



FRANKLIN TOWN COUNCIL

Agenda & Meeting Packet

November 04, 2020

Meeting will be held at the **Municipal Building**
2nd floor, Council Chambers
355 East Central Street
7:00 PM

The public will **NOT** be permitted to enter the building or participate in person. Only pre-approved participants on the meeting agenda will be allowed to enter the Building and participate in person. **Residents can attend and participate via the “ZOOM” Platform.**

A NOTE TO RESIDENTS: Due to the continued concerns regarding the COVID-19 virus and Governor Baker's declared State of Emergency, we will be conducting a remote/virtual Town Council Meeting for all public access and participation. In an effort to ensure citizen engagement and comply with open meeting law regulations, citizens will be able to dial into the meeting using the provided phone number (Cell phone or Landline Required) OR citizens can participate by clicking on the attached [link](#) (Phone, Computer, or Tablet required). The attached link and phone number will be active for the duration of the meeting for citizens to ask questions/voice concerns. If residents are just interested in watching the meeting it will also be [live-streamed by Franklin TV](#) and shown on Comcast Channel 11 and Verizon Channel 29.

- **Link to access meeting:** November 4, 2020 Town Council Meeting Link [HERE](#) -- Then click “Open Zoom”
 - Or copy and paste this URL into your browser: <https://us02web.zoom.us/j/84919642246>
 - **Call-In Phone Number:** Call 1-929-205-6099 and enter Meeting ID # 849 1964 2246 --Then press #

1. ELECTION OF OFFICERS - Town Council Chair, Vice Chair, Clerk

2. ANNOUNCEMENTS

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

3. CITIZEN COMMENTS

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

4. APPROVAL OF MINUTES - None Scheduled

5. PROCLAMATIONS/RECOGNITIONS - None Scheduled

6. APPOINTMENTS - None Scheduled

7. HEARINGS - None Scheduled

8. LICENSE TRANSACTIONS - None Scheduled

9. PRESENTATIONS/DISCUSSIONS

- a. Temporary Town Clerk - Nancy Danello

- b. Think Franklin First - Anne Marie Tracey
- c. Town Council Goals midterm update

10. SUBCOMMITTEE REPORTS

- a. Capital Budget Subcommittee
- b. Budget Subcommittee
- c. Economic Development Subcommittee

11. LEGISLATION FOR ACTION

- a. Resolution 20-63: Acceptance Of Grant Of Utility (Drainage) Access and Maintenance Easement on Lot 78a, Mine Brook Estates Subdivision (**Motion to Approve Resolution 20-63 - Majority Vote**)
- b. Resolution 20-64: Town Council Authorization Pursuant To G.L. Chapter 44, Section 70 For Town to Execute Memorandum of Understanding and Otherwise to Participate in Federal Government Reimbursement Program for Foster Care Transportation (**Motion to Approve Resolution 20-64 - Majority Vote**)
- c. Bylaw Amendment 20-863: Chapter 82, Municipal Service Fees - Temporary reduction in Municipal Service Fees for Common Victualer All Alcohol and Wine & Malt Licenses for the 2021 License Renewal Season - First Reading (**Motion to Move Bylaw Amendment 20-863 to a second reading - Majority Roll Call Vote**)

12. TOWN ADMINISTRATOR'S REPORT

- a. COVID-19 Update
- b. Board of Health Catering & Food Trucks Update

13. FUTURE AGENDA ITEMS

14. COUNCIL COMMENTS

15. EXECUTIVE SESSION - *None Scheduled*

16. ADJOURN

Note:

Two-Thirds Vote: requires 6 votes

Majority Vote: requires majority of members present and voting

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



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

OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

October 30, 2020

To: Town Council
From: Jamie Hellen, Town Administrator
Chrissy Whelton, Assistant to the Town Administrator

Re: Town Council 2020-2021 Goals Update

I have attached a status update on the Goals set forth in January for the two years legislative session.

As you can see, the town departments and Administration have made substantial progress on these goals despite the pandemic. In fact, when I reviewed the list and saw how much was complete or close to complete, I couldn't believe it.

As the goals were approved 2 months prior to the pandemic, the staff also put a list of COVID-19 big picture accomplishments at the bottom. I would be remiss if I did not take this chance to express my deepest gratitude to every single member of the Town of Franklin staff (municipal and school). Their bravery, innovation, dedication and commitment to excellence has been one of the best professional experiences of my career. To date, the Town has done an incredible job managing COVID-19 for a community our size. The coming winter will present new challenges, but we have the BEST team of employees and I am certain everyone will continue to rise to the occasion during this challenging time.

I am happy to answer any questions you may have and look forward to the discussion.

**Town Council Meeting
2020 and 2021 Goals
Town Council Workshop
January 8, 2020**

Fiscal

- Approval of Annual Capital Improvement Plan -- FY20 and FY21
 - Status: Approved [FY20 Capital Plan](#). FY21 “On Hold” pending financial outlook. To be discussed November 18th at TC meeting.
- Approval of a balanced Operating Budget -- FY21 and FY22
 - Status: Approved FY21 budget. Update at November 18th TC meeting. The Town will not need to amend its approved FY21 budget form June.
- Establish Ad Hoc Subcommittee to evaluate stormwater fee analysis
 - Status: Completed. Waiting time for presentation analysis to the full Council.
- Determine Water rate increase for FY20/FY21, notably for the water treatment plant and wells loan package
 - Status: Complete. Approved water rates.
- Determine Sewer rate increase, if needed, for FY20/FY21
 - Status: Sewer rate increase not needed due to the savings and efficiencies at the Charles River Pollution Control District.
- Seek new borrowing capacity for municipal and school building capital improvements and sidewalks
 - Status: Complete. \$15 million capital authorization.
- Discussion on the Community Preservation Act
 - Status: Complete. On November 3rd ballot.
- Discussion on Trash & Recycling account
 - Status: Not needed at this time. Likely Spring 2021 review.
- Continue to ask for OPEB solutions with state officials
 - Status: Discuss at a future legislative update. Difficult to see how this is a priority in the near future for state leaders.
- Explore new revenue options, generally
 - Status: Always on the look, never done looking for ways to
 - The Town Administrator negotiated 3 new solar tax agreements worth approximately \$200,000 in new revenue in 2021/2022. Also negotiated 800 households to get a 15% reduced electricity bill if they sign up for the solar credits.
 - The Town Administrator worked with the Planning Board to approve two cannabis retail stores will generate new revenues in 2021/2022.

- Revised ambulance rate chart to help fund four new paramedics.

Economic Development – To the EDC

- Revise Solar Bylaw in Residential districts
 - Status: Complete.
- Continue Lot Line “Clean ups” around town
 - Status: Completed 4 lot line clean ups. Two more are in process. Almost complete with larger proposals. 2021 will see us get into parcel specific lot line changes.
- Present Economic Profile to the Town Council
 - EDC to evaluate or implement ideas based off of the recommendations in the final report
 - Status: Complete/In progress. Report complete and presented. EDC implementing recommendations. 5 Listening business sessions.
- Nu-Style (Grove Street) options
 - Status: Reviewing state and federal grant options. Preparing a new procurement strategy.
- Zoning Changes
 - Master Plan Update before the Council -- Expected June/July 2020
 - Status: Complete.
 - Draft and Adopt state Affordable Housing Plan
 - Status: In progress. Municipal Affordable Housing Trust had its first meeting in 6 months recently and looks to have them monthly to get back on track.
 - Inclusionary Zoning bylaw proposal to stabilize the Town’s Affordable Housing Inventory with the state to ensure we maintain 10% affordable housing stock and preserving local zoning
 - Status: Postponed as COVID-19 hit and real estate market seems uncertain at the moment.
 - Residential 5 and C-1 density
 - Status: See Inclusionary Zoning above.
 - The Franklin Crossing Neighborhood District rezone
 - Status: No progress.
- Ferrara Parking Lot Lease for continued commuter rail and free municipal parking in downtown
 - Status: Complete.
- Review and cleanup Marijuana Overlay District
 - Status: No progress; not the right time to review. Will consider after the market settles. EDC prioritized this later in the session.
- MBTA parking Lot in Downtown

- Status: No progress.

Facilities

- Approve borrowing authorization for 5-year facilities capital needs
 - Status: Complete. \$15 million capital authorization.
- Future of Old South Meeting House
 - Status: Completed study. Cost to rehab is approx \$1.1 million.
- Review Police Station space – Look to FY21 Capital Plan to invest in the \$150,000 study and Council discussion
 - Status: On hold due to capital plan on hold and drop in free cash revenue.
- Transfer/Recycling Center improvements when land transfer complete
 - Status: Completed a new shed for staff. Finalizing land swap. See below.
- Apply for Cultural Facilities Fund grant to restore Historical Museum cupola and refurbish Museum basement with proper preservation storage
 - Status: Archivist looking to apply in January 2021.
- **Note:** COVID-19 has also afforded our Facilities staff some additional time to clean the backlog of capital projects, including some larger projects:
 - Completed the Parmenter School improvements, including canopy;
 - Completed the Keller-Sullivan HVAC (we added in UVGI, too);
 - Completed the security improvements at HMMS;
 - Made significant progress on the Public Safety fiber transition; and
 - Made progress on the HMMS drainage issues.

DPW

- Implement StormWater Plan Division -- Establish Utility bylaw, establish Ad Hoc committee and evaluate stormwater fee & credit system
 - Status: Ad Hoc Stormwater committee completed its work. Discussion at TC meeting later in Winter.
- Prioritize Road Funding annual appropriation in the operating budget
 - Prioritize \$650,000 line item town budget, per Town fiscal Policy
 - Status: On hold. Budget.
- Continue Implementing the Water Main 5-year plan
 - Status: Completed FY20 water main projects, notably Lincoln Street.
- Construct Water Treatment Plant & Wells 3&6. FY20 will require a water rate hike to pay for the loans
 - Status: Treatment plants and wells are making huge progress; on budget and on schedule.
- Present future options for Beaver Street interceptor

- Status: Completed a feasibility study with 3 alternatives. The furthest the Town has even made on this project. Next steps are to cost out the options and present to the TC in the winter.
- Continue sewer system infrastructure improvements
 - Status: On hold during COVID-19 any new expenditures.
- Fund sidewalk plan for Beaver Street/Washington Streets -- find a funding source
 - Status:
 - Sidewalk on Beaver Street is funded for a portion.
 - Washington Street on hold -- need funding source.
- Consider a long-range sidewalk master plan.
 - Status: On hold.
- **Note:** Grove Street/Washington Street - Approval of an authorization to reconstruct the intersection of Grove Street and Washington Street with a new light, bike lanes, new pavement and so forth. Town applied for a \$2.25 MassWorks grant. Also have a dedicated revenue source to pay for this project if not awarded the grant. Design to begin in early 2021.

Recreation/Open Space

- Continue to invest free cash into our parks and fields each year.
 - Beaver Street Course and Nason Street Tot lot are priorities for 2020-21
 - Status: Capital investments on hold.
 - Status: It is important to note the generous donation and construction of the new courts at Fletcher Field were built during this pandemic.
- Purchase Open Space as may be available
 - Status: None available to date to buy.
 - I am talking to a landowner regarding 50+ acres of riverfront to the Charles River under an APR.
 - The Town Council and Town Administration have more than doubled the cash in the Open Space Stabilization front.
 - The Town is still far behind on open space investments.
- Finalize and begin to implement pedestrian Franklin Greenway Network --
 - Approve Complete Streets Policy, develop and finalize plan
 - Status: Staff have a Complete Streets policy draft. Future TC meeting in Winter.
- Take over Concerts on the Common in 2020 and move to Friday nights and add family movie nights on the Common
 - Status: Complete. We hope to add more to this program post-COVID-19.
- Continue to implement 2016 Open space/recreation plan
 - Status: See notes above.
- Continue supporting SNETT trail development and other trail projects

- 2020 Prospect Street tunnel will be built by the state
- Status: Complete. Tunnel is now complete!
- Continue on Delcarte improvements
 - remediate weed and fish issues, etc
 - complete capital improvements at Delcarte
 - Status: 2021 is hopefully the last round of treatments and then will reevaluate. 2020 treatments were still applied despite COVID-19.

Community – Generally

- Continue to accept Public Ways
 - Status: We have two more street acceptances prepared. Awaiting guidance from the Registry of Deeds. Hopefully start the process in January 2021.
- Implement “Green Community goals” - apply for competitive grants in 2020
 - Status: Complete. Received a grant for electric vehicles and electric vehicle charging stations at Municipal Building and Library.
- Revise Demolition delay bylaw with Historical Commission and Building Commissioner
 - Status: On hold. 2021 hopefully.
- Implement “Master Plan” recommendations at the Historical Museum
 - Status: Exhibits subcommittee was established prior to COVID-19.
 - The Jim Johnson “Great Room” should be completed and installed within a few weeks.
- Begin process to decommission Spring Street from 140 to the new solar field on Spring Street through the state park with Town Attorney
 - Status: 2021.
- Successful Cable contracts negotiation with Comcast -- expires October 2020
 - Status: In progress. Chrissy and I are finishing negotiations and hope to have an agreement before the Council in December.
- Finalize 3-year Collective Bargaining cycle - Spring of 2020
 - Status: All contracts are complete and successful.
- 5G bylaw
 - Status: In progress. Meeting with Special Cable Counsel to review draft bylaw next month. We hope to have a proposal in early 2021.
- Implement Electric Aggregation, when appropriate -- last bid December 2019
 - Status: Complete. Town received a .107 rate for 3 years and with 100% renewable wind energy to continue our commitment to green energy, vehicle savings residents on their electricity costs. The current rate is 1 ½ cents/kw less than the active national grid rate.

Civic Engagement (NEW)

- Research the potential for a “Citizen’s Academy” course for citizens
 - Status: On Hold.
- Research the ICMA Citizen Satisfaction Survey through the National Citizen Survey and National Research Council
 - Status: On hold.
- Continue to update and reinvent the Town website, social media accounts and consider implementing a TOF podcast (Soundcloud/ Anchor)
 - Status: Ongoing and in progress. Increased media, social media and communications presence with a Town Instagram acct, Historical Museum Instagram acct, and a series of interviews with the Town Administrator on Anchor.
 - “Think Franklin First” Business campaign will begin Fall 2020.
- Expand E-Permitting and online payment options
 - Status: Complete. Added Board of Health and added new features to address COVID-19 challenges (eg outdoor licensing)

Presentations/Discussions (tentatively/confirmed scheduled dates)

- Community Preservation Act - February 5 (scheduled) COMPLETE
- Housing Authority w/ Lisa Audette - February 12th (confirmed) COMPLETE
- Transitional Assistance - February 12th (confirmed) COMPLETE
- Economic Profile Study -- March/April (pending delivery of final report) COMPLETE
- MECC Regional Dispatch -- May 6th 2020 (confirmed) COMPLETE
- Department Presentations: Land Use & Permitting Departments -- June 2020 COMPLETE
- Master Plan midway Update -- June/July 2020 COMPLETE
- Charter Review Discussion - Late 2020 ON HOLD 2021

Thoughts/questions/ideas from Town Councilors

- Approve Snow Removal bylaw on sidewalks
 - Status: Complete. Added Board of Health and added new features to address COVID-19 challenges (eg outdoor licensing)
- Animal Control Presentation (presentations & discussions) COMPLETE
- Evaluate Fire Department substation and training center (Facilities) ON HOLD
- Fisher Street superfund site (community- generally)
 - Status: EPA Continues to clean up the site. Suspended as of COVID-19.
- Recycling Center Land Swap at Beaver Street (DPW)

- **Status: In progress. We have a proposed solution. Awaiting time to do a full legal review. Expected completion early 2021.**
- Review BioTechnology Bylaw (EDC) **ON HOLD. Later EDC priority.**
- Survey DPW to see if we have new well opportunities (DPW) **No progress.**
- EV Charging Stations (Facilities) **COMPLETE**
- Revise Over 55 Overlay, including open space requirement (EDC) **No progress**
- Monitor MBTA Land in Franklin Crossing & rail bed line to SNETT (Open Space)
 - **Status: On going.**
- No Place for Hate Resolution Pledge (Community) **COMPLETE**
- Monitor Mixed Innovation Business District (EDC) In progress.
- Emergency Management Policy Discussion (Presentations/Discussion) **Power Outage conversation complete. Future presentation from Fire Chief.**
- Review and Prioritize Historical Commission List of Historic Homes (Community) **No progress**
- Vehicles & Procurement Presentation & Discussion (Finance) **COMPLETE**
- Analyze Food requirement and closing hours for restaurants (EDC) **On hold**

COVID-19

And if this was not enough progress, I have added in a COVID-19 section as this was not anticipated when the goals were approved:

- Consistently ranked as one of the lowest infection rates for cities and towns above 30,000 population.
- To date, the Town staff have been very safe and have not had a large cluster affect town services, town buildings, programs employees or citizens. The Town's staff have been very safe and committed to keeping everyone safe.
- Received approximately \$ 2.4 million in federal grant money (CARES Act, FEMA) and have applied for an additional 2.1 million in federal grant money.
 - 4,000 new Chromebooks.
 - All PPE has been paid by the federal government.
 - Installing cutting edge UVGI (ultraviolet technology) on the Municipal Building and High School starting this week. Phase 2 bids are in for the campus schools, Library, Senior Center; expected to be done by December 31st. 2021 will see us work to finance and complete the remaining buildings in Town with UVGI.
 - Purchasing special air purifier units for remaining schools and classrooms.
- Received \$90,000 in Micro-enterprise competitive grant funds for Small Businesses in Franklin with 5 or less employees to alleviate some of the burden the COVID pandemic has brought to their business.

- Successful implementation of the Outdoor Dining Licensing for many restaurants in town.
- Implementing a 25% fee reduction for local restaurants in 2021.
- Successful retrofit of the Council Chambers for in person meetings with Franklin TV. Franklin is now a model on how to conduct in person meetings.
- Successful recreation department supervised summer programs
- Online and in person innovative Senior Center outreach and programs
- Comprehensive social media and website portal for COVID-19 information for citizens and staff.
- Exceptional customer service for citizens and businesses navigating COVID-19.

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



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OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

October 30, 2020

To: Town Council

From: Jamie Hellen, Town Administrator

Re: Resolution 20-63: Acceptance Of Grant Of Utility (Drainage) Access and Maintenance Easement on Lot 78a, Mine Brook Estates Subdivision

I am asking the Council to accept a grant of utility (Drainage) access and maintenance easement on lot 78A (mine Brook Estates subdivision) to the Town of Franklin

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



TOWN OF FRANKLIN

RESOLUTION 20-63

**ACCEPTANCE OF GRANT OF UTILITY
(DRAINAGE) ACCESS AND MAINTENANCE EASEMENT ON
LOT 78A,
MINE BROOK ESTATES SUBDIVISION**

WHEREAS, Whitman Homes, Inc., a duly-authorized Massachusetts business corporation with a principal place of business at 1200 Turnpike Street, Canton, Norfolk County, MA, is the owner of a certain parcel of land described in a deed dated December 3, 2019 and recorded at Norfolk County Registry of Deeds in Book 37493 at Page 424, and

WHEREAS, Whitman Homes, Inc. has granted to the Town of Franklin a permanent easement captioned "Utility (Drainage) Access and Maintenance Easement" on that portion of Grantor's land shown as Lot 78A on a plan of land captioned "Definitive Subdivision Modification, 'Mine Brook Estates' Franklin, Massachusetts" dated October 7, 2019 prepared by Guerriere & Halnon, Inc. and recorded at Norfolk County Registry of Deeds in Plan Book 688, Pages 4-12, as well as access over the unaccepted portion of the roadway shown as Margaret's Cove on said plan, said easement areas also being shown on the sketch plan captioned "Lot 78A Margaret's Cove Utility (Drainage) Access and Maintenance Easement Sketch" attached to said grant of easement as "Exhibit A" for nominal consideration on October 22, 2020, a true copy of said grant of easement, with attached sketch plan, being attached hereto as "Exhibit 1".

NOW THEREFORE, BE IT ORDERED that the Town of Franklin, acting by and through its Town Council, accepts the grant of easement, a true copy of which is attached hereto as "Exhibit 1" and it is further ordered that a true copy of this resolution, together with the original grant of easement and attached sketch plan "Exhibit A", be recorded at Norfolk County Registry of Deeds.

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

DATED: _____, 2020

A True Record Attest:

**Nancy Danello
Temporary Town Clerk**

VOTED:

UNANIMOUS: _____

YES: _____ **NO:** _____

ABSTAIN: _____

ABSENT: _____

**Glenn Jones, Clerk
Franklin Town Council**

GRANT OF UTILITY (DRAINAGE) ACCESS AND MAINTENANCE EASEMENT

Whitman Homes, Inc., a Massachusetts corporation with an address of 1200 Turnpike Street, Canton, MA 0202 (the "Grantor"), for consideration paid and in full consideration of:

One Dollar (\$1.00)

GRANTS to the Town of Franklin, a duly-organized municipal corporation with administrative offices located in the Municipal Building, 355 East Central Street, Franklin, Norfolk County, MA (the, "Grantee"), a permanent easement, so as to enable the Grantee to access and maintain the detention basin located as part of Lot 78A as shown on the Plan mentioned herein (the "Detention Basin"), over, under, and through land of Grantor upon the property of the Grantor all as shown as Detention Basin Easement (the "Easement Area") on the plan known as, "Definitive Subdivision Modification, "Mine Brook Estates", Franklin, Massachusetts", last revised October 7, 2019, prepared by Guerriere & Hanlon, Inc. and recorded in the Norfolk County Registry of Deeds in Plan Book 688, Pages 4 - 12, as further shown on the sketch plan attached, hereto, as Exhibit A, included within said grant is the perpetual right and easement to construct, maintain and replace pipes and structures of any type as are commonly used in the Town of Franklin for drainage, including, without limitation, the right, but not the obligation, to use, construct, inspect, repair, operate and forever maintain said pipes and structures and the right to enter upon the Easement Area with personnel, machinery, vehicles and materials to access the Easement Area for the purpose of inspecting, maintaining and repairing the Detention Basin; also included in this grant of easement is the right to pass and re-pass over the unaccepted portion of the roadway shown as Margaret's Cove on the above-referenced recorded plan for the purposes specified herein.

Further, said Grantor does hereby grant unto the Grantee and its successors and assigns forever, ownership rights all pipes, manholes, conduits, fixtures, and all appurtenances thereto that are now or hereafter may be constructed or installed in, through, or under the above-described land.

The Grantor, for itself and its successors in title, covenant that it shall not permit any use within said Easement Area described herein, which is inconsistent with this Grant of Easement, including, but not limited to the erection of any non-related structures of any kind or the planting of shrubs and/or trees within the Easement Area or performing any act which will impair the function and purpose of said Grant of Easement.

Grantor, for itself and its successors in title, further covenant that the location of said Easement Area shall not be changed without the prior written consent of Grantee or its successor in title.

Any construction or other activities conducted by Grantee within the Easement Area shall be conducted in compliance with all applicable laws, regulations, ordinances and orders. All work performed by the Grantee in the Easement Areas shall be done in a good and workmanlike manner and shall be diligently prosecuted to completion.

In exercising any rights with respect to the Easement Area hereunder, the Grantee shall exercise reasonable care to avoid or minimize the extent and duration of any interference with, or disruption of, the Easement Area. Except in the case of emergency work, Grantee shall provide the Grantor with prior written notice of entry onto the Easement Area to perform any construction, reconstruction, maintenance, repair or replacement (except for routine maintenance which shall not require advance notice, provided such routine maintenance work can be completed in one 24 hour period).

It is understood and agreed that in the exercise of any rights granted hereunder, the Grantee, its employees, agents, contractors and invitees who are entering upon the Easement Area do so at their own risk. The Grantor, its successors and assigns, shall be free from all liabilities and claims for damages together with all related costs, including without limitation, reasonable attorneys' fees, for or by reason of any injury or injuries to any person or property of any kind whatsoever relating to the Grantee's use and access of the Easement Area. The Grantee shall maintain liability insurance with respect to its use of the Easement Areas and shall require all outside non-municipal subcontractors to have sufficient liability and workman's compensation insurance when performing any work in the Easement Area. Grantee shall repair any damage it may do to Grantor's above-described real property.

For Grantors' title see deed dated December 3, 2019 and recorded at Norfolk County Registry of Deeds in Book 37493 at Page 424.

Executed and delivered as a sealed instrument this 22nd day of October, 2020.

WHITMAN HOMES, INC.

By: [Signature]
Richard P. Whittington, President and Treasurer

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss. October 22, 2020

On this 22 day of October, 2020 before me, the undersigned notary public, personally appeared RICHARD P. WHITTINGTON, as PRESIDENT AND TREASURER OF WHITMAN HOMES, INC., and proved to me through satisfactory evidence of identification, which was Personal Knowledge, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as his free act and deed and the free act and deed of Whitman Homes, Inc.

[Signature]
Notary Public
My Commission expires; January 25, 2024


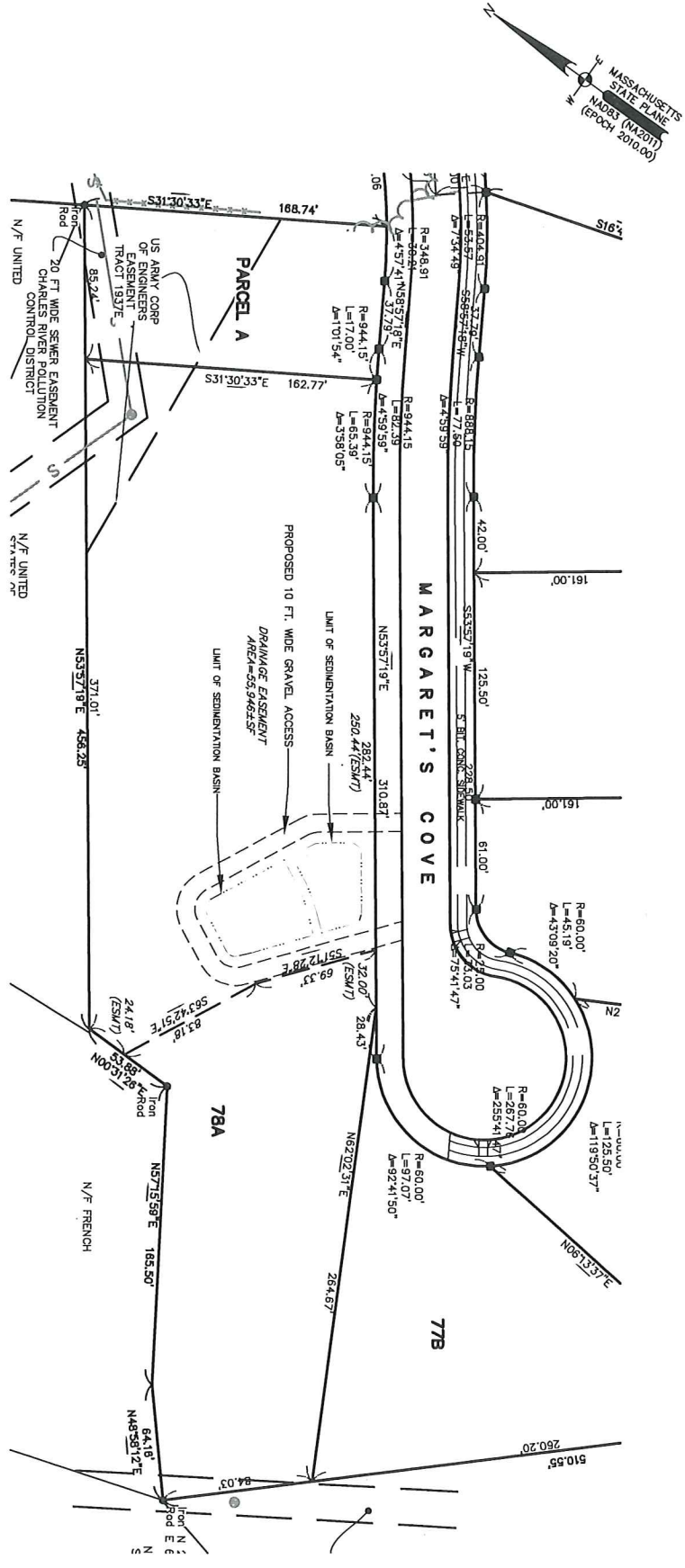
 **VERA D. CRUICKSHANK-BLYE**
Notary Public
Commonwealth of Massachusetts
My Commission Expires
January 25, 2024



EXHIBIT A

EXHIBIT A

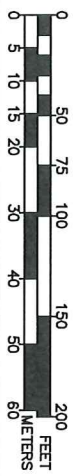


NOTES:

1. SEE PLAN APPROVED BY FRANKLIN PLANNING BOARD ON 10/7/19 ENTITLED 'DEFINITIVE SUBDIVISION MODIFICATION NINE BROOK ESTATES FRANKLIN, MASSACHUSETTS SHEET 5 OF 8 GRADING AND EROSION CONTROL. FILED ON DECEMBER 31, 2019.'
2. SEE PLAN FILED IN THE NORFOLK REGISTRY OF DEEDS IN PLAN BOOK 888 PAGES 4-12 FILED ON DECEMBER 31, 2019.

**LOT 78A MARGARET'S COVE
UTILITY (DRAINAGE) ACCESS AND
MAINTENANCE EASEMENT SKETCH**

GRAPHIC SCALE: 1"=60'



PREPARED FOR
WHITMAN HOMES
1200 TURNPIKE STREET
CANTON, MA 02021



Guerriere & Halnon, Inc.
ENGINEERING & LAND SURVEYING
55 WEST CENTRAL ST.
FRANKLIN, MA 02038
www.gon.dnengineering.com
PH. (508) 528-3221
FX. (508) 528-7921

DATE	OCTOBER 15, 2020	SCALE	1"=60'
SHEET	1 OF 1	JOB NO.	F4269

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



Phone: (508) 520-4949
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OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

October 30, 2020

To: Town Council

From: Jamie Hellen, Town Administrator

Re: Resolution 20-64: Reimbursement Program for Foster Care Transportation

I am asking the Council to consider resolution 20-64, last year DESE introduced a program through Title IV-E for reimbursement of foster care transportation. The reimbursement could approximate 20% of the expense or about \$7,236. This resolution will authorize the Finance Director, with approval of the Town Administrator, to enter into contracts.

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



TOWN OF FRANKLIN

RESOLUTION 20-64

TOWN COUNCIL AUTHORIZATION PURSUANT TO G.L. CHAPTER 44, SECTION 70 FOR TOWN TO EXECUTE MEMORANDUM OF UNDERSTANDING AND OTHERWISE TO PARTICIPATE IN FEDERAL GOVERNMENT REIMBURSEMENT PROGRAM FOR FOSTER CARE TRANSPORTATION

WHEREAS, the Federal Government, acting through the Commonwealth of Massachusetts, provides a financial reimbursement program to municipalities for a portion of their cost of providing foster care transportation pursuant to Title IV-E, and

WHEREAS, a municipality may participate in a federal governmental reimbursement program of this type by complying with G.L. Chapter 44, Section 70 which, in the case of Franklin, requires a vote of the Franklin Town Council to authorize a designated Town Department Head, with the approval of the Town Administrator, to enter into contracts and to provide that payments for services under such contracts may be made from reimbursements or revenues recovered without appropriation, and

WHEREAS, Franklin School Department has incurred and anticipates that it will continue to incur expense for foster care transportation and would therefore benefit from participation in the Title IV-E reimbursement program.

NOW THEREFORE, BE IT VOTED by the Franklin Town Council, acting on behalf of the Town of Franklin that:

The Town of Franklin Finance Director, with the approval of the Franklin Town Administrator, is hereby authorized, to pursuant to G.L. Chapter 44, Section 70, to enter into a contract (Memorandum of Understanding) with the Commonwealth of Massachusetts Executive Office of Health and Human Services and to execute said contract and any other legally-required document(s) and to take any other legally-required action to enable the Town of Franklin to obtain federal reimbursement for foster care transportation pursuant to Federal Title IV-E.

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

DATED: _____, 2020

VOTED:

UNANIMOUS: _____

YES: _____ **NO:** _____

ABSTAIN: _____

ABSENT: _____

A True Record Attest:

**Nancy Danello
Temporary Town Clerk**

Glenn Jones, Clerk
Franklin Town Council

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



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OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

October 30, 2020

To: Town Council

From: Jamie Hellen, Town Administrator

Chrissy Whelton, Assistant to the Town Administrator

Re: Bylaw Amendment 20-863 Temporary reduction in Municipal Service Fees for Common Victualer All Alcohol and Wine & Malt Licenses for the 2021 License Renewal Season

Due to the inability of Common Victualer Licensees in the Town of Franklin to open and fully operate during the Covid-19 Pandemic, we are proposing a Temporary Bylaw Amendment to the Municipal Service Fees Section A, to reduce 2021 Annual License Fees by 25% for all Section 12 Licenses for the 2021 Renewal period only, after which the full fees shall be reinstated. This is an effort to be proactive like a few other communities have recently discussed and alleviate some of the financial burdens on local restaurants and keep a few more bucks in their pockets.

There are a total of 23 licensees that would receive this reduction in fees, including 19 Common Victualer All Alcohol licenses currently at \$2,500 annually and 4 Common Victualer Wine & Malt Licenses at \$1,500 annually. The proposed reduction would result in a Common Victualer All Alcohol License fee of \$1,827 and a Common Victualer Wine and Malt fee of \$1,125. This License fee reduction would cost the Town roughly \$13,375 in lost revenue to local receipts.

We hope the Council will support this effort, which will require two bylaw readings, as we work toward licensing renewals for 2021.

We are happy to answer any questions you may have.



TOWN OF FRANKLIN

BYLAW AMENDMENT 20-863

CHAPTER 82, MUNICIPAL SERVICE FEES

A BYLAW TO AMEND THE CODE OF THE TOWN OF FRANKLIN AT CHAPTER 82

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL that Chapter 82 of the Code of the Town of Franklin is amended at Section 82-6 Schedule of Service Fees, Subsection A. Administration, by reducing Common Victualler Wine & Malt and Common Victualler All Alcohol Fees by 25% for 2021 License Renewal Season only:

§ 82-6. **Schedule of service fees.**

A. Administration

Service Fee	Rate
Club- Wine & Malt	\$750
Liqueurs and Cordials	\$900
Package- Wine & Malt	\$1,500
Common Victualler- Wine & Malt	\$1,500 Reduced to \$1,125
Club- All Alcohol	\$1,750
Package- All Alcohol	\$2,500
Common Victualler- All Alcohol	\$2,500 Reduced to \$1,875
Innholder- All Alcohol	\$3,500
One-Day (All Alcohol or Wine & Malt)	\$75
Alcohol Inholder/Rooms only	\$1,300
Common Victualler	\$125
Innholders	\$125
Farmer Brewery, Winery, Distillery	\$250
Alcohol License Modification	\$500
Automatic Amusement	\$125
Weekday Amusement	\$125
Entertainment	\$125
Billiard/Bowling	\$125
Class I	\$125
Class II	\$125
Class III	\$125
Boardinghouse	\$125

Auctioneer	\$85
One-Day Auctioneer	\$85
Junk Dealer	\$85
Taxi/Limousine	\$85
Transient Vendor or Temporary special event Food Truck License	\$100
Fortune Teller	\$85
Public Way Access Permit	\$150

This bylaw amendment shall be effective only for 2021 License Renewal Season after which the full fees shall be reinstated.

DATED: _____, 2020

VOTED:

UNANIMOUS: _____

YES: _____ **NO:** _____

ABSTAIN: _____

ABSENT: _____

A True Record Attest:

Nancy Danello
Temporary Town Clerk

Glenn Jones, Clerk
Franklin Town Council

<u>TYPE</u>	<u>BUSINESS</u>	<u>ADDRESS</u>	<u>FEE AMOUNT</u>
Common Victualer On Premises			
All Alcohol	99 Restaurant & Pub	847A West Central Street	\$2,500
All Alcohol	Acapulco's	371 Union Street	\$2,500
All Alcohol	Alumni Restaurant & Bar	391 East Central Street	\$2,500
All Alcohol	Bamboo House	2 Main Street	\$2,500
All Alcohol	Chateau	466 King Street	\$2,500
All Alcohol	Franklin Country Club	672 East Central Street	\$2,500
All Alcohol	Franklin Performing Arts Company	15 West Central Street	\$2,500
All Alcohol	Hang tai Restaurant	26-30 East Central Street	\$2,500
All Alcohol	Ichigo Ichie	837 West Central Street	\$2,500
All Alcohol	Jimmy D's	338 Union Street	\$2,500
Wine & Malt	King Street Deli & Café	390 King Street	\$1,500
All Alcohol	Longhorn Steakhouse	250 Franklin Village Drive	\$2,500
All Alcohol	Maguro House	12-34 East Central Street	\$2,500
Wine & Malt	Maks Roast Beef & Breakfast	451 West Central Street	\$1,500
All Alcohol	Maplegate Country Club	160 Maple Street	\$2,500
Wine & Malt	Pepper Terrace Restaurant	400 Franklin Village Drive	\$1,500
All Alcohol	Rome Restaurant	4 East Central Street	\$2,500
All Alcohol	Residence Inn Boston Franklin	4 Forge Parkway	\$2,500
All Alcohol	Santa Fe Burrito Grill	28 West Central Street	\$2,500
Wine & Malt	Spruce Pond Creamery	370 King Street	\$1,500
All Alcohol	Teddy Gallaghers Pub	30 Main Street	\$2,500
All Alcohol	The Curry House	418 West Central Street	\$2,500
All Alcohol	Three	461 West Central Street	\$2,500
		Total Local Receipts	\$53,500
		Total Lost with a 25% Reduction	\$13,375
		Total Local Receipts After Reduction	\$40,125

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



Phone: (508) 520-4949
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OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

October 30, 2020

To: Town Council

From: Jamie Hellen, Town Administrator

Re: Catering & Food Trucks Update

In response to last week's discussion on food trucks and catering, I have discussed with the Board of Health the issues raised at last week's meeting. I have decided to forgo the food truck temporary license proposal and update you on our resolution based on the feedback from last weeks from the Council.

In short, food trucks will be more difficult to permit, secure their services and are likely to be less advantageous for local businesses to weather the storm this winter. They are expensive, require a usual amount of business and many may even shut down for the Winter. As you know, Franklin has rarely allowed food trucks and we are not a hot spot for food trucks to rely on.

Alternatively, the Board of Health will allow catering to venues who do not have a kitchen and cannot prepare food. Food establishments permitted by the health department can cater to a business who is unable to prepare food. During the pandemic, alcohol has to be served with a meal and those businesses who serve alcohol and who are utilizing caterers must use the catering business servers to serve the patrons; or staff at a facility can obtain the required certificates (Servsafe, Allergy Awareness and Choke Saver certificates) to serve the patrons themselves. In other words, local restaurants will be allowed to cater and serve. If all of the employees at a venue have the required certificates, they may serve the food.

Additionally, any person wanting to share a kitchen with a permitted facility must go before the Board of Health to discuss the shared kitchen plan. The Board may offer recommendations, approve or disapprove the plan. I have consulted with both the staff and Chair of the Board on this matter and they are open to working with caterers on these requests during the pandemic like the Board has with many other business sectors in town throughout.

Any business who wishes to exercise these accommodations should call the Board of Health at 508-520-4905. I am happy to answer any questions you may have.