

FRANKLIN TOWN COUNCIL

Agenda & Meeting Packet

June 24, 2020

Remote Meeting - Held on "ZOOM" Platform for Citizen Participation
7:00 PM

A NOTE TO RESIDENTS: Due to the growing concerns regarding the COVID-19 virus, we will be conducting a remote/virtual Town Council Meeting. 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 (Cell phone or Landline Required) OR citizens can participate by clicking on the attached link (Phone, Computer, or Tablet required). The attached link and phone number will be active for the duration of the meeting for citizens to ask questions/voice concerns.

- **Link to access meeting:** May 20, 2020 Town Council Meeting Link [HERE](#) -- Then click "Open Zoom"
 - Or copy and paste this URL into your browser: <https://us02web.zoom.us/j/84282580447>
- **Call-In Phone Number:** Call 1-929-205-6099 and enter Meeting ID # **842 8258 0447** --Then press #

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. APPOINTMENTS

- a. Annual Reappointments

5. LEGISLATION FOR ACTION

- a. Resolution 20-33 : Expenditure Limits for FY 2021 on Departmental Revolving Funds Established by Franklin Town Code Chapter 73, as provided in G.L. Chapter 44 Section 53E1/2, as Amended (**Motion to Approve Resolution 20-33 - Majority Roll Call Vote**)
- b. Resolution 20-38: Acceptance of G.L. Ch. 60, Section 15B and the Establishment of a Tax Title Collection Revolving Fund for Treasurer-Collector (**Motion to Approve Resolution 20-38 - Majority Roll Call Vote**)
- c. Resolution 20-39: Establishment of the Metacomet Emergency Communication Center (MECC) Stabilization Fund (**Motion to Approve Resolution 20-39 - Two Thirds (2/3) Majority Roll Call Vote**)

- d. Bylaw Amendment 20-855: Chapter 82, Water Fee Increase - First Reading (**Motion to move Bylaw Amendment 20-855 to a second reading - Majority Roll Call Vote**)
- e. Resolution 20-40: Salary Schedule: Full-Time Elected Official - Town Clerk (**Motion to Approve Resolution 20-40 - Majority Roll Call Vote**)
- f. Resolution 20-41: Ratification of the Memorandum of Agreement between the Franklin Police Association employees and the Town of Franklin (**Motion to approve Resolution 20-41 - Majority Roll Call Vote**)
- g. Resolution 20-35: FY20 Capital Plan Round 2 (**Motion to Approve Resolution 20-35 - Majority Roll Call Vote**)
- h. Resolution 20-32: FY20 Appropriation Transfers (**Motion to Approve Resolution 20-32 - Majority Roll Call Vote**)
- i. Resolution 20-34: Authorize Town Administrator to Grant Temporary Expansion Licenses (**Motion to Approve Resolution 20-34 - Majority Roll Call Vote**)

6. TOWN ADMINISTRATOR'S REPORT

7. FUTURE AGENDA ITEMS

8. COUNCIL COMMENTS

9. ADJOURN

Note:

Two-Thirds Vote: requires 6 votes

Majority Vote: requires majority of members present and voting

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



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

OFFICE OF THE TOWN ADMINISTRATOR

APPOINTED COMMITTEE MEMBERS June 2020 - 2nd Round

The Town Administrator has appointed the following individuals to serve to boards and committees:

Cultural Council 3-year term (9 members)

Jose Trevino 911 Washington St June 30, 2023

Zoning Board of Appeal 3-year term (3 members)

Robert Acevedo 64 Maple St June 30, 2023

Motion to Ratify the Annual appointments to the following boards and commissions.

DATED: _____, 2020

VOTED:

UNANIMOUS: _____

YES: _____ **NO:** _____

ABSTAIN: _____

ABSENT: _____

RECUSED: _____

A True Record Attest:

Teresa M. Burr, CMC
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



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OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

June 16, 2020

To: Town Council

From: Jamie Hellen, Town Administrator

Re: Resolution 20-3 : Annual Revolving Funds Approval

By statute, the Council is required to reauthorize the usage and limits on departmental revolving funds.

I am happy to answer any questions you may have.



TOWN OF FRANKLIN

RESOLUTION 20-33

EXPENDITURE LIMITS FOR FY2021 ON DEPARTMENTAL REVOLVING FUNDS ESTABLISHED BY FRANKLIN TOWN CODE CHAPTER 73, AS PROVIDED IN MGL CHAPTER 44, §53E½, AS AMENDED

WHEREAS, the Franklin Town Council has adopted a bylaw amendment establishing a new chapter of the Franklin Town Code; Chapter 73 Departmental Revolving Funds, as provided in MGL Chapter 44, §53E½, as amended by Chapter 218 of the Legislative Acts of 2016, and

WHEREAS, MGL Chapter 44, §53E½, as amended, further provides that the municipality’s legislative body shall annually set the expenditure limit for each revolving fund established under the local bylaw,

NOW THEREFORE, The Franklin Town Council hereby sets the expenditure limit for each revolving fund established under Franklin Town Code; Chapter 73 for Fiscal Year 2021, as follows:

- Section 5.1** Senior Center Respite Program: Thirty Thousand Dollars (\$30,000)
- Section 5.2** Senior Center Activities Program: One Hundred Thousand Dollars (\$100,000)
- Section 5.3** Senior Center Supportive Day Program: One Hundred Thousand Dollars (\$100,000)
- Section 5.4** Use of Facilities Account: One Hundred Thousand Dollars (\$100,000)
- Section 5.5** Fire Department Rescue Training Program: Ten Thousand Dollars (\$10,000)
- Section 5.6** Community Policing Programs: Twenty-Five Thousand Dollars (\$25,000)

NOW, THEREFORE, BE IT MOVED AND VOTED, that the Town fix the maximum amounts that may be spent during Fiscal Year 2021 beginning on July 1, 2020 for the revolving funds established by Town Code for the Departments listed above, in accordance with Massachusetts General Laws Chapter 44, Section §53E½.

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

DATED: _____, 2020

VOTED: _____

A TRUE RECORD ATTEST:

UNANIMOUS: _____

YES: _____ **NO:** _____

ABSTAIN: _____ **ABSENT:** _____

RECUSED: _____

Teresa M. Burr, CMC
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

Town of Franklin

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OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

June 16, 2020

To: Town Council
From: Jamie Hellen, Town Administrator
Re: **Resolution 20-38: Tax Title Revolving Fund**

I am asking the Council to consider the creation of a Tax Title revolving fund. According to Massachusetts General Law Chapter 6, Section 15B, a municipality is authorized to establish a Tax Title Collection Revolving fund for the Treasurer/Collector. As the Town Administrator I am suggesting that you vote in favor of creating this fund. If approved, this fund will begin at the start of FY21, July 1, 2020.

This Tax Title fund will eventually free up operating budget capacity by \$32,000 once it becomes a self sustaining fund. This is another creative way our finance team is looking at ways to address the competing interests in the operating budget.

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



TOWN OF FRANKLIN

RESOLUTION 20-38

Acceptance of G.L. Chapter 60, Section 15B and Establishment of a Tax Title Collection Revolving Fund for Treasurer-Collector

WHEREAS, G.L. Chapter 60, Section 15B is a local acceptance statute which authorizes a municipality to establish a tax title collection revolving fund, and

WHEREAS, said statute provides that a municipality may establish a tax title collection revolving fund by a vote of its legislative body taken upon the recommendation of its chief executive officer, and

WHEREAS, the Town of Franklin Home Rule Charter designates the Franklin Town Administrator as the Town’s chief executive officer and he has recommended to the Franklin Town Council that it vote to establish a tax title collection revolving fund for the Franklin Treasurer-Collector,

NOW THEREFORE BE IT VOTED by the Franklin Town Council that:

1. The Town of Franklin hereby accepts G.L. Chapter 60, Section 15B.
2. The Franklin Town Council hereby establishes a tax title collection revolving fund for the Franklin Treasurer/Collector in accordance with the Franklin Town Administrator’s recommendation; said fund shall begin on July 1, 2020 (first day of FY 2021).

This resolution shall take effect 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

Town of Franklin

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OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

June 16, 2020

To: Town Council
From: Jamie Hellen, Town Administrator

Re: Resolution 20-39: MECC Stabilization Fund

The Metacomet Emergency Communications Center (MECC) is a Regional 911 center dispatching for the towns of Franklin, Norfolk, Plainville and Wrentham. In FY21 a merger is anticipated of the Mendon/Millville regional dispatch center into the Metacomet Emergency Communications Center (MECC) on January 1, 2021. This move will save \$670,553 in operating capacity on the municipal side.

A stabilization fund is needed to allow for the reintroduction of a full year assessment for the MECC in FY25. This assessment may be in the order of \$1.5 million. A stabilization fund is needed in order to save the money to phase back in that large of a budget line item over one to three years. A portion of the savings from the state grant will be deposited each year to save up for this.

The stabilization fund will also be available for transitory capital and operational costs for the Fire and Police Departments. As public safety communications infrastructure continues to evolve and as we continue to evolve in public safety operations, a fund to use the savings from the public safety regional dispatch makes sense to have set aside. As an example to this, this past year the Town needed to appropriate almost \$300,000 to adjust our fiber communications network due to the copper lines being pulled out by cable companies. Another example are one time funding sources for grants to offset personnel costs, but then are required to come back onto the operating budget when the one time revenues dry up. Ultimately, this gives public safety much more flexibility and is a sound financial policy.

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



TOWN OF FRANKLIN

RESOLUTION 20 - 39

Creation of MECC/Public Safety Stabilization Fund, as Authorized by G.L. Chapter 40, Section 5B and Transfer of Funds Thereto

WHEREAS, G.L. Chapter 40, Section 5B authorizes a municipality to create a stabilization fund for a specified purpose and to appropriate amounts thereto, and

WHEREAS, the Town of Franklin has need for a special purpose stabilization fund to allow it to accumulate funds to pay the assessments which will be due from the Town to Metacomet Emergency Communications Center (MECC) to fund its operations, as well as to accumulate funds to pay unanticipated capital and operating expenses of Town Police Department and/or Fire Department,

NOW THEREFORE BE IT VOTED by the Franklin Town Council that:

1. As authorized by G.L. Chapter 40, Section 5B, a special purpose stabilization fund to be known as "MECC/Public Safety Stabilization Fund" is hereby created; the purpose(s) for said stabilization fund shall be to accumulate funds to pay the assessment(s) which will be due from Town to the Metacomet Emergency Communications Center (MECC) to fund MECC's operations and/or to accumulate funds for Town to pay any unanticipated Town Police Department and/or Fire Department capital and operating expenses.
2. The sum of \$447,355 is hereby transferred from account 01225200 Regional Dispatch to the MECC/Public Safety Stabilization Fund.

This resolution shall become effective on and after July 1, 2020.

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

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OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

June 16, 2020

To: Town Council

From: Jamie Hellen, Town Administrator

Re: Bylaw Amendment 20-855: Chapter 82 Municipal Service Fees - Water Service Fees

To begin with the good news, we have removed consideration of a sewer rate increase as proposed earlier this year. This will save residents 3% on their sewer bills in FY21 and is good news. The reason for this is due to the fact the Charles River Pollution Control District (CRPCD) was able to lower Franklin's assessment significantly. In fact, rate payers are paying approximately \$275,000 less in the assessment, which will help absorb out likely increases next year, especially given the continued uncertainty around Dean Foods bankruptcy case involving the Garelick plant on 140. As you know, that plant is a sizable portion of the sewer enterprise fund revenue. Again, as we sit here today, this is still good news and we will adjust as needed in the future.

However, staff are recommending a water rate increase of 10% effective July 1, 2020 and 10% for July 1, 2021, respectively. The last increase was in 2018. While the economy has changed in the last 4 months, the truth is this increase was planned well before the COVID-19 crisis hit our country. The Town made substantial financial commitments for projects underway and needed to fund these. As always, we will continue to look at ways to evaluate those contracts, evaluate if future projects should not move forward.

The purposes for the rate increases are:

1. To fund the increase in debt service required for the new \$13 million dollar Iron and Manganese water treatment plant and the reconstruction of wells 6 & 9 projects on Grove Street. This project has commenced and is on schedule (see attached project schedule sheet).
2. To keep up with the general cost of doing business for the department, including the 5-year water main replacement program. Lincoln Street (from Moore Ave to Brook Street will be a major project focus for 2020).

The proposed rate is as follows:

| | Current Rate | Proposed FY21 Rate | Proposed FY22 Rate |
|--|---------------------|---------------------------|---------------------------|
| 0-15 CCF (100 Cubic Feet or 748 Gallons) | \$5.75 | \$6.33 | \$6.96 |
| 16-40 CCF | \$6.05 | \$6.66 | \$7.33 |
| 41+ CCF | \$7.10 | \$7.81 | \$8.59 |

The average residential water bill will increase by approximately \$10.15 per quarter in FY21 and \$11.15 per quarter in FY22. We do have a tiered system so smaller users will pay less and larger users will pay more. Please note that while increases in water and sewer rates are frustrating, our system is much more affordable than what MWRA rate payers pay. See chart below.

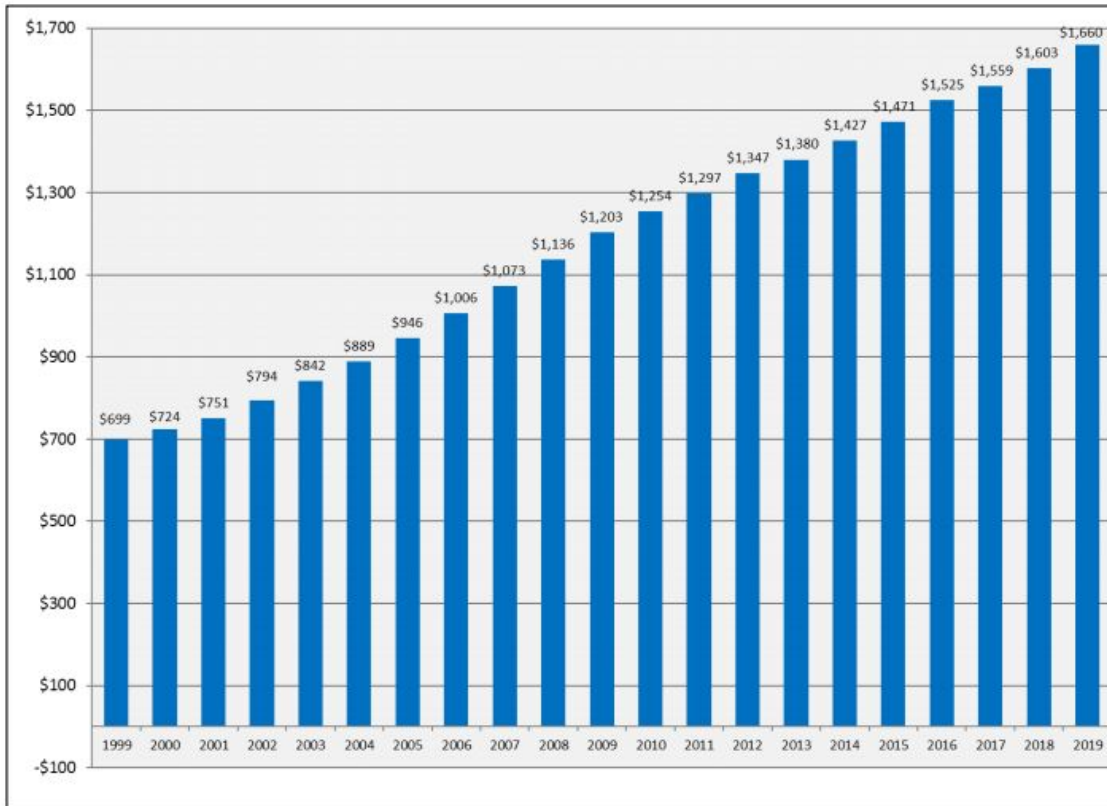
I am happy to answer any questions you may have.

CHARLES RIVER POLLUTION CONTROL ASSESSMENT HISTORY

| YEAR | AMOUNT | ANNUAL INCREASE |
|-------------|---------------|------------------------|
| FY14 | 2,158,040 | - |
| FY15 | 2,272,730 | 114,690 |
| FY16 | 2,943,810 | 671,080 |
| FY17 | 3,593,880 | 650,070 |
| FY18 | 6,651,680* | 57,800 |
| FY19 | 3,645,250 | (6,430) |
| FY20 | 3,827,920 | 182,670 |

* This figure includes a separate assessment due to the MS4 compliance facility capital improvements.

Combined Annual Water & Sewer Charges in MWRA Communities 1999 – 2019 (Consumption at 120 HCF ≈ 90 kgal)



Town of Franklin DPW – Proposed Water Capital Projects

Replacement Well at Well Station No. 3

- **Purpose:** To have the ability to produce the entire DEP approved yield from this site a new supplemental water supply well (Well No. 3A) is proposed.
- **Project:** Well Construction, Source Approval, and connection into the system
- **Benefit:** To increase supply production into the system and to gain more operational flexibility.

Treatment Plant at Well Stations No. 3 and No. 6

1. Well Station Nos. 3 & 6 Treatment Plant

- **Purpose:** To provide treatment for Well Station Nos. 3 & 6.
- **Project:** New Water Treatment Plant (approx. 5000 sq. ft.) and associated treatment equipment to treat Well Station Nos. 3 & 6 water.
- **Benefit:** To provide manganese and iron filtration at Well Station Nos. 3 & 6 to supply the total approved yield of 1.22 MGD.

2. Modifications and Demolition at Well Station No. 6

- **Purpose:** Remove the existing vacuum pumping system and install submersible pumps at each well at Station No. 6.
- **Project:** New Well pumps and modifications for the six Wells that make up Well Station No. 6; Demolition of the existing Well No. 6 pump station; modifications to the existing Well Station No. 6 Chemical Building
- **Benefit:** To increase efficiency and operational flexibility of the existing Well Field to operate with the new Water Treatment Plant.

3. Modifications at Well Station No. 3

- **Purpose:** Make recommended structural and architectural repairs to the existing Well Station No. 3 pump station and chemical building.
- **Project:** Concrete repair, roof replacements, and minor process modifications within the Chemical Building
- **Benefit:** To provide resiliency to the existing infrastructure for continued operation now and into the future.

Town of Franklin DPW – Proposed Water Capital Projects

Pleasant Street Tank Service Area Energy Efficiency Project & Hillside Tank #1 Improvements

- **Purpose:** Reconfigure the existing low service area (Pleasant Street) system to eliminate the “in series” pumping. Preservation of the historic 1888 420,000-gallon Hillside Tank #1.
- **Project:** Demolition of the old tank and booster station, new prefabricated pressure-reducing valve (PRV) stations at Pleasant Street and Greystone Road and at Miller Street @ Brook Street Ext. Replace the pump at Well No. 4 with a pump capable of supplying the approved yield of Well Station No. 4 (0.921 MGD). The project also includes exterior and interior rehabilitation of Hillside Tank #1.
- **Benefit:** To reduce energy and maintenance costs associated with the existing infrastructure.

Estimated Project Costs & Schedule

| Project Name | Estimated Opinion of Probable Project Costs | Anticipated Completion Date |
|---|---|-----------------------------|
| Replacement Well at Well Station No. 3 | \$0.9M | Fall 2018 |
| Treatment Plant at Well Stations No. 3 and No. 6 | \$12.6M | Fall 2020 |
| Pleasant Street Tank Service Area Energy Efficiency Project | \$2.0M | Spring 2021 |
| Totals | \$15.5M | |



**TOWN OF FRANKLIN
BYLAW AMENDMENT 20-855**

**CHAPTER 82, MUNICIPAL SERVICE FEES
BYLAW TO AMEND THE CODE OF THE TOWN OF
FRANKLIN AT CHAPTER 82**

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL THAT: Chapter 82 of the Code of the Town of Franklin, entitled "fees" is hereby amended at Appendix B, as follows:

**Appendix B
List of Service Rates**

Effective for bills issued after September 30, 2020 Water Usage rates shall be as follows:

| CCF | Water Usage | Water Usage | Water Usage |
|------------|----------------------|---------------------|----------------------|
| | Rate 06-30-18 | Rate 9-30-20 | Rate 06-30-21 |
| 0-15 | \$5.75 | <u>\$6.33</u> | <u>\$6.96</u> |
| 16-40 | \$6.05 | <u>\$6.66</u> | <u>\$7.33</u> |
| 41+ | \$7.10 | <u>\$7.81</u> | <u>\$8.59</u> |

This bylaw shall become effective according to the provisions outlined in the Franklin Home Rule Charter.

DATED: _____, 2020

VOTED:

UNANIMOUS: _____

A True Record Attest:

YES: _____ **NO:** _____

ABSTAIN: _____

ABSENT: _____

**Teresa M. Burr, CMC
Town Clerk**

**Glenn Jones, Clerk
Franklin Town Council**

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



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OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

June 16, 2020

To: Town Council
From: Jamie Hellen, Town Administrator
Re: **Resolution 20-40: Clerks Salary**

I am asking the Town Council to consider the Town Clerk's FY21 proposed Salary. As an elected official the Town Clerk's salary must be approved by the Town Council by statute. We are requesting an increase in the Town Clerk's Salary from \$84,000 in FY20 to \$86,537 in FY21.

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



TOWN OF FRANKLIN

RESOLUTION 20 - 40

SALARY SCHEDULE: FULL-TIME ELECTED OFFICIAL

A Resolution Amending Appendix A, Chapter 4 of the Code of the Town of Franklin, entitled "Salary Schedule - Full-Time Elected Official".

BE IT RESOLVED BY THE FRANKLIN TOWN COUNCIL THAT: Appendix A Salary Schedule - Full-Time Elected Official, Chapter 4 of the Code of the Town of Franklin is amended as follows:

APPENDIX A

SALARY SCHEDULE - FULL-TIME ELECTED OFFICIAL

| OFFICE | INCUMBENT SALARY | FY21 SALARY |
|---------------|-------------------------|--------------------|
| Town Clerk | \$84,000 | <u>\$86,537</u> |

This resolution is effective for the fiscal year beginning on July 1, 2020.

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

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OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

June 16, 2020

To: Town Council

From: Jamie Hellen, Town Administrator

Re: Resolution 20-41: Ratification of the Franklin Police Association Contract

I am asking the Town Council to consider resolution 20-41, which will ratify the provisions of the Franklin Police Association Collective Bargaining Agreement as ratified by the Franklin Police Association Employees. The provisions of the agreements will be in effect from July 1, 2019 to June 30, 2022.

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



TOWN OF FRANKLIN

RESOLUTION 20-41

Ratification of Franklin Police Association Contract

BE IT RESOLVED BY THE TOWN OF FRANKLIN acting by and through the Town Council:

Hereby ratifies the provisions of the attached Franklin Police Association Collective Bargaining Agreement which have been ratified by the Franklin Police Association Employees. The provisions of the Agreements shall be in effect from July 1, 2019 to June 30, 2022.

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

DATED: _____, 2019

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

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OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

June 16, 2020

To: Town Council
From: Jamie Hellen, Town Administrator
Re: **Resolution 20-35: Capital Plan Round 2**

I am asking the Council to consider the Round 2 Capital plan requests. At this time the Town is requesting \$855,000 in the second round of requests. The Finance Committee and the Town Council Capital Budget subcommittee recommend these items, both had unanimous approval.

Four departments are requesting funds at this time:

- The Fire Department requests \$350,000 from receipts reserved for this appropriation to purchase a new ambulance.
- The Facilities department is requesting \$45,000 from free cash to purchase an electrician staff van.
- The Technology department is requesting \$110,000 from free chase to purchase networking equipment.
- The DPW is requesting \$350,000 from free cash to be allocated towards roads and infrastructure improvement costs that are already in the pipeline. Due to the town budget challenges, the future of infrastructure projects is up in the air. Notably, we are hopeful to use these funds this year to construct additional sidewalks on Beaver Street now that the section is complete over the MBTA train tracks.

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



TOWN OF FRANKLIN

RESOLUTION 20-35

FY20 CAPITAL PLAN ROUND 2

APPROPRIATION: FY20 CAPITAL PLAN ROUND 2

TOTAL REQUESTED: \$855,000

PURPOSE: To appropriate funds for the FY20 Capital Plan Round 2:

| <u>DESCRIPTION:</u> | <u>DEPT</u> | <u>SOURCE</u> | <u>AMOUNT</u> |
|------------------------|------------------|-----------------------------|------------------|
| Ambulance | Fire | Receipts Reserved for Appr. | \$350,000 |
| Electrician Staff Van | Facilities | Free Cash | \$45,000 |
| Networking Equipment | Information Tech | Free Cash | \$110,000 |
| Roads & Infrastructure | DPW | Free Cash | <u>\$350,000</u> |
| | | | <u>\$855,000</u> |

MOTION:

Be It Moved and Voted by the Town Council that the sum of Three Hundred Fifty-Thousand Dollars (\$350,000) be transferred from Receipts Reserved for Appropriation-Ambulance Fund and that the sum of Five Hundred-Five Thousand Dollars (\$505,000) be transferred from Free Cash, to be expended at the discretion of the Town Administrator (to include any residual funds remaining in line items) for the FY 2020 General Fund Capital Plan Round 2 as outlined above.

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: **\$855,000**

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

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OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

June 12, 2020

To: Town Council
From: Jamie Hellen, Town Administrator
Re: **FY20 Budget Appropriation Transfers**

As the Town staff closes out the fiscal year, I request the Council approve a few minor transfers in the budget to close out certain accounts. It's important to note departments have done a great job managing their budgets with so few requested transfers for unexpected costs. These are interdepartmental transfers to cover costs in the current fiscal year in FY20.

1. The Fire Department is requesting \$60,000 to cover additional expenses incurred over the past fiscal year.
2. The Human Resources Department is requesting \$8,000 in additional funds to cover additional expenses incurred over the course of fiscal year 2020.

There is a total of \$68,000 in appropriation transfers requested at this time. This resolution will transfer \$68,000 from the Regional Dispatch Expense lineitem and transfer \$60,000 to the Fire Expenses line item and \$8,000 to the Human Resources line item for a total of \$68,000 to be transferred out of 01225200 Regional dispatch expense line item.

If you have any additional questions let me know.



RESOLUTION 20-32

APPROPRIATION: Appropriation Transfers FY20

PURPOSE: to transfer FY20 appropriations to cover unanticipated shortfalls as follows:

Sources:

01225200 Regional Dispatch Expense \$68,000

Uses:

01220200 Fire Expenses \$60,000

01152200 Human Resources Expenses \$8,000

\$68,000

MOTION

Be It Moved and Voted by the Town Council that the sum of Sixty-Eight Thousand Dollars (\$68,000) be transferred from the Regional Dispatch Expense account to the above named Expense accounts in the amounts stated prior to June 30th 2020.

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

DATED: _____, 2019

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

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OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

June 16, 2020

To: Town Council
From: Jamie Hellen, Town Administrator

Re: Resolution 20-34: Authorize Town Administrator to grant temporary expansion licenses

As a result of the COVID-19 Pandemic, Massachusetts Governor Charlie Baker has developed a phased re-opening for the state of Massachusetts. In phase 2 of the reopening, restaurants will be allowed to open for outdoor service, the State has instructed municipalities to develop and issue temporary expansion alcohol licenses, entertainment licenses, and on premise consumption food, entertainment and alcohol licenses.

This resolution will give *formal* authorization to the Town Administrator to grant these temporary expansion alcohol licenses, entertainment licenses, and on premise consumption food, entertainment and alcohol licenses. The Council has already authorized the Administration during the COVID-19 discussion at the June 3rd Town Council meeting. This vote is formality.

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



**TOWN OF FRANKLIN
RESOLUTION 20 - 34**

**Authorization of Town Administrator to
Grant Temporary Extension of Licensed
Premises for Outdoor Dining**

WHEREAS, the state has instructed municipalities to develop and issue temporary expansion alcohol licenses, entertainment licenses, and on premise consumption food, entertainment and alcohol licenses.

NOW THEREFORE, BE IT RESOLVED THAT:

The Town Council of the Town of Franklin hereby grants authority to the Town Administrator to grant temporary expansion alcohol licenses, entertainment licenses and on premise consumption food, entertainment, and alcohol licenses.

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**