

2024-2025 Town Council and Town Administration Goals

October 15, 2025 End of Session Update

The following are a list of proposed goals (not in any particular order) by the Town Council and Town Administrator for the 2024-2025 session.

Finance

- Review & approve biennial Town Finance Policies.
 - Complete.
- Review annual financial audit and OPEB actuarial.
 - Complete.
- Conduct a market analysis on Chapter 82 fees for service.
 - Complete.
- Authorize and manage final allotments of ARPA federal stimulus funds.
 - Complete.
- Approve annual capital budget for FY24 and FY25.
 - Complete.
- Approve annual operating budget for FY25 and FY26.
 - Complete.
- Evaluate and discuss the need for an override through the Joint Budget Subcommittee.
 - Complete.
- Commence collective bargaining prior to contract expiration (Summer 2025).
 - Complete.
- Reevaluate and approve revised borrowing legislation for school and town facilities.
 - Complete.

Economic Development (To the EDC)

- Comply with the MBTA Communities law, including evaluating the potential of rezoning around Forge Park MBTA station.
 - Complete.
- Monitor statewide Housing Bond Bill & housing legislation relative to ADU's.
 - Complete.
- Support and codify a grease trap bylaw with the Board of Health and Sewer Department.
 - Complete.
- Discuss a 40R Bylaw.
 - In process. The concept has been discussed at several EDC meetings.
- Prioritize and/or implement recommendations from the Housing Production Plan, Franklin For All Study and townwide Master Plan (pending approval of the Master Plan by the Planning Board).
 - Complete.

- Execute Phase 1 of the branding & marketing analysis, including a refresh of the town and school websites, new Town logo design along with brand guidelines and templates, and a cleanup of the Town seal.
 - Complete.
- Continue to research and discuss a home occupation business bylaw.
 - Complete w/ final approval on October 15, 2025.
- Research zoning relative to shared kitchen spaces.
 - Complete.
- Review and approve the Franklin Crossing Neighborhood zoning district (C-1).
 - Complete w/ final approval on October 15, 2025.
- Collaborate with FPS, local, regional and statewide stakeholders to prepare for and market Franklin for the World Cup when it arrives in 2026 in Foxborough.
 - Complete.

Public Works

- Support and educate the community on the Beaver Street Interceptor project.
 - In process. DPW has held various meetings prior to construction, developed a project specific web page, and continues to update website, facebook and our interactive map weekly with the progress and areas of disturbance. The project is on time and on budget.
- Develop a strategy to prioritize town infrastructure investments, including roads, sidewalks, stormwater, sewer, water and recycling.
 - Complete. DPW gave a [comprehensive presentation on the costs of public works](#), which worsened after the failed override.
- Develop a sidewalk master plan leading to a Pedestrian Master Plan through the Franklin Greenway project.
 - Complete.
- Evaluate the need for a stormwater rate increase to meet the federal mandate.
 - Complete.
- Approve a new 5-year Water Main replacement plan.
 - Staff have completed a five-year water main plan that is ready to implement in the 2025-2030 calendar years. The Town Council and staff recognize that further progress on this goal will be unattainable due to the lack of sufficient, reoccurring revenue streams and/or staff bandwidth to achieve this goal.
- Complete the state land swap and design the Recycling Center.
 - Complete. After 14 years, the land swap has been recorded at the Registry of Deeds! Staff are exploring financing options, including state financing through Jeff Roy to cap the landfill and lay the groundwork for a recycling center. The Town Council and staff recognize that further progress on this goal will be unattainable due to the lack of sufficient, reoccurring revenue streams and/or staff bandwidth to achieve this goal.
- Implement the Water Tank Analysis Master Plan.
 - Staff have completed the Water Storage Tanks Master Plan. The Town Council and staff recognize that further progress on this goal will be unattainable due to the lack of sufficient, reoccurring revenue streams and/or staff bandwidth to achieve this goal. Additionally, the Town Council and staff recognize the shifting

and uncertain federal and state regulatory environment on PFAS. The staff will continue to apply for SRF funding for the replacement of the Hillside Tanks but due to emerging contaminants (i.e. PFAS & Lead) tank replacement projects are not being funded via SRF.

- Apply for the next phase of Complete Streets grant funding.
 - Ongoing. The Town Engineer plans to apply for funding to use for the Washington St. sidewalk extension which is currently under design.
- Continue to fund and accept public ways.
 - Ongoing. Most recently accepted streets are Bogans Way, Farrington St, Oak Tree Lane, and Maple Tree Lane.

Facilities

- Support the staff in completing the backlog of funded or partially designed projects, including:
 - Municipal Building renovation.
 - 90% complete! Punch listed items remain.
 - Hire an Owner's Project Manager (OPM) to lead the Police Station Building project.
 - Complete.
 - Restore the Cupola in the Franklin Historic Museum and hire an architect to reevaluate the Museum floor plan to create more flexible exhibit spaces.
 - Complete.
 - Replace High School visitor bleachers and soundsystem.
 - Complete.
 - Design and build the Senior Center Pavilion (also install sign lighting).
 - Complete.
 - Update the design of the Remington-Jefferson renovation.
 - Ongoing. Funding has been appropriated to hire the Owner's Project Manager as required by statute. The Town Council and staff recognize that further progress on this goal will be unattainable due to the lack of sufficient, reoccurring revenue streams and/or staff bandwidth to achieve this goal.
 - Support the King Street Memorial Park rehabilitation.
 - Ongoing. funding from the CPA has been allocated toward Phase I.
 - Collaborate with the School Department on a Comprehensive Facilities Assessment.
 - Complete.
 - Evaluate the reuse of the Davis-Thayer School by issuing a preliminary Expression of Interest and finalizing the property appraisal.
 - Complete. The next step is for the Town Council to use the site for the next Police Station or issue an RFP for housing or a mixed use facility.
 - Work with Habitat for Humanity to execute the Purchase & Sale and Renovation of the Old South Church on Washington Street.
 - Complete.
 - Apply for the next round of Green Communities grant funding.

- Ongoing. The Town applied for an energy manager grant for a part-time staff member and did not receive the grant.
 - Begin implementation toward becoming a Climate Leader Community (CLC) as defined by the state, including evaluating the hiring of a Sustainability Coordinator.
 - Staff propose to amend this goal from the list as there is no financing available to satisfy this goal. Proposed language is as follows:
 - “Begin implementation toward becoming a Climate Leader Community (CLC) as defined by the state, by applying for a [Municipal Energy Manager state grant](#), which is due January 25th, 2025 and awards given later in the Spring 2025.
 - The Town Council and staff recognize that further progress on this goal will be unattainable due to the lack of sufficient, reoccurring revenue streams and/or staff bandwidth to achieve this goal.

General Government

- Promote and educate on the new sidewalk snow removal bylaw.
 - Complete.
- Evaluate and discuss a Flag Policy.
 - Complete.
- Accept Municipal Disability Commission statute.
 - Complete.
- Execute Cannabis Control Commission’s unfunded mandates to comply with new permitting regulations and equity requirements for private cannabis companies.
 - Complete w/ final approval on October 29, 2025.
- Support School & Town Finance and HR departments’ reorganization, electronic personnel records integration, onboarding software, succession planning, MUNIS updates, and expanding LinkedIn recruiting and retention presence.
 - Complete.
- Research and evaluate a revised Family Leave policy.
 - No action to date. The Town Council and staff recognize that further progress on this goal will be unattainable due to the lack of sufficient, reoccurring revenue streams and/or staff bandwidth to achieve this goal.
- Fund and lead a townwide Polco/NRC/ICMA scientific “Citizen Satisfaction Survey” to evaluate and help prioritize policy development and strategic planning goals.
 - Complete.
- Fund and Master Plan Maple Hill and Schmidt Farm parcels.
 - Complete w/ final approval on October 15, 2025.
- Prioritize Open Space and Recreation Plan implementation goals (once approved).
 - Complete. CPA funds will be used to complete one last section of the plan, as required by the state.
- Review and approve a Public Art Display Policy and Donation Policy.
 - Complete w/ final approval on October 29, 2025.
- Establish a 250th Town Anniversary Committee.
 - Complete.

- Collaborate with Dean College to establish and build stronger relationships and support collaboration on shared initiatives.
 - The Chair and Administrator have met with the interim leadership until there is a formal leadership appointment.
- Develop a strategy for the use of opioid settlement funds.
 - Complete.

Administrative (Presentations/Discussions)

- Establish an Ad Hoc subcommittee to evaluate the Town Administrator annually.
 - Complete.
- Presentation update on the Franklin Ridge project.
 - Complete.
- Presentation on homelessness in Massachusetts.
 - Complete.
- Ad Hoc Committee for Town Charter review.
 - The staff provided a presentation on how to amend a Town Charter in the fall of 2023. The Town Council and staff recognize that further progress on this goal will be unattainable due to the lack of sufficient, reoccurring revenue streams and/or staff bandwidth to achieve this goal.

Other Accomplishments

The following are other great accomplishments that were not on the official goals list:

- Newsletter - The Town Administrator’s “Franklin First” newsletter was launched on April 18th and has released 13 bi-weekly issues as of October 15th.
- Authorization for financing and a purchase and sale for the SNETT Trail Corridor section between Grove Street and Unions Street. The Town Administrator and CSX will submit the required documents to the Surface Transportation Board. Closing is anticipated on October 15, 2025!
- The Town successfully rezoned “the Mill Store” property to enhance a rehabilitation of that parcel for housing and restaurants (and also adjacent to the future SNETT trailhead)
- Hosted an informative discussion with the Franklin Children’s Museum.
- Adopted the HERO Act local option COLA for veterans.
- Adopted the maximum senior tax abatements allowed under Massachusetts law to assist low income seniors on their tax bills.
- Initiated zoning bylaw clean ups to help businesses Commercial-2, Business and Office districts around Exit 17 to install LED signs.

- Adopted a Friendly 40B project to help ease the affordable housing crisis with a smart growth friendly project at 444 East Central Street (aka Stobbart's).
- Authorized the Town Administrator and the Town Council to send a letter to the legislature and Governor Healey in support of the Municipal Empowerment Act.
- Authorized an Intermunicipal Agreement with Towns of Wrentham and Norfolk for Shared Public Health Services.
- Authorized the Town Administrator to write a letter to the legislature on behalf of Franklin TV & Radio in support of Senate Bill 2771 and House Bill 4631 entitled ***An Act to Modernize Funding for Community Media Programming.***
- Coordinated various Town Departments to assist the School Department with redistricting planning.
- The implementation of MuniTrac to assist Town staff with meeting minutes, including piloting AI software.
- Collaboration and coordination in drafting the Annual Report.
- Numerous Arts, Culture, and Economic Development partnerships including MA 250 programming, Sculpture Park enhancements, an MBTA/Dean College mural collaboration, and a Franklin First Gift Card revamp.
- Updated Social Media guidelines.
- Initiated staff training for the new website and branding efforts.
- Applied for and managed numerous grants and earmarks.
- Filed a home rule petition, [House 2108](#), An Act authorizing the city known as the town of Franklin to utilize alternative methods for notice of public hearings, which will exempt the Town from posting legal public hearing notices in a print newspaper publication. The town has a free email subscription service on its website to accommodate all public hearing notices. This act will save the town, and those who apply for certain applications that require public hearings, thousands of dollars in legal and expenses. The email service is free for all and more timely and accessible to the broader public than costly legal ads in the newspaper.