



FRANKLIN TOWN COUNCIL
February 14, 2018

Municipal Building
355 East Central Street
2nd Floor Council Chambers

7:00 PM

A. APPROVAL OF MINUTES – *January 10, 2018, January 24, 2018*

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 - *Agricultural Commission*
Design Review Commission

F. HEARINGS -

G. LICENSE TRANSACTIONS

H. PRESENTATIONS/DISCUSSIONS

I. SUBCOMMITTEE REPORTS

1. *Capital*
2. *Budget*
3. *EDC*

J. LEGISLATION FOR ACTION

1. *Resolution 18-04 - Appropriation – Street Lighting (**Motion to Move Resolution 18-04 – Majority Vote (5)**)*
2. *Resolution 18-05- Appropriation – General Fund Capital FY 18 (**Motion to Move Resolution 18-05 – Majority Vote (5)**)*
3. *Resolution 18-06 – Appropriation – Fire Truck Stabilization Fund FY 18 (**Motion to Move Resolution 18-06 – Majority Vote (5)**)*
4. *Resolution 18-07 – Appropriation – Turf Field Stabilization Fund FY 18 (**Motion to Move Resolution 18-07 – Majority Vote (5)**)*
5. *Resolution 18-08 – Appropriation – Enterprise Fund Capital FY 18 (**Motion to Move Resolution 18-08 - Majority Vote (5)**)*

6. *Resolution 18-09: Appropriation – OPEB Trust Fund FY 18(Motion to Move Resolution 18-09– Majority Vote (5))*
7. *Resolution 18-10: Dissolution of the Senior Center Building Committee (Motion to Move Resolution 18-10 – Majority Vote (5))*
8. *Resolution 18-11: Dissolution of the Library Building Committee (Motion to Move Resolution 18-11 – Majority Vote (5))*
9. *Resolution 18-12: Dissolution of the Franklin Advisory Committee (Motion to Move Resolution 18-12 – Majority Vote (5))*
10. *Bylaw Amendment 18-798R: Chapter 155, Streets and Sidewalks – 1st Reading (Motion to Move Bylaw Amendment 18-798R to a 2nd Reading – Majority Vote (5))*
11. *Bylaw Amendment 18-799: Chapter 82, Fees, Appendix B – Sewer Rates – 2nd Reading (Motion to Approve Bylaw Amendment 18-799 – Majority Roll Call Vote (5))*
12. *Bylaw Amendment 18-800: Chapter 82, Fees, Appendix B – Water Rates – 2nd Reading (Motion to Approve Bylaw Amendment 18-800 – Majority Roll Call Vote (5))*

K. TOWN ADMINISTRATOR’S REPORT

L. FUTURE AGENDA ITEMS

M. COUNCIL COMMENTS

N. EXECUTIVE SESSION - None

O. ADJOURN

Town Council
January 10, 2018
Training Room
355 East Central Street
Franklin, MA
Minutes

Attendance: Matt Kelly, Tom Mercer, Patrick Casey, Deb Pellegrini, Peter Padula, Melanie Hamblen, Eamon McCarthy Earls, Bob Dellorco, Jeff Nutting Town Administrator, Jamie Hellen Deputy Town Administrator.

The Chair called the meeting and workshop to order at 7:00 PM.

The Chair opened the meeting between the Town Council for the 2018-2019 Goals Setting Workshop. The Chair announced they were given a draft set of goals by the Town Administration (attached) and the Council would walk through the list and give members an opportunity to ask questions and to add more topics to the list.

The Council walked through each one of the goals on the list and briefly discussed the context and background to some of the projects on the list, and that some of the goals were sponsored by individual member requests. Each topic was agreed and some items were assigned to individual subcommittees. For each idea that came from a member, the attached list denotes follow up actions on those.

Mr. Dellorco MOVED that the Town Council adjourn. Mr. Mercer SECONDED. Roll Call: Mr. Kelly-Yes, Mr. Casey-Yes, Ms. Hamblen-Yes, Mr. Mercer-Yes, Ms. Pellegrini-Yes, Mr. McCarthy Earls-Yes, Mr. Dellorco-Yes, Mr. Padula-Yes. Approved 8-0.

The Town Council adjourned at 8:15 PM.

**Town Council Meeting
2018 and 2019 Goals
Town Council Workshop
January 10, 2018**

Initial Thoughts

Fiscal

- Annual Capital Plan - Council subcommittee to review shortly
- Annual Operating Budget - Large shortfall projected for FY 19
- Review/update/adopt Fiscal Policies - Budget Committee to review
- Continue to ask for OPEB options with state officials
- Determine Sewer rate increase for FY19
- Determine Water rate increase for FY 19
- Explore new revenue options

Economic Development –To EDC

- Continue to look at downtown redevelopment
- MBTA parking Lot
- Cultural District Marking Plan
- Zoning - R-7, C-1, "over 55", Inclusionary, lot lines, other zoning issues
- Marijuana tax – increase from 2 to 3% To Town Council

Facilities

- Transfer/Recycling Center improvements when land transfer complete
- Review Police Station space – Commence study in 2019
- Future of Red Brick School – Charter School pulled building permit.
- Future of Old South Meeting House
- Implement Preventative Maintenance (PM) for Facilities

DPW

- Road Funding
- Fund sidewalk plan for Beaver Street and Washington Streets
- Finalize and begin to implement Bike lane plan
- Water - Continue Water line replacement plan, Water Treatment Plant, Water Tanks, other improvements
- Continue sewer system improvements
- Future of Beaver Street interceptor

- Storm Water Plan – Potential fee?

Recreation/Open Space

- Purchase Open Space as may be available
- Continue to implement 2016 Open space/recreation plan
- Continue supporting SNETT trail development and other trail projects
- Continue on Delcarte – weed and fish issues, etc
- Develop Bike lanes and Trails plan – Staff has started

Community – Generally

- Implement Electric Aggregation when appropriate
- Continued work on the recommendations in the Master Plan
- Continue to work with SAFE Coalition
- Continue to accept Public Ways
- Continue Nu-Style project
- Transition to Regional Dispatch
- Purchase 120-122 School Street from Dean for additional Library Parking
- Plan for charging stations for electric vehicles
- Implement “Green Community goals”
- Adopt Affordable Housing Plan
- Customer Service technology improvements
- Historical Commission “Master Plan”
- Town Council Procedures review
- Successful Collective Bargaining - Spring of 2019

Thoughts/questions/ideas from Councilors

- IT security – future agenda - **Technology Presentation to the Council**
- Open Space future agenda - **Future Council Agenda for discussion**
- Poultry bylaw -- **Discuss at EDC**
- Temporary sign bylaw -- **Discuss at EDC**
- Sale of Town owned land -- **Discuss at EDC**

**FRANKLIN TOWN COUNCIL
MINUTES OF MEETING
January 24, 2018**

A meeting of the Town Council was held on Wednesday, January 24, 2018, at the Franklin Municipal Building, 355 East Central Street, Franklin, Massachusetts. Councilors present: Patrick Casey, Robert Dellorco, Melanie Hamblen, Glenn Jones, Matthew Kelly, Eamon McCarthy Earls, Thomas Mercer, Peter Padula, Deborah Pellegrini. 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: *December 13, 2017, December 20, 2017.* ► **MOTION** to **Approve** the December 13, 2017 meeting minutes by **Mercer. SECOND** by **Jones. No Discussion.** ► **VOTE: Yes-9, No-0, Absent-0.** ► **MOTION** to **Approve** the December 20, 2017 meeting minutes by **Mercer. SECOND** by **Padula. No Discussion.** ► **VOTE: Yes-9, No-0, Absent-0.**

ANNOUNCEMENTS: 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: ► Ms. Raye Lynn Mercer, 5 Mercer Lane, representing the Black Box, discussed the February 16, 2018 event from 7:00-11:00 PM, celebrating Franklin's 240th birthday to be held at the Black Box. Mr. Joe Landry will present his collection of videos, photographs, and information of historic Franklin. There is a tiered ticketing process; information available on the Black Box website. All proceeds will benefit the Arts in Franklin. ► Ms. Teresa Burr, Town Clerk, stated that the 2018 Census has been mailed and all residents should have received it. She stated that the return address on the mailing envelope had an error. The vendor is aware of this and the town will be compensated for the mailing. She noted that the envelope was printed without her approval. She stated that the vendor will work to prevent this from happening again.

APPOINTMENTS: *None.*

HEARINGS: *None.*

LICENSE TRANSACTIONS: ► *Table & Vine, Inc. – Change of Manager.* ► Mr. Jones read the license transaction. ► **MOTION** to **Approve** the request by Table & Vine, Inc. for a change of Manager to Jeffrey Michael Hilditch by **Jones. SECOND** by **Mercer. Discussion:** ► Mr. Hilditch introduced himself to the Town Council. ► **VOTE: Yes-9, No-0, Absent-0.**

PRESENTATIONS/DISCUSSIONS: ► *2017 Audit.* ■ Mr. Zackary Fentross, Audit Manager of Melanson Heath, Ms. Kerri Bertone, Treasure/Collector, and Mr. Christopher Sandini, Finance Director/Comptroller, addressed the Town Council. Mr. Fentross provided an overview of the Town of Franklin's Annual Financial Statements for the year ended June 30, 2017. He stated that overall the Town is in a good financial position; there are no major issues. He reviewed the Independent Auditor's Report which is what they were hired to produce for the Town. He stated that 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. This is the same opinion the Town has received in prior years. He noted the Management's Discussion and Analysis pages. He reviewed page 13 and focused on the Governmental

Activities column. Capital Assets increased by about \$4 million, mainly from work done to the Library. He discussed Net Pension Liability with balance of \$39,419,000. This is a decrease of approximately \$1.6 million from the prior year. This represents the Town's proportionate share of the Norfolk County Retirement System. The balance of Other Post-Employment Benefits is \$54,739,000. He stated there will be a change in 2018; the full balance of this liability will be recorded on the Statement of Net Position. The full liability is approximately \$69 million. He provided an overview of Franklin's Unassigned Fund Balance with a balance of \$10,661,000. This was equal to about 9.24 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 stated that last year the percentage was at 10 percent. He reviewed the Fiduciary Statement of Net Position and focused on the OPEB Trust Fund. He stated that the Town is making consistent contributions which is what bond rating agencies like to see. He thanked everyone in the town that helped with the audit. ■Town Council members asked questions and thanked the presenters.

SUBCOMMITTEE REPORTS:

1. **Budget.** ► Mr. Padula stated he had nothing to report at this time.
2. **Capital Plan.** ► Mr. Dellorco stated they had the first meeting tonight; they reviewed the schools, IT, and facilities. Final meeting is next week and will present before the Town Council in mid-February.
3. **Economic Development.** ► Mr. Mercer stated the first meeting got postponed. They will meet for the first time on January 31, 2018.

LEGISLATION FOR ACTION:

1. **Resolution 18-01: Acceptance of Gifts – Council on Aging (Motion to Move Resolution 18-01 – Majority Vote (5)).** ► Mr. Jones read the resolution. ► **MOTION to Move Resolution 18-01: Acceptance of Gifts – Council on Aging by Mercer. SECOND by Dellorco. Discussion:** ► Mr. Nutting stated thank you. ► **VOTE: Yes-9, No-0, Absent-0.**
2. **Resolution 18-02: Acceptance of Gifts – Franklin Police Department (Motion to Move Resolution 18-02 – Majority Vote (5)).** ► Mr. Jones read the resolution. ► **MOTION to Move Resolution 18-02: Acceptance of Gifts – Franklin Police Department by Mercer. SECOND by Padula. No Discussion.** ► **VOTE: Yes-9, No-0, Absent-0.**
3. **Resolution 18-03: Local Adoption of G.L. Chapter 64N, Section 3, as Amended: Local Tax on Marijuana Retail Sales and Establishment of Tax Rate (Motion to Move Resolution 18-03 – Majority Vote (5)).** ► Mr. Jones read the resolution. ► **MOTION to Move Resolution 18-03: Local Adoption of G.L. Chapter 64N, Section 3, as Amended: Local Tax on Marijuana Retail Sales and Establishment of Tax Rate by Mercer. SECOND by Dellorco. Discussion:** ► Mr. Nutting stated that when the recreational marijuana ballot question passed, the Town Council moved to zone that use into the Industrial park. He stated that at the time, we were allowed to tax the sale at 2 percent; since then, the legislature has changed that to 3 percent. We are suggesting if/when a recreational facility opens, we would maximize the amount of revenue back to the town and that money would help offset any issues that may arise. ► Town Council members asked questions and discussed item. ► **VOTE: Yes-9, No-0, Absent-0.**
4. **Bylaw Amendment 18-798: Chapter 155, Streets and Sidewalks – 1st Reading (Motion to Move Bylaw Amendment 18-798 to a 2nd Reading – Majority Vote (5)).** ► Mr. Jones read the bylaw amendment. ► **MOTION to Move Bylaw Amendment 18-798: Chapter 155, Streets and Sidewalks to a 2nd Reading by Mercer. SECOND by Padula. Discussion:** ► Mr. Nutting stated that he asked this to be added. It came to light when he was on Maple Street when trees were being cut for the 10-lot subdivision. There was mud, rocks, and dirt all over the road; this was a public safety issue. This bylaw amendment would allow the town to tell them to clean up their mess. ► Mr. Mercer asked that if the person(s) does not clean it up and the town has to, could that cost become part of the fine.

► Mr. Cerel stated he could add language to that effect. ► Mr. Nutting stated that would be put forward in the second reading. ► **VOTE: Yes-9, No-0, Absent-0.**

5. **Bylaw Amendment 18-799: Chapter 82, Fees, Appendix B – Sewer Rates – 1st Reading (Motion to Move Bylaw Amendment 18-799 to a 2nd Reading – Majority Vote (5)).** ► Mr. Jones read the bylaw amendment. ► **MOTION to Move Bylaw Amendment 18-799: Chapter 82, Fees, Appendix B – Sewer Rates to a 2nd Reading by Mercer. SECOND by Dellorco. Discussion:** ► Mr. Nutting stated this is a proposal to increase the sewer rates for the first time in five years. Most of this is a result of an increase in the town's assessment from the Charles River Pollution Control District for the capital improvements to the Sewer Plant. It is about a \$40 increase for the average single-family use. A person with a well for water pays a flat rate for sewer. ► Chairman Kelly noted that any rise in costs is a burden to the town's residents on a fixed income. ► **VOTE: Yes-9, No-0, Absent-0.**
6. **Bylaw Amendment 18-800: Chapter 82, Fees, Appendix B – Water Rates – 1st Reading (Motion to Move Bylaw Amendment 18-799 to a 2nd Reading – Majority Vote (5)).** ► Mr. Jones read the bylaw amendment. ► **MOTION to Move Bylaw Amendment 18-800: Chapter 82, Fees, Appendix B – Water Rates to a 2nd Reading by Mercer. SECOND by Padula. Discussion:** ► Mr. Nutting stated the last rate increase was in 2012. They are looking for about a 10 percent rate increase which will produce about \$500,000 in revenue. He reviewed the proposed water capital projects. Another rate increase will probably be needed in three years. ► Mr. Mercer asked where the Well Stations were located and asked that in the future a street name be associated with the wells. ► Mr. Jones asked for a breakdown of the costs for the new wells and treatment plant. ► **VOTE: Yes-9, No-0, Absent-0.**

TOWN ADMINISTRATOR'S REPORT: ► Mr. Hellen gave kudos to all department heads; the town's insurance company gave the town an award for risk management community excellence. As a result, the town saved about \$60,000 on their insurance premium. ► Mr. Nutting noted a budget meeting will be held in a few weeks. He stated that the projections were close.

FUTURE AGENDA ITEMS: *None.*

COUNCIL COMMENTS: ► Ms. Pellegri stated that in listening to the audit report, we should be very proud of our administration; nothing was negative in the report. Go Pats! ► Mr. Jones read a letter released today from the Franklin Education Foundation; he is one of the board members. The letter stated that the Franklin Education Foundation received a \$50,000 gift from the Middlesex Savings Bank to be used for the Franklin Education Foundation grant program for Franklin Public Schools. He reviewed the grant program. He stated he is grateful for the donation. ► Chairman Kelly noted that at the NEWEA annual conference in Boston, DPW Director Brutus Cantoreggi was awarded the Golden Raindrop Award for his work in stormwater; he commended Mr. Cantoreggi.

EXECUTIVE SESSION: *None.*

ADJOURN: MOTION to Adjourn by Mercer. SECOND by Dellorco. No Discussion. ► **VOTE: Yes-9, No-0, Absent-0. Meeting adjourned at 7:59 PM.**

Respectfully submitted,

Judith Lizardi
Recording Secretary



APPOINTMENTS

Agricultural Commission

Jeffrey Perry
3 Ben's Way

Carly Fisher
444 Lincoln Street

Marian Szymanski
529 Pleasant Street

Roger Trahan
1 Green Street

Linda Noel
555 Lincoln Street

The Town Administrator has recommended the appointment of the following individuals to serve on the Agricultural Commission:

Jeffrey Perry – One year term to expire June 31, 2018

Marian Szymanski – One year term to expire June 31, 2018

Linda Noel – Two year term to expire June 31, 2019

Carly Fisher – Two year term to expire June 31, 2019

Roger Trahan – Three year term to expire June 31, 2020

MOTION to ratify the appointment by the Town Administrator of Jeffrey Perry, Marian Szymanski, Linda Noel, Carly Fisher, and Roger Trahan to serve as members of the Agricultural Commission.

DATED: _____, 2018

VOTED:

UNANIMOUS _____

A True Record Attest:

YES _____ **NO** _____

ABSTAIN _____

Teresa M. Burr
Town Clerk

ABSENT _____

Glenn Jones, Clerk
Franklin Town Council



Town of Franklin MA

355 East Central Street

Franklin, MA 02038

Phone: 508-520-4949

Volunteer Form

Good Government Starts with You

Date Submitted: January 7, 2018

Name: Jeffrey Perry

Home Address: 3 Ben's Way
FRANKLIN, MA 02038

Mailing Address: 3 Ben's Way
FRANKLIN, MA 02038

Phone Number(s): (

Email Address:

Current Occupation/Employer: Staff Action Officer to the Office of the Director/ US Army Natick Soldier Research Development and Engin

Narrative: Available Time: 3hrs/week

Extensive Project/Program Planning and Management experience. Including planning and managing resource requirements such as budgeting and scheduling, providing programmatic and technical presentations/briefings, developing and executing test plans, data analysis and writing technical reports to provide quality products and meet program goals and objectives.

Oral presentation skills include programmatic briefings to decision makers(program managers and project officers) and to include cost, schedule and performance, technical presentations/meetings, management discussions to evaluate progress towards key project milestones. Written skills include customer specific data analysis and reporting, progress reports, technical reports, technical publications and Fact Sheets for use in technical decisions.

Board(s) / Committee(s): AGRICULTURAL COMMISSION

Design Review Commission

Zoning Board of Appeal



Town of Franklin MA

355 East Central Street

Franklin, MA 02038

Phone: 508-520-4949

Volunteer Form

Good Government Starts with You

Date Submitted: December 21, 2017

Name: Marian Elizabeth Szymanski

Home Address: 529 Pleasant Street
Franklin, MA 02038

Mailing Address: 529 Pleasant Street
Franklin, MA 02038

Phone Number(s): () - -

Email Address: - - - -

Current Occupation/Employer: Early Childhood Teacher Goddard School Bellingham

Narrative: I would very much like to be on the Agricultural Commission. I have been a part of the group that worked hard to create the Commission. I am available to work on Ag Com issues Evenings and Weekends. I have been a bee keeper, a homesteader and a gardener for over ten years.

Board(s) / Committee(s): ___ AGRICULTURAL COMMISSION



Town of Franklin MA

355 East Central Street

Franklin, MA 02038

Phone: 508-520-4949

Volunteer Form

Good Government Starts with You

Date Submitted: June 8, 2017

Name: Linda L Noel

Home Address: 555 Lincoln Street
FRANKLIN, MA 02038

Mailing Address: 555 Lincoln Street
FRANKLIN, MA 02038

Phone Number(s):

Email Address:

Current Occupation/Employer: farmer

Narrative: I have whatever time is needed. I was hoping to apply to the Agricultural Commission, which does not yet seem to be available. I have been farming tomatoes in Franklin for 25 years on what was my great grandfather's 40 acre farm. I do have experience with wetlands, elder care, gardening and finance. I am currently the treasurer and director of a non-profit org (volunteer) and I do have experience working with Beacon Hill and organizing people.

Board(s) / Committee(s):



Town of Franklin MA

355 East Central Street

Franklin, MA 02038

Phone: 508-520-4949

Volunteer Form

Good Government Starts with You

Date Submitted: December 22, 2017

Name: Carly C Fisher

Home Address: 444 Lincoln St
Franklin MA 02038

Mailing Address: 444 Lincoln St
Franklin MA 02038

Phone Number(s):

Email Address:

Current Occupation/Employer: Owner/operator of Clarion Farm, Inc.

Narrative: I have been involved in the formation of the Agricultural Commission and am excited to volunteer for a position now that it has officially been approved. I have owned a farm in Franklin for 11 years and have been involved in the agricultural industry for over 20. In addition to my farming experience, I have been running multiple small businesses for close to 20 years and also sit on the IEA Zone 1 Education Committee and the KWPN Members Committee.

Board(s) / Committee(s): AGRICULTURAL COMMISSION



Town of Franklin MA

355 East Central Street
Franklin, MA 02038
Phone: 508-520-4949

Volunteer Form

Good Government Starts with You

Date Submitted: January 7, 2018

Name: Roger J Trahan

Home Address: 1 Green St
FRANKLIN, MA 02038

Mailing Address:

Phone Number(s): () 1

Email Address:

Current Occupation/Employer: Retired

Narrative: I am retired after a 30 year career with the Boston Globe as manager for distribution centers; followed by a 15 year career with McKesson Health Solutions as an account manager. I am currently owner operator of Franklin Honey Company which offers pollination solutions to agriculture along with selling honey and other all natural bee related products. I have a keen interest in protecting and expanding the current agricultural areas in Franklin while at the same time respecting our environment.

Board(s) / Committee(s): AGRICULTURAL COMMISSION



APPOINTMENTS

Design Review Commission

Sean Preston
1401 Franklin Crossing Rd.

The Design Review Commission has recommended the appointment of Sean Preston to serve as an associate member of the Design Review Commission with an expiration of June 31, 2019.

MOTION to ratify the appointment by the Town Administrator of Sean Preston to serve as an associate member of the Design Review Commission.

DATED: _____, 2018

VOTED:

UNANIMOUS _____

A True Record Attest:

YES _____ **NO** _____

Teresa M. Burr
Town Clerk

ABSTAIN _____

ABSENT _____

Glenn Jones, Clerk
Franklin Town Council



Town of Franklin MA

355 East Central Street
Franklin, MA 02038
Phone: 508-520-4949

Volunteer Form

Good Government Starts with You

Date Submitted: September 5, 2017

Name: Sean G Preston

Home Address: 1401 Franklin Crossing Rd.
FRANKLIN, MA 02038

Mailing Address: 1401 Franklin Crossing Rd.
FRANKLIN, MA 02038

Phone Number(s):

Email Address:

Current Occupation/Employer: Attorney

Narrative: I am a new citizen to Franklin. Last Thanksgiving I moved from Seattle, WA to Medway, MA - where my partner grew up. We are now settled into Franklin, and excited to be starting a family.

I'm eager to find opportunities to get tied in with the greater Franklin community. I hope that my past experience and leadership can be of value. But I'm also very excited by opportunities for growth, and learning new areas/skills. I hope to hear back soon regarding any opportunities.

I am educated in Property law (most relevantly Zoning, and Land Use) and Economic Development.

My experience in Land Use and Zoning came working closely with the County Commissioners of Union County, Oregon; as well as time spent with the King County Council (Seattle, WA), and observing the schemes of prior hometowns - Portland, OR and Seattle, WA. While practicing law in Seattle I took several clients that involved zoning and other regulatory property law.

I also worked with the Union County Commissioners on economic development. I received my Bachelors in Philosophy, Political Science and Economics. My first related work experience was assisting the Delaware Economic Development Office while working as an Assistant Attorney General under Beau Biden. I went on to work in the Department of Commerce in their Commercial Law Development Program - assisting foreign nations in commercial economic development, advising them on U.S. Commercial practice, and writing opinion papers advising which steps could be taken as a nation to encourage economic expansion.

I'd love an opportunity to discuss my skills, interests and availability further. Thank you.

Board(s) / Committee(s): Charles River Pollution Control
 Community Garden Committee
 Council on Aging
 CULTURAL DISTRICT COMMITTEE
 Design Review Commission

LEGISLATION

FOR

ACTION

TOWN OF FRANKLIN

RESOLUTION NO.: 18-04

APPROPRIATION: Street Lighting: 01424200 22,500

TOTAL REQUESTED: \$ 22,500

PURPOSE: To transfer funds to cover anticipated shortfall in the Street Lighting Budget.

MOTION

Be It Moved and Voted by the Town Council that the sum of Twenty-Two Thousand Five Hundred Dollars (\$22,500) be transferred to the above named account from Free Cash.

DATED: _____, 2018

VOTED:

UNANIMOUS _____

YES _____ **NO** _____

A True Record Attest:

ABSTAIN _____

ABSENT _____

Teresa M. Burr
Town Clerk

Glenn Jones, Clerk
Franklin Town Council



TOWN OF FRANKLIN

DEPARTMENT OF PUBLIC WORKS

Franklin Municipal Building
257 Fisher Street
Franklin, MA 02038-3026

January 26, 2018

Jeff Nutting
Town Administrator

Jeff: I would like to request an increase in my current Operational Budget for street lighting. Procurement efforts this past June were not successful to award the normal annual contract for street light repairs.

The 2017 contract executed through Island Lighting cost the town \$1,295 per month for the repair and maintenance of street lights with an annual expense of \$15,540. This repair contract dollar value has been extremely consistent over the past several years so the anticipated amount for 2018 was increased some 30% to cover possible increase in bid prices. The contract bid prices came in substantially higher than what we had budgeted and the specifications were revised and the contract was rebid as a per diem contract. The sole bidder, Bell Traffic, bid \$2,500 per day.

We have been differing repairs so as to have enough work for the contractor to warrant the \$2,500 cost per day. As of today we have 14 outstanding repairs and I have over spent the line item by \$230.00. The street light budget does have line item 524090 for other expenses totaling \$10,000. The remaining funds should carry me through February.

I am requesting a \$22,500 supplemental increase to carry me through the end of June.



Town of Franklin

Town Administrator
Tel: (508) 520-4949



Fax: (508) 520-4903

355 East Central Street
Franklin, Massachusetts 02038-1352

Memorandum

February 14, 2018

To: Town Council

From: Jamie Hellen

Re: FY18 Capital Plan Proposal

Please find the attached Capital Plan for FY18, as well as the five-year capital plan.

The Capital Subcommittee voted to recommend the capital program as described below on January 31, 2018 by a unanimous 4-0 vote. The Finance Committee also recommend the Capital Program below by a unanimous 9-0 vote on January 30, 2018.

Free cash was certified at almost \$1 million less than last year (FY17). From the certified total, there are several major policy commitments that eat into the total right off the bat, most notably the OPEB contribution (per Council policy), the turf fields stabilization fund contribution, scheduled fire engine replacement stabilization fund contribution and annual snow and ice funds. These recommendations are Round 1 of the FY18 Capital program. Once we know the final totals of the winter costs for snow removal, if there are remaining funds, staff will propose a "Round 2" Capital later in the Spring.

The following is an overview of certified free cash status for FY18:

<u>Request</u>	<u>Amounts</u>
FREE CASH CERTIFIED	2,821,988
Snow and ice removal/other	-750,000
OPEB Trust fund; per Council policy 10% of Free Cash	-280,000
Fire Truck Stabilization (7-year plan)	-100,000
Fields Stabilization (Replace in 2027-ish)	-150,000
Remaining Free Cash for Capital Requests	1,541,988

--	--

Administration & Town Policy Requests

1. **OPEB Contribution - \$280,000**
 - a. \$280,000, of 10% of the overall certified free cash, will be deposited into the OPEB Trust. This is consistent with Town Council policy to set aside this amount annually.
 - b. The OPEB Trust Fund currently has \$4,050,000 million.

2. **Fire Truck Stabilization Contribution - \$100,000**
 - a. This amount is set aside to get the Fire Department to the \$700,000 estimate needed to replace a new engine 4 in approximately 2023.
 - b. The stabilization account currently has \$0, as we just purchased a new engine this year.

3. **Turf Field Stabilization Contribution - \$150,000**
 - a. This amount will begin to set aside enough funds in the stabilization account to be prepared for the full cost of implementing new fields at the High School/Track and Beaver Street in approximately 2027. Estimated costs will be around \$2 million.
 - b. The Stabilization account currently has \$0 due to newly installed fields this year.

4. **Snow & Ice Removal - \$750,000**
 - a. Each year the Town reserves \$750,000 for snow and ice removal until April when we see the full costs of this winter.

Town Department Requests

5. **Conservation Department - \$25,000**
 - a. Delcarte Infrastructure Improvements - \$25,000
For Infrastructure improvements to the Delcarte Rec. Area, including new entrance signage, wood chip removal and plant grass in the picnic area, create new gravel trail from the parking lot through to the pond, and additional invasive species remediation (due to the illegal dumping of wood chips).

6. **Facilities Department (School Projects) - \$305,000**
 - a. Remington-Jefferson Playground - \$250,000.
The Remington-Jefferson Playground is as old as the school and needs to be replaced in its entirety based off recent inspections.

 - b. Keller-Sullivan School Playground resurface - \$55,000.
Based off recent inspections, the K-S Playground needs a new base. The actual equipment will be maintained.

7. **Facilities Department (Town Projects) - \$50,000**
 - a. Facilities Delivery Truck replacement – \$50,000.

The current van barely passed inspection this year and we expect it to continue to either fail inspection or barely pass.

Not recommended at this time:

- Police Station Renovation Architectural study is on hold until we fully complete the punch lists at the Senior Center and Library, Recreation Center, new playgrounds and other projects that have been in the cue. Further, there is a possible discussion pending about a regional lock up facility which would alter the renovation plans for a police station.
- Remington-Jefferson Security Cameras \$80,000.

8. Fire Department - \$492,500

a. Ambulance - \$325,000

According to our fleet replacement plan, this year the FD are scheduled to replace Rescue #3 which will in turn, places Rescue #2 in reserve status. Instead of retiring Rescue #3 this year, however, we are requesting to keep this vehicle to provide the department with two reserve Ambulances, which is becoming increasingly necessary due to the increased in call volume which, in turn, generates additional down time. Last year we experienced several occasions with two ambulances out of service for repairs leaving only one ambulance service ready. The additional reserve ambulance will not have a great burden on the operation budget but will insure two service ready ambulances at all times.

NOTE: The ambulance does not get purchased with Free Cash. The Ambulance will be purchased through a separate fund that the Town collects through ambulance reimbursement receipts. The fund currently has enough money to exercise the requested policy from the Fire Department of two front line rescues and two in reserves for backup calls.

b. Protective Clothing Replacement - \$46,000

This year begins a multi-year request to replace old, outdated protective gear. Funds requested will allow the department to replace the entire protective ensemble for each firefighter to include helmet, hood, coat, boots and gloves.

c. Replacement Fire Hose - \$16,500

The funds requested in this item will allow the department to replace the entire cache of hose on one fire engine. Periodic replacement of fire hose insures that hose lines are in good working order and will not fail under fire combat conditions.

d. Replacement Tools & Equipment for Engine #1 - \$66,000

With the replacement of a new engine in last years CIP, the FD are seeking funds to purchase replacement tools and supplies for the new engine when delivered. We began the process of replacing equipment during the last fire engine replacement and found that it provided firefighters with the latest version of tools and equipment. The list of replacements include items such as hose, nozzles, hose adapters salvage covers and forcible entry tools (including saws).

e. New Radio Repeater - \$39,000

These funds will allow to install a radio repeater for the North side of town where there are currently some frequency gaps.

Not recommended at this time:

- Replacement Lighting - Engines, Replacement auto extraction devices, Forcible entry training prop, Replacement Gym Equipment, Storage Shed at Fire HQ.

9. Police Department - \$209,000

a. Police Cruisers - \$171,000

Will fund the replacement of three cruisers.

b. Equipment & Technology - \$38,000

To replace older protective body armor, tasers and to replace the live fingerprint scanning system due to outdated software.

Not recommended at this time:

- One additional cruiser replacement.

10. Public Works - \$305,000

a. Class B Dump Truck w/ plow & Sander - \$180,000

To be used for all town work, hauling debris, snow removal, sanding, etc. Approaching twenty years in life span, well past usual age with rot, wear and tear.

b. 1-ton dump truck - \$60,000

Current truck needs to be replaced due to rot, wear and tear.

c. 30" Cold Planer - \$25,000

The DPW would like to upgrade to a 30" Cold Planer to be able to be more productive on repairing roadways.

d. Paver - \$40,000

The DPW would like to purchase a paver to be able to do a better smoother job repairing asphalt patches on public ways.

Not recommended at this time:

- Streets and roads improvements 1,000,000 (on hold until spring).
- Vehicles: 4x4 Pickup Truck \$40,000; Elgin Street Sweeper \$200,000; Dump truck \$180,000; Mini Excavator \$80,000; Sidewalk plow with snow blower \$160,000; Class B Dump Truck w 11 ft plow; Town Fields renovation \$80,000; Utility Body \$10,000; 20' Artificial Tree \$15,000.

11. Recreation Department - No recommended expenditures

Note: Recreation is continuing to work on projects funded from last years CIP (King Street Memorial Park Basketball Courts & Beaver St Challenge Course). The Administration is also requesting a state grant for additional assistance in expanding the improvements at King Street Memorial Park.

12. **School Department** - \$220,000

a. Math Textbook Adoption - \$220,000

Required upgrades to meet state laws and regulations for curriculum.

13. **Technology Department (School Projects)** - \$130,000

a. Technology - \$130,000

For strategic technology investments, student Chromebook replacements and staff computer replacements.

Not recommended at this time:

- Remaining technology requests \$30,000

14. **Technology Department (Town Projects)** - \$45,000

a. Equipment upgrades and replacements - \$45,000

Funds to extend the maintenance on the virtual environment for 3 years and to upgrade and extend the maintenance on the backup devices for 3 years. The current warranties expire in April 2018.

15. **Town Clerk's Office** - \$85,000

a. New Voting Machines and E-Check in Machines - \$85,000

for the purchase of new digital voting machines and E-Check in iPads that will replace all of the check-in and check out books that were used.

Water & Sewer Enterprise Funds

Water Enterprise Fund - \$405,000

a. Meter replacement program - \$200,000

- a. To continue the program of replacing meters.

b. Vehicles & Equipment - \$205,000

- a. Sterling Dump Truck \$155,000
b. Replacement 4x4 pickup \$50,000

Note: Both apparatus are rotting out and past their expected miles driven.

Not recommended at this time:

- a. Vehicles - Backhoe - \$120,000
b. Infrastructure Improvements - \$70,000

Note: This proposal maintains enough revenue at 1,000,000 in the bank to properly plan for future needs and, most for emergencies.

Sewer Enterprise Fund - No recommended spending in FY18

Note: There are no recommendations for FY18 sewer capital due to a lack of available funds and reserves in the event of an emergency.

Other projects over next five years (in no particular order):

- Police Station study and renovation - Cost TBD
- Sidewalks on Beaver Street and Washington Street – cost TBD
- Nu Style property - \$300,000 - \$400,000
- Landfill cap and Recycling Centre expansion- \$2.5 million approximately
- Water treatment facility Wells 3 & 6 – approximately \$6 - \$7 million
- Beaver Street Interceptor Design and replacement - \$15 to \$20 million
- Town and School Playground Improvements - \$1.5 million approximately
- Open Space and Recreation land stabilization investments
- Building stabilization fund investments

Capital Plan FY19-FY22	FY19 Anticipated	FY20 Anticipated	FY21 Anticipated	FY22 Anticipated	Total
Administration					
OBEB (10% of Free Cash)	300,000	300,000	300,000	300,000	1,200,000
Field Stab (For the next project)	150,000	150,000	150,000	150,000	600,000
Fire Truck Stabilization (for next)	100,000	100,000	100,000	100,000	400,000
Building Stabilization (Prep for PM School Dude Program)	100,000	100,000	100,000	100,000	400,000
Open Space/Recreation Stabilization	250,000	250,000	250,000	250,000	1,000,000
Vehicles (Town General)	0	50,000	0	50,000	100,000
Assessors					
Map Data/equipment	27,000	34,000	34,000	34,000	129,000
Conservation					
Delcarte	50,000	50,000	20,000	50,000	170,000
Other Conservation Land	0	50,000	50,000	50,000	150,000
Facilities					
Town	200,000	200,000	200,000	200,000	800,000
School	300,000	300,000	300,000	300,000	1,200,000
Fire					
Vehicles	0	450,000	70,000	385,000	905,000
Ambulance	0	0	0	400,000	400,000
Equipment	200,000	117,000	50,000	30,000	397,000
Police					
Vehicles	250,000	250,000	270,000	280,000	1,050,000
Equipment	100,000	100,000	100,000	100,000	400,000
Public Works					
Vehicles	400,000	400,000	400,000	400,000	1,600,000
INfrastructure: Roads & sidewalks	1,000,000	1,000,000	1,000,000	1,000,000	4,000,000

Capital Plan FY19-FY22	FY19 Anticipated	FY20 Anticipated	FY21 Anticipated	FY22 Anticipated	Total
Municipal Parking lots	200,000	200,000	200,000	200,000	800,000
Recreation					
Playgrounds	150,000	150,000	150,000	150,000	600,000
Schools					
See Facilities					See Facilities
See Technology					See Technology
Curriculum	0	300,000	300,000	0	600,000
Technology					
Town	110,000	125,000	55,000	45,000	335,000
School	750,000	750,000	750,000	750,000	3,000,000
Town Clerk					
Voting Machines/Technology	0	0	0	0	0
Water					
Vehicles/Equipment	200,000	210,000	55,000	180,000	645,000
Facilities	135,000	175,000	135,000	135,000	580,000
Treatment Facility (Well 3&6)	TBD	TBD	TBD	TBD	TBD
Sewer					
Vehicles/Equipment	30,000	30,000	50,000	100,000	210,000
Facilities	40,000	40,000	40,000	40,000	160,000
Beaver Street Interceptor Design	0	TBD	TBD	TBD	TBD
Totals	4,742,000	5,581,000	4,829,000	5,479,000	21,831,000

TOWN OF FRANKLIN**RESOLUTION NO.: 18-05****APPROPRIATION: General Fund Capital FY 18****TOTAL REQUESTED: \$ 1,866,500****PURPOSE:** To transfer/appropriate funds for the 2018 General Fund Capital Improvement Plan:

Conservation:	Delcarte Improvements ADA	Infrastructure	25,000.00	25,000.00
Facilities:	Jefferson Playground Replace	Infrastructure	250,000.00	
	Keller Playground Resurface	Infrastructure	55,000.00	
	Replace Delivery Truck	Vehicles	50,000.00	355,000.00
Fire:	Protective Clothing	Equipment	46,000.00	
	Replacement Fire Hose	Equipment	16,500.00	
	Replace Tools & Equip Engine 1	Equipment	66,000.00	
	Replacement Ambulance	Vehicles	325,000.00	
	New Radio Repeater	Technology	39,000.00	492,500.00
Police:	Police Cruisers 3	Vehicles	171,000.00	
	Protective Body Armor	Equipment	8,000.00	
	Electronic Control (Tasers)	Equipment	10,000.00	
	Live Scan Fingerprint System	Technology	20,000.00	209,000.00
Public Works:	Class B Dump Truck w/Plow	Vehicles	180,000.00	
	1Ton Dump Truck	Vehicles	60,000.00	
	30" Cold Planer	Equipment	25,000.00	
	Paver	Equipment	40,000.00	305,000.00
Schools:	Math Textbook Adoption	Textbooks	220,000.00	
	School Technology	Technology	130,000.00	350,000.00
Technology:	Virtual Environment Back Maint Ext.	Technology	45,000.00	45,000.00
Town Clerk:	New Voting Machines & Laptops	Equipment	85,000.00	85,000.00

FINANCE COMMITTEE ACTION**Meeting Date: 1/30/18 Vote: 9-0****Recommended Amount: \$ 1,866,500**

MOTION

Be It Moved and Voted by the Town Council that the sum of One Million Eight Hundred Sixty-Six Thousand - Five Hundred Dollars (\$ 1,866,500) be transferred/appropriated as follows:

Free Cash	\$1,541,500
Receipts Reserved for Appropriation-Ambulance Fund	325,000

to be expended at the discretion of the Town Administrator (to include any residual funds remaining in line items) for the FY 2018 General Fund Capital Improvement Plan as outlined above.

DATED: _____, 2018

VOTED:

UNANIMOUS _____

YES _____ NO _____

ABSTAIN _____

ABSENT _____

A True Record Attest:

Teresa M. Burr
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

TOWN OF FRANKLIN

RESOLUTION NO.: 18-06

APPROPRIATION: Fire Truck Stabilization Fund FY18

TOTAL REQUESTED: \$ 100,000

PURPOSE: To transfer funds from Free Cash to the Fire Truck Stabilization Fund.

<u>TRANSFER TO:</u>	<u>REASON:</u>	<u>SOURCE:</u>	<u>Amount</u>
Fire Truck Stabilization	Year 1 of 7 Year Replacement Plan	Free Cash	\$ 100,000.00

FINANCE COMMITTEE ACTION

Meeting Date: 1/30/18 **Vote:** 9-0 in favor

Recommended Amount: \$ 100,000

MOTION

Be It Moved and Voted by the Town Council that the sum of One Hundred Thousand Dollars (\$ 100,000) be transferred from Free Cash to:

Fire Truck Stabilization \$ 100,000

DATED: _____, 2018

VOTED:
UNANIMOUS _____

YES _____ NO _____

A True Record Attest:

ABSTAIN _____

ABSENT _____

Teresa M. Burr
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

TOWN OF FRANKLIN

RESOLUTION NO.: 18-07

APPROPRIATION: Turf Field Stabilization Fund FY18

TOTAL REQUESTED: \$ 150,000

PURPOSE: To transfer funds from Free Cash to the Turf Field Stabilization Fund.

<u>TRANSFER TO:</u>	<u>REASON:</u>	<u>SOURCE:</u>	<u>Amount</u>
Turf Field Stabilization	Year 1 of 10 Year Replacement Plan	Free Cash	\$ 150,000.00

FINANCE COMMITTEE ACTION

Meeting Date: 1/30/18 **Vote:** 9-0 in favor

Recommended Amount: \$ 150,000

MOTION

Be It Moved and Voted by the Town Council that the sum of One Hundred Fifty-Thousand Dollars (\$ 150,000) be transferred from Free Cash to:

Turf Field Stabilization Fund \$ 150,000

DATED: _____, 2018

VOTED:
UNANIMOUS _____

YES _____ NO _____

A True Record Attest:

ABSTAIN _____

ABSENT _____

Teresa M. Burr
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

TOWN OF FRANKLIN

RESOLUTION NO.: 18-08

APPROPRIATION: Enterprise Fund Capital FY 18

TOTAL REQUESTED: \$ 405,000

PURPOSE: To transfer/appropriate funds for the 2018 Enterprise Fund Capital Improvement Plan:

Water Enterprise	Meter Replacement Program	Equipment	200,000.00	
	Sterling Dump Truck	Vehicles	155,000.00	
	Replace 4X4 Pickup Truck	Vehicles	50,000.00	405,000.00

FINANCE COMMITTEE ACTION

Meeting Date: 1/30/18 Vote: 9-0

Recommended Amount: \$ 405,000

MOTION

Be It Moved and Voted by the Town Council that the sum of Four Hundred Five Thousand (\$ 405,000) be transferred from the Water Enterprise Fund Retained Earnings to be expended at the discretion of the Town Administrator (to include any residual funds remaining in line items) for the FY 2018 Water Enterprise Fund Capital Improvement Plan as outlined above.

DATED: _____, 2018

VOTED:
UNANIMOUS _____

YES _____ NO _____

A True Record Attest:

ABSTAIN _____

ABSENT _____

Teresa M. Burr
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

TOWN OF FRANKLIN

RESOLUTION NO.: 18-09

APPROPRIATION: OPEB Trust Fund FY18

TOTAL REQUESTED: \$ 280,000

PURPOSE: Continued funding of the OPEB Trust with 10% of Free Cash.

<u>TRANSFER TO:</u>	<u>REASON:</u>	<u>SOURCE:</u>	<u>Amount</u>
OPEB Trust	Continued Funding 10% of Free Cash	Free Cash	\$ 280,000.00

FINANCE COMMITTEE ACTION

Meeting Date: 1/30/18 **Vote:** 9-0 in favor

Recommended Amount: \$ 280,000

MOTION

Be It Moved and Voted by the Town Council that the sum of Two Hundred Eighty-Thousand Dollars (\$ 280,000) be transferred from Free Cash to:

OPEB Trust Fund \$ 280,000

DATED: _____, 2018

VOTED:
UNANIMOUS _____

YES _____ **NO** _____

A True Record Attest:

ABSTAIN _____

ABSENT _____

Teresa M. Burr
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

TOWN OF FRANKLIN

RESOLUTION 18-10

DISSOLUTION OF THE SENIOR CENTER BUILDING COMMITTEE

A Resolution dissolving the Senior Center Building Committee.

Whereas, an Open House for the newly created second floor of the Senior Center was held on February 26th 2017; and

Whereas, the Senior Center Building Committee has substantially completed its charge to design and construct the second floor of the Senior Center located at 10 Daniel McCahill Way.

BE IT RESOLVED BY THE Town Council of the Town of Franklin that the Senior Center Building Committee is hereby dissolved and the Town Council does commend the Committee members for their hard work and dedication in delivering a project that the community can be proud of. The Town Administrator is authorized to address any final outstanding matters.

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

DATED: _____, 2018

VOTED:

UNANIMOUS _____

YES _____ **NO** _____

ABSTAIN _____

ABSENT _____

A True Record Attest:

Teresa M. Burr
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

TOWN OF FRANKLIN

RESOLUTION 18-11

DISSOLUTION OF THE LIBRARY BUILDING COMMITTEE

A Resolution dissolving the Library Building Committee.

Whereas, an Open House for the newly renovated Library was held on November 5, 2017 and the Library resumed operation on November 6, 2017; and

Whereas, the Library Building Committee has substantially completed its charge to design and construct renovations and an addition to the Library.

BE IT RESOLVED BY THE Town Council of the Town of Franklin that the Library Building Committee is hereby dissolved and the Town Council does commend the Committee members for their hard work and dedication in delivering a project that the community can be proud of. The Town Administrator is authorized to address any final outstanding matters.

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

DATED: _____, 2018

VOTED:

UNANIMOUS _____

YES _____ NO _____

ABSTAIN _____

ABSENT _____

A True Record Attest:

Teresa M. Burr
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

TOWN OF FRANKLIN

RESOLUTION 18-12

DISSOLUTION OF THE FRANKLIN ADVISORY COMMITTEE

A Resolution dissolving the Franklin Advisory Committee.

Whereas, the Town Council established a committee of citizens to allow participation and to provide valuable input in critical areas of importance on town issues; and

Whereas, the Franklin Advisory Committee has fulfilled its mission.

BE IT RESOLVED BY THE Town Council of the Town of Franklin that the Franklin Advisory Committee is hereby dissolved and the Town Council does commend the Committee members for their hard work and dedication.

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

DATED: _____, 2018

VOTED:

UNANIMOUS _____

YES _____ **NO** _____

ABSTAIN _____

ABSENT _____

A True Record Attest:

Teresa M. Burr
Town Clerk

Glenn Jones, Clerk
Franklin Town Council



TOWN OF FRANKLIN

BYLAW AMENDMENT 18-798R

CHAPTER 155, STREETS AND SIDEWALKS

A BYLAW TO AMEND THE CODE OF THE TOWN OF FRANKLIN AT CHAPTER 155, ARTICLE II

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL that Chapter 155, Article II of the Code of the Town of Franklin is amended by amending Article II as follows:

Article II: Snow and Ice, Leaves and Yard Waste, **Soil, Gravel, or Debris**, or Water Discharge in Public Way

~~Violations of any section or provision of this chapter shall be enforced by the Franklin Police Department or the Director of Public Works or his designee.~~

§ 155-21 Deposit of snow and ice.

No person shall plow, push, deposit, throw or pile snow or ice into or across any public street, sidewalk or property nor direct nor cause the same to be done unless in the employ of the Town.

§ 155-22 Deposit of leaves and yard waste.

No person shall rake, blow, deposit throw or pile leaves or yard waste into or across any public street, sidewalk or property nor cause the same to be done unless in the employ of the Town.

§155-23 Deposit of soil, gravel, or debris.

No person shall cause or permit any truck, or other vehicle or equipment to push, drop, track, or otherwise deposit any soil, gravel or other debris into any public roadway or onto any public roadway surface from a construction or other worksite, unless in the employ of the Town. If a prohibited deposit occurs, the person causing or otherwise responsible for it shall immediately report same to the Franklin Public Works Director and shall conduct a clean-up under the Director's supervision and to the Director's satisfaction, at no expense to the Town; if the person fails to do so, the Department of Public Works may do so and recover all costs from the person causing or otherwise responsible for the prohibited deposit. "Otherwise responsible" person shall include owner(s) and/or developer(s) of the property which the Town determines to be the source of the prohibited deposit of soil, gravel or debris.

§ 155-~~23~~24 Discharge of storm- or groundwater.

No person shall discharge or direct stormwater surface run-off or groundwater by means of a pipe, pump, trench, or other means into or across any public street, sidewalk or property nor cause the same to be done unless in the employ of the Town or prior written permission has been received from the Director of Public Works or his designee.

§ 155-~~24~~²⁵ **Violations and penalties.**

A violation of § 155-21, 155-22, ~~or 155-23~~ or 155-24 may be punished by a fine of up to \$300; ~~in the case of a violation of § 155-23, each day shall constitute a separate violation for purposes of noncriminal disposition, fines for violations shall be assessed as follows:~~

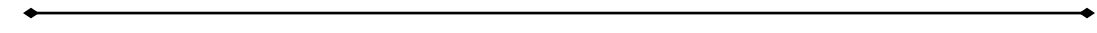
<u>First Offense:</u>	<u>\$100</u>
<u>Second Offense:</u>	<u>\$200</u>
<u>Third and Subsequent Offense(s):</u>	<u>\$300</u>

Each day that any prohibited deposit remains shall be considered a separate offense. In addition, if a prohibited deposit occurs, in violation of Section 155.23, failure to report and/or clean-up as provided shall each be considered an additional and separate offense from the prohibited deposit; Town may impose a fine or fines in addition to recovering its clean-up costs.

§ 155-~~25~~²⁶ **Enforcement.**

Violations of ~~this~~any section contained in this Article shall be enforced by the Franklin Police Department or the Director of Public Works or his designee.

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



DATED: _____, 2018

VOTED:

UNANIMOUS _____

A True Record Attest:

YES _____ **NO** _____

ABSTAIN _____

Teresa M. Burr
Town Clerk

ABSENT _____

Glenn Jones, Clerk
Franklin Town Council

Memo

To: Town Council
From: Jeffrey Nutting
cc: DPW, Police
Date: January 18, 2018
Re: Bylaw Amendment 18-798R

I am proposing to add language to the current bylaw to give the town enforcement language when folks leave large amounts of dirt and debris on the road. I went down Maple Street several times when they were cutting trees for the 10 lot subdivision and there was mud and dirt all over the road. This additional language would allow us to tell them to clean up their mess.

It is one of those laws that would be used rarely but needed when folks create problems on our public ways.

I am happy to answer any questions.



TOWN OF FRANKLIN
BY-LAW AMENDMENT 18-799

SEWER RATES

A **BY-LAW TO AMEND** the Code of the Town of Franklin, Chapter 82, entitled Fees, at Appendix B, as follows:

Appendix B
List of Service Rates

Effective for bills issued after June, 30, 2012 18 Sewer Usage rates shall be as follows:

CCF	Sewer Usage	Sewer Usage	Sewer Usage
	Rate 6-30-2013	Rate 6-30-2018	Rate 6-30-2019
0 – 15	\$5.00	\$5.50	\$6.05
16 – 40	\$5.30	\$5.85	\$6.45
41+	\$6.10	\$6.70	\$7.40

Sewer Usage for Residences without Municipal Water: \$125.00/2012 \$165 per quarter/2018 and \$150.00/2013 \$183 per quarter/2019.

This By-Law shall become effective according to the provisions outlined in the Franklin Home Rule Charter.

DATED: _____, 2018

A True Record Attest:

Teresa M. Burr
Town Clerk

VOTED: _____

UNANIMOUS _____

YES _____ **NO** _____

ABSTAIN _____

ABSENT _____

Glenn Jones, Clerk
Franklin Town Council



TOWN OF FRANKLIN

RESOLUTION 17 - 33

ADOPTION OF FY 2018 BUDGET

WHEREAS, the Town Council conducted two Public Hearings on the FY 2018 Budget on May 24, 2017 and May 25, 2017, after due notice was given in the Milford Daily News; and

WHEREAS, The Finance Committee issued printed recommendations with Copies made available at each Public Hearing; and

WHEREAS, The Town Council considered the FY 2018 Budget on a Departmental basis, and by vote so determined the size of the appropriations for each Department item on May 25, 2017.

NOW, THEREFORE, BE IT MOVED AND VOTED to adopt said General Fund Budget, Water Enterprise Fund Budget, Sewer Enterprise Fund Budget and Solid Waste Enterprise Fund Budget as voted on May 25, 2017 with a Total Appropriation of 120,465,810 of which \$108,538,815 is to be raised and appropriated and the balance transferred from Enterprise Fund revenues and Retained Earnings to be appropriated as follows:

7-0-1

Regular 2,373,202.00 - \$ abstain

WATER FEES (ENTERPRISE FUND)	\$ 4,869,903
SEWER FEES (ENTERPRISE FUND)	\$ 4,715,150
SEWER RETAINED EARNINGS	400,000
SOLID WASTE FEES (ENTERPRISE FUND)	\$ 1,803,942
SOLID WASTE RETAINED EARNINGS	\$ 138,000
TOTAL ENTERPRISE FUND:	\$ 11,926,995

Bal of budget \$ 118,092,608.00 - 8 in favor

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

DATED: May 25, 2017

VOTED: UNANIMOUS 8 ^(No) for 118,092,608.00

YES 8 NO -

ABSTAIN -

ABSENT 1

A True Record Attest:

 Teresa M. Burr
 Town Clerk

Judith Pond Pfeffer, Clerk
 Franklin Town Council

Charles River Pollution Control Assessment

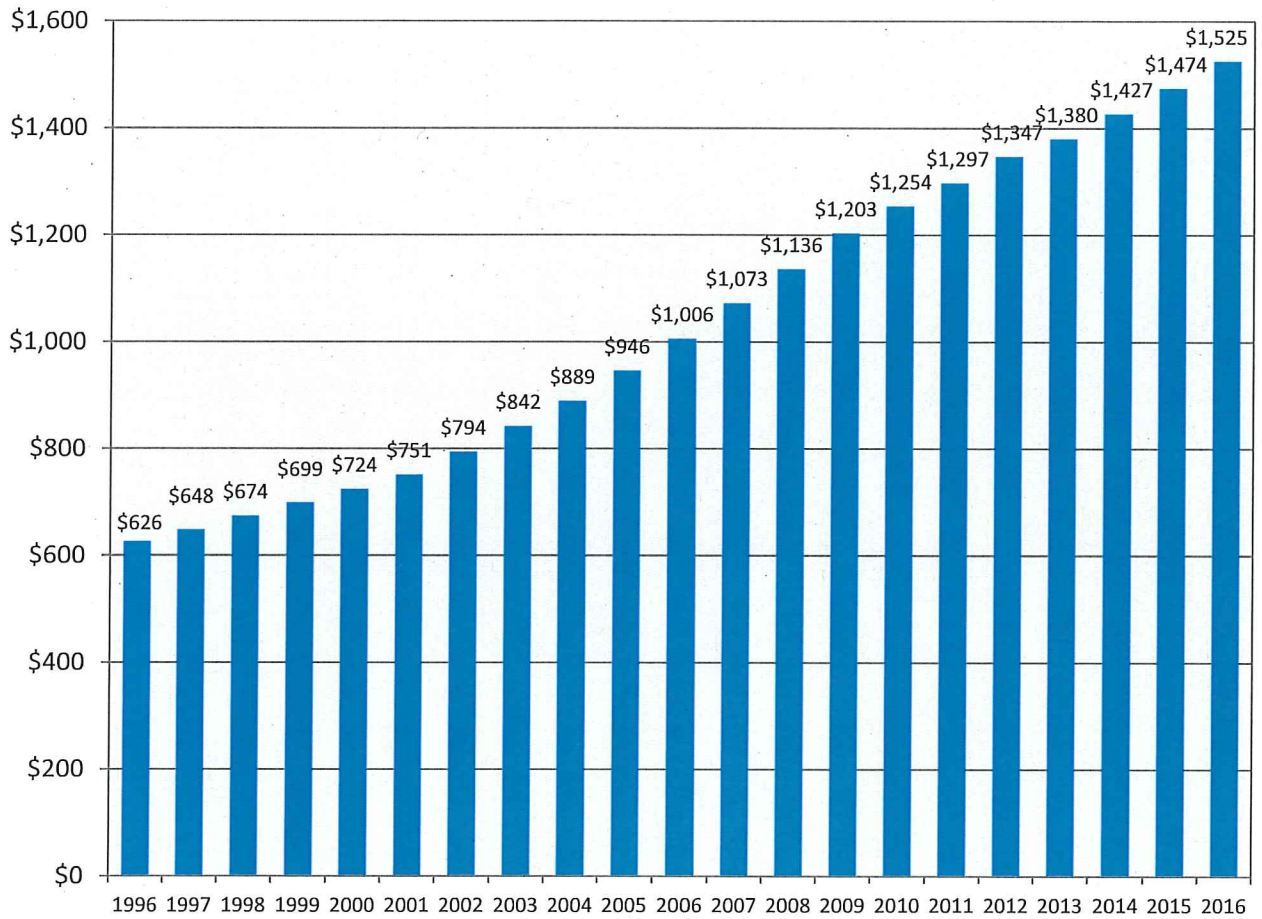
Year	amount	growth
FY 14	2,158,040	-
FY 15	2,272,730	114,690
FY 16	2,943,810	671,080
FY 17	3,593,880	650,070
FY 18	3,651,680	57,800

growth over 4 years \$ 1,493,640
59%

Combined Annual Water & Sewer Charges in MWRA Communities

1996 – 2016

(Consumption at 120 HCF ≈ 90 kgal)



OFFICE OF THE TOWN ADMINISTRATOR



MEMORANDUM

DATE: January 17, 2018
TO: Town Council
FROM: Jeffrey D. Nutting, Town Administrator
Jamie Hellen, Deputy Town Administrator
RE: Sewer Rate Increase

We are requesting a sewer rate increase effective June 30, 2018. The last increase was in 2013.

The requested sewer rate increase is 10% for FY 19 and 10% in FY 20. The requested increase will raise about \$1,000,000. The proposed rates are as follows:

	Current Rates	Proposed <u>FY 19</u>	Proposed <u>FY 20</u>
0-15 CCF (a 100 cubic feet or 748 gallons)	\$5.00	\$5.50	\$6.05
16-40 CCF	\$5.30	\$5.85	\$6.45
41+ CCF	\$6.10	\$6.70	\$7.40
Homes with sewer only	\$150 per quarter	\$165 per quarter	\$183 per quarter

Currently our annual operating budget is being balanced by using retained earnings. (funds left over at the end of the fiscal year). Currently we have \$900,000 in the fund but we have already committed \$400,000 to balance the FY 18 sewer budget. This means the fund balance could be down to \$500,000 and we will need to commit another \$400,000 this year leaving very little in the account.

If we do not increase the rate the fund balance will go negative and it will be deducted from our Free Cash. Further we are unable to make capital improvements at this time without a rate increase.

The big driver of the problem is the nearly \$1,500,000 increase in our assessment from the Charles River Pollution Control District for the capital improvements to the Sewer Plant.

Accordingly if we increase the rate by 20% over the next two years it should produce about \$1,000,000 in revenue. About ½ of this will go to balance the FY 19 budget and the remaining to help with ongoing capital improvements in FY 20.

I believe this rate increase should last about 5 years unless the town starts on the replacement of the Beaver Street Interceptor. This will take many years and when the time comes will require another rate increase.

The average bill will increase by approximately \$40 in each of the next two years. We do have a tiered system so a smaller user will pay less and a larger user more.

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



TOWN OF FRANKLIN
BY-LAW AMENDMENT 18-800

WATER RATES

A **BY-LAW TO AMEND** the Code of the Town of Franklin, Chapter 82, entitled Fees, at Appendix B, as follows:

Appendix B
List of Service Rates

Effective for bills issued after June, 30, 2012-18 Water Usage rates shall be as follows:

CCF	Water Usage Rate 6/30/2012	Water Usage Rate 6-30-2018
0 -15	\$5.25	\$5.75
16-40	\$5.50	\$6.05
41+	\$6.45	\$7.10

This By-Law shall become effective according to the provisions outlined in the Franklin Home Rule Charter.

DATED: _____, 2018

VOTED: _____

A True Record Attest:

UNANIMOUS _____
YES _____ **NO** _____
ABSTAIN _____
ABSENT _____

Teresa M. Burr
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

Town of Franklin DPW – Proposed Water Capital Projects

Replacement Well at Well Station No. 3

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

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

1. Well Station Nos. 3 & 6 Treatment Plant

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

2. Modifications and Demolition at Well Station No. 6

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

3. Modifications at Well Station No. 3

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

Town of Franklin DPW – Proposed Water Capital Projects

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

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

Estimated Project Costs & Schedule

Project Name	Estimated Opinion of Probable Project Costs	Anticipated Completion Date
Replacement Well at Well Station No. 3	\$0.9M	Fall 2018
Treatment Plant at Well Stations No. 3 and No. 6	\$12.6M	Fall 2020
Pleasant Street Tank Service Area Energy Efficiency Project & Hillside Tank #1 Improvements	\$2.0M	Spring 2021
Totals	\$15.5M	

OFFICE OF THE TOWN ADMINISTRATOR



MEMORANDUM

DATE: January 17, 2018
TO: Town Council
FROM: Jeffrey D. Nutting, Town Administrator
Jamie Hellen, Deputy Town Administrator
RE: Water Rate Increase

We are requesting a water rate increase by 10% effective June 30, 2018. The last increase was in 2012. A 10% rate increase will produce about \$500,000 in revenue. The proposed rate is as follows:

	Current Rate	Proposed Rate
0-15 CCF (a 100 cubic feet or 748 gallons)	\$5.25	\$5.75
16-40 CCF	\$5.50	\$6.05
41+ CCF	\$6.45	\$7.10








The requested rate increase is to pay:

1. Allow us to finish the previous approved projects in FY 20 and FY 21 (approximately \$1,700,000)
2. Allow us to continue the other capital improvements (water meters, station upgrades, small projects, equipment)
3. Help ease the rate increase in a few years when the Water Treatment Plant debt comes due.

The average bill will increase by approximately \$40 per year. We do have a tiered system so smaller user will pay less and larger user more.


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

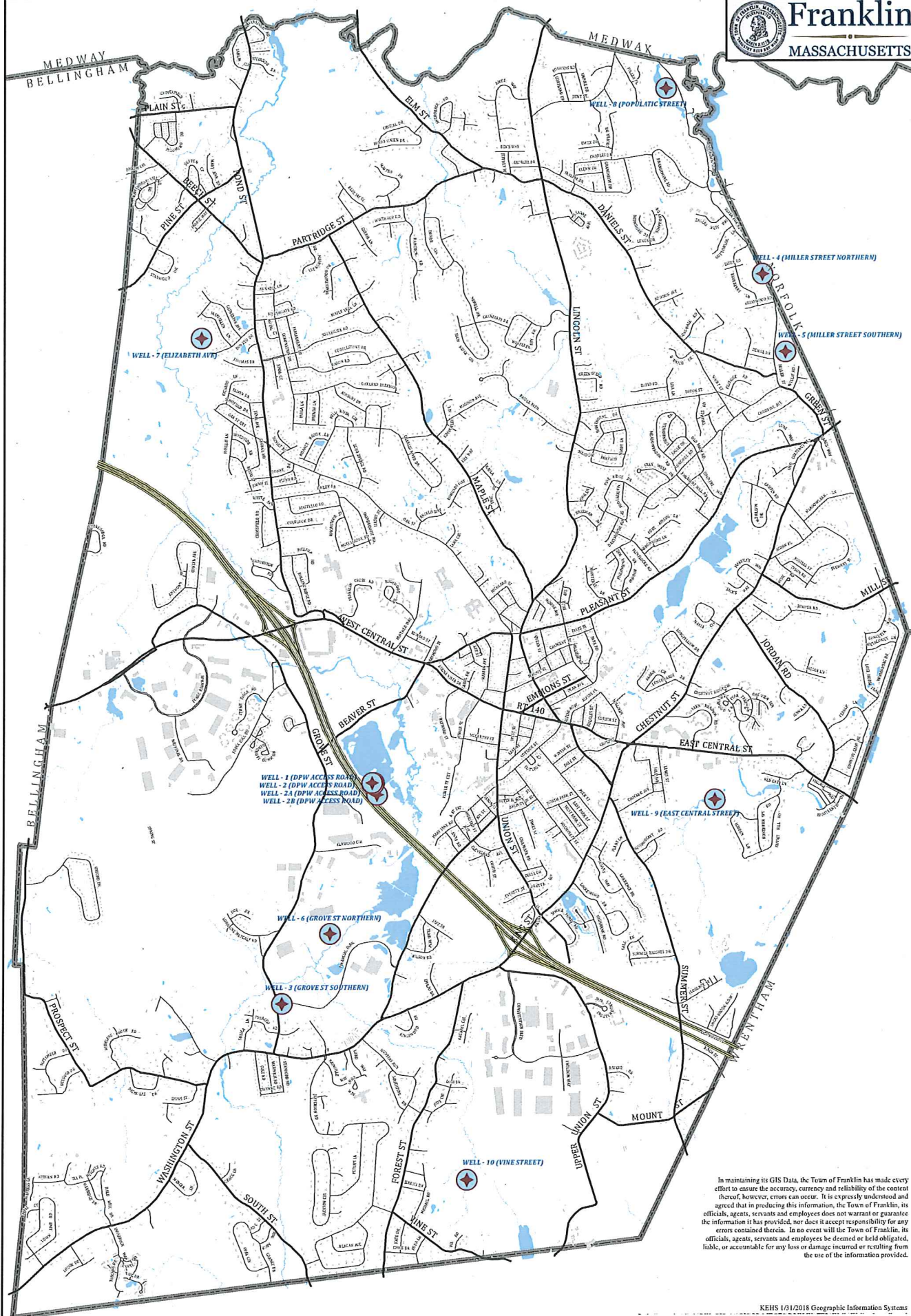
WELLS

-  Well
-  Structure
-  Interstate
-  Primary Road
-  Secondary Road
-  Body of Water
-  Municipal Boundary

Kilometers 0 0.25 0.5

Miles 0 0.25 0.5





In maintaining its GIS Data, the Town of Franklin has made every effort to ensure the accuracy, currency and reliability of the content thereof; however, errors can occur. It is expressly understood and agreed that in producing this information, the Town of Franklin, its officials, agents, servants and employees does not warrant or guarantee the information it has provided, nor does it accept responsibility for any errors contained therein. In no event will the Town of Franklin, its officials, agents, servants and employees be deemed or held obligated, liable, or accountable for any loss or damage incurred or resulting from the use of the information provided.