



FRANKLIN TOWN COUNCIL

Agenda & Meeting Packet

June 18, 2020

Franklin High School Football Field - Pisini Stadium

Oak Street, Franklin MA, 02038

7:00 PM

The Franklin Town Council will be holding its annual budget hearing on the Franklin High School Football Field. The purpose of this location is to have a place that allows for proper implementation of the guidelines produced by the state Department of Public Health (DPH) regarding Town Meetings for Municipal Legislative Bodies. [Executive Order 37](#) promulgated by Governor Baker. If attending in person, see [DPH guidelines here](#).

All budget materials are online <https://www.franklinma.gov/town-budget> or the links below.

1. PLEDGE OF ALLEGIANCE

2. ANNOUNCEMENTS

- a. *This meeting is being recorded by Franklin TV and shown on Comcast channel 11 and Verizon Channel 29. This meeting may be recorded by others.*

3. CITIZEN COMMENTS

- a. *Citizens are welcome to express their views for up to five minutes on a matter that is not on the agenda. The Council will not engage in a dialogue or comment on a matter raised during Citizen Comments. The Town Council will give remarks appropriate consideration and may ask the Town Administrator to review the matter.*

4. HEARINGS - FY 2021 Budget Hearing 7:10pm

- a. Final Recommendation Voting Document
 - i. [FY21 Budget Message](#)
 - ii. [FY21 Town Administrator Proposed Budget](#)

5. LEGISLATION FOR ACTION

- a. Resolution 20-31: Adoption of FY21 Budget (**Motion to Approve Resolution 20-31 - Majority Vote**)
- b. Resolution 20-36: Community Preservation Act, G.L. Chapter 44B, Sections 3-7 Authorization for Ballot Vote (**Motion to Approve Resolution 20-36, CPA Ballot- Majority Roll Call Vote**)
- c. Resolution 20-37: Authorize the Borrowing of Money to Pay Costs of Various Capital Improvements (**Motion to Approve Resolution 20-37 - Majority Vote**)

6. TOWN ADMINISTRATOR'S REPORT

7. COUNCIL COMMENTS

8. ADJOURN

Note: Two-Thirds Vote: requires 6 votes; Majority Vote: requires majority of members present and voting

**TOWN OF FRANKLIN
OPERATING BUDGET FY2021
VOTING DOCUMENT**

Dept.	Department		FY 2019 Town Council Final	FY 2020 Town Council Final	FY 2021 Department Request	FY 2021 Town Admin Recommend	FY 2021 Fincom Recommend	FY 2021 Town Council Final
111	TOWN COUNCIL							
		EXPENSES	4,000	4,000	4,000	4,000	-	-
			4,000	4,000	4,000	4,000	-	-
123	TOWN ADMINISTRATOR							
		PERSONAL SERVICES	454,083	389,449	373,279	373,279	-	-
		EXPENSES	42,964	29,800	33,700	33,700	-	-
			497,047	419,249	406,979	406,979	-	-
131	FINANCE COMMITTEE							
		EXPENSES	1,500	1,500	1,500	1,500	-	-
			1,500	1,500	1,500	1,500	-	-
135	COMPTROLLER							
		PERSONAL SERVICES	443,474	456,259	467,998	467,998	-	-
		EXPENSES	61,750	73,807	70,150	70,150	-	-
			505,224	530,066	538,148	538,148	-	-
141	BOARD OF ASSESSORS							
		PERSONAL SERVICES	297,676	348,284	368,803	368,803	-	-
		EXPENSES	75,146	81,740	94,350	94,350	-	-
			372,821	430,024	463,153	463,153	-	-
147	TREASURER/COLLECTOR							
		PERSONAL SERVICES	363,697	332,196	328,995	328,995	-	-
		EXPENSES	93,000	88,955	91,105	91,105	-	-
			456,697	421,151	420,100	420,100	-	-
151	LEGAL SERVICES							
		PERSONAL SERVICES	104,030	104,830	107,584	107,584	-	-
		EXPENSES	46,500	121,500	60,000	60,000	-	-
			150,530	226,330	167,584	167,584	-	-
152	HUMAN RESOURCES							
		PERSONAL SERVICES	156,284	168,301	170,845	170,845	-	-
		EXPENSES	34,206	22,750	28,630	28,630	-	-
			190,490	191,051	199,475	199,475	-	-
155	INFORMATION TECHNOLOGY							
		EXPENSES	255,700	263,000	293,693	293,693	-	-
			255,700	263,000	293,693	293,693	-	-
161	TOWN CLERK							
		PERSONAL SERVICES	158,873	165,685	189,851	189,851	-	-
		EXPENSES	22,204	21,146	16,746	16,746	-	-
			181,078	186,831	206,597	206,597	-	-
164	ELECTION & REGISTRATION							
		PERSONAL SERVICES	36,337	34,260	29,621	29,621	-	-
		EXPENSES	23,000	23,000	23,000	23,000	-	-
			59,337	57,260	52,621	52,621	-	-
176	ZONING BOARD OF APPEALS							
		EXPENSES	6,000	5,000	6,000	6,000	-	-
			6,000	5,000	6,000	6,000	-	-

**TOWN OF FRANKLIN
OPERATING BUDGET FY2021
VOTING DOCUMENT**

Dept.	Department	FY 2019 Town Council Final	FY 2020 Town Council Final	FY 2021 Department Request	FY 2021 Town Admin Recommend	FY 2021 Fincom Recommend	FY 2021 Town Council Final
177	PLANNING & GROWTH MGMT						
	PERSONAL SERVICES	305,637	313,877	323,279	323,279	-	-
	EXPENSES	35,300	28,300	32,300	32,300	-	-
		340,937	342,177	355,579	355,579	-	-
184	AGRICULTURAL COMMISSION						
	EXPENSES	-	-	1,000	1,000	-	-
		-	-	1,000	1,000	-	-
192	PUBLIC PROPERTY & BUILDINGS						
	PERSONAL SERVICES	2,750,627	2,822,603	2,930,726	2,930,726	-	-
	EXPENSES	4,469,724	4,570,475	4,651,525	4,109,949	-	-
		7,220,351	7,393,078	7,582,251	7,040,675	-	-
196	CENTRAL SERVICES						
	EXPENSES	136,000	129,500	123,000	123,000	-	-
		136,000	129,500	123,000	123,000	-	-
	Subtotal, General Government	10,377,712	10,600,217	10,821,680	10,280,104	-	-
210	POLICE						
	PERSONAL SERVICES	5,184,118	5,060,180	5,438,989	5,438,989	-	-
	EXPENSES	317,137	284,295	302,485	302,485	-	-
		5,501,255	5,344,475	5,741,474	5,741,474	-	-
220	FIRE						
	PERSONAL SERVICES	5,147,924	5,002,657	5,507,400	5,507,400	-	-
	EXPENSES	439,926	410,000	492,500	492,500	-	-
		5,587,850	5,412,657	5,999,900	5,999,900	-	-
225	REGIONAL DISPATCH						
	EXPENSES	477,000	1,143,080	447,355	447,355	-	-
		477,000	1,143,080	447,355	447,355	-	-
240	INSPECTION DEPARTMENT						
	PERSONAL SERVICES	387,898	394,869	384,392	384,392	-	-
	EXPENSES	22,200	21,300	23,820	23,820	-	-
		410,098	416,169	408,212	408,212	-	-
292	ANIMAL CONTROL						
	EXPENSES	71,628	73,428	76,700	76,700	-	-
		71,628	73,428	76,700	76,700	-	-
	Subtotal, Public Safety	12,047,831	12,389,809	12,673,641	12,673,641	-	-
300	FRANKLIN PUBLIC SCHOOLS						
	EXPENSES	63,235,000	64,858,500	65,658,500	65,658,500	-	-
		63,235,000	64,858,500	65,658,500	65,658,500	-	-
390	TRI-COUNTY REGIONAL SCHOOL						
	EXPENSES	2,296,455	2,513,893	2,504,543	2,504,543	-	-
		2,296,455	2,513,893	2,504,543	2,504,543	-	-
395	NORFOLK AGGIE VOC ED TUITION						
	EXPENSES	34,409	45,000	47,250	47,250	-	-
		34,409	45,000	47,250	47,250	-	-
	Subtotal, Education	65,565,864	67,417,393	68,210,293	68,210,293	-	-

**TOWN OF FRANKLIN
OPERATING BUDGET FY2021
VOTING DOCUMENT**

Dept.	Department	FY 2019 Town Council Final	FY 2020 Town Council Final	FY 2021 Department Request	FY 2021 Town Admin Recommend	FY 2021 Fincom Recommend	FY 2021 Town Council Final
422	DPW - HIGHWAY						
	PERSONAL SERVICES	570,754	566,538	589,535	589,535	-	-
	EXPENSES	776,520	796,520	679,860	679,860	-	-
		1,347,274	1,363,058	1,269,395	1,269,395	-	-
422	DPW - PARK & TREE						
	PERSONAL SERVICES	563,061	569,725	585,499	585,499	-	-
	EXPENSES	430,920	430,920	531,630	531,630	-	-
		993,981	1,000,645	1,117,129	1,117,129	-	-
422	DPW - SNOW & ICE						
	PERSONAL SERVICES	150,000	150,000	203,000	203,000	-	-
	EXPENSES	853,500	853,500	853,500	853,500	-	-
		1,003,500	1,003,500	1,056,500	1,056,500	-	-
422	DPW - CENTRAL MOTORS						
	PERSONAL SERVICES	195,282	198,451	186,054	186,054	-	-
	EXPENSES	593,039	609,200	626,300	626,300	-	-
		788,321	807,651	812,354	812,354	-	-
422	DPW - RECYCLING						
	PERSONAL SERVICES	57,000	61,000	63,537	63,537	-	-
	EXPENSES	78,500	93,500	115,000	115,000	-	-
		135,500	154,500	178,537	178,537	-	-
422	DPW - ADMINISTRATION						
	PERSONAL SERVICES	260,710	270,387	337,136	337,136	-	-
	EXPENSES	99,100	129,100	242,100	242,100	-	-
		359,810	399,487	579,236	579,236	-	-
424	DPW - STREET LIGHTING						
	EXPENSES	175,000	135,000	100,000	100,000	-	-
		175,000	135,000	100,000	100,000	-	-
	Subtotal, Dept of Public Works	4,803,386	4,863,841	5,113,151	5,113,151	-	-
510	BOARD OF HEALTH						
	PERSONAL SERVICES	162,328	187,000	170,484	170,484	-	-
	EXPENSES	45,542	49,250	64,000	64,000	-	-
		207,870	236,250	234,484	234,484	-	-
541	COUNCIL ON AGING						
	PERSONAL SERVICES	206,232	224,614	260,780	260,780	-	-
	EXPENSES	5,653	5,930	6,100	6,100	-	-
		211,884	230,544	266,880	266,880	-	-
543	VETERANS SERVICES						
	EXPENSES	45,500	59,750	67,840	67,840	-	-
	VETERANS SERVICES	200,000	185,000	185,000	185,000	-	-
		245,500	244,750	252,840	252,840	-	-
	Subtotal, Human Services	665,254	711,544	754,204	754,204	-	-
610	LIBRARY						
	PERSONAL SERVICES	621,550	619,928	662,963	662,963	-	-
	EXPENSES	377,450	392,072	362,382	362,382	-	-
		999,000	1,012,000	1,025,345	1,025,345	-	-

**TOWN OF FRANKLIN
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Dept.	Department	FY 2019 Town Council Final	FY 2020 Town Council Final	FY 2021 Department Request	FY 2021 Town Admin Recommend	FY 2021 Fincom Recommend	FY 2021 Town Council Final
630	RECREATION						
	PERSONAL SERVICES	309,050	300,060	308,994	243,396	-	-
	EXPENSES	272,400	261,400	273,400	193,400	-	-
		581,450	561,460	582,394	436,796	-	-
690	HISTORICAL MUSEUM						
	PERSONAL SERVICES	542	27,075	29,125	29,125	-	-
	EXPENSES	-	500	1,000	1,000	-	-
		542	27,575	30,125	30,125	-	-
691	HISTORICAL COMMISSION						
	PERSONAL SERVICES	7,000	-	-	-	-	-
	EXPENSES	4,000	4,000	4,000	4,000	-	-
		11,000	4,000	4,000	4,000	-	-
695	CULTURAL COUNCIL						
	EXPENSES	8,000	15,000	15,000	15,000	-	-
		8,000	15,000	15,000	15,000	-	-
696	CULTURAL DISTRICT COMMITTEE						
	EXPENSES	-	-	1,000	1,000	-	-
		-	-	1,000	1,000	-	-
	Subtotal, Culture & Recreation	1,599,992	1,620,035	1,657,864	1,512,266	-	-
710	DEBT SERVICE - PRINCIPAL						
	EXPENSES	4,112,000	4,117,000	4,164,000	4,164,000	-	-
		4,112,000	4,117,000	4,164,000	4,164,000	-	-
750	DEBT SERVICE - INTEREST						
	EXPENSES	2,731,101	2,663,666	2,497,741	2,497,741	-	-
		2,731,101	2,663,666	2,497,741	2,497,741	-	-
	Subtotal, Debt & Interest	6,843,101	6,780,666	6,661,741	6,661,741	-	-
910	EMPLOYEE BENEFITS						
	EXPENSES	11,689,788	12,201,506	13,162,615	13,162,615	-	-
		11,689,788	12,201,506	13,162,615	13,162,615	-	-
	Subtotal, Employee Benefits	11,689,788	12,201,506	13,162,615	13,162,615	-	-
945	RISK MANAGEMENT						
	EXPENSES	600,000	575,000	575,000	575,000	-	-
		600,000	575,000	575,000	575,000	-	-
	Subtotal, Liability Insurance	600,000	575,000	575,000	575,000	-	-
TOTAL ALL GENERAL FUND		\$114,192,927	\$117,160,011	\$119,630,189	\$118,943,015	\$-	\$-

**TOWN OF FRANKLIN
OPERATING BUDGET FY2021
VOTING DOCUMENT**

Dept.	Department	FY 2019 Town Council Final	FY 2020 Town Council Final	FY 2021 Department Request	FY 2021 Town Admin Recommend	FY 2021 Fincom Recommend	FY 2021 Town Council Final
434	SOLID WASTE BUDGET						
	PERSONAL SERVICES	76,105	84,197	106,857	106,857	-	-
	EXPENSES	2,018,031	2,130,582	2,365,000	2,365,000	-	-
		2,094,136	2,214,779	2,471,857	2,471,857	-	-
	Subtotal, Solid Waste Disposal	2,094,136	2,214,779	2,471,857	2,471,857	-	-
440	SEWER BUDGET						
	PERSONAL SERVICES	701,932	718,036	742,609	742,609	-	-
	EXPENSES	4,091,000	4,287,670	3,940,335	3,684,002	-	-
	DEBT PRINCIPAL	291,696	290,696	277,000	277,000	-	-
	DEBT INTEREST	72,050	63,100	53,990	53,990	-	-
		5,156,678	5,359,502	5,013,934	4,757,601	-	-
	Subtotal, Sewer	5,156,678	5,359,502	5,013,934	4,757,601	-	-
450	WATER BUDGET						
	PERSONAL SERVICES	1,241,140	1,323,940	1,400,158	1,400,158	-	-
	EXPENSES	2,080,600	2,085,500	2,113,180	2,113,180	-	-
	DEBT PRINCIPAL	1,511,373	1,484,954	1,494,325	1,494,325	-	-
	DEBT INTEREST	517,021	493,945	585,528	620,528	-	-
		5,350,134	5,388,339	5,593,191	5,628,191	-	-
	Subtotal, Water	5,350,134	5,388,339	5,593,191	5,628,191	-	-
TOTAL ALL ENTERPRISE FUNDS		\$12,600,948	\$12,962,620	\$13,078,982	\$12,857,649	\$-	\$-
TOTAL OPERATING BUDGET		\$126,793,875	\$130,122,631	\$132,709,171	\$131,800,664	\$-	\$-

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



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

OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

June 16, 2020

To: Town Council

From: Jamie Hellen, Town Administrator

Re: Resolution 20-31: Final Recommendation Voting Document

I am asking the Town Council to consider the FY21 proposed budget. This budget has been unanimously approved by the Finance Committee.

A quick summary of the FY21 budget is as follows:

- Total General Fund (recommended) \$ 118,943,015
- Total Enterprise Funds (recommended) \$ 12,857,649
- Total Operating Budget (recommended) \$ 131,800,664

This resolution is to accept the General Fund budget, Water Enterprise Fund budget, Sewer Enterprise Fund budget and Solid Waste Enterprise Fund budget as voted on June 18, 2020 with a total appropriation of \$131,800,664 of which \$118,943,015 is to be raised and appropriated and the balance transferred from Enterprise Fund revenues and appropriated accordingly.

If you have any additional questions please feel free to ask.



TOWN OF FRANKLIN

RESOLUTION 20-31

ADOPTION OF FY 2021 BUDGET

WHEREAS, The Town Council conducted two public hearings on the FY 2021 Budget on June 17, 2020 and June 18, 2020 after due notice was given in the Milford Daily News and through the Legal Advertisements section of the Town website; and

WHEREAS, The Finance Committee issued printed recommendations with copies made available at each public hearing; and

WHEREAS, The Town Council considered the FY 2021 budget on a departmental basis, and by vote so determined the size of the appropriations for each department on June 18, 2020.

NOW, THEREFORE, BE IT MOVED AND VOTED to adopt said General Fund budget, Water Enterprise Fund budget, Sewer Enterprise Fund budget and Solid Waste Enterprise Fund budget as voted on June 18, 2020 with a total appropriation of \$131,800,664 of which \$118,943,015 is to be raised and appropriated and the balance transferred from Enterprise Fund revenues to be appropriated as follows:

WATER FEES (ENTERPRISE FUND)	\$ 5,628,191
SEWER FEES (ENTERPRISE FUND)	\$ 4,757,601
SOLID WASTE FEES (ENTERPRISE FUND)	<u>\$ 2,471,857</u>
TOTAL ENTERPRISE FUNDS	\$ 12,857,649

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

FINANCE COMMITTEE ACTION

Meeting Date: **June 4, 2020**

Vote: **8-0**

Recommended Amount: **\$12,857,649**

DATED: _____, 2020

VOTED: _____

UNANIMOUS: _____

A TRUE RECORD ATTEST:

YES: _____ **NO:** _____

ABSTAIN: _____ **ABSENT:** _____

RECUSED: _____

Teresa M. Burr, CMC
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



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

OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

April 10, 2020

To: Town Council

From: Jamie Hellen, Town Administrator

Re: Community Preservation Act (CPA) Discussion

The Town Council originally discussed the possibility of putting the Community Preservation Act (CPA) on the November 2020 election ballot at the February 5th, 2020 Town Council Meeting. Due to the unexpected changes that COVID-19 has had on our society I am bringing this discussion forward again to see if the Town Council would like to move forward with the CPA on the November 2020 ballot. The following memo has some highlights of information regarding the Community Preservation Act (CPA) that was provided at the February meeting.

Overview of the CPA

The Community Preservation Act was passed in 2000 to help communities empower themselves to raise a dedicated revenue source for the purposes of open space preservation, historic preservation, affordable housing and recreation.

Please visit <https://www.communitypreservation.org/adoption> for more. I have attached a two page overview in this packet as well.

Everything on CPA can be found here: <https://www.communitypreservation.org/>

Past History

Franklin has voted once on the CPA, in 2007, and it failed at the ballot. I have included the certified vote of the Town Clerk on that election and highlighted the final vote.

3,845 votes were cast in that election. 2,174 were No (56.5%), 1,528 were Yes (39.7%) and 143 blanks (3.7%).

I have attached [a map of the 176 Towns in Massachusetts](#) that have approved the CPA. As you can see, most of the Towns that surround Franklin approved the CPA.

Local Estimates Revenues

I have attached a chart of the estimated local revenues that would be generated at 1%, 2% or 3%. These numbers assume two of the allowed exemptions under CPA: the first \$100,000 in real property value is exempt and the low income exemption. This will be discussed tonight.

Due to the Legislature approving additional revenue for the CPA state match contribution this past fiscal year, we would assume approximately a 24% match of state monies. The most frequent match this year is 23.9%. It is a far cry from the original communities in 2001-2009 who saw a \$1 to \$1 match. But this recent policy development is a carrot for more communities to consider CPA, given the increase in communities adopting CPA.

Important facts & recent trends

- Each year, 10% of funds raised must be allocated for open space, 10% for historic preservation and 10% for affordable housing. The remaining 70% are discretionary. You do not have to spend it all in one year and can save those funds aside for future projects.
- A Community Preservation Committee must be established to recommend expenditures to the Town Council for final approval. Five members are required by law, one member each from the Planning Board, Conservation Commission, Housing Authority, Historical Commission and Recreation Board. The Committee may also have up to four additional at-large members.
- As referenced above, the state does match local contributions with a state matching formula. The state match changes every year. See above.
- I have attached a recent memo from the Registrar of Deeds with the annual amount of financial real estate transactions that occurs in Franklin, which we contribute to the state matching fund. Franklin transactions accounted for \$126,300 for calendar year 2019. Those are monies paid for by local residents in real estate fees that go to matching funds in other towns. In other words, Franklin gives out and receives nothing in return for our investment.
- CPA requires a ballot vote of the citizenry at a regular state election. Language would be required to be adopted 60 days prior to that election to be placed on the municipal ballot. <https://www.communitypreservation.org/adoption>
- A list of [CPA Exemptions are here](#), however the most two frequent (and almost automatic) would be the first \$100,000 of real estate and the low and moderate income earners.

I did invite the Community Preservation Coalition to do a presentation, but they are unavailable due to the demand on their staff at the moment. However, it is worth noting that both the Town Attorney and I have a fair amount of knowledge around the CPA. I began my professional career on the strategic team to get the Act passed at the state level and implemented locally in

many communities. The Town Attorney has been the Chair of the Medway Community Preservation Committee for over a decade.

Town of Franklin						
CPA Estimated Calculations						
FY20 Data						
<u>Property Class</u>	<u>Levy Availability</u>	<u>Less Exemptions</u>	<u>CPA Taxable Revenue</u>	<u>3%</u>	<u>2%</u>	<u>1%</u>
Total Tax on Residential Property	\$65,394,573	-15,316,768	\$50,077,805	\$1,502,334	\$1,001,556	\$500,778
Total Tax C/I Property	\$12,869,712		\$12,869,712	\$386,091	\$257,394	\$128,697
Total Tax on Real Property	\$78,264,285	-15,316,768	\$62,947,517	\$1,888,425	\$1,258,950	\$629,475
			State Match (24%)*	\$451,333	\$300,889	\$69,242
			Total Annual Revenue	\$2,339,758	\$1,559,839	\$698,717
<u>What does this Mean for me?</u>						
Median Home Value	\$460,400					
Residential Exemption	\$100,000		* The state match fluctuates every year based off the actual numbers of revenue generated at the local level and based on revenues appropriated by the Legislature into the CPA Match Fund at the state.			
Total CPA Applied	\$360,400					
Tax Rate	\$14.51					
Property Tax Subject to levy surcharge	5,229.40					
3% surcharge	\$156.88					
2% surcharge	\$104.58					
1% surcharge	\$52.29					
Exemption, per residential property	\$100,000					
# of Residential Exemptions	\$10,448					
Total Exemption	\$1,044,800,000					
Tax Exemption	\$15,316,768					



TOWN OF FRANKLIN

RESOLUTION 20-36

Approval by Franklin Town Council of Community Preservation Act, G.L. Chapter 44B, Sections 3 to 7 and Authorization for Ballot Question

WHEREAS, G.L. Chapter 44B, the Community Preservation Act, is a local acceptance statute, acceptance of which requires approval by the local legislative body and acceptance by voters of a ballot question, and

WHEREAS, the Franklin Town Council is the local legislative body of the Town of Franklin,

NOW THEREFORE, BE IT ORDERED that the Town Council, as the legislative body of the Town of Franklin, hereby votes to accept Sections 3 to 7, inclusive, of Chapter 44B of the General Laws, otherwise known as the Massachusetts Community Preservation Act, by approving a surcharge on real property for the purposes permitted by said Act, including the acquisition, creation and preservation of open space, the acquisition, preservation, rehabilitation, and restoration of historic resources, the acquisition, creation, preservation and rehabilitation and restoration of land for recreational use, the acquisition, creation, preservation and support of community housing and the rehabilitation and restoration of such open space and community housing that is acquired or created as provided under said Act;

- ☐ the amount of such surcharge on real property shall be 2% of the annual real estate tax levy against real property; and
- ☐ such surcharge on real property shall commence in fiscal year FY 22; and
- ☐ the Town of Franklin hereby accepts the following exemptions from such surcharge permitted under Section 3 (e) of said Act:
 - ☐ Property owned and occupied as a domicile by any person who qualifies for low income housing or low or moderate income senior housing in the Town of Franklin, as defined in Section 2 of said Act; and
 - ☐ \$100,000 of the value of each taxable parcel of residential real property.

This action shall be submitted for acceptance by the voters of Franklin at the next regular state election and the Town Clerk shall place it on the ballot in the form of question provided in the statute in accordance with G.L. Chapter 44B, Section 3(f) together with the statute required summary, copies of which are attached hereto as Exhibit 1.

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

DATED: _____, 2020

VOTED: _____

UNANIMOUS: _____

A TRUE RECORD ATTEST:

YES: _____ **NO:** _____

ABSTAIN: _____ **ABSENT:** _____

RECUSED: _____

Teresa M. Burr, CMC
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

Exhibit 1

BALLOT QUESTION FOR VOTER ACCEPTANCE OF G.L. CHAPTER 44B, SECTIONS 3 TO 7, COMMUNITY PRESERVATION ACT, TOGETHER WITH SUMMARY OF STATUTE, AS APPROVED BY FRANKLIN TOWN COUNCIL

Ballot Question

“Shall the Town of Franklin accept Sections 3 to 7 inclusive, of Chapter 44B of the General Laws, as approved by its legislative body, a summary of which appears below.”

Summary of Statute, as Approved by Franklin Town Council

Sections 3 to 7 of Chapter 44B of the General Laws of Massachusetts, also known as the Community Preservation Act, establish a dedicated funding source to acquire and preserve open space, parks and conservation land, protect public drinking water supplies, and scenic areas, protect farmland and forests from future development, restore and preserve historic properties, and help meet local families' housing needs. In the Town of Franklin, the Community Preservation Act will be funded by an additional excise of 2% on the annual tax levy on real property commencing in the fiscal year 2022 and by matching funds provided by the State. Property owned and occupied as a domicile by any person who qualifies for low income housing or low or moderate income senior housing in the Town, as defined in Section 2 of said Act and \$100,000 of the value of each taxable parcel of residential real property shall be exempt from the surcharge. Any other taxpayer receiving an exemption of real property authorized by Chapter 59 of the General Laws shall receive a pro rata reduction with respect to the portion exempt. A Community Preservation Committee composed of local citizens will make recommendations on the use of the funds and all expenditures will be subject to an annual audit.

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



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

OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

June 16, 2020

To: Town Council

From: Jamie Hellen, Town Administrator

Re: Resolution 20-37: Borrowing Authorization

I am asking the Council to consider Resolution 20-37, which will authorize borrowing money to pay for various capital improvements. The Town's debt service schedule is anticipated to decline in FY22 and beyond with projects coming off the schedule. The Town will need to have this authorization to properly maintain operating budget funds for debt service.

The Finance Committee approved this request unanimously at 8-0. The Town Council Capital Subcommittee also approved this request at 4-0.

This is a critical funding source to maintain all of our town schools and municipal buildings. The attached sheet reflects the next big projects on the capital list for the next 3-5 years that equate to an estimated \$15,023,500 dollars in improvements. It is important to note there is no guarantee that these projects will be funded. With an altering market, it gives the Town financial flexibility to be able to maintain our facilities if market prices are favorable to the Town. The town is one step below the highest bond rating a community can have. We do receive very favorable interest rates based on the Town's strong financial position. See [Town Audits here](#). These projects on borrowing are limited to \$1 million or more items.

Additionally, the Town has traditionally used "[Free Cash](#)" and grants to fund most capital projects, including many of the upgrades to our schools and facilities. These are one time revenues and shift in the economy. Due to the economy, we expect to see a large reduction in free cash over the next two years as the economy ebbs and flows. Approving this legislation will greatly enhance our ability to be prepared if free cash stays low and we need funding to keep our facilities in top notch shape. Ultimately, this may be our only option to fund these projects in the near term.

If you have any additional questions please feel free to ask.

<u>Estimate</u>	<u>Building</u>	<u>Project Description</u>
\$1,400,000	Municipal Building	The windows and facade of the Municipal Building are in desperate need or replacement due to extreme leaks of many windows. The cost estimate also includes general renovations to bathrooms, carpets and the mechanicals of the building (boiler, etc).
\$3,123,500	Technology	For major infrastructure needs for the Technology Department. The funds allocated here are for two buckets (1) emergency facilities improvements possibly needed for COVID-19 implementation in schools or remote learning and (2) Overall equipment needed to sustain our school and town wireless access points, projectors, switches, etc. Tim has been preparing this plan for many years and the Town has traditionally funded items on an as-needed basis through the annual capital program. We expect free cash to drop significantly and may be better off borrowing and making the proper investments during these changing economic times.
\$2,000,000	Sidewalks	Town residents request sidewalks all the time. Our top priorities are Beaver Street and Washington Street. I am also working with the DPW to possibly look at a long-term Sidewalk Master Plan, much like we do for roads. This amount will not buy us a lot, but if annual funding becomes scarce, it may be worth it to borrow.
\$3,000,000	Remington-Jefferson	An estimate to rebuild the roof (\$1.75 million), boilers, basketball court, fire alarms.
\$1,000,000	Parmenter School	An estimate to replace the Boilers and Playground
\$1,500,000	High School	An estimate to do a ten-year upgrade/retrofit of aspects of the High School that need future attention, including the bleachers, fiber connectivity, kitchen, Mac Labs, Fitness equipment, sound recording, engineering lab, auditorium, air conditioning and any other incidentals.
\$3,000,000	Recycling Center	For a future rehab to the Beaver Street Recycling Center. We will be complete with the land swap by end of calendar year. A required solid waste master plan will be required by DEP. Once we get to that point, we will evaluate a new station and state requirements from the master plan. We are at least a few years away.
\$15,023,500	Total	

**TOWN OF FRANKLIN
FINANCE COMMITTEE
FISCAL 2021**

APPROVAL OF RESOLUTION: Borrowing Authorization

Does the Finance Committee vote to recommend the subject matter of the sum of Fifteen Million Twenty-Three Thousand Five Hundred Dollars (\$15,023,500) in borrowing authorization capacity for town capital projects, as listed in the attached spreadsheet, be recommended to the Town Council for further consideration ?

ACTION OF THE FINANCE COMMITTEE

VOTE TO RECOMMEND:

DATE OF MEETING_____

UNANIMOUS _____

YES _____ NO _____

ABSTAIN _____

FINANCE COMMITTEE CHAIR

ABSENT _____

PASSED: UNANIMOUS - JUNE 4, 2020



TOWN OF FRANKLIN

Sponsor: Administration

RESOLUTION 20-37

Authorizing the Borrowing of Money to Pay Costs of Various Capital Improvements

WHEREAS, The Town Council has been advised of a need to make various capital improvements to Town facilities and other assets,

NOW THEREFORE BE IT ORDERED by the Town Council of the Town of Franklin that:

- (1) \$1,400,000 is appropriated to pay costs of making extraordinary repairs to the Municipal Building, including, but not limited to, replacing windows, restroom renovations, carpet replacement, improving mechanicals systems, and the payment of all other costs incidental or related thereto; and that to meet this appropriation the Treasurer-Collector with the approval of the Town Administrator is authorized to borrow \$1,400,000 under G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.
- (2) \$3,123,000 is appropriated to pay costs of making technology upgrades, including, but not limited to, improvements to school systems to address emergency and remote learning needs, sustainability improvements to the Town-wide network, and the payment of all other costs incidental or related thereto; and that to meet this appropriation the Treasurer-Collector with the approval of the Town Administrator is authorized to borrow \$3,123,000 under G.L. c.44, §7(9), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.
- (3) \$2,000,000 is appropriated to pay costs of planning, designing, engineering, constructing and reconstructing sidewalks throughout the Town, including, but not limited to, sidewalk improvements on Beaver and Washington Streets, and the payment of all other costs incidental or related thereto; and that to meet this appropriation the Treasurer-Collector with the approval of the Town Administrator is authorized to borrow \$2,000,000 under G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.
- (4) \$3,000,000 is appropriated to pay costs of roof reconstruction and replacing the boilers, basketball court and fire alarms at the Remington-Jefferson campus, and for the payment of all other costs incidental or related thereto; and that to meet this appropriation the Treasurer-Collector with the approval of the Town Administrator is authorized to borrow \$3,000,000 under G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

- (5) \$1,000,000 is appropriated to pay costs of replacing the boilers and making playground improvements at the Parmenter School, including the payment of all other costs incidental or related thereto; and that to meet this appropriation the Treasurer-Collector with the approval of the Town Administrator is authorized to borrow \$1,000,000 under G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.
- (6) \$1,500,000 is appropriated to pay costs of making capital improvements and replacing capital equipment at the High School, including the payment of all other costs incidental or related thereto; and that to meet this appropriation the Treasurer-Collector with the approval of the Town Administrator is authorized to borrow \$1,500,000 under G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.
- (7) \$3,000,000 is appropriated to pay costs of planning, designing and reconstructing the Beaver Street recycling center, including the payment of all other costs incidental or related thereto; and that to meet this appropriation the Treasurer-Collector with the approval of the Town Administrator is authorized to borrow \$3,000,000 under G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.
- (8) Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.
- (9) This Resolution shall become effective according to the rules and regulations of the Town of Franklin Home Rule Charter.

DATED: _____, 2020

VOTED: _____

UNANIMOUS: _____

A TRUE RECORD ATTEST:

YES: _____ **NO:** _____

ABSTAIN: _____ **ABSENT:** _____

RECUSED: _____

Teresa M. Burr, CMC
Town Clerk

Glenn Jones, Clerk
Franklin Town Council