

**Stormwater Ad Hoc Subcommittee Meeting  
Agenda & Meeting Packet**  
September 9, 2020  
**6:30 PM**

Meeting will be held at the **Municipal Building**  
2nd floor, Council Chambers  
355 East Central Street

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. **Residents can attend and participate via the “ZOOM” Platform.**

**A NOTE TO RESIDENTS:** *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. 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. 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.*

- **Link to access meeting:** August 12, 2020 Town Council Meeting Link [HERE](#) -- Then click “Open Zoom”
  - Or copy and paste this URL into your browser: <https://us02web.zoom.us/j/89463274217>
  - **Call-In Phone Number:** Call **1-929-205-6099** and enter Meeting ID # **894 6327 4217** --Then press #

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## Agenda

1. Stormwater Implementation Update, Plan Proposal & Discussion
  - a. [Stormwater Town website](#)

This is a meeting of the Franklin Town Council Sub-Committee; under the Open Meeting Law, this subcommittee is a separate "public body" from the Town Council. Therefore, unless the Town Council has separately noticed and posted its own meeting, Councilors who are not members of this subcommittee will not be permitted to speak or otherwise actively participate @ this meeting, although they may attend and observe. This prohibition is necessary to avoid the potential for an Open Meeting Law Violation.



# TOWN OF FRANKLIN

## DEPARTMENT OF PUBLIC WORKS

257 Fisher Street  
Franklin, MA 02038

September 8, 2020

Stormwater Ad Hoc Committee  
Town of Franklin, MA

Dear Members,

Based on discussions, thoughts, conversations and data presented at our last two meetings, I would like to make the following suggestions toward implementing a stormwater program as required by federal law. I believe the following recommendations are sensitive to the varying concerns and positive feedback we have received to date on this issue:

**Set the stormwater user fee at \$18.66 per billing unit, per year:** This would mean the fee for an “average single family household” (with 3 billing units) would be \$56.00 per year, and billed at \$14.00 per quarter. The fee would begin on July 1st, 2021.

**Projected Stormwater Utility Revenue:** With the billing of approximately 82,000 billing units (household, commercial and industrial), this stormwater utility fee will generate about \$1,530,120 annually. The cost of operating the utility includes billing, impacts of delinquencies, and a credit program, and is estimated at \$140,000 a year. Including funding of an emergency reserve of \$150,000 per year, this will leave \$1,240,000 for stormwater services.

**What this means:** Not all of the Town’s existing stormwater costs could be transferred from the existing Public Works operating budget (general fund) to the Stormwater Utility, but the critical expenses and expenditures would be. I feel the following services are critical to maintaining the current level of service and meeting the existing MS4 federally-mandated regulatory requirements. These expenses are recommended to be paid annually from the stormwater utility revenues (like water, sewer and trash). Please note, if this program begins in FY22, establishing a stormwater utility will also free up operating budget capacity in FY22 and FY23 and beyond as the program transitions from the operating budget to the utility.

**1. Operations and Maintenance: \$512,000**

- Catch Basin Cleaning - \$200,000
- Street Sweeping - \$170,000
- Storm Sewer and Culvert Maintenance & Repairs - \$75,000
- BMP Maintenance - \$57,000
- General Stormwater Service Expenses (gas, uniforms, safety equipment) - \$10,000

**2. MS4 and Other Regulatory Compliance and Enforcement: \$253,000**

- MS4 Compliance (IDDE Program, Outfall Inspections, SW Pollution Control Plans, Employee Training Education, Tracking) – \$223,000
- Annual Stormwater Management Plan and Updated Permit Filings - \$20,000
- Development Oversight: Stormwater Plans - \$10,000

**3. Engineering and Planning: \$175,000**

- Mapping and Database Management - \$65,000
- Construction Oversight and Erosion and Sediment Control Inspections - \$25,000
- Stormwater Manager Position (67% of total salary and benefits) - \$85,000

**4. Capital Improvements and Equipment: \$300,000**

- BMP Retrofits/Capital Construction - \$250,000
- Capitalized Stormwater Equipment - \$50,000

**Total Program Expenses to be Funded from Utility Fee: \$ 1,240,000**

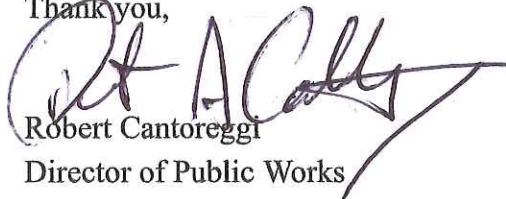
The expense projections above do not include the approximately \$150,000 of existing costs that will be left in the general fund for DPW/Highway management and overhead staff salaries and additional capitalized equipment costs. The rate of \$18.66 per billing unit has been reduced by about 35% from the projected three year average of the original program (\$28.15/billing unit) that was drafted last fall (based on an increase in services including expanded leaf pick-up, additional operations staff, and increased capital infrastructure expenditures). See attachment.

**Credits.** Establish a credit program that all property owners can apply for to reduce their utility fee up to 50%. Credits would be given to properties that have already installed recharge systems and for future projects that are installed to reduce run off and improve recharge. Additionally, regarding rain barrels, I would suggest a simple reduction of ½ billing unit for each rain barrel with a limit of four.

**Community Assistance Program (CAP).** I would suggest that all stormwater utility fees be waived in full for anyone who qualifies for the CAP. In [Chapter 82 of the Town Code](#), qualifying residents are eligible for a 20% credit on their water, sewer and trash bill. They also can receive a free sticker to the Recycling Station. I would propose waiving a property owner's entire annual stormwater utility fee for those who qualify. Qualifications are based on the most recent federal index for home heating oil assistance and other governmental assistance.

**Program Implementation:** Start the collection of funds for the stormwater utility on July 1st, 2021.

Thank you,



Robert Cantoreggi  
Director of Public Works