



FRANKLIN TOWN COUNCIL

April 12, 2017

7:00 PM

A. APPROVAL OF MINUTES – March 22, 2017

B. ANNOUNCEMENTS –

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

C. PROCLAMATIONS/RECOGNITIONS

D. CITIZEN COMMENTS – 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.

E. APPOINTMENTS - Franklin Cultural Council

F. HEARINGS

G. LICENSE TRANSACTIONS

H. PRESENTATIONS/DISCUSSIONS

- *Legislative Delegation: Senator Karen Spilka, Senator Richard Ross, Representative Jeffrey Roy*

I. SUBCOMMITTEE REPORTS

J. LEGISLATION FOR ACTION

1. *Resolution 17-20: Chapter 61A, Non-Exercise of First Refusal Option – Property located at 4 Mount Street (Motion to Move Resolution 17-20: Majority vote (5))*
2. *Resolution 17-21: Compensation Plan, FY 2018 (Motion to Move Resolution 17-21: Majority vote (5))*
3. *Resolution 17-22: Town Council Approval of the Resubmittal of Zoning Bylaw Amendment 16-755: Zoning Map Changes from Rural Residential 1 to Residential VII of an Area on Summer Street (Motion to Move Resolution 17-22: Majority vote (5))*
4. *Bylaw Amendment 17-787: Amendment to the Code of the Town of Franklin at Chapter 179, Water – 2nd Reading (Motion to Move Bylaw Amendment 17-787: Majority Roll Call vote (5))*
5. *Zoning Bylaw Amendment 17-788: Definitions. Brewery, Distillery, or Winery with Tasting Room – Referral to Planning Board (Motion to Refer Bylaw Amendment 17-788 to the Planning Board (Majority Vote (5))*
6. *Bylaw Amendment 17-789: Amendment to Water System Map – 1st Reading (Motion to Move Bylaw Amendment 17-789 to a 2nd Reading – Majority vote (5))*
7. *Bylaw Amendment 17-790: Amendment to Sewer System Map – 1st Reading (Motion to Move Bylaw Amendment 17-790 to a 2nd Reading – Majority vote (5))*

K. TOWN ADMINISTRATOR'S REPORT

L. FUTURE AGENDA ITEMS

M. COUNCIL COMMENTS

N. EXECUTIVE SESSION

O. ADJOURN

**FRANKLIN TOWN COUNCIL
MINUTES OF MEETING
March 22, 2017**

A meeting of the Town Council was held on Wednesday, March 22, 2017 at the Franklin Municipal Building, 355 East Central Street, Franklin, Massachusetts. Councilors present: Andrew Bissanti, Robert Dellorco, Glenn Jones, Matthew Kelly, Thomas Mercer by remote, Peter Padula, Deborah Pellegri, Judith Pond Pfeffer, Robert Vallee. Councilors absent: None. Administrative personnel in attendance: Jeffrey Nutting, Town Administrator; Jamie Hellen, Deputy Town Administrator; Mark Cerel, Town Attorney.

CALL TO ORDER: ► Chairman Kelly called the meeting to order at 7:00 PM with a moment of silence and the Pledge of Allegiance.

APPROVAL OF MINUTES: March 1, 2017. ► **MOTION** to **Approve** the March 1, 2017 meeting minutes by **Jones**. **SECOND** by **Dellorco**. **No Discussion**. ► **ROLL CALL VOTE:** Bissanti-YES; Dellorco-YES; Jones-YES; Kelly-YES; Mercer-YES; Padula-YES; Pellegri-YES; Pfeffer-YES; Vallee-YES. ► **VOTE: Yes-9, No-0, Absent-0.**

ANNOUNCEMENTS: ► Chairman Kelly announced that Mr. Mercer would be attending via telephone. ► Chairman Kelly announced the meeting is being recorded by *Franklin TV* and available for viewing on Comcast Channel 11 and Verizon Channel 29. This meeting may also be recorded by others.

PROCLAMATIONS/RECOGNITIONS: *None.*

CITIZEN COMMENTS: *None.*

APPOINTMENTS: *None.*

PRESENTATIONS/DISCUSSIONS: ► *Auditors.*

1. Annual Financial Statements for the year ended June 30, 2016. ■ Susan Gagner, Comptroller; Zackary Fentross, Audit Manager of Melanson Heath; Frank Biron, Partner/Owner of Melanson Heath; and Jim Dacey, Treasurer/Collector, addressed the Town Council. ■ Mr. Biron stated they provided audit services for the year end June 30, 2016. ■ Mr. Fentross reviewed highlights from the financial statements and discussed the management letter with recommendations. He stated the Independent Auditor's Report is what Melanson Heath was hired to do. The Town has received a clean opinion which means there are no exceptions; it is the best opinion that can be received from an independent audit firm. He reviewed the Management's Discussion and Analysis pages. Moving on to the Statement of Net Position for the Town of Franklin (page 14), he discussed the Noncurrent Liabilities, Other Post-Employment Benefits total of \$48,497,296. He stated that this liability is recorded over a 30-year period. The current \$48 million balance is not the full liability. In 2018, the full balance of this liability will be recorded on the Statement of Net Position. The full liability is \$92 million (page 49). He discussed Net Pension Liability with balance of \$41,346,324 (page 14). This is an increase of approximately \$1 million from the prior year. This represents the Town's proportionate share of the Norfolk County Retirement System. He reviewed the Town of Franklin Balance Sheet (page 16). He noted under General Fund, Property Taxes a balance of \$1,313,050. The detail of what makes up those taxes is on page 37. He stated this shows the Town is doing a good job of collecting taxes or placing tax liens in a timely manner. He stated Franklin's Unassigned Fund balance was equal to about 10 percent of the Town's budget which shows the Town is in a good financial position; this is a favorable figure for the Town. He continued to review the Statement of Revenues and Other Sources. He discussed the Statement of Changes in Fiduciary Net Position (page 25) and focused on the OPEB Trust Fund. Contributions to the Fund were \$622,000; at the end of the year there was a balance of \$2,172,234. This will reduce the total liability of the OPEB. ■ Mr. Biron summarized that

the financial statements were very strong and he thinks the bond rating agencies would agree. In the evaluations received from the bond rating agencies, they have spoken very highly of the numbers and the policies and the financial team Franklin has in place. He stated that the Town has Enterprise Funds for water, sewer and solid waste; all three had positive operating results for the year. In response to Town Council members' questions, Mr. Biron stated that the better the bond rating, the lower the interest rate. So, it saves the Town money when they have projects. In regards to OPEB contributions, he noted that the Town put in \$600,000 which is very good. He stated the Town does have a very large liability, but noted that other MA municipalities do as well. He remarked that the Town is in about the 75th percentile making contributions to the OPEB liability.

2. **Management Letter for the year ended June 30, 2016.** ■Mr. Fentross stated they also looked at the Town's internal controls to ensure that assets are properly safeguarded and if any improvements or deficiencies were identified. In 2016, the Town did not have any material weaknesses which is very good. He reviewed recommendations for the Town including to develop a more formal risk assessment process, implementation of new GASB standard, and consider reauthorizing OPEB Trust Fund under new legislation. ■Mr. Nutting stated the only way OPEB is going to get resolved is with legislative relief. He stated the \$93 million will grow because the rules and the way they account for it are changing. ■Mr. Helen noted that Mr. Nutting and Maureen Sabolinski, Superintendent, signed a letter indicating that OPEB was a legislative priority. The Town has been on record advocating for this. ■Ms. Pellegrini stated the residents should be pleased hearing this report and pleased with the Town administrators for doing a great job. ■Mr. Nutting thanked Jim and Sue; this will be their last audit. ■Mr. Jones said these reports are tremendous and thanked everyone for their hard work.

HEARINGS: ► **On Whether to Exercise the Town's First Refusal Option to Purchase Land on Washington Street.** ► **MOTION to Open the hearing by Jones. SECOND by Dellorco. (No vote taken to open the hearing.) Discussion:** ► Mr. Nutting stated under Massachusetts General Law, landowners with significant acreage in open-space, wood, or agriculture can apply for a tax exemption or reduction under Chapter 61. That allows them to keep the land and not sell it; if they go to sell it, the Town has first option of refusal. In this case, there is a 12-acre parcel on Washington Street, near the Bellingham line, that is going through the process and the Town has the right of first refusal. Immediately adjacent to this parcel is three other Town-owned parcels for about 52 acres of land. He thought it made sense to acquire this land. The 12-acres cost \$212,500. There are utility easements across it, but he stated it is short money to guarantee future generations options for the land. The public hearing is to see if there are any comments from citizens. Later in tonight's agenda is a resolution to determine how the Town Council would like to proceed. In response to Town Council members' questions, Mr. Nutting stated there are two utility easements: a gas line and small electric line. ■Mr. Vallee stated he would like the opinion of realtors to get a better idea if it is worth buying. ■Mr. Nutting stated even if it was one house lot, it would probably cost \$200,000. ■Ms. Pfeffer stated it was a good idea to purchase it, but not with the Conservation money. If it is purchased with Conservation money, it can only be used for Conservation. ■Mr. Nutting stated it would be purchased with Free Cash; this leaves all options available. ■Mr. Cerel stated there is a signed purchase and sale agreement of another offer. The statute spells out the process when there is a third-party buyer. He stated that the Town matches the third-party offer or the Town declines; there is no other choice under the statute. ■Mr. Jones stated agreement with Ms. Pfeffer regarding purchase of this property. ■**Chairman Kelly declared the hearing Closed.**

LICENSE TRANSACTIONS: ► **British Beer Company – Change of Manager.** ► Ms. Pfeffer read the license transaction. **MOTION to Approve the request by Franklin BBC, LLC d/b/a British Beer Company for a change of Manager from Daniel Whittenberger to Ryan Patrick Potter by Jones. SECOND by Dellorco. Discussion:** ► Mr. Nutting stated he wanted to make sure the person is trained and up to speed. ► Mr. Padula confirmed Mr. Potter has been doing this since 2009 and has managed and supervised TIPS training. ► Mr. Potter stated he is taking over the previous manager's position and acting

as the manager now. ► Mr. Nutting confirmed there was a violation there about three years ago and the Town does not want that to happen again. ► Mr. Potter said he was not working at that location at that time. ► **ROLL CALL VOTE:** Bissanti-YES; Dellorco-YES; Jones-YES; Kelly-YES; Mercer-YES; Padula-YES; Pellegri-YES; Pfeffer-YES; Vallee-YES. ► **VOTE: Yes-9, No-0, Absent-0.**

SUBCOMMITTEE REPORTS: ► Mr. Bissanti stated the EDC met tonight and discussed breweries and distilleries and a new zone for them. It was a great meeting and he thinks they are going to want to endorse that to the Town Council. ► Mr. Jones said everything was going smoothly on Communications.

LEGISLATION FOR ACTION:

1. **Resolution 17-17: Acceptance of Access Easement Over Property at 121 Longhill Road (Motion to Move Resolution 17-17: Majority vote (5)).** Ms. Pfeffer read the resolution. ► **MOTION to Move** Acceptance of Access Easement Over Property at 121 Longhill Road by **Jones. SECOND** by **Padula. Discussion:** ► Mr. Nutting stated that for many years the Town has had a public safety antenna on this property through the landowner's generosity, but thought it was best to get an easement in case the land was to ever turn over. They were gracious enough to grant the Town an easement. So, going forward the Town will have legal right. He stated money must be appropriated to move some of the equipment; this will come before the Town Council. He thanked the French family for allowing the Town to continue to keep their antennas there. ► **ROLL CALL VOTE:** Bissanti-YES; Dellorco-YES; Jones-YES; Kelly-YES; Mercer-YES; Padula-YES; Pellegri-YES; Pfeffer-YES; Vallee-YES. ► **VOTE: Yes-9, No-0, Absent-0.**

2. **Resolution 17-18: Order of Franklin Town Council, Exercising Town's G.L. Chapter 61, Section 8 First Refusal Option, RE: Land of William C. Roode and Jeanne M. Roode, Containing Approximately 12.5 Acres on Washington Street, Title Reference: Norfolk Registry of Deeds Book 5501, Page 521 (Motion to Move Resolution 17-18: 2/3 Majority vote (6)).** ► **MOTION to Waive** the reading by **Padula. SECOND** by **Dellorco. No Discussion.** ► **ROLL CALL VOTE:** Bissanti-YES; Dellorco-YES; Jones-YES; Kelly-YES; Mercer-YES; Padula-YES; Pellegri-YES; Pfeffer-YES; Vallee-YES. ► **VOTE: Yes-9, No-0, Absent-0.** ► **MOTION to Move** Resolution 17-18: Order of Franklin Town Council, Exercising Town's G.L. Chapter 61, Section 8 First Refusal Option, RE: Land of William C. Roode and Jeanne M. Roode, Containing Approximately 12.5 Acres on Washington Street, Title Reference: Norfolk Registry of Deeds Book 5501, Page 521 by **Jones. SECOND** by **Dellorco. Discussion:** ► Mr. Nutting stated this is up to the Town Council. ► **ROLL CALL VOTE:** Bissanti-YES; Dellorco-YES; Jones-YES; Kelly-YES; Mercer-YES; Padula-YES; Pellegri-YES; Pfeffer-YES; Vallee-YES. ► **VOTE: Yes-9, No-0, Absent-0.**

3. **Resolution 17-19: Redirect Bond Proceeds (Motion to Move Resolution 17-19: Majority vote (5)).** Ms. Pfeffer read the resolution. ► **MOTION to Move** Resolution 17-19: Redirect Bond Proceeds by **Jones. SECOND** by **Padula. Discussion:** ► Mr. Nutting stated this is a resolution for some housekeeping to clean up some old accounts and take them off the books. The unexpended bond proceeds have to go to a project of equal length which is why they are going to the library project. ► Ms. Pfeffer asked why it was only found now that there was money left over from 1995 and 2002 projects. Was there never a project that this money could have been used for? ► Mr. Nutting stated there was probably a project that it could have been used for, but he thinks it just sat on the books. He stated that when the high school and library are done, the Town will have that leftover money also. ► **ROLL CALL VOTE:** Bissanti-YES; Dellorco-YES; Jones-YES; Kelly-YES; Mercer-YES; Padula-YES; Pellegri-YES; Pfeffer-YES; Vallee-YES. ► **VOTE: Yes-9, No-0, Absent-0.**

4. **Bylaw Amendment 17-787: Chapter 179, Water – 1st Reading (Motion to Move Bylaw Amendment 17-787 to a 2nd Reading: Majority vote (5)).** Ms. Pfeffer began reading the bylaw amendment. ► **MOTION to Waive** the reading by Jones. **SECOND** by Vallee. **No Discussion.** ► **ROLL CALL VOTE:** Bissanti-YES; Dellorco-YES; Jones-YES; Kelly-YES; Mercer-YES; Padula-YES; Pellegrini-YES; Pfeffer-YES; Vallee-YES. ► **VOTE: Yes-9, No-0, Absent-0.** ► **MOTION to Move** Bylaw Amendment 17-787: Chapter 179, Water, to a 2nd reading by Jones. **SECOND** by Dellorco. **Discussion:** ► Mr. Nutting reminded the Town Council that a few weeks ago they had a discussion with the DPW about water bylaws and to codify what the Town has done during water bans and water restrictions. This removes from the bylaw the issue of private wells. It is basically the same resolution without any implication to private wells other than they have to put up a sign that indicates it is a private well which helps in enforcement. ► Mr. Cerel stated there is a penalty for false posting that there is a private well and there is not. ► Ms. Pellegrini stated she sees no provision for someone building a new house and they would like to put in a new lawn. Are they able to get any kind of special permit to do that? Should some kind of provision be put in? ► Mr. Nutting stated No. He stated the water restriction is usually June to Labor Day, unless we are in a drought. He said they tell people to start lawns in September or April and then they still can water once a week. He said the Town does not have the ability to waive it if in a drought because it is in the permit. ► Mr. Bissanti asked who wrote the bylaw. ► Mr. Nutting stated Laurie Ruszala and Mr. Cerel. ► Mr. Bissanti stated what he is seeing is another atypical bylaw that they are swatting a fly with a sledge hammer. He thinks they are not giving the Franklin people enough credit if we asked them to conserve their water use, not ban their water use. He thinks the majority of people will heed it. He would also like to hear the opinion of the retired water consultant. ► Mr. Nutting stated the person is retired. All he does is find wells. ► Mr. Vallee stated he is a very knowledgeable person. ► Mr. Nutting stated all this does is codify what we have been doing for 15 years. Most of it is required by the Town's permit. ► Mr. Bissanti asked why the Town Council cannot hear from the retired water consultant. ► Mr. Nutting stated he does not think he works anymore. How could he comment on a bylaw? ► Mr. Bissanti stated he has his number; could he reach out to him? ► Mr. Nutting stated maybe the person can come in between the first and second reading. ► Chairman Kelly stated that if Mr. Bissanti reaches out to him, he would love to have him at the next meeting. ► Mr. Bissanti asked about the signage requirement. Who is going to get the signs made? ► Mr. Nutting stated the private property owner. ► Mr. Bissanti remarked that the Town is going to make the property owners have signs made to identify their well use. ► Mr. Nutting stated signs are available at a hardware store. ► Mr. Bissanti stated it is still a chore and an expense to a resident. He thinks it should come from the DPW so it could be recorded to whom it is given to and the address. ► Mr. Nutting stated if they are drinking wells, the Board of Health has all that information. He stated the phone rings constantly about neighbors complaining, so if a private well homeowner puts a sign up, it saves aggravation for everyone. ► Mr. Bissanti asked how the Town was going to enforce false well heads and false private well signs. He stated he does not like the way the bylaw is written. He thinks they have to ask Franklin residents, not tell Franklin residents, what to do on their own property. ► Mr. Nutting reiterated that DEP specifically puts restrictions in the Town's permit during the summer. The Town has to follow that or the Town is in violation. ► Mr. Bissanti continued to question the bylaw and discussed the water presentation at a previous Town Council meeting. ► Mr. Dellorco confirmed that all they are asking is that the private well owner put up a sign for lawn watering and then they can use their well water whenever they want. ► Mr. Nutting stated there is no control over private wells; they only have to put up a sign if using well water to water the lawn. ► Mr. Cerel stated this is improvement in clarification of what is in the bylaw right now. ► Chairman Kelly reiterated that Mr. Bissanti was going to get the water specialist to come to the next meeting. ► **ROLL CALL VOTE:** Bissanti-YES; Dellorco-YES; Jones-YES; Kelly-YES; Mercer-YES; Padula-YES; Pellegrini-YES; Pfeffer-YES; Vallee-YES. ► **VOTE: Yes-9, No-0, Absent-0.**

TOWN ADMINISTRATOR'S REPORT: ► Mr. Nutting stated the snow and ice budget started with \$953,000 and now at \$1,040,000 which is over budget by about \$85,000-\$90,000. Had a higher than average year. Will have to pay for that out of Free Cash when the time comes. He stated he gave the Town Council members a revised Classification Plan which changes the classification of a couple of jobs. He would be happy to talk about it at a future meeting if anyone has any questions. He stated they received an application today for 44 units of Affordable Housing on Chestnut Street behind Franklin Ford. He will be meeting with the State in a week to start that process. He noted that executive session will be needed for collective bargaining. ► Mr. Hellen reminded everyone that April 1st is the annual date to register all dogs with the Town Clerk's office; it can be done online.

FUTURE AGENDA ITEMS: ► Mr. Bissanti requested to amend the alcohol awareness item. ► Ms. Pellegri would like someone from the Ethics Commission to give a presentation to the Town Council.

COUNCIL COMMENTS: ► Ms. Pellegri reminded everyone that the dedication for the Horace Mann statue is May 7, 2017 at 11:00 AM; everyone is invited. ► Mr. Vallee wanted to reinforce Ms. Pellegri's comments on the Town's leadership as they do an excellent job. He asked for the cost of the annual audit. ► Mr. Nutting stated it costs \$35,000. They usually keep the same auditor for several years because then they get a chance to look at different areas. This auditor will be kept for one more year. ► Mr. Jones thanked everyone that came out Sunday for the St. Patrick's Day 5K run hosted by the Police and Fire Departments. God Bless to everyone affected by the tragedy in London today. Happy Birthday to Chairman Kelly. ► Mr. Dellorco gave a shout-out to the Franklin High School Basketball team for going as far as they did. They did a great job and good luck next year. ► Mr. Bissanti stated he is very proud of the basketball team. ► Chairman Kelly stated they are going to try to get the basketball team to a future meeting to thank them for their performance. ► Ms. Pfeffer congratulated the basketball team. She discussed the Milford News. She stated we are a city that calls itself a town. There are 34,000 people. We are bigger than Milford. We have one newspaper in Town, the Milford News. We pay them over \$20,000 a year for legal notices. The Country Gazette is just a reiteration of what is in the Milford News that week. Things happen in Franklin and they are not covered in the Milford News. She noted the Clark Cutler McDermott Company closed; it was in Franklin since 1911 and there was no mention about it in the Milford News. She stated the Franklin Senior Center had a grand re-opening, then a sprinkler broke and it was closed for five days. There was no information about this in the Milford News. She stated there was a meth lab in Franklin; every news station in Boston was here covering the story. There was nothing about it in the Milford News. She stated the Milford News has a new editor; he should be brought in and asked why Franklin news is not covered on a consistent basis in the Milford News. ► Mr. Nutting thanked Dale Kurtz for the great display in the Town Hall lobby on the Vietnam War. ► Mr. Jones stated everyone can tune into Franklin TV to watch the 4th episode of Franklin Almanac which covers everything Franklin. The episodes are broadcast on YouTube as well.

EXECUTIVE SESSION: *To discuss strategy with respect to collective bargaining: all Municipal units.* **MOTION to Move** that Town Council enters executive session to discuss strategy with respect to collective bargaining: all Municipal units by **Pfeffer. SECOND** by **Padula.** ► **ROLL CALL VOTE:** Bissanti-YES; Dellorco-YES; Jones-YES; Kelly-YES; Mercer-YES, Padula-YES; Pellegri-YES; Pfeffer-YES; Vallee-YES. ► **VOTE: Yes-9, No-0, Absent-0.**

Town Council Meeting Public Session ended at 8:07 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary



APPOINTMENTS

Franklin Cultural Council

Tamara A. Starr-Perry
29 Highwood Drive

The Franklin Cultural Council has recommended the appointment of Tamara A. Starr-Perry to serve as a member of the Cultural Council with an expiration of June 30, 2017.

MOTION to appoint Tamara A. Starr-Perry to serve as a member of the Cultural Council.

DATED: _____, 2017

VOTED:

UNANIMOUS _____

A True Record Attest:

YES _____ **NO** _____

Teresa M. Burr
Town Clerk

ABSTAIN _____

ABSENT _____

Judith Pond Pfeffer, Clerk
Franklin Town Council

TAMARA STARR

TamaraStarr@gmail.com

29 Highwood Drive

Franklin, MA 02038

617-515-1816

Experience:

Associate Development Editor Western Schools West Bridgewater, MA

Assists with the project management and content development of the company's continuing nursing education courses. Oversees contractual documents, schedules, and works directly with the planner, authors, nurses and vendors. Gets permissions ready for the vendor, oversees and reviews submissions from authors and peer reviewers, reviews edits and recommendations from the planners. Responsible for developing projects into production and providing supervisor with progress reports. 01/2017 – present

Patient Care Coordinator, CPhT Coram CVS/specialty infusion services Norwood, MA

I assist the pharmacist in obtaining authorization for pharmacy services as requested; validate insurance coverage and communicate with patients. I am also responsible for gathering information for the initial admission of new patients and review all new charts to ensure that all necessary nursing paperwork is included. I am also responsible for managing the schedule for patient deliveries, inventory, and creating and maintaining supply templates in the pharmacy computer data base. 05/2016 – 01/2017

Lead Coordinator, Drug Loss Program (contract) CVS Health Woonsocket, RI

Responsible for the day to day DEA 106 process pertaining to all compliance matters throughout the enterprise pharmacy fulfillment process. Maintain compliance with DEA and additional regulatory reporting departments.

I work independently as well as in collaboration with colleagues from across the organization which includes Compliance, Legal, and Fulfillment operations. In addition, I represent the Compliance Department at key business meetings and serve as an active contributor and support the regulatory agency case management and other regulatory operational functions. 12/2015 – 05/2016

Arts & Culture Editor NewBostonPost Boston, MA

I develop the Arts & Culture and Metro calendar by each month, and manage a team of writers and freelancers. Since the NewBostonPost is a start-up, I am also responsible for producing content for the website, producing wire stories and editing original work from the staff. 05/2015-09/2015

Content Producer The Boston Globe Boston, MA

I work closely with the editorial desk, the Ideas section, the Sunday editor, and other columnists, contributors and editors on stories and projects. As Web Content Producer, I manage digital content for BostonGlobe.com, monitor social media, and produce print content for the site. 07/2014- 05/2015

Community Editor Patch.com Dedham, MA

As Local Editor for Dedham and Norwood, I was responsible for managing/writing daily content. During hazardous storms, such as blizzards and hurricanes, I was responsible to keep residents informed on both the websites and social media. I am also required to meet UV, newsletter, and upload goals, and encourage users to upload blogs, announcements and events on the site. During my time at Patch I was able to improve traffic to both websites by 40 percent. As Community Editor, I also managed the social media platform for 14 Patch sites and recruited bloggers. 07/2012- 01/2014

Contributing Editor Unification News Magazine New York, NY

Responsible for writing at least four parenting/event articles for the New England area for every issue. 01/2011-03/2014

Freelance Reporter Patch.com Boston, MA

Covered local dining events in the Back Bay and Beacon Hill area. 08/2011-11/2011

Reporter WEBN News Boston, MA

Responsible for covering stories in the Boston area. Also responsible for writing local and national news stories for the website. Also co-produced Medical Matters segment. 01/2010- 05/2011

Online Editor Women's Federation for World Peace New York, NY

Wrote/edited articles for the organizations' website. Also created multimedia pieces that promoted WFWP's events which were uploaded on the website. 08/2011-12/2013

Intern WICZ FOX 40 Binghamton, NY

Assisted assignment desk during weekends. During the week, assisted reporters with shooting/uploading b-roll/SOTs, and pitched/wrote stories that would be part of the evening rundown. Wrote scripts for both local and national stories for newscast. 1/2007-5/2008

Intern New England Cable News Boston, MA

Assisted assignment desk by pitching story ideas, setting up interviews, and preparing the day planner. 12/2007- 1/2008

Reporter The Banner Binghamton, NY

Covered stories in Binghamton University and Broome County for the paper and the website. Also covered concerts and events in Binghamton. 9/2006 -1/2008

News Director WSIA 88.9FM Staten Island, NY

Supervised 7 staffers. Was responsible for assigning/approving stories before they went on air. Trained new members for the news department, and acquired credentials for events. 8/2005- 8/2006

Assistant News Director WSIA 88.9FM Staten Island, NY

Assisted News Director with story ideas. Was in charge of the assignment desk and in charge of the rundown. Also covered stories around Staten Island and the rest of the New York City area. 8/2004- 7/2005

Intern WABC7-TV New York, NY

Assisted assignment desk with scheduling interviews and making beat calls. Also was responsible to field produce news stories. 12/2004- 05/2005

Education**Emerson College, Boston, MA**

M.A. in Broadcast Journalism, December 2011

Binghamton University-SUNY, Binghamton, NY

B.S. Political Science, Graduated May 2008

Languages

Spanish: Conversational Level

Memberships

RTDNA

National Association of Hispanic Journalists

PRESENTATIONS
AND
DISCUSSIONS

- *Legislative Delegation: Senator Spilka, Senator Ross, Representative Roy*

Town of Franklin

Town Administrator
Tel: (508) 520-4949



Fax: (508) 520-4903

355 East Central Street
Franklin, Massachusetts 02038-1352

December 9, 2016

Karen E. Spilka
State Senator
Room 212
State House
Boston, MA 02133

Richard J. Ross
State Senator
Room 419
State House
Boston, MA 02133

Jeffrey N. Roy
State Representative
Room 527A
State House
Boston, MA 02133

Re: 2017-2018 Legislative Priorities

Dear Legislative Delegation:

Congratulations on your recent re-election to your respective branches. We look forward to working with you throughout your next term and thank you for your continued strong leadership on behalf of the residents of Franklin.

At your request, we are writing to share some of our priorities for the 2017-2018 legislative session. The following issues are of substantial financial concern to the Town of Franklin and reflect the most challenging aspect of our jobs: managing the Town's operating budget cost drivers. As we peak into the short-term future of the community's budget forecasts, the challenges to maintain the levels of service since the Great Recession within the constraints of the law are going to become increasingly difficult in the years ahead, especially when factoring in the relatively robust economic climate currently enjoyed in Massachusetts.

We understand these are not new issues to the legislative docket. However, we firmly believe more proactive steps must be taken to help address some of the structural issues that affect municipal finance.

1. Reallocate Funds to Established State Aid Programs

Each year the Legislature votes hundreds of millions for specific projects in communities across the state. We recommend reallocating those funds into established state aid programs.

As municipal leaders, we support any financial assistance the state may be able to grant us. Our departments are always looking for ways to gain state assistance for public projects. All of you have been instrumental in assisting the Town in obtaining many grant funds over the years and greatly appreciate your hard work and efforts. We believe the vast majority of projects allocated for specific purposes in the state budget have local support and are good projects that affect the pride and quality of life in our communities.

That said, we have experienced great difficulty in obtaining funds that were set aside for specific projects in the state budget over the past two years during Governor Baker's term. Either the money never materialized from the Administration or we received the funds so late in the fiscal year it was very difficult, or impossible, to spend the all of the funds on time by the end of the Fiscal Year. Furthermore, contracting and compulsory reporting with state agencies for small projects under \$50,000 are increasingly time consuming and cumbersome on all of our staff. At some point, the Law of Diminishing Returns kicks in.

We recommend to divert these politically contentious funds into other established state aid programs, such as Chapter 90 for road maintenance, special education, Chapter 70 or any other general state aid account for distribution. By increasing cities and towns' portion of state aid, Franklin would be able to fund the projects that were set aside for specific purposes in the town budget with much less bureaucracy and setting realistic expectations among all of our constituents.

2. Charter School funding formula

In the largest turnout in Massachusetts electoral history, the voters of this state made a very decisive decision with respect to charter schools. We are requesting the Legislature look at alternative funding mechanisms for charter schools, including private financing. The bill for charter schools cannot rest solely on the backs of the town taxpayers.

The Franklin public school district redirects over \$3.7 million from the Town's public school district budget to charter schools annually. This priority is not an indictment on the educational value of charter schools, its simply becoming an ever increasing financial challenge for the Town of Franklin and continues to be very difficult to manage the Town budget when siphoning off this kind of money, annually, to charters.

By our assessment, the ballot question to expand charter schools failed by almost 800,000 votes statewide and failed by a near 2 to 1 margin. We believe the need for charter schools has reached its plateau, or state programs and money should be prioritized in underperforming school districts. It has been 23 years since Education Reform in Massachusetts with almost no changes to the charter school funding formula to protect most public school districts who are consistently performing very well.

With clearly little public appetite for an increase in charter schools, we recommend fixing the charter school funding formula to prevent fewer dollars from leaving the public school district. We need your assistance in helping Franklin keep as much of the \$3.7 million being diverted to charter schools right here in our own public school district, while finding alternative state or private resources to fund charter schools.

3. Other Post-Employment Benefits (OPEB) Reform

We recommend spearheading a legislative effort to make structural changes to the laws regarding retiree health insurance. Our priority has less to do with any direct financial relief, which given the liability for all cities, towns, counties and the state agencies, is not realistically feasible for the state to unilaterally shoulder. However, as you know, a report was released by a Special Commission in January of 2013 with a series of modest recommendations to help all public agencies reform retiree health insurance and benefits to a more sustainable and manageable level for future public employees.

Now is the time for reform. As the baby boomers begin to retire in large numbers, it's our obligation to make the necessary changes in law to ensure that the next generation is protected against this enormous liability. Furthermore, health insurance costs are one of largest cost drivers that takes away from day-to-day municipal services, like public education, roads, staff, facilities, affordable programs and much more.

With uncertainty at the federal level on health insurance, we see no end in sight for annual 7 to 10-plus percent hikes on health insurance premiums (if we're lucky). Franklin's current OPEB liability is \$93 million as of 2015. The Town appropriates almost \$700,000 +/- annually to its OPEB Trust Fund, which is barely enough to keep up with the projected liability on the new employees we hire. To illustrate this point, each new employee we hire equals \$4 million in OPEB liability over their career and retirement of them and their spouses. The current law is unsustainable.

We urge you to review the January 2013 report and propose legislation to help all of us – in both state and local governments – manage this exponentially growing problem.

4. Chapter 32B Reform

As part of any legislative package at reforming retiree health insurance, we also recommend reforming Chapter 32B as part of that effort. For many of the reasons stated above, Chapter 32B significantly affects the ability of cities and towns to budget effectively to maintain day-to-day services, including employee health insurance. In today's marketplace and political environment, cities and towns need as much flexibility as possible to work with our employees to provide health insurance within our means.

Many of the provisions of Chapter 32B are outdated and need fresh perspective given the world we live in now. Chapter 32B was enacted in 1955 and has 34 sections that mandate local options, rules and regulations relating to employee health insurance, which are inconsistent in the modern market. For example, Section 9E of Chapter 32B requires every retiree to have the same contribution rate. The ability of cities and towns to grandfather current retiree's and modify the contribution rate for future retirees (and/or spouses) ensures communities will be creating another generation of employees with an unsustainable benefit, despite the facts that health insurance costs are (at this time) uncontrollable and employee salaries have risen to keep the Town competitive. Furthermore, many employees do not stay in one job for 35 years any longer and people are living longer. We project in the long term, the Town of Franklin will be liable for far more health insurance obligations for employees and their spouses for many

individuals who work in a town for 10 to 15 years just to obtain a good health insurance plan for retirement.

We recommend you reform both the OPEB laws and Chapter 32B together to chart a new course of financial sustainability for our cities and towns for future generations.

5. Reform the Special Education Law & Circuit Breaker

Similar to the OPEB reform priority above, we understand any significant financial commitment from the state is unlikely to solve our budget structures with the exponential rising costs of special education.

In Franklin, we continue to be challenged by the increasing costs of delivering special education programming to students with disabilities. One of the many unanticipated costs is the OSD practice of granting private special education schools the opportunity to assess mid-year tuition increases. These tuition increases can reflect an increase in cost of seven to ten percent and are directly passed on to districts. These costs are often non-budgeted and propel us to reallocate funds to pay the tuition increases. Implementing a review of OSD practices and protocols may offer some relief to municipalities. Including district administration in this review may offer insights on how to enable private schools to efficiently fund programs but in a way that does not negatively impact districts in mid-budget cycle.

With respect to special education, Franklin experienced an increase of 14% in students diagnosed with Emotional Disabilities (October 1, 2016 SIMS submission). Students with complex diagnoses requiring significant therapeutic supports and psychiatric interventions that often create educational and fiscal challenges for schools. Expanding the allowable claims for specific services in the Circuit Breaker formula could offer some relief to local communities. Additionally, offering financial support for Social Emotional Learning (SEL) initiatives could support districts in developing training programs for educators and parents to support students with emotional disabilities in the school environment.

Increasing Circuit Breaker reimbursement would have a positive impact in many communities such as Franklin. Including special education transportation in the reimbursement calculation offers immediate budget relief in our community. Additional funding to support students living in poverty and students who are ELL would offer much needed assistance for Franklin, as these two high need groups are growing constituencies in our community.

The legislature may also consider a study to identify the impact of changing demographics within many suburban communities. There is a trend in communities such as Franklin, Needham, and Natick that Superintendents refer to as the Suburban/Urban phenomenon. These communities are continuing to experience increased student enrollment of high needs families that are more culturally, socially and economically diverse. The educational needs and supports many of these new students require are significantly different from the needs of other students and school administrators continue to reallocate funds as they diversify programs. Funding for professional development of personnel would help educators to be more effective with this changing demographic.

As the Commonwealth of Massachusetts state assessment system is undergoing restructuring the administration of MCAS 2.0 will impact all communities. The requirement to use digital assessments presents an ongoing funding challenge for municipalities. In Franklin we have been on the forefront of this change. As Franklin was a PARCC pilot district, the Town and school district partnered to make sure the infrastructure and student devices were in place to assure that our students would be successful on state assessments. However, the ongoing costs of repair/replacement of these devices will challenge municipalities over the next five years. Our fiscal forecast indicates that the school department will need approximately \$500,000.00 to \$1,000,000.00 over the next five years to replace student and faculty digital devices. To date the Town of Franklin has provided funding to cover these costs, however the replacement costs are unsustainable at the local level. A focus on technology infrastructure across the state is necessitated to make sure all of our schools can provide students with the 21st Century skills needed to be successful academically and to remain competitive in the work force.

We appreciate your attention to these requests. Do not hesitate to contact us. We are happy to work with you and do whatever we can to help achieve our goals.

Sincerely,



Jeffrey D. Nutting
Town Administrator



Maureen Sabolinski, Ed.D.
Superintendent of Schools

Cc:

Charlie Baker, Governor

Karyn Polito, Lt. Governor

Stanley Rosenberg, President of the Massachusetts State Senate

Robert DeLeo, Speaker of the Massachusetts House of Representatives

Franklin Town Council

LEGISLATION

FOR

ACTION



TOWN OF FRANKLIN

RESOLUTION 17 - 20

Chapter 61A – Non-exercise of 1st Refusal Option – Property located at 4 Mount Street

WHEREAS, The Town has been notified by Attorney for the owner of Chapter 61A land at 4 Mount Street, Parcel No. 330-012-000-000, of the owner’s intent to convert the property to other use.

WHEREAS, the Town has 120 days to exercise its first refusal option; and

WHEREAS, the Town Council, after consideration, does not wish to exercise said option to acquire this parcel of land.

BE IT RESOLVED THAT THE TOWN OF FRANKLIN, acting by and through the Town Council and pursuant to Section 14, MGL Chapter 61A, hereby declares that it will not exercise the first refusal option on the parcel of land at 4 Mount Street containing 10.081 acres of land known as Assessors’ Parcel ID No.: 330-012-000-000 and which is shown on the map attached herewith.

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

DATED: _____ 2017

VOTED: _____

UNANIMOUSLY: _____

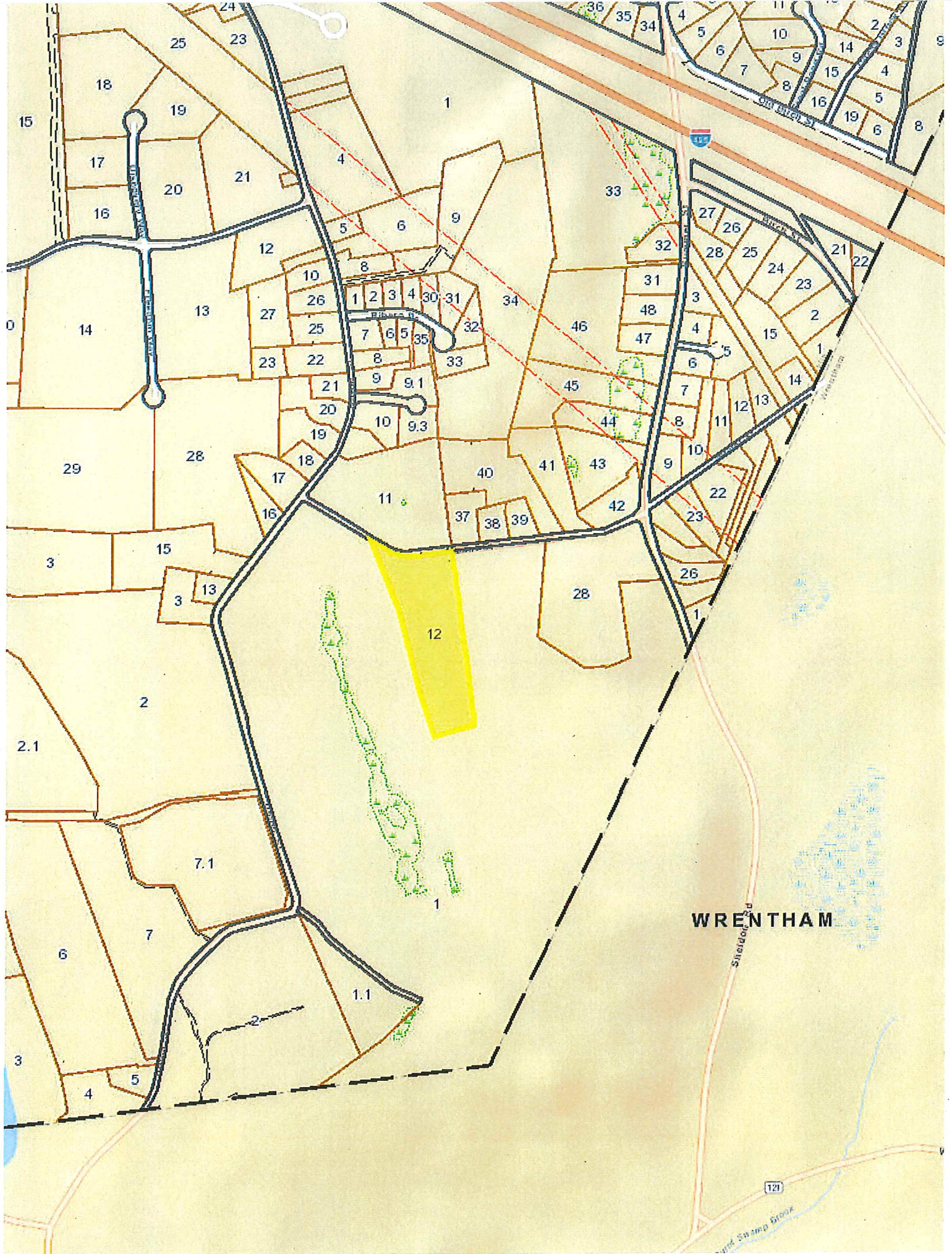
A TRUE RECORD ATTEST:

YES: ____ **NO:** ____

ABSTAIN: ____ **ABSENT:** ____

Teresa M. Burr
Town Clerk

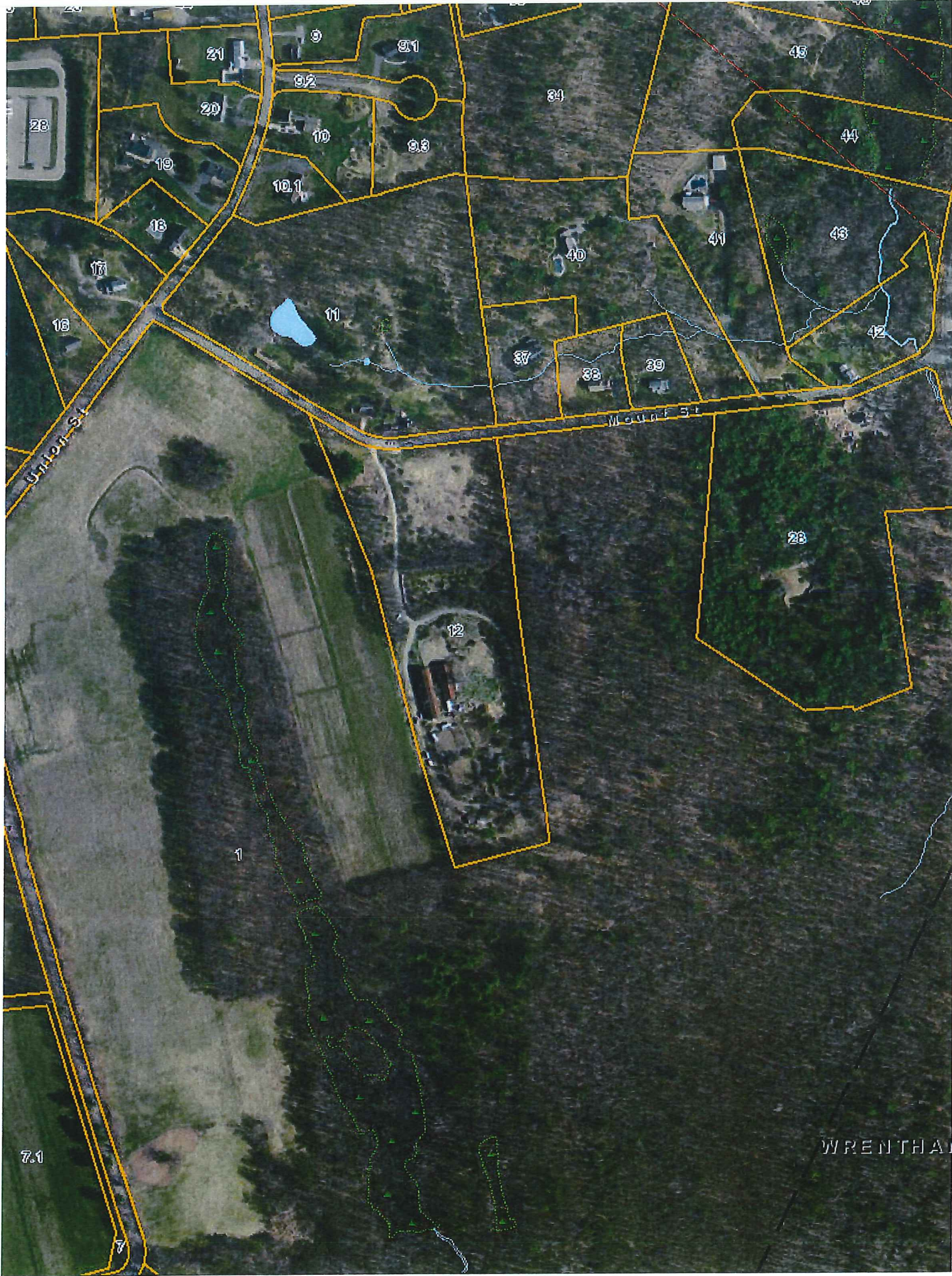
Judith Pond Pfeffer, Clerk
Franklin Town Council



WRENTHAM

121

Swamp Brook



7.1

7

1

12

11

16

17

18

19

20

21

28

9

9.1

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9.3

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WRENTHAM

OFFICE OF THE TOWN ADMINISTRATOR



MEMORANDUM

DATE: March 2, 2017
TO: Planning Board, Conservation Commission, Recreation Advisory, DPW
FROM: Jeffrey D. Nutting, Town Administrator
RE: Sale of Chapter 61A land at 4 Mount Street

The town has received the paperwork for the right of first refusal on a 10 Acre parcel of land on Mount Street for \$365,000. The town has 120 days to decide if there is any interest in the property.

However the Town Council can vote prior to the 120 days to not consider the land and then the property owner is free to sell the land.

Accordingly, if anyone would like to comment on whether the town should purchase or not purchase the land please advise my office by March 30, 2017.

I am happy to answer any questions that you may have.

PETER D. JORDAN
ATTORNEY AT LAW
1441 MAIN STREET, SUITE 601
SPRINGFIELD, MASSACHUSETTS 01103

TELEPHONE: (413) 737-8266
FACSIMILE: (413) 781-1691
peter@peterjordanlaw.com

RECEIVED
FEB 27 2017
CONSERVATION

February 21, 2017

George Russell
Conservation Agent
Conservation Commission
Town of Franklin
355 East Central Street
Franklin, MA 02038

Re: 4 Mount Street
Parcel No. 330-012-000-000
Request for Waiver of Right of
First Refusal and Release of
Agricultural Tax Lien

DOX

NOTICE OF INTENT TO SELL FOR OTHER USE

Dear Mr. Russell:

I represent the Estate of Stanley C. Adelstein which owns the property located at 4 Mount Street. The Estate is now in the process of selling the property to a third party and is requesting a Waiver of the Right of First Refusal and a Release of Agricultural Tax Lien from the Town of Franklin in order to clear the title in connection with the sale.

The property being conveyed is known as 4 Mount Street and identified as Parcel No. 330-012-000-000. The parcel contains approximately 10.081 acres according to the Assessor's records. A copy of the Assessor's plan is attached for your file. The purchaser intends to use the property for two building lots for the construction of single family homes. A certified copy of the Purchase and Sale Agreement for the property is attached for your file.

Town of Franklin

Tel: (508) 520-4929


Fax: (508) 520-4906



Conservation Commission

355 East Central Street • Franklin, Massachusetts 02038-1352

TO: Jeff Nutting
Town Administrator

FROM: George Russell, AICP
Conservation Agent 

DATE: March 15, 2017

RE: Sale of Chapter 61 land, 4 Mount Street

At their March 9, 2017 meeting, the Conservation Commission discussed the above sale of land.

The Commission voted to take no position on the Town's option to purchase this parcel.

This lot has an approved Order of Conditions from the Commission for a single family home that was granted in December 2016. This Order runs with the land, not the property owner.

Please feel free to contact me if you need any additional information or clarification.

CC: Franklin Planning Board
Bryan Taberner

RECEIVED

MAR 15 2017

TOWN ADMINISTRATOR
TOWN OF FRANKLIN

OFFICE OF THE TOWN ADMINISTRATOR



MEMORANDUM

DATE: May 11, 2016
TO: Town Council
FROM: Jeffrey D. Nutting, Town Administrator
RE: Compensation Plan Amendment

Annually, we propose adjustments to the compensation plan. This year we are proposing a 2% change in the plan. This does not affect individual positions or personnel. Please see attached memo from the Human Resources Director.

Please feel free to contact me with any questions.



TO: Jeffrey Nutting, Town Administrator
FROM: Stephanie Lutz, Human Resources
DATE: April 6, 2017
SUBJECT: Recommended Modification to Compensation Plan – Non-Union Positions – Effective July 1, 2017

The recommendation DOES NOT result in any changes in compensation for any employees.

A. The Basic Grade Structure.

The Human Resources Management By-Law 25- Section 8 states “From time to time the Human Resources Director will review the compensation plan, which establishes minimum and maximum salaries for pay ranges. This compensation plan shall be submitted to the Town Council for approval prior to implementation.” The Compensation Plan, which provides the potential range (minimum to maximum) of pay for each position, was last adjusted in May of 2016 for FY17.

Sound compensation practice includes numerous factors in a recommendation for a nonunion salary range plan.

- Actions by other similar municipalities: Communities are providing 2 and 3% increases, mixed with similar increases in collective bargaining agreements.

- Prior Year Actions:

	Change in CPI	Increase to Minimums and Maximums
FY15	1.7	2%
FY16	0.7	2%
FY17	1.0	2%

- Union employees of the Municipal Workforce have their pay ranges and pay increases determined by collective bargaining agreements.
 - In FY16 union wages increased by 2.0% in July 2015
 - In FY17 union wages to increase by 2% in July 2016
 - In FY18 union wages increased by 2.0% in July 2017.

- The CPI-U Boston Area from March 2017 is near 2.7%
- BLS Compensation changes – State and Local Government from March 2015 – 2.5%
- Classification Plans in other benchmark communities across the Commonwealth are increasing steadily between 2% and 3%

Data on our competitive market place (communities of similar size and demographics) for key positions shows that our ranges are falling behind the market and will need to be increased in line with our other communities seeking the same pool of candidates. We find that the average pay reported for these positions from other communities is at or near the maximum of their respective ranges and our practice is to hire well below the maximum.

We are beginning to experience a significant turnover of senior staff through retirements. So are competing for experienced employees with other communities facing the same challenge. The plan for future compensation needs is best reviewed independently of the need to advertise and make a job and salary offer.

Recommendation:

Increase the minimums and maximums of ranges by 2.0%.

This modest increase is recommended to place our compensation for key position competitive in the municipal marketplace, which enables us to attract and retain qualified candidates.

Decrease the minimum for grade G1 to \$8.50 which is below the State minimum wage of \$11. The Federal Minimum wage, which we must comply with is \$7.25. The majority of these jobs are filled by young teens who are in sports activities with the Recreation Department

Again, this recommendation DOES NOT result in any changes in compensation for any employees. It provides modestly competitive pay ranges for future recruiting and promotions.

If you have any questions, please do not hesitate to contact me.

Attachment

Compensation Plan FY17			Classification Plan	Compensation Plan FY18			
Min	Mid	Max		Position Title	Min	Mid	Max
\$10.00	\$11.62	\$13.40	G1	Library Page Gate Guard Poll Worker Concession Stand Sales Person Referee Program Aide	\$8.50	\$11.09	\$13.67
\$17,970	\$21,240	\$24,510					
\$10.76	\$12.69	\$14.63	G2	Seasonal Labor, Arts/Crafts Instructors Camp/Program Counselor Cook Supportive Day Program Assistant	\$10.98	\$12.95	\$14.92
\$19,617	\$23,181	\$26,744			\$20,009	\$23,644	\$27,279
\$11.76	\$13.87	\$15.98	G3		\$12.00	\$14.15	\$16.30
\$21,438	\$25,328	\$29,218			\$21,867	\$25,835	\$29,802
\$12.77	\$15.11	\$17.44	G4	Office Assistant I	\$13.03	\$15.41	\$17.79
\$23,410	\$27,658	\$31,906			\$23,878	\$28,211	\$32,544
\$13.98	\$16.52	\$19.06	G5	Matron, Senior Camp/Program Counselor Office Assistant II	\$14.26	\$16.85	\$19.45
\$25,562	\$30,197	\$34,831			\$26,073	\$30,801	\$35,528
\$15.25	\$18.03	\$20.81	G6	Office Assistant III, Senior Supervisor, Dispatcher Part Time, Camp/Program Director Program Supervisor, PT Bus Driver, Facilities Technician Managing Cook	\$15.55	\$18.39	\$21.22
\$27,890	\$32,958	\$38,027			\$28,448	\$33,617	\$38,787
\$16.68	\$19.70	\$22.73	G7	Engineering Aide, Van/Bus Driver, Program Coordinator	\$17.01	\$20.10	\$23.18
\$30,473	\$36,002	\$41,532			\$31,082	\$36,722	\$42,363
\$18.23	\$21.53	\$24.83	G8	Secretary Outreach Coordinator,	\$18.59	\$21.96	\$25.32
\$33,283	\$39,319	\$45,354			\$33,948	\$40,105	\$46,261
\$19.74	\$23.42	\$27.10	G9	Executive Secretary, Program Coordinator	\$20.13	\$23.89	\$27.64
\$36,342	\$42,939	\$49,537			\$37,068	\$43,798	\$50,528

Compensation Plan FY17			Classification Plan	Compensation Plan FY17				
Min	Mid	Max		Position Title	Min	Mid		Max
\$21.73	\$25.67	\$29.61	G10	Supportive Day Care Coordinator Licensing Administrator, Web Master, Information Specialisit, Senior Engineering Aide Veteran's Services Officer Facilities Administrator	\$22.16	\$26.18	\$30.20	G10
\$39,691	\$46,898	\$54,104		\$40,485	\$47,836	\$55,186		
\$23.73	\$28.03	\$32.33	G11	DPW Inspector, Construction Inspector	\$24.20	\$28.59	\$32.98	G11
\$43,341	\$51,212	\$59,082		\$44,208	\$52,236	\$60,264		
\$25.85	\$30.58	\$35.31	G12	Assistant Town Clerk, Administrative Assistant, Human Resources Administrator, Payroll Administrator Health Agent Deputy Director, Recreation Department	\$26.36	\$31.19	\$36.02	G12
\$47,220	\$55,866	\$64,513		\$48,164	\$56,984	\$65,803		
\$28.28	\$33.43	\$38.57	G13	Assistant to Town Administrator, Assistant Library Director, Appraiser, Planner I, Solid Waste Coordinator Nurse Office Manager,	\$28.85	\$34.09	\$39.34	G13
\$51,677	\$61,064	\$70,451		\$52,711	\$62,286	\$71,860		
\$30.89	\$36.50	\$42.12	G14	Conservation Agent, Assistant Highway Superintendent, Senior Inspector, Senior Appraiser, Engineering Assistant, Planner II, Environmental Affairs Specialist, System Specialist: Public Works Management Analyst Communications Administrator Database Administrator Assistant Comptroller Assistant Treasurer/Collector	\$31.50	\$37.23	\$42.96	G14
\$56,430	\$66,684	\$76,938		\$57,559.09	\$68,018	\$78,476		

Compensation Plan			Classification Plan	Compensation Plan				
FY17				FY17				
Min	Mid	Max		Position Title	Min	Mid		Max
\$62,350	\$73,352	\$84,355	G15	Purchasing Agent, Assistant Water/Sewer Superintendent, Director Council on Aging GIS Administrator, Human Resources Manager	\$63,597	\$74,819	\$86,042	G15
\$34.13	\$40.15	\$46.17			\$34.81	\$40.95	\$47.09	
\$68,584	\$80,688	\$92,791	G16	Recreation Director, Director of Assessing Manager of Public Facilities	\$69,956	\$82,301	\$94,647	G16
\$37.54	\$44.17	\$50.79			\$38.29	\$45.05	\$51.81	
\$75,443	\$88,756	\$102,070	G17	Building Commissioner, Library Director, Health Director, Director, Planning and Community Dev., Water/Sewer Superintendent Assistant Town Engineer Deputy Director Operations- Public Facilities Highway/Park/Grounds Superintendent	\$76,952	\$90,532	\$104,111	G17
\$41.30	\$48.58	\$55.05			\$42.12	\$49.55	\$56.15	
\$82,987	\$97,632	\$112,277	G18	Comptroller, Human Resources Director Police Lieutenant Treasurer Collector	\$84,647	\$99,585	\$114,522	G18
\$45.42	\$53.44	\$61.46			\$46.33	\$54.51	\$62.69	
\$91,286	\$107,395	\$123,505	G19	Town Engineer Deputy Director/ DPW Operations, Director of Public Facilities Operations Deputy Police Chief * Deputy Town Administrator Deputy Fire Chief**	\$93,112	\$109,543	\$125,975	G19
\$49.97	\$58.78	\$67.60			\$50.97	\$59.96	\$68.95	
\$100,415	\$118,135	\$135,855	G20	Police Chief* Fire Chief, DPW Director, Town Solicitor Finance Director	\$102,423	\$120,498	\$138,572	G20
\$54.96	\$64.66	\$74.36			\$56.06	\$65.96	\$75.85	



Sponsor: Administration

**TOWN OF FRANKLIN
RESOLUTION 17-22**

**TOWN COUNCIL APPROVAL OF THE RESUBMITTAL OF
ZONING BYLAW AMENDMENT 16-775
ZONING MAP CHANGES FROM RURAL RESIDENTIAL I TO
RESIDENTIAL VII OF AN AREA ON SUMMER STREET**

WHEREAS, the Franklin Town Council failed to pass Zoning Bylaw Amendment 16-775 at its second reading on January 18, 2017, and

WHEREAS, the proposed bylaw amendment's sponsor desires to resubmit it to the Town Council, and

WHEREAS, Franklin Town Council Procedures Manual, Section VIII, Resubmission requires that a majority of the Council present at a Town Council meeting approve the resubmittal,

NOW THEREFORE, the Franklin Town Council, hereby approves the resubmittal of Zoning Bylaw Amendment 16-775 for consideration and action, pursuant to the provisions of G.L. Chapter 40A, Section 5, applicable to the reconsideration within two years of a proposed zoning bylaw amendment which has been unfavorably acted upon.

This Resolution shall become effective according to the rules and regulations of the Town of Franklin Home Rule Charter.

DATED: _____, 2017

VOTED:

UNANIMOUS _____

A True Record Attest:

YES _____ **NO** _____

ABSTAIN _____

**Teresa M. Burr
Town Clerk**

ABSENT _____

**Judith Pond Pfeffer, Clerk
Franklin Town Council**



Sponsor: Administration

**TOWN OF FRANKLIN
BYLAW AMENDMENT 17-787
CHAPTER 179, WATER**

A BYLAW TO AMEND THE CODE OF THE TOWN OF FRANKLIN AT CHAPTER 179, WATER.

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL that Chapter 179 of the Code of the Town of Franklin is amended by striking Article VI Water Ban in its entirety:

~~Article VI. Water Ban~~

~~§179-12 Declaration by Administrator authorized; violations and penalties.~~

- ~~A. A water ban shall be declared by the Town Administrator on behalf of the Town of Franklin whenever he determines that the health and safety of the residents of Franklin requires the restriction of nonessential use of municipal water. A water ban shall prohibit any user of municipal water from using sprinklers or other automatic watering devices to water lawns and from washing vehicles or filling swimming pools or such other nonessential municipal water use as specified by the Town Administrator in declaring the water ban.~~
- ~~B. Any violation of a water ban shall be enforced by the Town Administrator or his designee, including any police officer of the Town of Franklin, by noncriminal disposition pursuant to MGL c. 40, § 21D, as follows:~~
- ~~(1) First violation: a written warning.~~
 - ~~(2) Second violation: a fine of \$50.~~
 - ~~(3) Every violation thereafter: a fine of \$200.~~

and replacing the deleted language with a new Article VI Water Use Restriction and Ban, as follows:

Article VI Water Use Restriction and Ban

§ 179-12 Authority.

This article is adopted by the Town of Franklin under its police powers to protect public health, safety and welfare and implements the Town's authority to regulate, limit and prohibit water use. This article also implements the Town's authority

under M.G.L. c. 40, § 41A, conditioned upon a declaration of Water Supply Emergency issued by the Department of Environmental Protection.

§ 179-13 Purpose.

The purpose of this article is to protect, preserve and maintain the public health, safety and welfare whenever there is in force a State of Water Supply Conservation or Water Ban by providing for enforcement of any duly imposed prohibitions, restrictions, requirements, provisions or conditions imposed by the Town or by the Department of Environmental Protection.

§ 179-14 Application and Exemptions.

Water Supply Conservation and Water Ban measures apply to public water supply users only.

Commercial agricultural users and golf courses shall be exempt from all provisions of this article. The Town of Franklin is exempt from all provisions of this article to extent required to protect public assets.

§ 179-15 Definitions.

For the purpose of this article, the following terms shall have the meanings indicated:

FRANKLIN WATER SUPPLY

The system of Town owned wells and pipes used to distribute drinking water and provide fire protection as well as all sources for said water, including subsurface aquifer(s).

PERSON

Any individual, property owner, tenant, corporation, trust, partnership or association, or other entity located in Franklin and is connected to the Franklin Water Supply.

STATE OF WATER SUPPLY CONSERVATION

A State of Water Supply Conservation declared by the Town pursuant to § 179-16 of this article.

WATER BAN

A state of elevated water restrictions declared by the Town pursuant to § 179-18 of this article.

§ 179-16 Declaration of State of Water Supply Conservation.

As required by the Town's Water Management Act Permit, the Town Administrator shall declare a State of Water Supply Conservation no later than the first Monday in June through at the earliest the second Monday in September each year. Outdoor water use restrictions outlined in § 179-17 shall be applicable to all water users of the public water system regardless of any person's responsibility for paying water bills for water used at any particular facility. The Town Administrator may extend the State of Water Supply Conservation if he determines that a shortage of water exists, or may reasonably be determined to be imminent, and that conservation measures are appropriate to ensure the safe and adequate supply of water to all water consumers.

§ 179-17 State of Water Supply Conservation Restricted Water Uses.

A declaration of a State of Water Supply Conservation shall include, but not be limited to, one or more of the following restrictions, conditions, or requirements limiting the use of water as necessary to protect the public supply. The applicable restrictions, conditions or requirements shall be included in the public notice required under § 179-20.

A. One day per week outdoor watering. Outdoor watering using sprinklers or automated irrigation systems is restricted to the water user's trash day. If the user does not have Town trash service, the user should water on the same day as the nearest Town trash customer.

B. Outdoor watering hours. Outdoor watering is prohibited between the hours of 9 am to 5 pm.

§ 179-18 Declaration of Water Ban.

If the Town Administrator makes a specific finding that the shortage of water exists because of a clear and imminent threat to the aquifer(s) underlying Franklin, such threats to include severe drought or environmental pollution, the Town Administrator may elevate the State of Water Supply Conservation to a Water Ban: either partial or total. Outdoor water use restrictions outlined in § 179-19 shall be applicable to all water users of the public water system regardless of any person's responsibility for paying water bills for water used at any particular facility. The applicable restrictions, conditions or requirements shall be included in the public notice required under § 179-20.

§ 179-19 Water Ban Restricted Water Uses.

A declaration of a partial Water Ban may include, but not be limited to, one or more of the following restrictions, conditions, or requirements limiting the use of water as necessary to protect the public supply. The applicable restrictions, conditions or requirements shall be included in the public notice required under § 179-20.

A. Prohibition on the use of sprinklers and automatic sprinkler systems.

B. Limitation on outdoor watering to handheld watering of vegetable and flower gardens.

C. Prohibition on handwashing of exterior building surfaces, parking lots, sidewalks, driveways and patios.

D. Prohibition on washing of vehicles, except in commercial car washes.

E. Mandatory water use reductions by commercial/industrial users.

A declaration of a total water ban may include a total ban on outdoor water use, with or without stated exceptions; the applicable restrictions, conditions or requirements shall be included in the public notice required under § 179-20.

§ 179-20 Public Notification of State of Water Supply Conservation or Water Ban; Notification of DEP.

Notification of any provision, restriction, requirement or condition imposed by the Town as part of a State of Water Supply Conservation or Water Ban shall be published on the official Town of Franklin website, or by such other means reasonably calculated to reach and inform users of water of the state of water supply conservation. Any restriction imposed under § 179-17 or § 179-19 shall not be effective until such notification is provided. Notification of the State of Water Supply Conservation shall also be simultaneously provided to the Massachusetts Department of Environmental Protection.

§ 179-21 Termination of State of Water Supply Conservation or Water Ban; Notice.

A State of Water Supply Conservation or Water Ban may be terminated by the Town Administrator as allowed by the Town's Water Management Act Permit, upon his determination that the water supply shortage no longer exists. Public notification of the termination of a State of Water Supply Conservation or Water Ban shall be given in the manner provided in § 179-20.

§ 179-22 State of Water Supply Emergency; Compliance with DEP Orders.

If the Department of Environmental Protection declares a State of Water Supply Emergency under M.G.L. c. 21G. § 15-17., no person shall violate any provision, restriction, requirement or condition of any order approved or issued by the Department intended to bring about an end to the State of Emergency.

§ 179-23 Posting of Notice of Private Irrigation Wells.

All persons who have private wells for lawn irrigation must prominently display signs visible to the public that include the following phrase "PRIVATE WELL WATER IN USE." Signs must be a minimum of 11" by 17" and displayed in a location clearly visible from the street whenever the irrigation system is in use. False posting is prohibited.

§ 179-24 Penalties for Violations(s).

Any violation of this bylaw shall subject the violator to a fine as follows:

(1) First violation (within calendar year): a written warning.

(2) Second violation: a fine of \$50.

(3) Every violation thereafter: a fine of \$200.

Each day that a violation continues shall constitute a new and separate offense.

§ 179-25 Enforcement Authority.

The Town Administrator and his designee(s), Director of Public Works and his designee(s), Franklin Police Department, Building Commissioner, Conservation Agent, and Board of Health Agent shall each have authority to enforce the provisions of this bylaw.

And be it further enacted, that the Town Clerk is hereby authorized to renumber the subsequent sections of this Chapter in Articles VII and VIII and to strike those sections denoted "Reserved".

This bylaw amendment shall become effective in accordance with the provisions of the Franklin Home Rule Charter.



DATED: _____, 2017

VOTED:

UNANIMOUS _____

A True Record Attest:

YES _____ **NO** _____


ABSTAIN _____

Teresa M. Burr
Town Clerk

ABSENT _____

Judith Pond Pfeffer, Clerk
Franklin Town Council

Memo

To: Town Council
From: Jeffrey D. Nutting 
Date: March 16, 2017
Re: Amendment to Chapter 179, Water

The attached bylaw clarifies the water restriction process that we have been using for the past 15 years. It does not include private wells as discussed at an earlier Town Council meeting.

Please feel free to call with any questions.

Town of Franklin

Town Administrator
Tel: (508) 520-4949



Fax: (508) 520-4903

355 East Central Street
Franklin, Massachusetts 02038-1352

MEMORANDUM

March 22, 2017

To: Economic Development Subcommittee

From: Jamie Hellen

RE: Zoning bylaws – Brewery, Distillery, Winery with a tasting room

The proposal before the Economic Development subcommittee is to create a new use in the Town's zoning code by allowing for the production of beer, wine and spirits with an option of establishing a retail on premises (tasting room bar) or off-premises (take home, bottle, can, growler) business.

The following are some bullet points to consider:

1. The proposed zoning will allow for the production of beer, wine or spirits and/or an optional tasting room in the following zoning districts: Business, Commercial I, Commercial II, Industrial, and Downtown Commercial District.
2. Production and retail will be prohibited in all residential districts.
3. The proposed zoning will allow for any producer to have a tasting room at no more than 33% of the total square footage of the structure.
4. A manufacturer may also have a restaurant or serve food prepared on site, but will need to go through the normal Board of Health related procedures for kitchens and receive a Common Victualler's license from the Administrator's Office. Keep in mind one note:
 - a. If a producer desires to serve on premises and obtain a Common Victualler's License to prepare food on site, they will be limited to selling *only* their manufactured beer, wine, or spirit products. They may not import and sell any other alcoholic products because the law would require them to seek a traditional "Section 12" alcohol on-premises license like every other restaurant in town.

5. There is nothing in the bylaw that would prohibit a "BYOF" ("Bring Your Own Food") policy at an establishment. But this feature is a policy that would be put in place by each establishment.
6. Entertainment licenses may also be granted through normal procedures through the Town Administrator's office (TV's, juke box, live entertainment, etc.).
7. The following is the process for someone who ONLY desires to produce beer, wine or spirits:
 - a. Receive a Farmer's Farmer Series Production License from the state Alcohol Beverages Control Commission (ABCC).
 - b. Proceed through traditional Special Permit process in Town.
8. The following is the process for someone who wants BOTH to produce and serve the manufactured products on the premises with a tasting room bar:
 - a. Receive a Farmer's Farmer Series Production License from the state Alcohol Beverages Control Commission (ABCC).
 - b. Proceed through the traditional special permit process in Town.
 - c. Apply for a "Farmer Series Pouring License" to the Local Licensing Authority (Town Council)
 - i. The process to receive this license is the same as every other Section 12 license restaurant in town, including legal notification, abutters' notification, liquor liability insurance, and other requirements outlined in the application and town policy.



SPONSOR: Administration

**TOWN OF FRANKLIN
ZONING BY-LAW AMENDMENT 17-788**

DEFINITIONS. BREWERY, DISTILLERY, OR WINERY WITH TASTING ROOM

**A ZONING BY-LAW TO AMEND THE FRANKLIN TOWN CODE AT
CHAPTER 185, SECTION 3.**

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL THAT:

Chapter 185 of the Code of the Town of Franklin is hereby amended by adding the following text at §185-3 Definitions:

BREWERY, DISTILLERY, OR WINERY PRODUCTION WITH TASTING ROOM: A business located in a building where the primary use is for the production and distribution of malt, spirituous, or vinous beverages with a tasting room and which holds a Commonwealth of Massachusetts issued Farmer Series Production License. Any such facility that sells alcoholic beverages to be consumed on the premises shall have a Commonwealth of Massachusetts issued Farmer Series Pouring License approved by the Local Licensing Authority. The facility may host marketing events, special events, and factory tours. The facility may only sell beverages produced by, and commercial goods branded by, the brewery, distillery or winery. The facility may sell permitted beverages by the bottle to consumers for consumption off the brewery premises.

TASTING ROOM: A room attached to a brewery, distillery, or winery that allows patrons to sample or consume wine, beer, or other alcoholic beverages that are produced on-site in accordance with M.G.L. c. 138.

A tasting room may not be greater than thirty-three (33) percent of the main building's gross square footage.

The foregoing Zoning By-law amendment shall take effect in accordance with the Franklin Home Rule Charter and Massachusetts General Law Chapter 40A, Section 5.

DATED: _____, 2017

VOTED:
UNANIMOUS _____

A True Record Attest:

YES _____ NO _____

ABSTAIN _____

Teresa M. Burr
Town Clerk

ABSENT _____

Judith Pond Pfeffer, Clerk
Town Council



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
 239 Causeway Street Boston, MA, 02114

[Contact Us](#)
 617-727-3040

[Home](#) | [Licensing Division](#) | [Enforcement Division](#) | [Download Forms](#) | [FAQ's](#)

RETAIL LICENSE APPLICATION

Congratulations on your decision to begin the application process for a retail alcoholic beverages license! Below, you will find the forms necessary to complete this process. Please be sure to read the instructions on the front of the application carefully, as some required documents have changed.

New License / Transfer of Existing Retail License

REQUIRED FORMS

- [Monetary Transmittal Form](#) **AND** a \$200 check made out to the ABCC OR confirmation that you paid online through our online payment page (found [here](#))
- [New/Transfer Application](#)
- [Beneficial Interest - Individual](#)
Complete one for each individual with beneficial interest in the entity that is applying.
- [Beneficial Interest - Organization](#)
Complete one for each organization/parent company with beneficial interest in the entity that is applying.
- [CORI Authorization Form](#)
Complete one for each individual with beneficial interest in the entity that is applying **AND** one for the proposed manager of record. **This form must be notarized with a stamp or raised seal.***

ADDITIONAL REQUIREMENTS

- [Vote of the Corporate Board](#)
Include a vote to apply for a new/transfer of license **AND** a vote appointing the manager of record, signed by an authorized signatory for the entity.
- [Proof of Citizenship for the proposed Manager of Record](#)
Passport, Birth Certificate, Voter Registration
- [Business Structure Documents](#)
 - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth
 - If partnership, **Partnership Agreement**
 - If Sole Proprietor, **Business Certificate**
- [Purchase & Sale Agreement](#)
Only required for a **transfer** of license.
- [Supporting Financial Records](#)
For all financing and or loans, including pledge documents, if applicable.
- [Legal Right to Occupy](#)
Lease or Deed.
- [Floor Plan](#)
Only required for a **new** license.
- [Abutter's Notification](#)
Only required for a **new** license.
- [Advertisement](#)

*Officers/Directors of non-profit clubs with no ownership do not need to fill out CORI applications

New / Transfer Farmer Series Pouring Permit

REQUIRED FORMS

- [Monetary Transmittal Form](#) **AND** a \$200 check made out to the ABCC OR confirmation that you paid online through our online payment page (found [here](#))
- [New/Transfer Application](#)

Search
 Input Search Query

 Select an Area to Search ABCC ▾

Email & Bookmark
[More](#)

[Public Record Request Form](#) PDF



Licensing Division Contact
 Information
 (617)-727-3040

Ryan Melville
 Supervisor of Licensing
 Ext 718 - rmelville@tre.state.ma.us
 Deron Egbuche
 Ext 723 - degbuche@tre.state.ma.us
 Hurshel Langham
 Ext 719 - hlangham@tre.state.ma.us
 Sabrina Luc
 Ext 721 - sluc@tre.state.ma.us
 Ivy Maiorino
 Ext 749 - imaiorino@tre.state.ma.us

- **Beneficial Interest - Individual**
Complete one for each individual with beneficial interest in the entity that is applying.
- **Beneficial Interest - Organization**
Complete one for each organization/parent company with beneficial interest in the entity that is applying.
- **CORI Autoization Form**
Complete one for the proposed manager of record. **This form must be notarized with a stamp or raised seal.**

ADDITIONAL REQUIREMENTS

- **Vote of the Corporate Board**
Include a vote to apply for a new/transfer of license **AND** a vote appointing the manager of record, signed by an authorized signatory for the entity.
 - **Proof of Citizenship for the proposed Manager of Record**
Passport, Birth Certificate, Voter Registration, Naturalization Papers
 - **Business Structure Documents**
 - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth
 - If partnership, **Partnership Agreement**
 - If Sole Proprietor, **Business Certificate**
 - **Purchase & Sale**
If applying for a transfer of license.
 - **Supporting Financial Records**
For all financing and or loans, including pledge documents, if applicable.
 - **Legal Right to Occupy**
Lease or Deed.
 - **Floor Plan**
Only required for a new license.
 - **Abutter's Notification**
Only required for a new license.
 - **Copy of your current Farmer Series License**
-



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

APPLICATION FOR A RETAIL ALCOHOLIC BEVERAGES LICENSE

Congratulations on your decision to begin the application process for a retail alcoholic beverages license, either for on-premises consumption under M.G.L. c. 138, § 12 (a restaurant, tavern, general-on-premises, club, hotel, war veterans' club, or continuing care retirement community), or for off-premises consumption under M.G.L. c. 138, § 15 (a package store). Below you will find a step-by-step explanation of the application process. **Please read this entire page before you apply for a license as it provides critical information on the license approval process.**

The ABCC urges you to reach out to the Local Licensing Authority ("LLA") in the city or town in which you are applying for a license **before applying for a retail license**. While state law requires you to submit certain documents, your LLA may have other documents and/or fees required of you before it will consider your application, and failure to contact them before you apply for a license may delay the consideration of your application.

The granting of a retail license involves a three-step process under M.G.L. c. 138, §§ 15A & 16B:

1. Step One is the granting of an application by the LLA;
2. Step Two is approval by the ABCC;
3. Step Three is the issuance of the retail license by the LLA.

Each step has certain legal requirements:

Step One. In Step One, when you submit your application with the LLA, the LLA is required by law to note the date and hour your application is filed with it. Then, they must publish an advertisement noticing a public hearing on your application, if their regulations require, within 10 days of your application being filed. Then, no sooner than 10 days after advertising the hearing, the hearing will be held. The LLA must act on an application within 30 days of it being filed.

If the LLA grants the license, the application shall be forwarded to the ABCC no later than 3 days following such approval.

Step Two. In Step Two, when the ABCC receives an application that has been approved by the LLA, an investigator will be assigned. The investigator will investigate the proposed licensed premises, if required, as well as the proposed applicant and the source(s) of financing for the transaction. Parties to an application must respond promptly to investigators' inquiries. **Failure to do so will result in a delay of the approval and may result in a denial of the application.**

When the ABCC receives an application for a transfer of license it is immediately forwarded to the Department of Revenue ("DOR") and the Division of Unemployment Assistance ("DUA"). Both agencies will research the issue of any outstanding tax obligations of both the buyer and the seller for all types of taxes, including sales, meals, withholding, corporate excise, room occupancy, personal income taxes, unemployment insurance, and employer fair share contributions. The ABCC will not approve a license transfer until DOR and DUA attest that the parties have no outstanding tax liabilities to the Commonwealth. The parties are responsible for resolving all tax questions.

Step Three. Once the LLA receives the ABCC's approval of an application, it must issue the license within 7 days.

It is important to know that an applicant for an alcoholic beverages license may not operate a licensed premise until all three steps have taken place and the LLA has actually issued the license.

If the application is for a transfer of the license, the license seller (the current licensee) is still legally liable and responsible for the operation of the premises until the third step of the approval process is completed. **An applicant who operates licensed premises before all three steps have taken place may create serious ramifications for both the buyer and the seller.** Operation without a license may be considered evidence of that applicant's unfitness for a license. It may also lead to revocation of an existing license. In certain circumstances, it opens both the buyer and the seller to possible criminal liability.



*The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc*

APPLICATION FOR A RETAIL ALCOHOLIC BEVERAGES LICENSE

The following documentation is required as a part of your retail license application.

ABCC investigators reserve the right to request additional documents as a part of their investigation.

- [Monetary Transmittal Form](#) with \$200 fee
You can [PAY ONLINE](#) or include a \$200 check made out to the ABCC
- Retail Application (this packet)
- Beneficial Interest - Individual Form
For any individual with direct or indirect interest in the proposed licensee
- Beneficial Interest - Organization Form
For any organization with direct or indirect interest in the proposed licensee
- CORI Authorization Form
For the manager of record AND any individual with direct or indirect interest in the proposed licensee. This form must be notarized with a stamp*
- Proof of Citizenship for proposed manager of record
Passport, US Birth Certificate, Naturalization Papers, Voter Registration
- Vote of the Corporate Board
A corporate vote to apply for a new / transfer of license and a corporate vote to appointing the manager of record, signed by an authorized signatory for the proposed licensed entity
- Business Structure Documents
If Proposed Licensee is applying as:
 - A Corporation or LLC - **Articles of Organization** from the Secretary of the Commonwealth
 - A Partnership - **Partnership Agreement**
 - Sole Proprietor - **Business Certificate**
- Purchase and Sale Documentation
Required if this application is for the transfer of an existing retail alcoholic beverages license
- Supporting Financial Documents
Documentation supporting any loans or financing, including pledge documents, if applicable
- Floor Plan
Detailed Floor Plan showing square footage, entrances and exits and rooms
- Lease
Signed by proposed licensee and landlord. If lease is contingent upon receiving this license, a copy of the unsigned lease along with a letter of intent to lease, signed by licensee and landlord
- Additional Documents Required by the Local Licensing Authority

* Excludes Officers and Directors of Non-Profit Clubs



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 239 Causeway Street
 Boston, MA 02114
www.mass.gov/abcc

Print Form

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
 MONETARY TRANSMITTAL FORM**

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

CHECK PAYABLE TO ABCC OR COMMONWEALTH OF MA: \$200.00

(CHECK MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL)

CHECK NUMBER

IF USED EPAY, CONFIRMATION NUMBER

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

LICENSEE NAME

ADDRESS

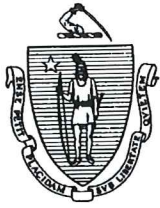
CITY/TOWN STATE ZIP CODE

TRANSACTION TYPE (Please check all relevant transactions):

- Alteration of Licensed Premises
- Change Corporate Name
- Change of License Type
- Change of Location
- Change of Manager
- Other
- Cordials/Liqueurs Permit
- Issuance of Stock
- Management/Operating Agreement
- More than (3) §15
- New License
- New Officer/Director
- New Stockholder
- Pledge of Stock
- Pledge of License
- Seasonal to Annual
- Transfer of License
- Transfer of Stock
- Wine & Malt to All Alcohol
- 6-Day to 7-Day License
- Farmers Series Pouring Permit

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH THE CHECK, COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

**ALCOHOLIC BEVERAGES CONTROL COMMISSION
 P. O. BOX 3396
 BOSTON, MA 02241-3396**



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 239 Causeway Street
 Boston, MA 02114
www.mass.gov/abcc

APPLICATION FOR A RETAIL ALCOHOLIC BEVERAGES LICENSE

Please complete this entire application, leaving no fields blank. If field does not apply to your situation, please write N/A.

1. NAME OF PROPOSED LICENSEE (Business Contact)

This is the corporation or LLC which will hold the license, **not** the individual submitting this application. If you are applying for this license as a sole proprietor, not an LLC, corporation or other legal entity, you may enter your personal name here.

2. RETAIL APPLICATION INFORMATION

There are two ways to obtain an alcoholic beverages license in the Commonwealth of Massachusetts, either by obtaining an existing license through a transfer or by applying for a new license.

Are you applying for a new license New Transfer or the transfer of an existing license? If transferring, please indicate the current ABCC license number you are seeking to obtain:

If applying for a new license, are you applying for this license pursuant to special legislation? If transferring, by what method is the license being transferred?

Yes No Chapter Acts of

3. LICENSE INFORMATION / QUOTA CHECK

City/Town On/Off-Premises

TYPE	CATEGORY	CLASS
Farmer Series Pouring Permit	<input type="text"/>	Annual

4. APPLICATION CONTACT

The application contact is required and is the person who will be contacted with any questions regarding this application.

First Name: Middle: Last Name:

Title: Primary Phone:

Email:

5. OWNERSHIP Please list all individuals or entities with a direct or indirect, beneficial or financial interest in this license.

An individual or entity has a direct beneficial interest in a license when the individual or entity owns or controls any part of the license. For example, if John Smith owns Smith LLC, a licensee, John Smith has a direct beneficial interest in the license.

An individual or entity has an indirect beneficial interest if the individual or entity has 1) any ownership interest in the license through an intermediary, no matter how removed from direct ownership, 2) any form of control over part of a license no matter how attenuated, or 3) otherwise benefits in any way from the license's operation. For Example, Jane Doe owns Doe Holding Company Inc., which is a shareholder of Doe LLC, the license holder. Jane Doe has an indirect interest in the license.

A. All individuals listed below are required to complete a [Beneficial Interest Contact - Individual](#) form.
 B. All entities listed below are required to complete a [Beneficial Interest Contact - Organization](#) form.
 C. Any individual with any ownership in this license and/or the proposed manager of record must complete a [CORI Release Form](#).

Name	Title / Position	% Owned	Other Beneficial Interest

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

5. OWNERSHIP (continued)

Name	Title / Position	% Owned	Other Beneficial Interest

6. PREMISES INFORMATION

Please enter the address where the alcoholic beverages are sold.

Premises Address

Street Number: Street Name: Unit:

City/Town: State: Zip Code:

Country:

Description of Premises

Please provide a complete description of the premises, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage.

Floor Number	Square Footage	Number of Rooms

Patio/Deck/Outdoor Area Total Square Footage

Indoor Area Total Square Footage

Number of Entrances

Number of Exits

Proposed Seating Capacity

Proposed Occupancy

Occupancy of Premises

Please complete all fields in this section. Documentation showing proof of legal occupancy of the premises is required.

Please indicate by what right the applicant has to occupy the premises

Lease Beginning Term

Lease Ending Term

Rent per Month

Rent per Year

Landlord Name

Landlord Phone

Landlord Address

If leasing or renting the premises, a signed copy of the lease is required.

If the lease is contingent on the approval of this license, and a signed lease is not available, a copy of the unsigned lease and a letter of intent to lease, signed by the applicant and the landlord, is required.

Please indicate if the terms of the lease include payments based on the sale of alcohol: Yes No

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

7. BUSINESS CONTACT

The Business Contact is the proposed licensee. If you are applying as a Sole Proprietor (the license will be held by an individual, not a business), you should use your own name as the entity name.

* Please see last page of application for required documents based on Legal Structure *

Entity Name: FEIN:

DBA: Fax Number:

Primary Phone: Email:

Alternative Phone: Legal Structure of Entity:

Business Address (Corporate Headquarters) Check here if your Business Address is the same as your Premises Address

Street Number: Street Name:

City/Town: State:

Zip Code: Country:

Mailing Address Check here if your Mailing Address is the same as your Premises Address

Street Number: Street Name:

City/Town: State:

Zip Code: Country:

Is the Entity a Massachusetts Corporation? Yes No

If no, is the Entity registered to do business in Massachusetts? Yes No

If no, state of incorporation

Other Beneficial Interest

Does the proposed licensee have a beneficial interest in any other Massachusetts Alcoholic Beverages Licenses? Yes No *If yes, please complete the following table.*

Name of License	Type of License	License Number	Premises Address

Prior Disciplinary Action:

Has any alcoholic beverages license owned by the proposed licensee ever been disciplined for an alcohol related violation?

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

8. MANAGER CONTACT

The Manager Contact is required and is the individual who will have day-to-day, operational control over the liquor license.

Salutation First Name Middle Name Last Name Suffix

Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Place of Employment

Alternative Phone: Fax Number

Citizenship / Residency / Background Information of Proposed Manager

Are you a U.S. Citizen? Yes No

Do you have direct, indirect, or financial interest in this license? Yes No

Have you ever been convicted of a state, federal, or military crime? Yes No
 If yes, attach an affidavit that lists your convictions with an explanation for each

If yes, please list the licenses for which you are the current or proposed manager:

If yes, percentage of interest

If yes, please indicate type of Interest (check all that apply):

<input type="checkbox"/> Officer	<input type="checkbox"/> Sole Proprietor
<input type="checkbox"/> Stockholder	<input type="checkbox"/> LLC Manager
<input type="checkbox"/> LLC Member	<input type="checkbox"/> Director
<input type="checkbox"/> Partner	<input type="checkbox"/> Landlord
<input type="checkbox"/> Contractual	<input type="checkbox"/> Revenue Sharing
<input type="checkbox"/> Management Agreement	<input type="checkbox"/> Other

Please indicate how many hours per week you intend to be on the licensed premises

Employment Information of Proposed Manager

Please provide your employment history for the *past 10 years*

Date(s)	Position	Employer	Address	Phone

Prior Disciplinary Action of Proposed Manager

Have you ever been involved directly or indirectly in an alcoholic beverages license that was subject to disciplinary action? If yes, please complete the following:

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

9. FINANCIAL INFORMATION

Please provide information about associated costs of this license.

Associated Costs

A. Purchase Price for Building/Land	
B. Purchase Price for any Business Assets	
C. Costs of Renovations/Construction	
D. Purchase Price of Inventory	
E. Initial Start-Up Costs	
F. Other (Please specify)	
G. Total Cost (Add lines A-F)	

Please note, the total amount of Cash Investment (top right table) plus the total amount of Financing (bottom right table) must be equal to or greater than the Total Cost (line G above).

Please provide information about the sources of cash and/or financing for this transaction

Source of Cash Investment

Name of Contributor	Amount of Contribution
Total:	

Source of Financing

Name of Lender	Amount	Does the lender hold an interest in any MA alcoholic beverages licenses?	If yes, please provide ABCC license number of lender
Total:			

10. PLEDGE INFORMATION

Are you seeking approval for a pledge? Yes No

Please indicate what you are seeking to pledge (check all that apply)

- License
 Stock / Beneficial Interest
 Inventory

To whom is the pledge is being made:

Does the lender have a beneficial interest in this license? Yes No

Does the lease require a pledge of this license? Yes No

ADDITIONAL SPACE

The following space is for any additional information you wish to supply or to clarify an answer you supplied in the application.

If referencing the application, please be sure to include the number of the question to which you are referring.

A large, empty rectangular box with a thin black border, occupying the majority of the page below the instructions. It is intended for the applicant to provide additional information or clarify answers.

APPLICANT'S STATEMENT

I, the: sole proprietor; partner; corporate principal; LLC/LLP member
Authorized Signatory

of , hereby submit this application for
Name of the Entity/Corporation Transaction(s) you are applying for

(hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statement and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises does not violate any requirement of the ABCC or other state law or local ordinances;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the Application information as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of, the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

Signature:

Date:

Title:



TOWN OF FRANKLIN

BY-LAW AMENDMENT 17-789

AMENDMENT TO WATER SYSTEM MAP

A BY-LAW TO AMEND THE CODE OF THE TOWN OF FRANKLIN, CHAPTER 179 § 179-9.1 WATER MAP.

BE IT ENACTED BY THE TOWN COUNCIL OF THE TOWN OF FRANKLIN that Chapter 179 § 179-9.1. Water System Map Exhibit A (Map) be amended by adding as an eligible location the following:

§179-9.1 Water System Map.

Exhibit A:

Extending the water system to #3 Mount Street for Amego, Inc. for a proposed school for children with autism and intellectual disabilities, from the existing main approximately 750 feet away on Upper Union Street. Developer will provide service stubs to eight existing homes on Upper Union Street.

Bylaw shall not become effective until all conditions agreed to between the developer and the DPW are satisfied.

This By-Law amendment shall become effective in accordance with the provisions of the Franklin Home Rule Charter.

DATED: _____, 2017

VOTED:

UNANIMOUS _____

A True Record Attest:

YES _____ **NO** _____

ABSTAIN _____

Teresa M. Burr
Town Clerk

ABSENT _____

Judith Pond Pfeffer, Clerk
Franklin Town Council



TOWN OF FRANKLIN

DEPARTMENT OF PUBLIC WORKS

Franklin Municipal Building

257 Fisher Street

Franklin, MA 02038-3026

March 30, 2017

Mr. Jeffrey Nutting
Town Administrator
355 East Central Street
Franklin, MA 02038

RE: #3 Mount Street **WATER** Extension Permit Application

Dear Jeff,

We have received an application for a Water System Extension Permit from Amego, Inc. to provide water service to the parcel at the corner of Upper Union Street and Mount Street, currently known as #3 Mount Street. The proposed development at the site will be a school for children with autism and intellectual disabilities. The school will serve approximately 75 students.

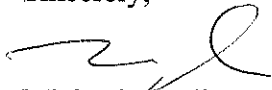
The proposed water extension will connect to the existing water main approximately 750 feet away and will pass by eight existing homes on Upper Union St that are not currently on town water. If approved, the developer has agreed provide service stubs for each of these homes, as well as drainage and pavement improvements along Mount Street, valued at approximately \$100,000, as part of the overall project.

If the Council decides to approve the extension, we recommend the following conditions be attached to the approval:

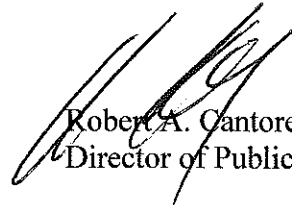
1. The applicant will need to file all required permits and pay the respective fees prior to construction and the installation shall be in accordance with DPW standards.
2. New water service stubs will be provided to the eight existing houses on this portion of Upper Union Street.
3. Upper Union Street will be overlaid its full width for the entire length of trenching required for construction.
4. The Developer will provide to the Town an as-built drawing of the constructed improvements within the town right-of-way.

Should you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,



Michael Maglio, PE
Town Engineer





Robert A. Cantoreggi
Director of Public Works

Proposed Water Extension

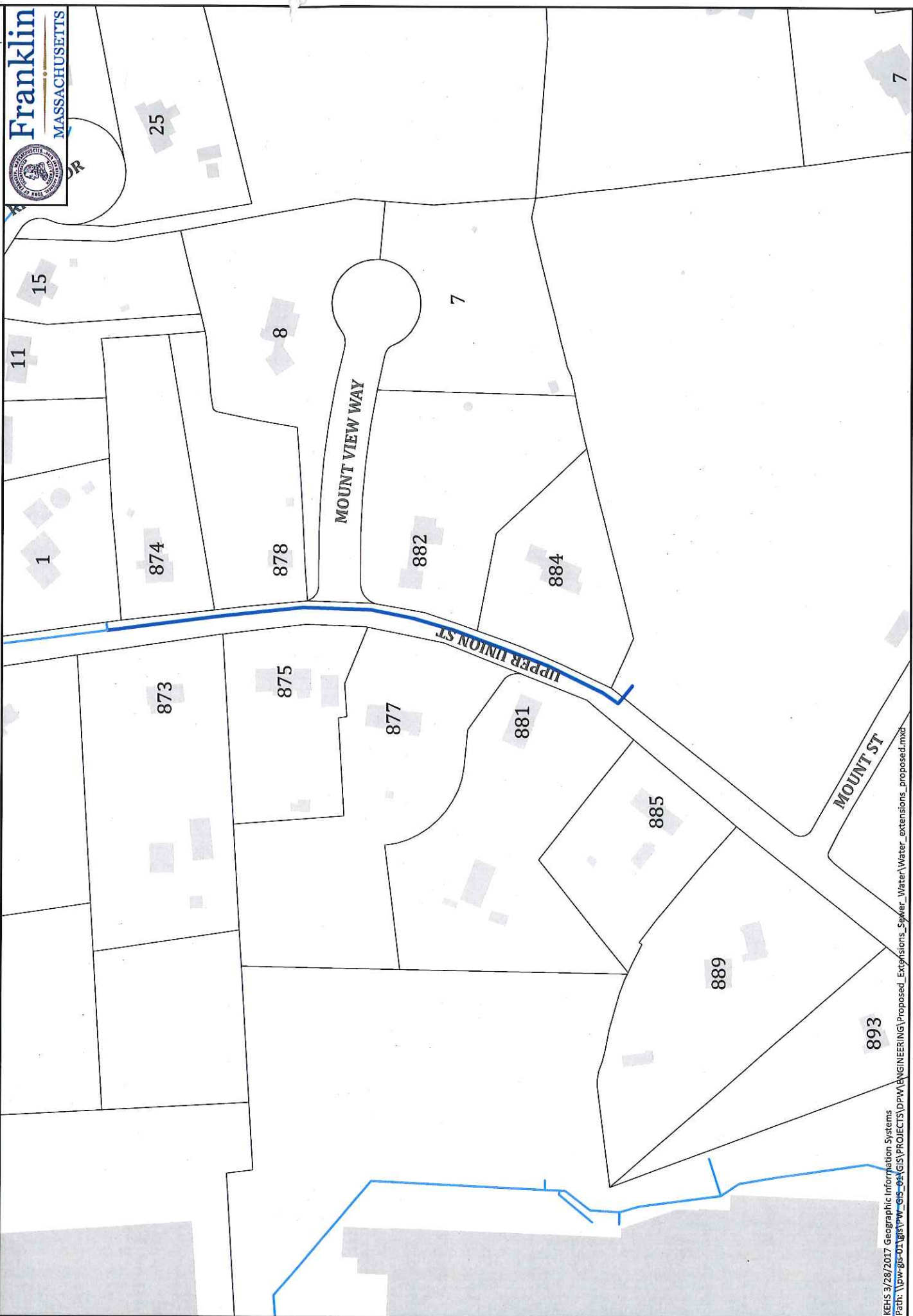
- Existing Waterline
- Proposed Waterline
- Building
- Parcel Line

0 12.5 25 50
Meters

0 50 100 200
Feet



Franklin
MASSACHUSETTS





**TOWN OF FRANKLIN
BY-LAW AMENDMENT 17-790**

AMENDMENT TO SEWER SYSTEM MAP

**A BY-LAW TO AMEND THE CODE OF THE TOWN OF FRANKLIN,
CHAPTER 139, ENTITLED SEWERS, AS FOLLOWS:**

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL THAT:

Chapter 139-14 of the Code of the Town of Franklin entitled Sewer System Map, Exhibit A (map) be amended by adding the following extension as an eligible location:

§139-14. Sewer System Map

Exhibit A:

Extending sewer system to #3 Mount Street for Amego, Inc. for a proposed school for children with autism and intellectual disabilities, from existing manhole approximately 230 feet away on Upper Union Street. Extension will consist of a private sewer force main.

Bylaw shall not become effective until all conditions agreed to between the developer and DPW are satisfied.

This By-Law amendment shall become effective in accordance with the provisions of the Franklin Home Rule Charter.

DATED, _____, 2017

VOTED:

UNANIMOUSLY: _____

A True Record Attest:

YES: _____ **NO:** _____

ABSTAIN: _____ **ABSENT:** _____

Teresa M. Burr
Town Clerk

Judith Pond Pfeffer, Clerk
FRANKLIN TOWN COUNCIL



TOWN OF FRANKLIN
DEPARTMENT OF PUBLIC WORKS
Franklin Municipal Building
257 Fisher Street
Franklin, MA 02038-3026

March 30, 2017

Mr. Jeffrey Nutting
Town Administrator
355 East Central Street
Franklin, MA 02038

RE: #3 Mount Street **SEWER** Extension Permit Application

Dear Jeff,

We have received an application for a Sewer System Extension Permit from Amego, Inc. to provide sewer service to the parcel at the corner of Upper Union Street and Mount Street, currently known as #3 Mount Street. The proposed development at the site will be a school for children with autism and intellectual disabilities. The school will serve approximately 75 students.

The proposed sewer extension will connect to an existing sewer manhole approximately 230 feet away and will consist of a private sewer force main that will serve only the proposed development. A sewer pump station will be installed by the developer on private property at #3 Mount St which will remain private.

The proposed extension will pass by one existing home on Upper Union St that is not currently on sewer, however a lateral service will not be provided as the extension will be a private force main. If approved, the developer has agreed to provide drainage and pavement improvements along Mount Street, valued at approximately \$100,000, as part of the overall project.

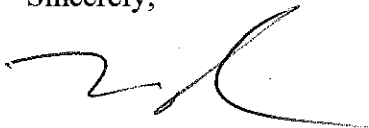
If the Council decides to approve the extension, we recommend the following conditions be attached to the approval:

1. The applicant will need to file all required permits and pay the respective fees prior to construction and the installation shall be in accordance with DPW standards.
2. The proposed sewer force main will remain a service line and its maintenance along its entire length will remain the responsibility of the property owner.
3. Upper Union Street will be overlaid its full width for the entire length of trenching required for construction.

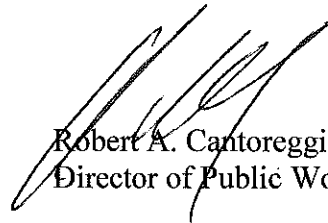
4. The Developer will provide to the Town an as-built drawing of the constructed improvements within the town right-of-way.

Should you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,



Michael Maglio, PE
Town Engineer



Robert A. Cantoreggi
Director of Public Works

Proposed Sewer Extension

- Proposed Force Main
- Existing Gravity Main
- Existing Manhole
- Building
- Parcel Line

