

**Finance Committee Meeting
Agenda & Meeting Packet**
Wednesday, November 8, 2023
7:00 PM

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

A NOTE TO RESIDENTS: All citizens are welcome to attend public board and committee meetings in person. Meetings are also live-streamed (and archived) by Franklin TV on the [Franklin Town Hall TV YouTube channel](#). Meetings are also shown live and on repeat on Comcast Channel 9 and Verizon Channel 29. In an effort to maximize citizen engagement opportunities, citizens can participate remotely via phone OR Zoom.

Link to access meeting via Zoom for the November 8, 2023 Finance Committee meeting:

- Zoom Link [HERE](#) -- Then click "Open Zoom".
- Or copy and paste this URL into your browser: <https://us02web.zoom.us/j/83364089608>
- Call-In Phone Number: Call 1-929-205-6099 and enter **Meeting ID # 833 6408 9608** --Then press #
- Please be sure to include your name in order to be identified and let into the meeting.
- You will automatically be muted upon "entering" the meeting. In order to speak, you will need to "raise your hand" on the Zoom platform and request to be unmuted.

Agenda

1. Call to Order
2. Public Comment
3. FY24 Budget Amendment
 - a. [Town Administrator memo, revised budget document and backup materials](#)
4. Future Agenda Items
5. Recurring Business:
 - a. Approval of Minutes - *None scheduled*
 - b. [Stabilization Account Balance](#)
6. Adjourn

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



Phone: (508) 520-4949
www.franklinma.gov

OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

November 3, 2023

To: Finance Committee
From: Jamie Hellen, Town Administrator
Amy Frigulietti, Deputy Town Administrator

Re: Fiscal Year 2024 (FY24) Budget Adjustment

We are requesting the Finance Committee support the amendment to the FY24 Town operating budget and recommend the changes to the full Town Council for their approval prior to setting the annual tax rate on November 21, 2023. This proposal amends the final budget approved in June 2023.

Five-Year Fiscal Forecast Update

We drafted a five-year forecast, with assumptions, for FY25-FY29. Please review the forecast that was presented at the [August 2, 2023 Joint Budget Subcommittee](#) (JBSC). At the October JBSC, we gave high level revenue trends throughout Quarter 1 of FY24. The next forecast will be in 2024.

Revenue Adjustments

The following is a summary of the proposed revenue adjustments to the FY24 operating budget. The total revenue downgrade figure is \$310,491.

1. According to the Assessor's final approval, the town will need to downgrade "New Growth" figures by \$158,380 due to less investment in personal and commercial property improvements. After a few record breaking New Growth years, it appears the economy is beginning to show signs of slowdown.
2. Cumulatively, Local Receipts are on target through Quarter 1 (9/30/23) but we are requesting a downgrade by \$150,000 to reflect three trends:
 - a. Building fees have not met projections through September due to fewer overall permits, as well as the types of permits for smaller construction projects.
 - b. Hotel tax will likely slightly decline due to the Commonwealth's lack of a firm commitment for the entire fiscal year in funding the 6% local option tax for the hotel temporarily housing migrant families through the state's Emergency Assistance Shelter Program. That said, the state has recently committed to paying the local tax for 90 day durations, per family, which is good news.

We are confident the Commonwealth will be working with cities and towns throughout the fiscal year to ensure we receive as much of our revenue projections as possible; and

- c. A modest reduction in meals tax revenue to correspond with the loss of traditional hotel rooms.
3. State Aid, Assessments & Other Revenues should see an overall decrease of approximately \$2,111 after the state local aid, education, county assessment, and state budget formulas settle out. Please note the Legislature has not finalized FY24 yet, with potential overrides of the Governor's vetoes and a supplemental budget filed by Governor Healey pending.

Expense Adjustments - Decreases

The attached resolution depicts the changes within each departmental account on the voting document. A summary of proposed expense reductions are as follows:

1. Line item 123 - The Town Administrator's personnel and expense budgets will be reduced \$58,014. The total reflects the reduction in costs for the Marketing & Communications position for 8 months (\$22,514), six months of unfilled Administrative Assistant positions (\$26,500), and additional expenses that are not anticipated to materialize in the Administrator's expense budget (sign lease \$9,000). Please note the Marketing & Communications position was a joint position with the School Department, which reduced the financial obligation in the school budget as well. The benefits for that position was reduced in line item 910, as the town budget included the benefits for this position.
2. Line item 390 - Tri-County School will be reduced \$100,553 due a decrease in Franklin students attending the school, thus our assessment was lower.
3. Line item 910 - Benefits to be reduced \$148,257 due to fewer health insurance subscribers and an increase in employees on the high deductible plan.

Expense Adjustments - Increases

1. Create a Disability Commission line item and add \$1,000 to the budget for expenses. As many of you know, the Commission has spearheaded an annual fair with vendors and activities. For some reason, the Commission has never had a line item in the budget. The Town should be funding expenses for the conference and have funds like all of the other boards and committees in town.
2. Add \$5,000 to the Elections budget for a pilot to test a new voting tabulator machine. The Clerk hopes to test this out in the March primary to evaluate its effectiveness for the money.

Stormwater Adjustment-Decrease

As this is the 1st year with a Stormwater Enterprise Fund, we propose reducing the Stormwater budget by \$200,000 and plugging the gap with County ARPA funds to ensure the Town can depict to DOR a solvent enterprise fund with a small and proper surplus at the close of the fiscal year.

Please let us know if you have any questions.

TOWN OF FRANKLIN
FISCAL YEAR 2024 REVENUE AND CONTROL SHEET

	FINAL FY22	FINAL FY23	COUNCIL APPROVED FY24	REVISED PROPOSED FY24	REVISED INCREASE/ (DECREASE)
TAX LEVY					
Prior Year Levy Limit plus 2 1/2%	\$ 82,753,293	\$ 85,955,821	\$ 89,436,897	\$ 89,436,897	\$ -
New Growth	1,106,044	1,299,688	1,270,305	1,111,925	(158,380)
	83,859,337	87,255,509	90,707,202	90,548,822	(158,380)
DEBT EXCLUSIONS					
Horace Mann Issue #1	101,880	93,600	-	-	-
Keller-Sullivan	408,750	390,910	376,050	376,050	-
Horace Mann Issue #2	305,200	290,000	280,000	280,000	-
High School Issue #1	2,880,663	2,881,163	2,878,163	2,878,163	-
High School Issue #2	151,438	149,813	151,563	151,563	-
	3,847,930	3,805,486	3,685,776	3,685,776	-
TOTAL POTENTIAL TAX LEVY	87,707,267	91,060,995	94,392,978	94,234,598	(158,380)
STATE REVENUE					
Chapter 70 School Aid	28,574,921	28,885,721	29,191,961	29,191,961	-
Charter School Reimbursements	365,403	971,965	1,019,377	1,032,630	13,253
Unrestricted Aid	2,715,673	2,862,319	2,953,914	2,953,914	-
All Other Net of Offsets	379,107	414,166	426,733	426,733	-
	32,035,104	33,134,171	33,591,985	33,605,238	13,253
OTHER REVENUES					
Local Receipts - General Fund	9,413,451	10,606,309	12,606,309	12,456,309	(150,000)
Host Community Agreement	600,000	335,295	-	-	-
J&J Opiod Settlement	-	67,505	-	-	-
	10,013,451	11,009,109	12,606,309	12,456,309	(150,000)
OTHER AVAILABLE FUNDS					
Net Budget Stabilization / Other Transfers			250,000	250,000	-
Enterprise Fund (Indirects)	1,214,000	1,255,000	1,593,000	1,593,000	-
	1,214,000	1,255,000	1,843,000	1,843,000	-
TOTAL REVENUES & OTHER FUNDS	130,969,822	136,459,275	142,434,272	142,139,145	(295,127)
ASSESSMENTS & OTHER VOTES					
School Choice	328,176	496,436	428,014	426,028	(1,986)
State Assessments	480,465	502,519	528,947	528,947	-
County Assessment	240,493	246,505	255,963	255,963	-
Charter School Assessment	5,025,758	5,544,108	5,857,406	5,874,756	17,350
Provision for Abatements & Exemptions	634,944	729,733	650,000	650,000	-
Subsequent Votes	600,000				-
	7,309,836	7,519,301	7,720,330	7,735,694	15,364
TOTAL NET REVENUE	123,659,986	128,939,974	134,713,942	134,403,451	(310,491)
LESS: TOTAL GENERAL FUND BUDGET	(123,605,718)	(128,902,599)	(134,704,275)	(134,403,451)	300,824
UNUSED LEVY	\$ 54,268	\$ 37,375	\$ 9,667	\$ -	\$ (9,667)

**TOWN OF FRANKLIN
FY 2024 OPERATING BUDGET**

OPERATING BUDGET	ORIGINAL FINAL FY22	ORIGINAL FINAL FY23	COUNCIL APPROVED FY24	REVISED PROPOSED FY24	REVISED INCREASE/ (DECREASE)
111 Town Council expenses	4,000	4,000	6,000	6,000	-
	4,000	4,000	6,000	6,000	-
123 Town Administration salaries	390,485	400,473	633,816	584,802	(49,014)
expenses	33,750	138,082	53,782	44,782	(9,000)
	424,235	538,555	687,598	629,584	(58,014)
131 Finance Committee expenses	1,500	1,500	1,500	1,500	-
	1,500	1,500	1,500	1,500	-
135 Comptroller salaries	493,285	502,005	702,487	702,487	-
expenses	75,150	81,300	85,800	85,800	-
	568,435	583,305	788,287	788,287	-
141 Assessors salaries	327,321	335,504	368,198	368,198	-
expenses	99,900	99,900	104,900	104,900	-
	427,221	435,404	473,098	473,098	-
147 Treasurer-Collector salaries	390,892	388,647	442,959	442,959	-
expenses	91,105	91,105	91,105	91,105	-
	481,997	479,752	534,064	534,064	-
151 Legal salaries	109,736	112,479	125,105	125,105	-
expenses	60,000	60,000	60,000	60,000	-
	169,736	172,479	185,105	185,105	-
152 Human Resources salaries	174,261	245,815	260,903	260,903	-
expenses	53,650	34,750	38,650	38,650	-
	227,911	280,565	299,553	299,553	-
155 Information Technology salaries	37,500	37,645	36,952	36,952	-
expenses	307,706	384,597	457,215	457,215	-
	345,206	422,242	494,167	494,167	-
161 Town Clerk salaries	208,014	208,516	235,340	235,340	-
expenses	20,550	19,650	20,850	20,850	-
	228,564	228,166	256,190	256,190	-
164 Elections & Registration salaries	15,000	33,629	19,480	19,480	-
expenses	31,800	42,700	55,700	60,700	5,000
	46,800	76,329	75,180	80,180	5,000
176 Appeals Board expenses	8,000	10,000	9,000	9,000	-
	8,000	10,000	9,000	9,000	-
177 Planning & Growth Management salaries	316,227	401,481	445,416	445,416	-
expenses	32,300	32,300	32,300	32,300	-
	348,527	433,781	477,716	477,716	-
184 Agricultural Commission expenses	1,000	1,000	1,000	1,000	-
	1,000	1,000	1,000	1,000	-
192 Public Property & Buildings salaries	2,861,523	3,084,165	3,312,437	3,312,437	-

expenses	4,400,000	4,539,000	5,172,200	5,172,200	-
	7,261,523	7,623,165	8,484,637	8,484,637	-
196 Central Services expenses	118,700	150,500	161,000	161,000	-
	118,700	150,500	161,000	161,000	-
Subtotal, General Government	10,663,355	11,440,743	12,934,095	12,881,081	(53,014)
210 Police salaries	5,751,420	6,013,217	6,652,746	6,652,746	-
expenses	296,340	316,140	332,331	332,331	-
	6,047,760	6,329,357	6,985,077	6,985,077	-
220 Fire salaries	5,921,247	6,099,525	6,529,173	6,529,173	-
expenses	520,500	563,063	654,000	654,000	-
	6,441,747	6,662,588	7,183,173	7,183,173	-
225 Regional Dispatch expenses	435,074	610,664	958,670	958,670	-
	435,074	610,664	958,670	958,670	-
240 Inspection salaries	426,676	352,645	432,336	432,336	-
expenses	22,712	22,712	14,512	14,512	-
	449,388	375,357	446,848	446,848	-
292 Animal Control expenses	77,700	80,700	92,700	92,700	-
	77,700	80,700	92,700	92,700	-
Subtotal, Public Safety	13,451,669	14,058,666	15,666,468	15,666,468	-
300 Town Schools	67,820,825	70,220,825	71,989,431	71,989,431	-
390 Tri-County Regional School	2,449,637	2,540,198	2,775,000	2,674,447	(100,553)
395 Norfolk Aggie	37,250	66,660	66,660	66,660	-
Subtotal, Education	70,307,712	72,827,683	74,831,091	74,730,538	(100,553)
422 DPW-Highway Dept salaries	2,042,745	2,150,496	2,053,118	2,053,118	-
expenses	3,358,640	3,669,550	3,956,650	3,956,650	-
	5,401,385	5,820,046	6,009,768	6,009,768	-
TOTAL DPW - Hwy	5,401,385	5,820,046	6,009,768	6,009,768	-
510 Health salaries	205,235	263,485	294,711	294,711	-
expenses	41,500	48,400	48,400	48,400	-
	246,735	311,885	343,111	343,111	-
535 Disability Commission expenses	-	-	-	1,000	1,000
	-	-	-	1,000	1,000
541 Council on Aging salaries	334,595	474,119	607,649	607,649	-
expenses	6,100	6,700	33,100	33,100	-
	340,695	480,819	640,749	640,749	-
543 Veterans Services salaries	73,814	91,281	106,393	106,393	-
expenses	13,700	11,115	11,115	11,115	-
veterans assistance	160,000	165,000	165,000	165,000	-
	247,514	267,396	282,508	282,508	-
Subtotal, Human Services	834,944	1,060,100	1,266,368	1,267,368	1,000
610 Library					

salaries	687,373	780,524	810,468	810,468	-
expenses	352,000	277,000	282,000	282,000	-
	1,039,373	1,057,524	1,092,468	1,092,468	-
630 Recreation					
salaries	327,986	346,258	463,765	463,765	-
expenses	273,400	273,400	277,000	277,000	-
	601,386	619,658	740,765	740,765	-
690 Historical Museum					
salaries	29,708	29,708	73,928	73,928	-
expenses	1,000	1,000	3,000	3,000	-
	30,708	30,708	76,928	76,928	-
691 Historical Commission					
expenses	4,000	4,000	4,000	4,000	-
	4,000	4,000	4,000	4,000	-
695 Cultural Council					
expenses	15,000	15,000	25,000	25,000	-
	15,000	15,000	25,000	25,000	-
696 Cultural District Committee					
expenses	1,000	1,000	1,000	1,000	-
	1,000	1,000	1,000	1,000	-
Subtotal, Culture & Recreation	1,691,467	1,727,890	1,940,161	1,940,161	-
710 Retirement of Debt					
non-excluded	2,249,400	2,180,000	1,897,000	1,897,000	-
excluded	2,138,500	2,194,000	2,175,000	2,175,000	-
	4,387,900	4,374,000	4,072,000	4,072,000	-
750 Interest					
non-excluded	690,739	688,679	587,478	587,478	-
excluded	1,709,430	1,611,485	1,520,775	1,520,775	-
	2,400,169	2,300,164	2,108,253	2,108,253	-
Subtotal, Debt Service	6,788,069	6,674,164	6,180,253	6,180,253	-
Benefits:					
910 Retirement & Pension	6,693,600	7,183,210	7,501,821	7,501,821	-
Health/Life Insurance Benefits	3,486,500	3,520,825	3,853,000	3,704,743	(148,257)
Retired Teacher Health Insurance	810,000	800,000	570,000	570,000	-
Non-GIC School Retirees	1,055,000	1,107,750	1,145,000	1,145,000	-
Workers Compensation	530,000	500,000	550,000	550,000	-
Unemployment Compensation	150,000	120,000	110,000	110,000	-
Medicare	341,250	341,250	341,250	341,250	-
OPEB	700,000	750,000	800,000	800,000	-
Compensation Reserve	64,227	270,272	230,000	230,000	-
	13,830,577	14,593,307	15,101,071	14,952,814	(148,257)
945 Liability Insurance	636,540	700,000	775,000	775,000	-
	636,540	700,000	775,000	775,000	-
Subtotal, Benefits & Insurance	14,467,117	15,293,307	15,876,071	15,727,814	(148,257)
TOTAL ALL BUDGETS	123,605,718	128,902,599	134,704,275	134,403,451	(300,824)
Surplus/(Deficit)	54,268	37,375	9,667	-	(9,667)
ENTERPRISE FUNDS:					
434 Solid Waste Disposal					
salaries	120,800	99,955	132,806	132,806	-
expenses	2,543,000	2,467,000	2,682,833	2,682,833	-
	2,663,800	2,566,955	2,815,639	2,815,639	-
440 Sewer					

salaries	768,946	802,798	935,104	935,104	-
expenses	497,950	530,750	554,750	554,750	-
charles river assessment	3,376,800	3,291,760	3,430,990	3,430,990	-
OPEB	6,000	6,000	9,810	9,810	-
principal & interest	599,700	373,010	1,084,173	1,084,173	-
	5,249,396	5,004,318	6,014,827	6,014,827	-
450 Water					
salaries	1,434,375	1,479,850	1,694,900	1,694,900	-
expenses	2,251,700	2,290,000	2,428,000	2,428,000	-
OPEB	16,000	16,000	18,045	18,045	-
principal & interest	2,889,204	2,674,432	2,665,437	2,665,437	-
	6,591,279	6,460,282	6,806,382	6,806,382	-
460 Stormwater					
salaries			334,117	334,117	-
expenses			700,000	500,000	(200,000)
	-	-	1,034,117	834,117	(200,000)
TOTAL ENTERPRISE FUNDS	14,504,475	14,031,555	16,670,965	16,470,965	(200,000)
TOTAL OPERATING BUDGET	138,110,193	142,934,154	151,375,240	150,874,416	(500,824)

Town of Franklin



Nancy Danello
Town Clerk

Office of Town Clerk
355 East Central Street
Franklin, Massachusetts 02038-1352
(508) 520-4900
E-mail: ndanello@franklinma.gov

Notary Public
Election Administrator
Justice of the Peace

To: Town Administrator and Finance Committee

From: Nancy Danello, Town Clerk

Re: **Lease Request ImageCast Central High-Speed Tabulator**

Contract Cost: \$5,000.00 for the Presidential Primary 3/5/2024 and \$5,000.00 for the State Election 11/5/2024 (Not needed for the Sept. Election)

Reason: With the expansion of Early Voting and Vote by Mail in Massachusetts, the Secretary of the Commonwealth has approved Early Tabulation as a method of counting ballots received prior to Election Day. One of the reasons we have taken advantage of this in Franklin is due to the time it takes to process each ballot. It takes 10 seconds to process each ballot with our current Imagecast tabulators and with the expansion of early voting and voting by mail, it's becoming extremely difficult. The high-speed tabulator processes approximately 100 ballots per minute.

In the 2020 Presidential Election, we processed 14,458 (70% of votes cast) Early Voted Ballots which was an extremely time consuming and labor-intensive process, resulting in a sharp increase in election related costs. With the amount of early/mail in ballots that come in during a presidential election and now with at least greater than 50% of our votes coming in by mail in any given election, the high-speed tabulator can handle the volume in a more efficient manner and will ultimately be more cost effective.

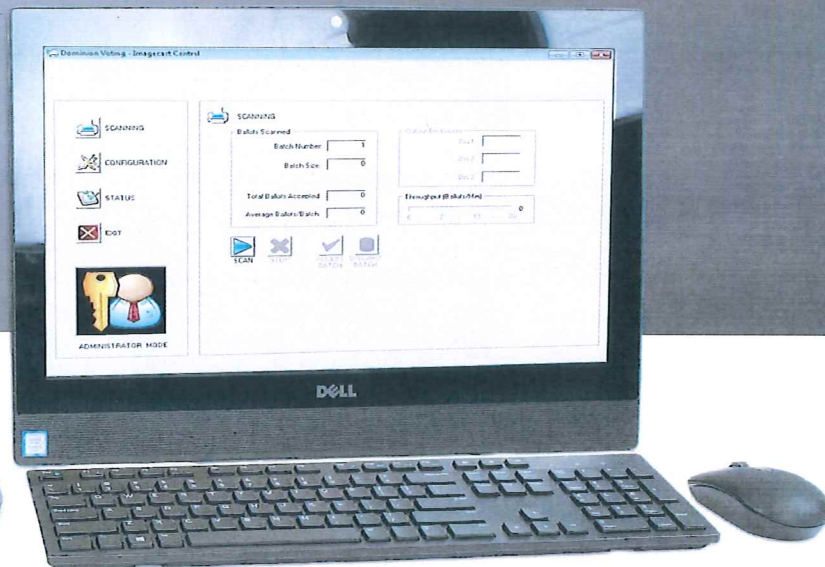
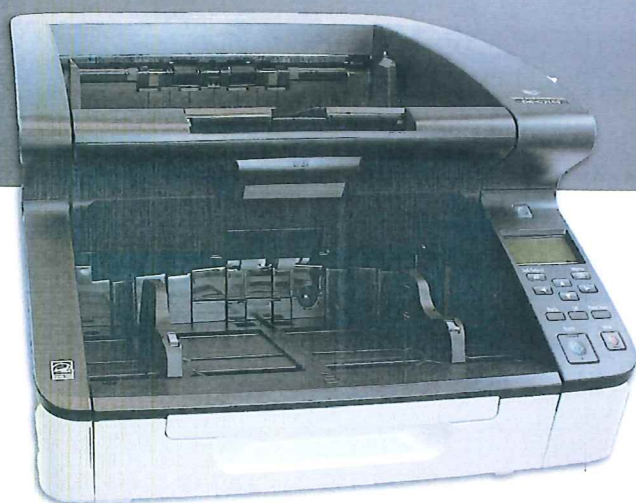
The equipment is built to be used in conjunction with our Imagecast tabulators and RTR reporting software, so it all works seamlessly and doesn't require the need to purchase or lease any other system. It also allows voters/poll watchers to view the process in a centralized location.

*See attached documents

Thank you for your time and consideration.

IMAGECAST® CENTRAL

Efficient & Scalable
Central Count System.



EFFICIENT

Uses industry-leading COTS hardware to decrease costs and minimize risk of failure.



SIMPLE

Intuitive software that uses touchscreen navigation and requires minimal training.



FLEXIBLE

Modular and scalable to an election of any size - meeting the needs of all jurisdictions.



SECURE

Meets EAC security standards to preserve integrity and auditability.

Get in touch

1. 888. LHS. VOTE
info@lhsassociates.com
www.lhsassociates.com



FEATURES & BENEFITS



Streamline Central Count Processes

- Ballots, scanned in batches, are processed based on jurisdictional requirements and preferences.
- Once scanned, ballots with out-stack conditions are automatically sent to the Adjudication application for digital ballot review.



Engineered Simplicity

- The operator loads a batch and presses “scan” - simple! When the batch is complete, the operator presses “accept” - easy!
- Simple set-up procedures and easy to follow maintenance schedules ensure ongoing performance throughout your election cycles.



System Flexibility To Meet All Needs

- Provides ample flexibility to meet the needs of small, medium and large jurisdictions.
- Ability to add multiple commercial scanners to increase efficiency without breaking the bank.



Scanning Reliability

- Features AuditMark® ballot image auditing capability that retains a secure digital image of every ballot cast.
- Can be used in conjunction with the Adjudication digital ballot review application.



SCALABLE & EFFICIENT

The ImageCast® Central is the most **cost-effective system that offers efficiency, scalability and flexibility**; no matter the size or complexity of the jurisdiction.



"The new system has enhanced our ability to deliver efficient elections for the citizens of Denver. We achieved our key objectives, which included innovating the voter's experience, increasing operational efficiencies, and enhancing transparency."

*Amber McReynolds, former Director of Elections,
Denver Elections Division*

"The HiPro has been a reliable workhorse for us. In November 2018 we scanned 2.5 million ballot cards on the HiPro in the same amount of time it took us to scan 500,000 cards on a different system in 2016. I have no hesitation in recommending the HiPro to other election officials as a solution."

*Scott O. Konopasek, Assistant Registrar
Contra Costa County California*



The ImageCast® Central tabulates paper ballots, quickly, accurately, and transparently. Engineered for simplicity, the system images each ballot, documents all marks, and appends the digital ballot image with an AuditMark summary of voter selections. COTS hardware decreases capital costs and minimizes hardware risks. When paired with our **ImageCast® Adjudication**, ballots that require voter intent resolution are handled efficiently and transparently, helping you maintain maximum throughput with minimal effort.

Get in touch

1. 888. LHS. VOTE
info@lhsassociates.com
www.lhsassociates.com





Company Address 8A Industrial Way
Unit 100
Salem, NH 03079
US

Created Date 10/17/2023

Quote Number 00001439

Contact Information

Prepared By Brenda L'Italien
Title Director of Business Development
Phone (978) 651-2511
Email bcm@lhsassociates.com

Customer Name Franklin
Contact Name Nancy Danello
Title Town Clerk
Email ndanello@franklinma.gov

Address Information

Bill To Name Franklin
Bill To 355 East Central Street
Franklin, MA 02038

Product Code	Product	Product Description	Sales Price	Quantity	Total Price
DVS-205	ImageCast Central Bundle (Rental)		\$5,000.00	1.00	\$5,000.00
E99-99	Shipping/Handling/Delivery Charge	Shipping and Handling	\$100.00	1.00	\$100.00

Subtotal \$5,100.00

Total Price \$5,100.00

Signature

By signing below, you are acknowledging that the above pricing is accurate and within budget, and that you are ready to move forward with the official purchase and contract initiation:

Customer Signature: _____

Printed Name & Title: _____

Date: _____

Anticipated First Use Date: _____

* includes 2 hour training session



Company Address 8A Industrial Way
Unit 100
Salem, NH 03079
US

Created Date 10/17/2023
Quote Number 00001440

Contact Information

Prepared By Brenda L'Italien
Title Director of Business Development
Phone (978) 651-2511
Email bcm@lhsassociates.com

Customer Name Franklin
Contact Name Nancy Danello
Title Town Clerk
Email ndanello@franklinma.gov

Address Information

Bill To Name Franklin
Bill To 355 East Central Street
Franklin, MA 02038

Product Code	Product	Sales Price	Quantity	Total Price
DVS-205	ImageCast Central Bundle (Rental)	\$5,000.00	1.00	\$5,000.00

Subtotal \$5,000.00
Total Price \$5,000.00

Signature

By signing below, you are acknowledging that the above pricing is accurate and within budget, and that you are ready to move forward with the official purchase and contract initiation:

Customer Signature: _____

Printed Name & Title: _____

Date: _____

Anticipated First Use Date: _____

Massachusetts Elections Calendar

March 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	1	2
		<p>5:00 p.m. last day and hour to apply for mail-in ballot for presidential primary. G. L. c. 54, §25B</p> <p>5:00 p.m. last day and hour to file petitions to form a County Charter Commission with the SOC. G. L. c. 34A, §3</p> <p>5:00 p.m. last day for a person running in a state primary to enroll in a party or for a person running only in a state election to unenroll from a party, except for newly registered voters, for all offices except federal. G. L. c. 53, §48</p> <p>Last day to post warrant for presidential primary. G. L. c. 39, §10</p>			<p>Last day of in-person early voting for presidential primary. G. L. c. 54, §25B</p> <p>Last day to test computer tabulating program for presidential primary. 950 CMR 54.01</p>	
3	4	5	6	7	8	9
	<p>For federal offices only: 5:00 p.m. last day and hour for a person running in a state primary to enroll in a party or for a person running only in a state election to unenroll from a party, except for newly registered voters. G. L. c. 53, §6 G. L. c. 53, §48</p> <p>Presidential Primary</p>				<p>Last day for City and Town Clerks to mail presidential primary results to the SOC. G. L. c. 53, §70F</p>	
10	11	12	13	14	15	16
17	18	19	20	21	22	23
Evacuation Day (Suffolk County Only)						
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Massachusetts Elections Calendar

November 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	31	1	2
		5:00 p.m. last day and hour to apply for mail-in ballot for state election. G. L. c. 54, §25B Last day to post warrant for state election. G. L. c. 39, §10 G. L. c. 54, §63			Last day of in-person early voting for state election. G. L. c. 54, §25B Last day to test computer tabulating program for state election. 950 CMR 54.02	
3	4	5	6	7	8	9
	State Election. G. L. c. 54, §62					
10	11	12	13	14	15	16
Veterans' Day					5:00 p.m. last day and hour to submit recount petitions and district-wide recount petitions for certification of signatures with Registrars of Voters. G. L. c. 54, §135 All overseas ballots postmarked by election day must be received by clerks. G. L. c. 54, §95	
17	18	19	20	21	22	23
		5:00 p.m. last day and hour to file state-wide and district-wide recount petitions with the SOC. G. L. c. 54, §135 5:00 p.m. last day and hour to submit initiative petitions for certification of signatures to Registrars of Voters. G. L. c. 53, §7 Last day for election results of cities and towns to be transmitted to the SOC. G. L. c. 54, §112				
24	25	26	27	28	29	30
Last day for Registrars of Voters to complete recount (except state-wide and district wide recounts). G. L. c. 54, §135			Thanksgiving Day			
1	2	3	4	5	6	7
Last day for Registrars of Voters to complete certification of signatures on initiative petitions. G. L. c. 53, §7		5:00 p.m. last day and hour to file initiative petitions with the SOC. Amend. Art. LXXIV				



TOWN OF FRANKLIN RESOLUTION 23-58

APPROPRIATION: General Fund Appropriations, Transfers and Adjustments FY24

PURPOSE: To transfer and adjust the FY24 General Fund appropriations as follows:

			Increase
<u>Dept #</u>	<u>Department</u>	<u>Appropriation</u>	<u>(Reduction)</u>
123	Town Administrator	Salaries	\$ (49,014.00)
123	Town Administrator	Expenses	(9,000.00)
164	Elections	Expenses	5,000.00
390	Tri-County School	Expenses	(100,553.00)
535	Disability Commission	Expenses	1,000.00
910	Benefits	Expenses	(148,257.00)
			\$ (300,824.00)

FINANCE COMMITTEE ACTION

Meeting Date: **Vote:** **Recommended Amount:**

MOTION: Be It Moved and Voted by the Town Council that transfers and adjustments that in total amount to a net reduction in the FY24 General Fund operating budget of Three Hundred Thousand Eight Hundred and Twenty-Four Dollars (\$300,824) be made to the appropriations and in the amounts described above.

This resolution shall become effective according to the provisions of the Town of Franklin Home Rule Charter.

DATED: _____, 2023

VOTED: _____

UNANIMOUS: _____

A TRUE RECORD ATTEST:

YES: _____ **NO:** _____

ABSTAIN: _____ **ABSENT:** _____

RECUSED: _____

Nancy Danello, CMC
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

**TOWN OF FRANKLIN****RESOLUTION NO.:** 23-59**APPROPRIATION:** Stormwater Enterprise Fund Appropriation Reduction FY24**TOTAL REDUCTION:** \$ 200,000

PURPOSE: To reduce the FY24 Stormwater Enterprise Fund appropriation by a total of \$200,000 as follows:

Contractual Services	\$114,000.00
Other Professional Services	\$86,000.00
	\$200,000.00

FINANCE COMMITTEE ACTION**Meeting Date:****Vote:****Recommended Amount:****MOTION**

Be It Moved and Voted by the Town Council that the FY24 Stormwater Enterprise Fund appropriations be reduced by the sum of Two Hundred Thousand Dollars (\$200,000) as described above.

This resolution shall become effective according to the provisions of the Town of Franklin Home Rule Charter.

DATED: _____, 2023

VOTED:

UNANIMOUS _____

YES _____ NO _____

ABSTAIN _____

ABSENT _____

RECUSED: _____

A True Record Attest:

Nancy Danello, CMC
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

Date: November 1, 2023
To: Jamie Hellen & Chris Sandini
From: Kerri Bertone
Subject: Stabilization Fund Balance and Three (3) year Comparison

Through September 30, 2023

	FY2022	FY2023	FY2024
General Stabilization	6,382,112.56	6,271,550.45	6,516,123.90
Recreation Fields	622,523.50	752,163.83	934,758.24
Open Space Acquisition	2,492,665.16	2,430,548.04	2,538,027.94
Budget Stabilization	1,016,929.49	1,958,667.80	3,042,124.36
Property Acquisition	283,994.19	276,972.37	289,103.51
Fire Trust Stabilization	16,489.61	16,081.93	116,553.19
MECC Stabilization	457,879.51	867,223.58	887,731.86
OBEB	10,033,153.30	10,009,424.83	12,126,061.19
Statewide Opioid Settlement	-	-	131,329.66