

**Finance Committee Meeting
Agenda & Meeting Packet**

March 9th, 2022

6:30 PM

Meeting will be held at the Municipal Building
2nd floor, Council Chambers
355 East Central Street

A NOTE TO RESIDENTS: All citizens are now welcome to attend public board and committee meetings in person. Additionally, in an effort to maximize citizen engagement opportunities, citizens will be able to continue to participate remotely via phone OR Zoom. The meetings will also be [live-streamed by Franklin TV](#) and shown on Comcast Channel 11 and Verizon Channel 29.

- **Link to access meeting:** March 9, 2022 Finance Committee Meeting [HERE](#) -- Then click "Open Zoom"
 - Or copy and paste this URL into your browser: <https://us02web.zoom.us/j/81841752688>
 - **Call-In Phone Number:** Call 1-929-205-6099 and enter Meeting ID # **818 4175 2688** --Then press #
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Agenda

1. Call to Order
2. Public Comment
3. Approval of Minutes
 - a. [February 9, 2022](#)
4. Presentation: Department of Public Works
5. Stabilization Fund Balances as of 3-2-2022
6. Adjourn



Finance Committee

Meeting Date: February 09, 2022

Present: Chairman Dowd, Vice Chairman Conley, Clerk Corbosiero, Grace, Keophangga (remote), Riley, Kasberg, Hansen

1. **Call to Order:** 6:31 PM
2. **Public Comments - None**
3. **Biennial review of the Town of Franklin Financial Policies**
 - a. Removed 100,000 open space annual contribution – CPA funds can be used in a similar way go forward
 - b. Added budget stabilization
 - c. Incorporate marijuana excise tax into operating budget
4. **FY22 Capital Plan Operating Budget Revenues Sheet Analysis & Discussion**
 - a. Proposed Town Administrator FY22 Capital Plan – certified free cash \$4,470,514
 - i. Snow and Ice Removal - \$800,000
 - ii. OPEB Trust Fund - \$447,000
 - iii. Fields Stabilization - \$150,000
 - iv. Budget Stabilization - \$1,000,000
 - b. Remaining free cash – \$2,073,514
 - c. Town Department Requests
 - i. School Department - \$701,000
 - ii. Town Clerk - \$10,425
 - iii. Facilities (Town Projects) - \$100,000
 - iv. Fire Department - \$340,822
 - v. Police Department - \$351,861
 - vi. Public Works - \$540,000
 - vii. Water Enterprise Funds - \$2,347,000
 - viii. Sewer Enterprise Funds - \$1,000,000
5. **General Business**
 - a. Approval of Minutes: January 12, 2022 – passed 8-0
 - b. Stabilization Account update – no further discussion
 - c. Future Agenda Items
 - i. March 9th – DPW
 - ii. April 20th – cancel this meeting
 - iii. Joint Budget Sub Committee meeting – March 10th
6. **Adjourn 7:13 p.m.**

Public Works Budget Overview

Funding, Staffing & Regulations!!!

Derek Adams, Environmental Affairs Superintendent
Doug Martin, Water & Sewer Superintendent
Kathy Mooradd, Admin & Budget Manager

Franklin Finance Committee

March 9th, 2022

Franklin, At a Glance

- **Population: 33,500**
- **290 “lane-miles” of roadways**
- **Total Land: 27 Square Miles**
 - 4 Square Miles of Impervious Area
- **Drinking water supply from groundwater**
- **160 miles of water works**
- **148 miles of sewer works**
- **128+ Miles of Drain Pipe**
 - 7,000+ Catch Basins
 - 600+ Outfalls
 - 200+ Treatment Basins



Public Works Overview (FY 23)

Operating Budget:

General Fund: \$ 6,137,230.00

Utilities: \$ 14,605,328.00

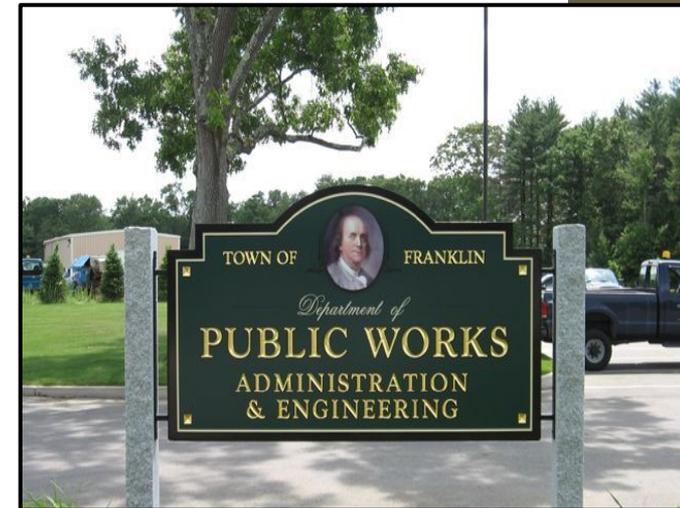
***Total:* \$ 20,742,558.00**

7 Divisions - 60 plus employees

Capital Budget:

\$ + / - 5,000,000.00

*Chapter 90, Annual Capital App.,
Water & Road Improvements Program
Grants, ARPA, Rebuild America, etc...*



Administration Division

Operating Budget:

General Fund: \$ 442,139.00

- Engineering
- GIS
- Construction design, oversight & inspections
- Permitting
- Process utility billings
- Grant writing
- Budgeting and Forecasting
- Payroll
- Street lights



Grounds Division

Operating Budget:

General Fund: \$ 1,116,576.00

- Maintenance of all ballfields at Parks and Schools
- Maintenance of the grounds for all Public Buildings and Schools
- Care and Maintenance of all street trees
- No funding plan for the extensive maintenance of the Town's trail system



Highway Division

Operating Budget:

General Fund: \$ 1,406,237.00

- Roadway and Sidewalk Maintenance
- Snow Removal Operations
- Signs
- Line Painting
- Does NOT include any funds for new road construction.
 - *\$40 million backlog in roadwork!*
 - *\$750,000.00 backlog in town parking lot maintenance*
 - *New Pavement Management plan in FY24*



Central Motors

Operating Budget:

General Fund: \$ 918,835.00

- Maintenance of all Town vehicles, Public Works, Police, Fire, Facilities & Town Staff
- 167 registered vehicles



Snow and Ice

Operating Budget:

General Fund: \$ 1,056,500.00

- Clearing of over 190 miles of roadway and 60 miles of sidewalks
- 16 salting routes
- Uses 5-year average cost
- Over 100 pieces of equipment (Town & hired) during a snow event
- Underfunded in operational budget.

Town has used Free Cash/Capital Funds to supplement in the past



Stormwater Division / Utility

Operating Budget:

General Fund: \$979,416.00

- Street Sweeping
- Culvert Maintenance/Improve drainage
- Flood mitigation
- Catch Basin Cleaning
- Regulatory Compliance / Monitoring
- Public Outreach / Education
- Retention Pond, Forebay and Rain Garden Maintenance
- Curbside leaf pickup (future)

FY24 is expected to be a \$2-\$3 million obligation !!!



Solid Waste and Recycling Utility

Operating Budget:

Utility: \$ 2,566,955.00

General Fund: \$ 217,528.00

- 9,600 Customers curbside pick-up
- 3,000 Recycling Center customers



Wastewater Utility

Operating Budget:

Utility: \$5,363,318.00

- 7,750 Customers
- 120 Miles of sewer mains
- 3,300 sewer manholes
- 23 lift stations
- Avg Daily Use, 2.7 Million Gallons



Drinking Water Utility

Operating Budget:

Utility: \$6,675,054.00

- 9,700 Customers
- 160 miles of water mains
- 13 wells
- 2 treatment facilities
- 6 water tanks, 13 million storage
- 7 booster stations
- 686 backflow devices
- Avg Daily Use, 2.6 Million Gallons



Funding & Cost Concerns

- *Expenses versus Personnel Costs*
+/- 70% Expenses
- *Inflation 7.0%*
- *Volatility in product costs; salt, gas, etc.*
- *New Funding / Grants: ARPA, Building America, & Grove St.*
- *Procurement and Bidding Uncertainty*
- *Availability of Materials, Products and Parts*



Staffing & Worker Concerns

- *Increased Responsibilities*
- *Reduced Staff*
- *Changing Workforce*
 - Economy and Inflation
 - Benefits
 - Availability
 - Retainage
- *License Requirements*
 - CDL
 - Water / Wastewater Licenses
- *Contractors / Outsourcing*
- *Collective bargaining contract ends June 30, 2022*



Regulatory Concerns



- *Drinking Water Quality*

- Iron and Manganese
- PFAS

- Franklin tests show we have met ALL standards and are currently not a concern. Continuing to sample on a regular basis per DEP regulations. But who knows in the future.

- *MS4 Permit*

- Increasing requirements year to year
- Phosphorus Control Plan

Cost Impacts, Forecasting, Stabilization and Planning to Meet Permit Requirements !!!

Summary

Issues are not going away

Gone after “Low Hanging Fruit”

- Water and Sewer Upgrades
- Asset Management Planning
- Use of technology
- “Outsourcing” as warranted
- Improved equipment
- Improved workforce

Questions?



Date: March 3, 2022
To: Jamie Hellen, Chris Sandini & Alecia Alleyne
From: Kerri Bertone
Subject: Stabilization Fund Balance

Through January 2022

● General Stabilization	6,644,777.61
● Recreation Fields	639,170.08
● Open Space Acquisition	2,546,557.97
● Budget Stabilization	1,044,122.65
● Property Acquisition	291,588.33
● Fire Trust Stabilization	16,930.57
● MECC Stabilization	470,123.38
● OPEB	10,279,674.13