior Volunteer Tax Relief Abatement Program
Tax Work Off Program
Program Information

Purpose:

To allow qualified Middleborough taxpayers to perform volunteer community service for participating Town departments in order to receive an abatement on their property tax.

Availability:

There will be 10 available positions on a first come basis.
Applicants are eligible for one year only unless there are positions that remain open.

Eligibility Criteria:

Taxpayer must:

- be sixty (60) years of age or older as of January 1
- own and occupy the property as their principal residence
- have resided in Middleborough for at least five (5) years
- be current with their tax payments
- possess and identify employable skills
- complete a CORI check

Means Testing:

Verification of income will be held in strict confidence on file at the COA and not released to Dept Heads

Job Placement:

Available positions will be determined by department heads.
Applicants will be interviewed by the Department Heads before approval is complete.
There will be a two-week probationary period to assess the appropriateness of placement.

Compensation:

State's Minimum Wage

Conditions of Participation:

Maximum amount of abatement is \$750.00 per fiscal year
Only one volunteer abatement, per household, per year
Individuals who have been volunteering in the Department will have first priority at placement depending on their skills and the needs of Town Departments
Taxpayers must reapply each year
Applicants must be willing to complete an emergency contact form
All work must be completed by September 15th

Termination:

Repeated unexcused absences will result in termination from the program

Application Procedure:

Applications will be available beginning September 15th and must be filed by November 1
Applications are available at and submitted to the Middleborough Council on Aging

Contact information:

Andrea Priest, Middleborough COA, 508-946-2490

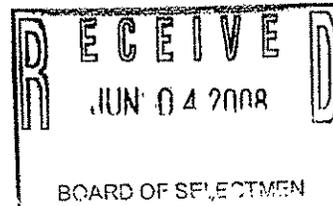
EMERGENCY RESPONSE SYSTEMS

PLANNING AND TRAINING SPECIALISTS

7 BONNIE LANE
KINGSTON, MA 02364
(781) 585-8572
ersone@aol.com

AUSTIN R. SENNETT
President

Middleboro Board of Selectmen
Town Hall
10 Nickerson Avenue
Middleboro, MA 02346



Re: Fire Chiefs Assessment Process

Date: May 30, 2008

Dear Board Members

My name is Austin Sennett and I am President of Emergency Response Systems (ERS). Emergency Response Systems is in the business of providing customer specific Fire Department hiring and promotional assessment processes for the positions of Fire Chief, Deputy Chief and Fire Department Officer. I recently reviewed information related to the Town Of Middleboro Fire Chiefs opening and hope that the following is helpful.

I am the former Director of Continuing Education for the National Fire Protection Association and have been in the business of fire department employee development for over thirty years. ERS provides site specific assessment process and our processes are developed for the specific needs of the communities with whom we partner. Our process begins with a thorough job analysis that is designed to specifically identify what the community expects from the position and the new hire. We use a *portfolio assessment process* that evaluates candidates' relevant experience, education, personal and professional contributions. We then utilize interactive exercises to assess demonstrated behaviors related to identified key job dimensions.

Given the complexities now faced by today's Fire Officers we feel that, in addition to technical knowledge and experience, key job dimensions such as Initiative, Communication Skills, Problem Analysis, Interpersonal Relations, Planning and Organization and Leadership must be measured by a process that provides the best opportunity to predict the success of a candidate in directing, managing and leading others.

Enclosed is a brief description of our company, the key people involved in making your assessment process a success, an outline of how we approach an assessment process and a partial list of municipalities and Fire Department customers. I look forward to meeting with you to discuss our assessment process and how it can be applied to the needs of the Town of Middleboro and the Middleboro Fire Department.

Very truly yours;

Austin R. Sennett, President
Emergency Response Systems

EMERGENCYRESPONSESYSTEMS

Building organizational excellence in municipal fire departments through professional assessment services and employee professional development

The Company

EMERGENCYRESPONSESYSTEMS has been in the business of fire department professional development and personnel assessment programs since 1984. Our primary work involves assisting emergency response organizations to achieve organizational excellence through selecting and developing employees as professionals and quality service providers. We have assisted communities in designing, developing, conducting, scoring and administering more than fifty personnel assessment programs. We remain a small custom business, providing customer-specific, customer-centric programs and services.

- A close professional association with a select group of human resource professionals and fire department professionals provide subject matter specialties and performance assessment.
- All of our assessment personnel are trained on site-specific, assessment methodologies prior to participating in assessment processes.
- Resumes of key staff will be provided on request.

The People

The People of *EMERGENCYRESPONSESYSTEMS* are committed to the success of your assessment and training projects and to the professional development of fire service members.

- Austin R. Sennett manages the Professional Development Division.
- Paula M. Sennett manages the test item development and analysis processes.
- Callie G. McDowell manages the organizational development processes.
- Jon Alberghini heads the Fire Ground Assessment Process.

Austin Sennett has spent 30 years in the field of emergency response education and training initiatives. He is the former Director of Education and Training for the National Fire Protection Association.

Paula Sennett has spent 23 years in secondary school administration. Since 1992, she has contributed candidate assessment tools, curriculum evaluation, staff evaluation, and curriculum development to the professional development services of ERS.

Callie Gargiulo McDowell has spent over 30 years in organization development. Callie manages organizational development and performance evaluation processes, and contributes to the design and development of training and assessment materials.

Jon Alberghini heads the Fire Ground Operational Assessment Team. He is the former Chief of the Kingston MA Fire and Rescue Department and previously served as President of the Fire Chiefs Association of Plymouth County MA.

Our Approach to Assessments

Our fundamental approach to the assessment process is based upon using appropriately educated, dedicated, and trained professionals who consistently demonstrate honesty, integrity, and fairness.

We believe that ...	Therefore, we . . .
The validity of any assessment process must start with a practical understanding of what knowledge, skills, and attitudes are essential to the job. We need to know what the organization expects its people to do and what knowledge, practices, and behaviors will be required to manage, lead, and follow.	Listen to, secure, and properly document vital information about job responsibilities before designing or developing the assessment process.
Written test items must be based upon content-specific information. No matter how well constructed, they have a tendency to rely upon a candidate's ability to "parrot" information. Therefore, written tests will be used as only one component of out integrated assessment processes. Test items must be validated, relevant, and based on specified learning objectives.	Use professionals to develop and validate test items that assess essential knowledge and understanding. Limit and, where possible, avoid "bird-based" evaluations (Test-Validate-Analyze).
A fairly-weighted, integrated, portfolio assessment process, including a structured resume review, is the most effective way to conduct an assessment process. The focus of assessment exercises is on measuring a candidate's understanding and application of identified leadership and management dimensions, together with operational responsibilities.	Use consensus to observe a candidate's ability through past (resume review process) and present (assessment exercises) methods that demonstrate behaviors in support of key job dimensions, thus providing the best opportunity to predict his or her success in directing, managing, and leading others.

Our Customers

All *EMERGENCYRESPONSESYSTEMS* customer relationships have been, are, and will continue to be based upon appropriate professional capabilities, honesty, integrity, and fairness. These are not marketing terms but represent the foundation of what *EMERGENCYRESPONSESYSTEMS* is all about—using quality, qualified, and committed people.

EMERGENCYRESPONSESYSTEMS has worked with numerous agencies and corporations in the area of needs and task analysis, curriculum, course instructional technology development and all tasks associated with the delivery of certificated and non-certified employee training programs. A partial list of those customers is included.

Since 1990, *EMERGENCYRESPONSESYSTEMS* has assisted more than 30 communities in designing, developing, conducting, scoring, and administering more than 50 personnel assessment programs. Recent Massachusetts' customers served by ERS include:

- Town of Brewster: Promotional Processes and Assessment Programs
- Town of Chatham: Fire Chief and Fire Officer Assessment Process
- Town of Duxbury: Deputy Fire Chief Assessment Process
- Town of Halifax: Fire Chief Assessment Process
- Town of Hanson: Fire Chief Assessment Process
- Town of Plymouth; Fire Chief Assessment Process
- Town of Marshfield: Fire Chief Assessment Process (Advisory)
- Town of Sharon: Fire Chief Assessment Process
- Town of Nantucket; Deputy Fire Chief Assessment Process
- Town of Plainville; Fire Chief Assessment Process
- Centerville-Osterville-Marstons Mills; Fire Officer Assessment Process

Major clients outside Massachusetts

- City of Asheville, North Carolina
- Firemen's Association of the State of New York (FASNY)
- New York State Fire Chiefs Association of Fire Chiefs; Assessment Design.

Our Customer References

Mr. Mark Sylvia, Town Manager, Town of Plymouth MA
11 Lincoln Street, Plymouth, MA 02360
Phone: (508) 746-1620 Ext: 100

Mr. Joseph Fernandes, Town Manager, Town of Plainville, MA
142 South Street, P.O. Box 1717, Plainville, MA 02762
Phone; (508) 695-3010

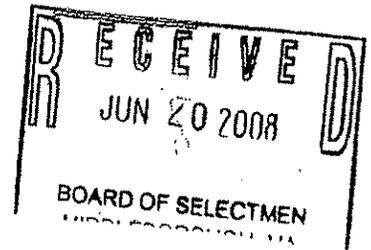
Fire Chief John Farrington; Centerville-Osterville-Marston Mills Fire District
1875 Route 28, Centerville, MA 02632
Phone; (508) 790-2375

Fire Chief Dennis Mann, Sharon MA Fire Department
92 South Main Street, Sharon, MA 02067
Phone: (781)-784-1521

Ms. Patricia Perris, Human Resources Director, Town of Nantucket, MA
16 Broad Street, Nantucket MA 02554
Phone: 508-228-7203



Town of Middleborough
CONSERVATION COMMISSION



MEMORANDUM

TO: Board of Selectmen
Planning Board

FROM: Patricia J. Cassady, Conservation Agent 

DATE: June 20, 2008

RE: Open Space Plan

This letter is in regards to the Open Space Plan Document that is to be sent to the Division of Conservation Services by June 30th, 2008. Part of this submittal requires letters of support from the Board of Selectmen, the Planning Board as well as the Southeast Regional Planning and Economic Development District (SRPEDD). The Conservation Commission is requesting these letters be drafted next week so that we can get the draft open space plan into DCS since this is a critical step in applying for Self-Help funds from the State and for other departments in town such as the Parks Department and the Historical Commission in allowing them to apply for grants as well.

Attached you will find a copy of the Open Space Plan and an example letters of support from the 1998 Open Space Plan.

If you have any questions, don't hesitate to contact the office at 508-946-2406

Thank you

pjc

CRANBERRY CAPITAL
OF THE WORLD



Phone: (508) 946-2405
FAX: (508) 946-0058

Town of Middleborough

Massachusetts

BOARD OF SELECTMEN

Keith Barnicoat
Pamela M. Desrosiers
Ellen O. Grant
Emil A. Maksy, Sr.
Stephen D. Morris

Sample

June 10, 1998

Rosemarie Correia, Agent
Conservation Commission
Town Hall
Middleborough, MA 02346

Re: Open Space Plan

Dear Rose:

You informed the Board of Selectmen that the changes previously recommended by the Board of Selectmen have been incorporated into the Open Space Plan. The Plan has to be submitted to the Division of Conservation Services immediately upon receipt of a letter from the Board of Selectmen that they are in agreement with the Goals and Objectives set forth in the Plan.

The Board voted, on June 9, 1998, to support the Goals and Objectives of the Open Space Plan.

Sincerely,

Keith Barnicoat, Chairman
BOARD OF SELECTMEN

KB:d
cc: Board of Selectmen