

**FRANKLIN TOWN COUNCIL  
MINUTES OF MEETING  
April 7, 2021**

A meeting of the Town Council was held on Wednesday, April 7, 2021, at the Municipal Building, 2<sup>nd</sup> Floor, Council Chambers, 355 East Central Street, Franklin, MA; residents could attend and participate via the Zoom platform. Councilors present: Andrew Bissanti, Brian Chandler, Robert Dellorco, Cobi Frongillo, Melanie Hamblen (via Zoom), Glenn Jones, Thomas Mercer. Councilors absent: Matthew Kelly, Deborah Pellegri. Administrative personnel in attendance: Jamie Hellen, Town Administrator; Mark Cerel, Town Attorney (via Zoom); Chrissy Whelton, Assistant to the Town Administrator.

**CALL TO ORDER:** ► Chair Mercer called the meeting to order at 7:00 PM. All paused for a moment of silence and recited the Pledge of Allegiance.

**ANNOUNCEMENTS:** ► Chair Mercer reviewed that due to the continued concerns regarding the COVID-19 virus and Governor Baker's declared State of Emergency, we will be conducting a remote/virtual Town Council meeting for all public access and participation. The public will not be permitted to enter the building or participate in person. Only pre-approved participants on the meeting agenda will be allowed to enter the building and participate in person. In an effort to ensure citizen engagement and comply with open meeting law regulations, citizens will be able to dial into the meeting using the provided phone number, or citizens can participate by clicking on the link provided on the agenda. The provided link and phone number will be active for the duration of the meeting for citizens to ask questions/voice concerns. If residents are just interested in watching the meeting, it will also be live-streamed by Franklin TV and shown on Comcast Channel 11 and Verizon Channel 29. This meeting is being recorded by Franklin TV and may also be recorded by others. He stated that Councilor Hamblen would be participating remotely, and Councilor Kelly and Councilor Pellegri would not be attending tonight's meeting.

**CITIZEN COMMENTS:** None.

**APPROVAL OF MINUTES: *March 17, 2021.*** ► **MOTION to Approve** the March 17, 2021 meeting minutes by **Dellorco. SECOND** by **Jones. No discussion.** ► **ROLL CALL VOTE: Bissanti-YES; Chandler-YES; Dellorco-YES; Frongillo-YES; Hamblen-YES; Jones-YES; Mercer-YES.** ► **VOTE: Yes-7, No-0, Absent-2.**

**PROCLAMATIONS/RECOGNITIONS:** None.

**APPOINTMENTS:** None.

**SUBCOMMITTEE REPORTS:**

- a. **Capital Budget Subcommittee.** ► Councilor Dellorco stated that the subcommittee met; the money spent was spent wisely. The next meeting is scheduled for early/mid-May.
- b. **Budget Subcommittee.** ► Mr. Hellen stated that the next meeting is scheduled for April 12, 2021, at 5:30 PM, for a joint Budget Subcommittee meeting with the School Committee and Finance Committee.
- c. **Economic Development Subcommittee.** ► Councilor Hamblen stated they met tonight; they talked about a proposed ladybug trail that will connect history, art, and nature downtown. They also discussed the business guide that Ms. Anne Marie Tracey developed. The EDC will meet again to discuss the Community Planning Grant and think about zoning for the downtown and around the train station.

**HEARINGS: 7:10 PM.** ► **Street Acceptances: Union Meadows Road, Laurinda Lane, Brandywine Drive, Charles Drive from Station 0+00 to Station 2+51.71.** ► Chair Mercer declared the hearing open. He stated that the Town Council will talk about Union Meadows Road and Laurinda Lane first, then they will

discuss the remaining roads. ► Mr. Hellen reviewed that the Town has a street acceptance program, and they are trying to chip away at the over 100 unaccepted streets in Franklin; this is the latest batch of streets. The benefit is that if the Town accepts a road as public, the Town is responsible to maintain the road, and the Town adds those road miles onto the footprint when applying to the state to receive Chapter 90 funding. He stated that the Town gets about \$1.0 million per year from Chapter 90 money, currently. ► Town Engineer Michael Maglio noted that Union Meadows Road and Laurinda Lane have been recently developed; the Planning Board has released all the bonds and voted unanimously to recommend approval of these streets. ► Town Councilors asked questions. ► In response, Mr. Maglio reviewed that these streets went through the normal street acceptance process; therefore, they are ready to be accepted in a timely manner. The older streets from the 1980s and 1990s that have yet to be accepted take extra work to complete the street acceptance process. ► Mr. Cerel noted that the driver to street acceptance is a street acceptance plan to take to the Registry; on some of the older subdivisions, those plans were not created, and they are expensive and time consuming for the Town to create. ► Mr. Maglio explained extending the life of roads and funding for the maintenance of roads. ► Mr. Hellen stated that every five years a conditions' plan for roads is done; there is a \$40 million backlog of roads to be repaired to get the roads up to a good condition. He noted that the Town tried to chip away at this a few years ago with a \$1.5 million override just for road repair, but it failed. ► Mr. Cerel explained there is a legal obligation favorable to developers regarding road acceptances. ► Councilor Dellorco stated that roads need to be plowed for emergency vehicles and the Town gets more Chapter 90 money; the Town has a legal obligation. ► Chair Mercer stated that there are citizens who are taxpayers living on the streets who deserve to get their streets plowed, maintained, trash picked up, etc. ► Councilor Bissanti stated his concern that some older streets still have not been accepted while some newer streets have jumped ahead and are obtaining street acceptance. ► Ms. Karen Landers, 117 Union Street, asked if there was a listing of streets that have not been approved. ► Mr. Cerel stated there is a list; there are about 60 to 70 subdivision streets that have not yet been accepted. ► Ms. Jane Calloway-Tripp, 607 Maple Street, said that she is for having the roads accepted. She questioned that the taxes received from the gas stations in Franklin go to road care such as plowing, maintenance, and pot hole fixing. As well, part of the taxes received from the hotel off King Street is supposed to be going to roads. She stated that if all that money is being received for roads, why are there such bad roads in Town; where is the tax money going? ► Mr. Hellen responded that the state has a gas tax, and they disperse the money through the legislative process. Chapter 90 money is the allotment received from the state for roadwork; the Town does not have a local gas tax and there is no option for one. He stated that her statement about hotel tax is correct. The money is collected through the Commonwealth and the Town gets a disbursement. ► Chair Mercer confirmed there is no local tax on gas stations that comes back to the Town. He stated the Town Council will now discuss Brandywine Drive, Charles Drive from Station 0+00 to Station 2+51.71. ► Mr. Cerel reviewed the arcane processing for laying out and accepting roads from the 1800s. He stated that it has never been modernized. When the modern subdivision came along, the process for accepting streets was the same. Through legislation, a simplified process for accepting streets was allowed for Franklin which has enabled the Town to chip away at the backlog. He stated that the Planning Board on Monday night rejected the process of accepting Brandywine Drive and Charles Drive from Station 0+00 to Station 2+51.71. Without their approval, the Town cannot go forward with the process. The Town will have to go back and do it the old-fashioned practice and resubmit it. Therefore, this item under Legislation for Action cannot be taken tonight. ► Councilor Bissanti stated that this was a 40B project. ► Mr. Cerel stated that it does not matter for this purpose. ► Chair Mercer declared the public hearing closed.

**LICENSE TRANSACTIONS: None.**

**PRESENTATIONS/DISCUSSIONS:** ► *Department of Public Works - Brutus Cantoreggi, DPW Director and Staff.* ► Mr. Cantoreggi introduced department staff: Town Engineer Michael Maglio, Stormwater and Environmental Affairs Superintendent Derek Adams, Water and Sewer Superintendent Doug Martin, Assistant Water and Sewer Superintendent Jake Standley, Highway and Grounds Superintendent Carlos Rebelo, Assistant Town Engineer Brooke Cotta, Office Administrator Kathy Mooradd, and GIS Coordinator

Kate Sjoberg. He narrated a slideshow presentation. He reviewed that in Franklin there are about 290 “lane-miles” of roadway, 27 square miles of total land, 160 miles of water works, 148 miles of sewer works, and 128+ miles of drain pipe. The overall Public Works FY21 Operating Budget is as follows: General Fund is approximately \$5.0 million, and Utilities is approximately \$12.8 million. The Capital Budget is approximately \$3.6 million. There are seven divisions and 60-plus employees. He reviewed the Administration Division and noted the Operating Budget: General Fund \$579,235. He reviewed the Grounds Division and noted the Operating Budget: General Fund \$1,117,129. He reviewed the Highway Division and noted the Operating Budget: General Fund \$1,269,394. He reviewed Central Motors and noted the Operating Budget: General Fund \$812,354. He reviewed Snow and Ice and noted the Operating Budget: General Fund \$1,056,500. He reviewed Solid Waste and Recycling and noted the Operating Budget: Utility \$2,471,858 and General Fund \$178,537. He reviewed the Sewer Division and noted the Operating Budget: Utility \$4,757,610. He reviewed the Water Division and noted the Operating Budget: Utility \$5,628,192. He discussed the new water treatment plant which will be completed in May 2021; it is budgeted for \$13 million. ► Town Council members thanked the DPW for their good work and asked questions. ► Mr. Cantoreggi confirmed that keeping vehicle maintenance in house is cost efficient and good for timeliness. He discussed the maintenance of the Sculpture Park. He stated the priority is safety of all the grounds; the aesthetics for the Sculpture Park are on his radar. He confirmed the dog park is under the purview of the DPW. ► Councilor Bissanti questioned the process for a dog park for little dogs. ► Mr. Cantoreggi discussed possibly fencing off an area for a small dog park. ► Councilor Hamblen agreed with the need for a dog park area for small dogs and suggested fencing would be good. She noted the Recycling Center is great. ► Chair Mercer thanked the DPW for their great work.

#### **LEGISLATION FOR ACTION:**

**Note:** Two-Thirds Vote requires six votes; Majority Vote requires majority of members present and voting.

**a. *Resolution 21-13: Capital FY21 (Motion to Approve Resolution 21-13 - Majority Roll Call Vote).***

► Councilor Jones read the resolution. ► **MOTION to Approve** Resolution 21-13: Capital FY21 by **Dellorco. SECOND** by **Hamblen. Discussion:** ► Mr. Hellen stated this Capital Plan was approved unanimously by the Finance Committee. He stated that this is round 1 of the FY21 Capital Program. He stated that all department heads are at tonight’s meeting to answer any questions. ► Town Council members asked questions. ► Councilor Dellorco noted that it was a tough year and there was a lot that did not get approved for the departments. He thanked the department heads and their teams for doing a great job. ► In response to questions, Mr. Cantoreggi stated there are no new vehicles. He reviewed the vehicles that the water and sewer superintendent and assistant superintendent are driving. ► Councilor Frongillo asked why the police vehicles are replaced at 90,000 miles. ► Police Chief Thomas Lynch explained the vehicle replacement policy of 80,000 miles and noted the great amount of idling time. ► Councilor Hamblen congratulated the Fire Department on their grant of approximately \$19,000. ► Mr. Hellen stated that \$275,000 will be included in his operating budget from the marijuana assessments from NETA; by July 1<sup>st</sup> the DPW will have \$525,000 to use toward the King Street/Grove Street intersection. ► Ms. Miriam Goodman, School Business Administrator, reviewed the warranty on the special education van which is 3-year/36,000 miles bumper-to-bumper and 5-year/60,000 miles on drive train. ► Chair Mercer stated the complete project to do the intersection inclusive of the lights would be approximately \$1.3 to \$1.5 million. ► **ROLL CALL VOTE: Bissanti-YES; Chandler-YES; Dellorco-YES; Frongillo-YES; Hamblen-YES; Jones-YES; Mercer-YES. ► VOTE: Yes-7, No-0, Absent-2.**

**b. *Resolution 21-14: OPEB Trust Funds Transfer (Motion to Approve Resolution 21-14 – Majority Roll Call Vote).***

► Councilor Jones read the resolution. ► **MOTION to Approve** Resolution 21-14: OPEB Trust Funds Transfer by **Dellorco. SECOND** by **Hamblen. Discussion:** ► Mr. Hellen stated that this is officially part of the Capital Plan; however, the rules are a little different to put the money into the account. There is a need for this resolution. He noted this is OPEB Trust Fund continued funding 10

percent of Free Cash. ► **ROLL CALL VOTE: Bissanti-YES; Chandler-YES; Dellorco-YES; Frongillo-YES; Hamblen-YES; Jones-YES; Mercer-YES.** ► **VOTE: Yes-7, No-0, Absent-2.**

- c. Resolution 21-15: Free Cash to Stabilization Accounts Transfers (Motion to Approve Resolution 21-15 - Majority Roll Call Vote).* ► Councilor Jones read the resolution. ► **MOTION to Approve Resolution 21-15: Free Cash to Stabilization Accounts Transfers by Dellorco. SECOND by Hamblen. Discussion:** ► Mr. Hellen stated that this is the annual appropriation from Free Cash into the Field Stabilization Account; \$150,000 is recommended. He explained that the Town usually saves up for a decade for replacement. ► Councilor Dellorco stated that he receives many compliments on the fields. ► Chair Mercer noted that Franklin has three turf fields. He applauded the efforts of everyone involved in moving the turf fields forward when they did. ► **ROLL CALL VOTE: Bissanti-YES; Chandler-YES; Dellorco-YES; Frongillo-YES; Hamblen-YES; Jones-YES; Mercer-YES.** ► **VOTE: Yes-7, No-0, Absent-2.**
- d. Resolution 21-16: Water Enterprise Fund Retained Earnings to Water Line Project (Motion to Approve Resolution 21-16 - Majority Roll Call Vote).* ► Councilor Jones read the resolution. ► **MOTION to Approve Resolution 21-16: Water Enterprise Fund Retained Earnings to Water Line Project by Dellorco. SECOND by Hamblen. Discussion:** ► Mr. Hellen stated that the Town is committed to infrastructure. He discussed the Lincoln Street project; he thanked everyone for their support. ► **ROLL CALL VOTE: Bissanti-YES; Chandler-YES; Dellorco-YES; Frongillo-YES; Hamblen-YES; Jones-YES; Mercer-YES.** ► **VOTE: Yes-7, No-0, Absent-2.**
- e. Resolution 21-17: Order of Layout, Acceptance, and Taking of Union Meadows Road and Drainage Lot Parcel A and Drainage Easement (Motion to Approve Resolution 21-17 - Two-thirds Majority Roll Call Vote).* ► Councilor Jones read the resolution. ► **MOTION to Approve Resolution 21-17: Order of Layout, Acceptance, and Taking of Union Meadows Road and Drainage Lot Parcel A and Drainage Easement by Dellorco. SECOND by Hamblen. Discussion:** ► Mr. Hellen stated this resolution and Resolution 21-18 are for the two roads that are ready for acceptance per the public hearing earlier in the meeting. Legislation for Action item g will be postponed as discussed by the Town Attorney. ► **ROLL CALL VOTE: Bissanti-YES; Chandler-YES; Dellorco-YES; Frongillo-YES; Hamblen-YES; Jones-YES; Mercer-YES.** ► **VOTE: Yes-7, No-0, Absent-2.**
- f. Resolution 21-18: Order of Acceptance of Laurinda Lane as a Public Way and Related Drainage Easements (Motion to Approve Resolution 21-18 - Two-thirds Majority Roll Call Vote).* ► **MOTION to Waive the reading by Dellorco. SECOND by Hamblen. No discussion.** ► **ROLL CALL VOTE: Bissanti-YES; Chandler-YES; Dellorco-YES; Frongillo-YES; Hamblen-YES; Jones-YES; Mercer-YES.** ► **VOTE: Yes-7, No-0, Absent-2.** ► **MOTION to Approve Resolution 21-18: Order of Acceptance of Laurinda Lane as a Public Way and Related Drainage Easements by Dellorco. SECOND by Hamblen. No discussion.** ► **ROLL CALL VOTE: Bissanti-YES; Chandler-YES; Dellorco-YES; Frongillo-YES; Hamblen-YES; Jones-YES; Mercer-YES.** ► **VOTE: Yes-7, No-0, Absent-2.**
- g. Resolution 21-20: Order of Acceptance of Brandywine Road and Portion of Charles Drive as Public Ways and Related Drainage and Utility Easements (Motion to Approve Resolution 21-20 - Two-thirds Majority Roll Call Vote).* ► Chair Mercer stated this item will not be voted on tonight.
- h. Resolution 21-21: Authorization for Town Administrator to Promulgate a Complete Streets Policy (Motion to Approve Resolution 21-21 - Majority Roll Call Vote).* ► Councilor Jones read the resolution. ► **MOTION to Approve Resolution 21-21: Authorization for Town Administrator to Promulgate a Complete Streets Policy by Dellorco. SECOND by Hamblen. Discussion:** ► Mr. Hellen stated that about one month ago there was a discussion on this at the Town Council meeting, and it seemed like there was complete support for a complete streets program. This is a first step in coming up with an

infrastructure master plan for pedestrian safety, bike lanes, sidewalks, connectivity from parks, etc. He stated this was chosen to be done as an administrative policy; it can also be done as a bylaw. He noted that it is likely the policy will be changed in the future; therefore, it is easier to make changes to an administrative policy. ► Councilor Chandler pointed out that some people do not want their streets to be complete streets. He noted that it is not always feasible or practical for every road. ► Councilor Hamblen stated that a lot of people are for this to get families place to place safely and to connect people together. ► **ROLL CALL VOTE: Bissanti-YES; Chandler-YES; Dellorco-YES; Frongillo-YES; Hamblen-YES; Jones-YES; Mercer-YES. ► VOTE: Yes-7, No-0, Absent-2.**

- i. Bylaw Amendment 21-868: Chapter 185, Zoning Article V, Special Regulations - First Reading (Motion to Move Bylaw Amendment 21-868 to a Second Reading - Majority Roll Call Vote).* ► Councilor Jones read the bylaw amendment. ► **MOTION to Move** Bylaw Amendment 21-868: Chapter 185, Zoning Article V, Special Regulations to a Second Reading by **Dellorco. SECOND** by **Hamblen. Discussion:** ► Mr. Hellen stated that a few months ago they did some technical cleanups in the stormwater bylaw. This change has no connection with any stormwater fee or money. This is being done because this is in the Town's zoning bylaws, and it was required to go before the Planning Board for a public hearing; it was passed by the Planning Board unanimously. ► Councilor Bissanti asked if this was the mechanism for the billing. He asked if by letting this in, does it have to do with the framework for a billing system that could be implemented. ► Mr. Hellen stated that it has nothing to do with the billing structure or billing cycle. ► **ROLL CALL VOTE: Bissanti-NO; Chandler-YES; Dellorco-YES; Frongillo-YES; Hamblen-YES; Jones-YES; Mercer-YES. ► VOTE: Yes-6, No-1, Absent-2.**
- j. Bylaw Amendment 21-871: Chapter 82, Municipal Service Fees, Amended at Section 82-6 Schedule of Service Fees, Subsection A. Administration - Second Reading (Motion to Adopt Bylaw Amendment 21-871 - Majority Roll Call Vote).* ► Councilor Jones read the bylaw amendment. ► **MOTION to Adopt** Bylaw Amendment 21-871: Chapter 82, Municipal Service Fees, Amended at Section 82-6 Schedule of Service Fees, Subsection A. Administration by **Dellorco. SECOND** by **Hamblen. Discussion:** ► Mr. Hellen stated that this is the second reading for allowing a new permit to be put into the licensing system to allow for temporary food truck event permits on private property. ► Councilor Chandler confirmed this is for private property only. ► Mr. Hellen reviewed the location in Franklin that food trucks are allowed on public property. He confirmed two events days per week are allowed by this bylaw amendment. He noted a sketch will be required to know where the trucks will be parked and what kind. He stated that the enforcement would be through Chief of Police, Building Commissioner, and Board of Health. ► Councilor Hamblen thanked the Town staff for putting this together. It is another way to help businesses. ► Councilor Bissanti stated that it is still too restrictive for food trucks. ► **ROLL CALL VOTE: Bissanti-YES; Chandler-YES; Dellorco-YES; Frongillo-YES; Hamblen-YES; Jones-YES; Mercer-YES. ► VOTE: Yes-7, No-0, Absent-2.**
- k. Bylaw Amendment 21-873: Chapter 139, Sewer Use Regulation Update - First Reading (Motion to Move Bylaw Amendment 21-873 to a Second Reading - Majority Roll Call Vote).* ► Councilor Jones read the bylaw amendment. ► **MOTION to Move** Bylaw Amendment 21-873: Chapter 139, Sewer Use Regulation Update to a Second Reading by **Dellorco. SECOND** by **Hamblen. Discussion:** ► Mr. Hellen stated that this is a required bylaw change and a housecleaning item in the Town Code relative to the Charles River Pollution Control District. ► **ROLL CALL VOTE: Bissanti-YES; Chandler-YES; Dellorco-YES; Frongillo-YES; Hamblen-YES; Jones-YES; Mercer-YES. ► VOTE: Yes-7, No-0, Absent-2.**

**TOWN ADMINISTRATOR'S REPORT:** ► *COVID-19 Update.* ► Mr. Hellen stated that the first municipal aggregation report was received. The residents of Franklin saved \$106,000 in November for electricity costs and saved \$120,000 in December. This information is also available on the Town's website.

Passport renewals will resume on May 5<sup>th</sup>. On July 1<sup>st</sup> he hopes to have a parttime employee who does only passports. He is also looking to have a passport photo booth in the Town Hall. He stated that Verizon has notified the Town they will be taking their five-year option and staying in Franklin for five more years. He reviewed the \$201,000 Housing Choice Grant for the Franklin Ridge Affordable Housing Project that was permitted; this is the first monetary grant applied for and it was obtained. He noted \$20,000 going to the Fire Department and \$41,000 was received from a grant from the Department of Mental Health to augment services advocates provide to the Police Department. He stated that Ms. Anne Marie Tracey was successful in getting a \$188,000 downtown pop-up store grant which may be able to provide some great amenities for the summer. As part of the grant, she will buy tables and chairs. There is a lot to be worked out on this. He thanked the Town of Wrentham for working with Franklin on this. He reviewed the Citizen Discounts and Exemptions handout which provides ways citizens can save money. It is also available on the Town's website.

**FUTURE AGENDA ITEMS:** ► Councilor Frongillo stated his item is about how to safely invite people back to the downtown this summer. ► Councilor Bissanti mentioned the dog park which Mr. Cantoreggi said he would address. He said that his other concern is the parking situation. He asked when Town Hall can be open again. ► Mr. Hellen said they are in process of this; he does not have a date. ► Councilor Chandler mentioned the smaller dog park and the parking issue.

**COUNCIL COMMENTS:** ► Councilor Hamblen gave condolences to the Koshivas family. She thanked Mr. Cantoreggi for the DPW presentation. ► Councilor Chandler stated that Dean College does not pay any taxes. They were sent a letter requesting that they may want to contribute with a payment in lieu of taxes; Dean College denied the request. ► Councilor Frongillo said there were some great conversations recently about police reform and sexual assault. He reviewed a scam attempt and encouraged everyone to stay vigilant. ► Councilor Bissanti stated that he attended a webinar about rescue for the homeless. He is preparing a short presentation about where people can seek help. ► Councilor Jones thanked the staff for bringing forth passport services again. He asked about the Verizon contract. ► Mr. Hellen stated that it was approximately five percent. ► Councilor Dellorco gave condolences to the Hickey family. He thanked Franklin Fire for their burn session. ► Chair Mercer thanked the administration and staff for coming forward with the beginning of the capital program.

**EXECUTIVE SESSION: None.**

**ADJOURN: ► MOTION to Adjourn by Dellorco. SECOND by Jones. No Discussion. ► ROLL CALL VOTE: Bissanti-YES; Chandler-YES; Dellorco-YES; Frongillo-YES; Hamblen-YES; Jones-YES; Mercer-YES. ► VOTE: Yes-7, No-0, Absent-2. Meeting adjourned at 9:46 PM.**

Respectfully submitted,

---

Judith Lizardi  
Recording Secretary