



**Finance Committee Meeting  
Agenda & Meeting Packet**  
Wednesday, June 15, 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:** June 15<sup>th</sup>, 2022 FinCom Meeting Link [HERE](#) -- Then click "Open Zoom"
    - Or copy and paste this URL into your browser: <https://us02web.zoom.us/j/82308667179>
    - **Call-In Phone Number:** Call 1-929-205-6099 & enter Meeting ID # 823 0866 7179 --Then press #
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**Agenda**

1. Call to Order
2. Public Comments
3. Approval of Minutes
  - a. May 9, 2022
  - b. May 11, 2022
  - c. May 12, 2022
4. Community Preservation Act:
  - a. [CPA Master Plan Version 2](#)
    - i. Resolution 22-36: FY23 CPA Reservations (Budget)
    - ii. Resolution 22-37: FY23 CPC Appropriation of Capital Funds (Project Recommendations)
    - iii. Resolution 22-38: CPC Appropriation of Funds - Debt Service Maple Hill Land
5. Stabilization Fund Balances - 3 Year Comparison
6. Future Agenda Items
7. Reorganization for July 1st, 2022
8. Adjourn



## Finance Committee

**Meeting Date:** May 09, 2022

**Present:** Chairman Dowd, Vice Chairman Conley, Clerk Corbosiero, Grace, Keophannga (remote), Riley, Hansen, Grace, Wiech

1. **Call to Order:** 6:30 PM
2. **Public Comments – None**
3. **Approval of minutes 3/9/22 - passed 9-0**
4. **2022 Capital Budget Round 2 – passed 9-0**
  - a. Snow and Ice - \$229K
  - b. Roads and Infrastructure - \$510K
  - c. Technology (desktops, computer, and docking stations for staff) - \$90K
5. **FY23 Town Administrator Operating Budget Hearing:**
  - a. Overview
    - i. \$1M in new growth – slightly less than prior year but optimistic this will be higher come the fall ahead of setting the tax rate
    - ii. Local receipts estimated at \$10.5M – hotels and cannabis income driving better revenue numbers
  - b. General Government - \$11,145,583
    - i. Human resources increased to hire full time benefits administrator
    - ii. IT expenses increased – related to software
    - iii. Public property and buildings – budget back to pre-pandemic levels
  - c. Human Services – \$1,038,276
    - i. Council on Aging – increase due to re-structure and new addition of staff (new chef etc.)
  - d. Culture and Recreation - \$1,717,779
  - e. Debt and Interest - \$6,449,120
    - i. Debt number has decreased by \$200K – gets re-allocated elsewhere in the budget
  - f. Employee Benefits - \$15,023,035
    - i. Retirement and pension – increase \$1M primarily due to pension assessment increase; health insurance saw minimal increases
    - ii. Risk Management – P&C insurance cost increase – excludes Workers Comp.
6. **Future Agenda Items**
  - a. Community Preservation Act (CPA)
  - b. Norfolk County
  - c. Franklin TV
7. **Adjourn 7:49 p.m.**



## Finance Committee

**Meeting Date:** May 11, 2022

**Present:** Chairman Dowd, Vice Chairman Conley, Clerk Corbosiero, Grace, Riley, Hansen, Kasberg

1. **Call to Order:** 6:31 PM
2. **Public Comments – None**
3. **Approval of minutes – None**
4. **FY23 Town Administrator Operating Budget Hearing Continued**
  - a. Opening Remarks – Town has received AAA rating for the first time – biggest factors that contributed to this effort is the Town's action to adopt various finance policies and some of the work that has gone into the stabilization fund etc.
  - b. Public Safety
    - i. Police Department - \$6,182,371
    - ii. Fire Department - \$6,469,274
    - iii. Regional Dispatch - \$610,664 – increase driven by increase to 50% of assessment – will drop down to 25% consistent with prior years for next couple years
    - iv. Inspection Department - \$363,320 – decrease due to re-allocation of staff previously in budget (administrative staff moving into health and planning departments)
    - v. Animal Control - \$80,700
  - c. Department of Public Works
    - i. Public Works - \$5,752,227
      1. Highway - \$1,176,236
      2. Park and Tree - \$1,046,575
      3. Snow and Ice - \$1,056,500
      4. Central Motors - \$868,835
      5. Recycling - \$217,528
      6. Administration - \$392,139
      7. Stormwater - \$929,414
      8. Street Lighting - \$65,000
    - ii. Street Lighting – included in public works
    - iii. Enterprise Funds
      1. Water - \$6,460,282
      2. Sewer - \$5,004,318
      3. Solid Waste - \$2,566,954
5. **Future Agenda Items**
  - a. Podcast
6. **Adjourn 8:10 p.m.**



## **Finance Committee**

**Meeting Date:** May 12, 2022

**Present:** Chairman Dowd, Vice Chairman Conley, Clerk Corbosiero, Riley (departed at 7:30), Hansen, Kasberg, Wiech, Keophannga (remote)

1. **Call to Order:** 6:33 PM
2. **Public Comments – None**
3. **Approval of minutes – None**
4. **FY23 Town Administrator Operating Budget Hearing Continued**
  - a. Opening Remarks – able to meet school committee needs due to higher-than-expected revenues from hotels and cannabis and health insurance costs not increasing significantly (many opting for high deductible plans)
  - b. Education
    - i. Opening Remarks – Budget presented if forward looking to the needs for the future given school is back to “normal.” Anticipating othering needs because of mental health issues etc. driven by the school interruption the pandemic caused. Budget also includes investments initiatives. Enrollment has been decreasing over time – elementary has leveled off but showing a decrease at the middle and high school level. Seeing more diversity amongst the students. Many budget adjustments meet special education needs and required English development teaching required.
    - ii. Franklin Public School District - \$70,220,825
    - iii. Tri-County Regional Vocational School District - \$2,540,198
    - iv. Norfolk County Agricultural School - \$66,660
5. **FY23 Town Administrator Operating and Enterprise Budget Final Recommendation**
  - a. Final Budget of \$142,391,586 - Approved 7-0
6. **Future Agenda Items**
7. **Adjourn 7:50 p.m.**



**TOWN OF FRANKLIN**  
**RESOLUTION 22 - 36**

**APPROPRIATION:**

From FY 2023 Estimated Revenues for administrative expenses \$ 94,350

**RESERVE ACCOUNTS:**

From FY23 Estimated Revenues for Historic Preservation Reserve \$ 188,700  
From FY23 Estimated Revenues for Community Housing Reserve \$ 188,700  
From FY23 Estimated Revenues for Open Space & Recreation Reserve \$ 188,700  
From FY23 Estimated Revenues for Budgeted Reserve \$ 1,226,550

**TOTAL REQUESTED:** \$1,887,000

**PURPOSE:**

To see if the Town will vote to appropriate or reserve from the Community Preservation Fund annual revenues in the amounts recommended by the Franklin Community Preservation Committee for required reserve accounts and administrative expenses and other expenses in fiscal year 2023, with each item to be considered a separate appropriation.

**MOTION:**

Be It Moved and Voted by the Town Council that the sum of One Million Eight Hundred Eighty Seven Thousand (\$1,887,000) Dollars be appropriated or reserved as indicated above from the Community Preservation Fund annual revenues in the amounts recommended by the Franklin Community Preservation Committee in fiscal year 2023.

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

**Community Preservation Committee Action**

Meeting Date: **06-07-2022** Vote: **8-0** Recommended Amount: **\$1,887,000**

**DATED:** \_\_\_\_\_, 2022

**VOTED:**

**UNANIMOUS:** \_\_\_\_\_

**YES:** \_\_\_\_\_ **NO:** \_\_\_\_\_

**ABSTAIN:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**Nancy Danello, CMC**  
**Town Clerk**

\_\_\_\_\_  
**Glenn Jones, Clerk**  
**Franklin Town Council**



**TOWN OF FRANKLIN**

**RESOLUTION NO.:** 22 - 37

**APPROPRIATION:** FY23 Community Preservation Appropriation of Funds-Capital

**TOTAL REQUESTED:** \$905,000

**PURPOSE:**

To appropriate from Community Preservation available funds the following amounts, as recommended by the Community Preservation Committee, for community preservation projects in fiscal year 2023, with each item to be considered a separate appropriation:

<u>Source</u>	<u>Purpose</u>	<u>Amount</u>
Historic Preservation Reserve	Town Clerk Vault Records Preservation	15,000
Historic Preservation Reserve	Historical Museum Cupola	70,000
Historic Preservation Reserve	Red Brick School House - Exterior Preservation	200,000
Community Housing Reserve	Franklin Ridge Affordable Housing Project	320,000
Budgeted Reserve	Nason Street Tot Lot	300,000
		<b>905,000</b>

**Community Preservation Committee Recommendation**

**Meeting Date:** 06-07-2022

**Vote:** 8-0

**Recommended Amount:** \$905,000

**MOTION**

Be It Moved and Voted by the Town Council that the sum of Nine Hundred Five Thousand Dollars (\$905,000) be appropriated from the Community Preservation Reserves in the amounts and for the projects indicated above in fiscal year 2023, with each item to be considered a separate appropriation.

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

**DATED:** \_\_\_\_\_, 2022

**VOTED:**

**UNANIMOUS:** \_\_\_\_\_

**YES:** \_\_\_\_\_ **NO:** \_\_\_\_\_

**ABSTAIN:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**Nancy Danello, CMC  
Town Clerk**

\_\_\_\_\_  
**Glenn Jones, Clerk  
Franklin Town Council**



**TOWN OF FRANKLIN**

**RESOLUTION NO.:** 22 - 38

**APPROPRIATION:** **FY23 Community Preservation Appropriation of Funds-  
Debt Service Maple Hill Land**

**TOTAL REQUESTED:** \$271,489

**PURPOSE:**

To appropriate from the Community Preservation Open Space Reserve Fund the sum of \$271,489 to pay the annual Maple Hill Land Bond debt service.

**Community Preservation Committee Recommendation**

**Meeting Date:** 06-07-2022

**Vote:** 8-0

**Recommended Amount:** \$271,489

**MOTION**

Be It Moved and Voted by the Town Council that the sum of Two Hundred Seventy-One Thousand Four Hundred Eighty-Nine Dollars (\$271,489) be appropriated from the Community Preservation Open Space Reserve Fund to pay the annual Maple Hill Land Bond debt service.

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

**DATED:** \_\_\_\_\_, 2022

**VOTED:**

**UNANIMOUS:** \_\_\_\_\_

**YES:** \_\_\_\_\_ **NO:** \_\_\_\_\_

**ABSTAIN:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**A True Record Attest:**

**Nancy Danello, CMC  
Town Clerk**

\_\_\_\_\_  
**Glenn Jones, Clerk  
Franklin Town Council**

### Stablization Fund Balances 3 Year Comparison

	2020	2021	2022
General Stabilization	6,164,242.68	6,304,686.92	6,559,389.36
Recreation Fields	456,636.30	465,533.88	783,505.97
Open Space Acquisition	2,037,474.61	2,463,056.67	2,525,074.24
Budget Stabilization	398,145.05	869,298.71	2,040,284.17
Property Acquisition	271,575.54	280,805.53	288,513.63
Fire Trust Stabilization	310,748.49	16,304.48	16,752.05
MECC Stabilization	-	452,738.46	903,360.20
OBEB	6,331,731.02	8,925,964.01	11,491,897.45