



FRANKLIN TOWN COUNCIL

Agenda & Meeting Packet

June 22, 2022

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

A NOTE TO RESIDENTS: All citizens are welcome to attend public board and committee meetings in person. Meetings are [live-streamed by Franklin TV](#) and shown on Comcast Channel 11 and Verizon Channel 29. In an effort to maximize citizen engagement opportunities, citizens will be able to continue to participate remotely via phone OR Zoom.

Link to access meeting via Zoom for June 22, 2022 Town Council Meeting:

- Zoom Link [HERE](#) -- Then click "Open Zoom".
- Or copy and paste this URL into your browser: <https://us02web.zoom.us/j/83008598050>
- Call-In Phone Number: Call 1-929-205-6099 and enter **Meeting ID # 830 0859 8050** --Then press #

1. ANNOUNCEMENTS FROM THE CHAIR

- 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.*
- Chair to identify members participating remotely.*
- Parking Bylaw Amendments*

2. CITIZEN COMMENTS

- Citizens are welcome to express their views for up to three 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.*

3. APPROVAL OF MINUTES

- [May 25, 2022](#)
- [May 26, 2022](#)

4. PROCLAMATIONS / RECOGNITIONS

- Proclamation and Performance: Electric Youth
- Proclamation: LGBTQIA+ Pride Month Recognition

5. APPOINTMENTS

- Richard Salve - New Hire, Firefighter/Paramedic - Fire Department
- Timothy Sweeney - New Hire, Firefighter/Paramedic - Fire Department
- [Annual Reappointments of Boards and Committees](#)
- [Tri-County School Committee Appointment - Jennifer D'Angelo](#)

6. **HEARINGS - 7:00 pm** - *None Scheduled.*
7. **LICENSE TRANSACTIONS** - *None Scheduled.*
8. **PRESENTATIONS / DISCUSSION** - *None Scheduled.*
9. **LEGISLATION FOR ACTION**
 - a. [Resolution 22-36: FY23 CPA Budget & Reservations](#) (*Motion to Approve Resolution 22-36 - Majority Vote*)
 - b. [Resolution 22-37: FY23 CPC Appropriation of Capital Funds](#) (*Motion to Approve Resolution 22-37 - Majority Vote*)
 - c. [Resolution 22-38: CPC Appropriation of Funds - Debt Service Maple Hill Land](#) (*Motion to Approve Resolution 22-38 - Majority Vote*)
 - d. [Resolution 22-40: Appropriation Transfers FY22](#) (*Motion to Approve Resolution 22-40 - Majority Vote*)
 - e. [Resolution 22-41: Authority for Town Administrator to File Clean Water State Revolving Fund Application](#) (*Motion to Approve Resolution 22-41 - Majority Vote*)
 - f. [Resolution 22-42: Gift Acceptance - Veterans' Services Dept. \(\\$1,960\)](#) (*Motion to Approve Resolution 22-42 - Majority Vote*)
10. **TOWN ADMINISTRATOR'S REPORT** - *None Scheduled.*
11. **SUBCOMMITTEE & AD HOC COMMITTEE REPORTS**
 - a. Capital Budget Subcommittee
 - b. Budget Subcommittee
 - c. Economic Development Subcommittee
12. **FUTURE AGENDA ITEMS**
13. **COUNCIL COMMENTS**
14. **EXECUTIVE SESSION**
 - a. *Collective Bargaining*
 - i. *Exemption #3: Collective Bargaining (all Town unions) - To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares.*
15. **ADJOURN**

Note:

Two-Thirds Vote: requires 6 votes

Majority Vote: requires majority of members present and voting

**FRANKLIN TOWN COUNCIL
MINUTES OF MEETING
May 25, 2022**

A meeting of the Town Council was held on Wednesday, May 25, 2022, at the Municipal Building, 2nd Floor, Council Chambers, 355 East Central Street, Franklin, MA. Councilors present: Brian Chandler, Theodore Cormier-Leger, Robert Dellorco, Cobi Frongillo, Melanie Hamblen, Glenn Jones, Thomas Mercer, Deborah Pellegrini, Patrick Sheridan. Councilors absent: None. Administrative personnel in attendance: Jamie Hellen, Town Administrator; Mark Cerel, Town Attorney; Alecia Alleyne, Assistant to the Town Administrator.

CALL TO ORDER: ► Chair Mercer called the meeting to order at 7:00 PM. Chair Mercer called for a moment of silence in memory of the 18 children and 2 adults who were murdered yesterday at the elementary school in Uvalde, Texas. All recited the Pledge of Allegiance.

ANNOUNCEMENTS: ► Chair Mercer reviewed the following as posted on the agenda. A Note to Residents: All citizens are welcome to attend public board and committee meetings in person. Meetings are live-streamed by Franklin TV and shown on Comcast Channel 11 and Verizon Channel 29. In an effort to maximize citizen engagement opportunities, citizens will be able to continue to participate remotely via phone or Zoom. He announced that 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.

CITIZEN COMMENTS: ► Ms. Marissa Bovie, 69 Milliken Avenue, stated that she believes one of the most pressing matters for the immediate future is climate change. She reviewed recent temperatures and changes. She stated that it is crucial to act now while we still have the chance to mitigate these devastating predictions. She stated that we must reach net zero by 2050. She stated that lowering emissions is needed. She reviewed the climate roadmap bill passed in Massachusetts in 2021. She stated that every town in Massachusetts must take action to help achieve these benchmarks. She recommended that the Town Council seriously consider adopting a new energy code once the new special Stretch Energy Code is released by the state.

HEARINGS: 7:00pm. ► *FY23 Town Council Annual Operating Budget Hearing.* ► Chair Mercer opened the public hearing. He thanked and congratulated the municipal and school staff for an incredible job done over the past year. ► Mr. Hellen thanked all town staff, school staff, and the Finance Committee for their work. He stated that there is sure to be debate over the many policy decisions facing the community. He suggested that all should feel grateful for what the Town does have and not just focus on what the Town does not have. He reviewed some of the accomplishments by Town departments. He noted that the Town was awarded a AAA bond rating. He thanked the Finance Committee for their three nights of public meetings on the budget. He thanked Superintendent of Schools Sarah Ahern for her work as she is leaving for another town. He stated that they look forward to working with new the superintendent Mr. Lucas Giguere. ► Chair Mercer reviewed the budget hearing process for tonight's meeting. He stated that the documents are available on the Town's website and on social media. He stated that he was putting a Town Council hold on the following five departments: ► Hold on Public Buildings and Properties-Facilities, Fire, Police, Schools, and DPW. ► Councilor Jones read each *Town of Franklin Operating Budget FY 2023 Voting Document* line item.

► Hold on Line Item 131: Finance Committee. ■ Councilor Chandler stated that the Finance Committee did a great job and people can watch the Finance Committee videos online as they answer many questions.

► Hold on Line Item 161: Town Clerk. ■ Councilor Jones noted that the Town Clerk's position is an elected position and does not fall under the Town Administrator. He suggested the Town Council review the current amount the Town Clerk is making. He asked what is the average compensation for other town clerks. ■ Mr. Hellen stated that a third-party consultant was hired for a compensation and classification study. He stated that they are in the middle of that; the document is expected in later summer. He stated that there is a methodology the consultant is using to determine the comparable rates to make sure we are adequately paying our staff based on the market. ■ Councilor Dellorco asked if the Town Clerk as an elected official gets a cost-of-living raise. ■ Mr. Hellen stated yes. He stated that the 2.5 percent COLA adjustment is on tomorrow night's meeting legislation. He stated that it is required under state law that the Town Council votes on the Town Clerk as an elected official's salary. ■ Councilor Pellegri stated that she does not believe the 2.5 percent raise goes automatically to the Town Clerk; the clerk has to go before the Town Council and ask for it. She stated that she believes Nancy deserves a little bit more than what she is getting. She stated that they have to be careful what they say. She stated that they can only do a one time a year a salary increase. She stated that so, if this survey is done in August, a salary change cannot be done then, and it will not be done until next year. ■ Mr. Hellen stated that the Town Clerk has gotten the COLA every year since he has been here in 2015. He stated that they can actually adjust the salary mid-year; it is just legislation that goes before the Town Council. He stated that for everyone on the municipal staff it has to be fair and equal. He stated that Nancy does an amazing job and she has made it a professional level. He stated that he thinks they have to wait for the numbers to come out in fairness and equity to all the staff as many other people are asking for the same thing. He stated that the Town Council has to go through a roll call vote regarding the Town's Clerk salary as it is an elected position. ■ Councilor Pellegri stated that she does not agree with everything that Mr. Hellen is saying and she will get backup information to show that. ■ Councilor Chandler discussed approving the COLA for the Town Clerk tomorrow night. He stated that what concerns him is that every person out there except one department head who just started is way above Nancy. He stated that her salary is so low he feels that it needs to be adjusted. He stated that he knows they will need to find some money and he does not want to wait until the summer for the salary survey. ■ Chair Mercer stated that they would have to find a place to take that money from, some other budget.

► Hold on Line Item 177: Planning and Growth Management. ■ Councilor Frongillo stated that he could not get the numbers to work for the increase. ■ Mr. Hellen stated that there is a large decrease in the Building Department's budget which is because all the permitting clerks were in Building Commissioner Gus Brown's budget and now, they have all been crossed trained. Mr. Tyler Paskalski is now the Administrative Assistant in the Planning Department so that full-time job came out of the Building Department and went into the Planning Department. As well, a position came out of Mr. Brown's budget and went into the Board of Health. He stated that the new Conservation Agent is now a full-time position as opposed to a part-time position. ■ Councilor Jones noted that there are accounting changes such as this in this year's budget.

► Hold on Line Item 192: Public Property & Buildings. ■ Chair Mercer thanked Mr. Michael D'Angelo, Director of Public Facilities, and his staff for an incredible year and being an integral part of keeping the employees and the public safe. He asked Mr. D'Angelo what are the big projects he foresees working on over the next year. ■ Mr. D'Angelo noted that they are putting out to bid the Horace Mann drainage to stop the flooding in there. He stated that before the funding process is complete, they will have bids to restore the exterior of the Red Brick School such as removing the old paint and old boards on the eaves that have led paint and replacing the old doors and windows. They are working on the Town Hall building improvements such as carpeting and paint, new boilers, and new surveillance. He stated that what is coming up in the fall is getting the police station study done, and they still have Davis Thayer out there as a re-use thing. ■ Councilor Dellorco asked how he is handling the drastic price increases. ■ Mr. D'Angelo discussed the pricing and estimates from engineers such as for the Red Brick School. He stated that every design professional that works for us is required to submit an accurate budget for what they think the

project will cost. He stated that every project has a design contingency going from design to construction. ■Councilor Jones confirmed that school custodial staff falls under Mr. D'Angelo's purview. He stated that he has heard the custodial staff is having a difficult time at the high school in trying to keep up with the trash; he stated that on several occasions he has noticed there is a significant amount of litter and trash and other lingering things that propagate around the perimeter of the school. He asked if this was a staffing issue. ■Mr. D'Angelo stated that the students have had a tough past few years. Therefore, it has been much tougher inside and outside. They seem to be coming together better at the end of the year. He stated that there have been discussions between the DPW, the athletic director, and Mr. Ryan Jette from Recreation. He stated that litter has been a constant issue that they have been dealing with. ■Councilor Hamblen asked about the Horace Mann project and the flooding. ■Mr. D'Angelo stated that the plans were done last summer and went out to bid; it came back very high. It was going to run into school time. They believe they have solved the problem. It should be an early summer project. ■Councilor Chandler asked about the open 19-hour custodian positions. ■Mr. D'Angelo stated that they have hired three people recently. ■Chair Mercer asked if there was a need for more outside containers around the field. ■Mr. D'Angelo stated that he feels there are adequate containers; it just does not get put into the containers.

►Hold on Line Item 210: Police. ■Chair Mercer thanked Police Chief Thomas Lynch and his entire department for the job they do to keep the community safe. He stated that many in the community may not know what is accreditation; he asked for a summary. ■Deputy Police Chief James West reviewed the accreditation process. He stated that there are 332 standards that must be met to become fully accredited. He explained that the assessment team will be coming to Franklin to inspect all of the standards to make sure they are being met. He stated that they review every policy and procedure during the process to make sure they are up to industry standards/best practices and that they are being followed. He stated that 100 communities are fully accredited. He stated that the first step in the process is certification; Franklin was certified last May which was for 159 standards being met. ■Councilor Dellorco asked if they intend to put any kids through the academy this year. ■Chief Lynch stated that hiring in general is going to be a problem. The list is very short for people who take the test and pass. He stated that Franklin only has one over the minimum number of officers that is necessary. Therefore, if someone is sick or uses a vacation day, and then a second person is out, they are into an overtime situation. He reviewed the difference between hiring someone to go to the academy or hiring someone who is a transfer. A transfer is trained and the turnaround is faster. ■Councilor Chandler reviewed the cost of hiring Franklin kids who have to go to the academy. He stated that it is a budget issue. ■Councilor Hamblen asked if there was more training that is necessary for the accreditation and if training raise the budget. ■Chief Lynch said absolutely. He said the budget was raised this year due to the turnover and training needed. ■Councilor Hamblen asked if there was any outreach to increase diversity in the force. ■Chief Lynch noted some schools that they reach out to that have criminal justice degrees; he explained the process of those programs. He stated that they are trying to diversify. ■Councilor Frongillo asked about two of the big increases which are conferences and education. ■Chief Lynch said conferences are what they pay tuition out of to send officers to specialized training school. He stated that education is the incentive that they pay to officers if they have a degree. ■Councilor Frongillo confirmed that this is a critical piece of attracting and retaining officers. He asked about coverage and overtime. He asked how much they look into opportunities to replace roles held by officers that could be done by someone else that costs less money. He asked about possibly using social workers. ■Chief Lynch said that they have 54 sworn officers and 2 civilians. He stated that details come out of a revolving account; the vendors actually pay the Town. He talked about the jail-diversion program and using social workers. He discussed a pilot program about traffic constables which is for directing traffic. He noted some changes due to police reform. ■Chair Mercer asked that in moving forward, what is the most substantial challenge facing the police today. ■Chief Lynch stated that hiring is tough. The younger generation is not interested in being police officers so selection will be limited. He stated that the police station is too small; there is not enough interior room and parking is difficult also. He stated that mental health related issues are a constant thing; it seems to be getting worse. He stated that opioids have not gone away and may be getting worse. He discussed that Narcan is

available for home use so many times the police do not even know about the overdose and therefore cannot help the person. ■Chair Mercer asked about the hiring process and if the right candidates are being identified. ■Chief Lynch stated that he has heard from his peers that the civil service departments are having a much worse time trying to fill positions.

► Hold on Line Item 220: Fire. ■Chair Mercer thanked the entire department for their work in getting the ISO #1 designation. He asked about the personnel status of the department for the FY23 budget. He asked what is the next investment that the department needs for fire services for the Town for the next five years. ■Fire Chief James McLaughlin stated that they have 55 of the 56 firefighters for full staff. They had an unexpected retirement and they are trying to fill the vacancy which should be filled by July. They have one civilian. He reviewed that staffing, equipment, and training are the three most important components. He stated that ambulance runs are going up; these runs can take up to an hour. At those times, the ladder truck is not staffed. It would require eight more firefighters to have the truck manned at all times and get a third ambulance manned and not rely on mutual aid. He discussed grants that they have applied for. He stated that the ladder truck is from 2008 and his goal is to find out what a refurbishment or new ladder truck would cost. He is going to get all the information and present it to the Town Administrator. He hopes to get a decision by the fall. ■Councilor Jones asked about equipment needed to extinguish electric vehicle fires and other types of fires. He noted that electric vehicle fires take 10 times more water to put out and sometimes such fires can go on for days as the battery keeps burning. ■Councilor Dellorco asked about what they would do if the ladder truck were getting refurbished. ■Chief McLaughlin said they would have to make arrangements for this to have a vehicle protecting the town. ■Councilor Hamblen congratulated the department on the ISO #1 rating. She asked how high the ladder truck reaches. She asked about eight personnel being added on in a perfect world. ■Chief McLaughlin said the current ladder truck is 100 ft. and it is adequate. However, the truck is getting old so they want to plan ahead. He discussed that to have the extra staff would be great. They have a third ambulance ready to go, they have enough space, and they would make it work. ■Councilor Chandler asked about the ambulance. ■Chief McLaughlin said that they have one ambulance in each station. ■Councilor Cormier-Leger asked about dispatch calls. ■Chief McLaughlin explained the joint community MECC dispatch center. ■Mr. Hellen reviewed how the MECC takes calls and the mutual aid agreement. ■Chair Mercer stated that it seems like we are continuing to get a lot of calls from the assisted living centers within town when individuals have fallen and their staff will not pick them up. So, we send an ambulance to that location to help pick an individual up. He stated that he asked Chief McLaughlin's predecessor to talk to these facilities and see if there is a way to privatize some of those calls to not tie up Franklin's ambulances due to a fall. He suggested getting all four of them in the same room and trying to work with them all together. ■Chief McLaughlin stated that they have a problem with one particular place. He has gone out there and had a conversation with them. He stated that we do monitor that. He stated that if it is a situation that does become burdensome, we have an ordinance that a fee can be enacted as a tool; he stated that this has not been done since he has been here. He stated that it would be a good idea to have a conversation with them all.

► Hold on Line Item 225: Regional Dispatch. ■Councilor Pellegrini stated that there is a good size increase and she thought that it was not going to be costing more money. She asked what the increase is for. ■Mr. Hellen stated that the increase is because if we did not have the development grant through the state, this line item would be \$1.3 million. People may remember that two years ago we were successful in getting a four-year grant. The full assessment for the Town of Franklin, which is about \$1.5 million for this fiscal year, is actually 50 percent that the Town does not have to pay. In FY22 that amount is lower because the grant paid for 75 percent of the annual assessment. This year it is 50 percent; in FY24 the state will pay 75 percent again for the final year of the grant. In FY25 the full assessment for the Town of Franklin will come back on the books at approximately \$1.5 million. It would probably be about 10 percent to 15 percent higher if we did not merge with Mendon and Millville. He stated that a stabilization account was

set up for the MECC which has about \$1 million in it currently which will help in FY25. He stated the cost for each community is based on population and call volume.

► Hold on Line Item 292: Animal Control. ■ Councilor Chandler stated that he was wondering as we have to buy them trucks and vehicles and stuff, now that the Police Department has two canine vehicles that we equip, and one happens to be for Ben, are they able to use one of those later on as a hand-me-down, and could they use that fully equipped car to pick up any dog; maybe it would save them some money on vehicles. ■ Mr. Hellen said that he will raise the question to Tracey Taddeo. He would say that buying them a new vehicle is an uplifting experience.

► Hold on Line Item 300: Franklin Public Schools. ■ Chair Mercer thanked the entire School Department for their work during the past three school years. He stated that he was happy to hear that the vote to declare Davis Thayer School as surplus is on the June 14, 2022, agenda. He stated that it is known that the school district has a significant declining enrollment. He asked for the current student enrollment and the projections for FY23. ■ Superintendent of Schools Sara Ahern stated that she was here with Ms. Miriam Goodman, School Business Administrator; Mr. David McNeill, Budget Subcommittee Chair; Ms. Denise Spencer, School Committee Chair, and some other School Committee members who were in the audience. Superintendent Ahern stated that this year they have 4,809 students. She discussed why the enrollment is declining; it has to do with birth rate. She stated that they are graduating 430 students next Friday, June 3, 2022. The incoming classes have been about 280 to 300 students in kindergarten. Decreased enrollment is starting to hit the middle schools and high schools. The high school enrollment is now about 1,650. She said next year's enrollment is looking like 4,650. She noted that she is expecting more students to join kindergarten between now and September. ■ Chair Mercer asked now that Davis Thayer School has been closed for one year, will the School Committee be engaging in a redistricting analysis to ensure the current capacity of the schools is maximized. ■ Superintendent Ahern discussed the space needs assessment and facilities needs. She said that a presentation to the full School Committee will be made regarding space utilization and conditions of the schools in an effort to prepare for a redistricting next year. ■ Chair Mercer asked what the status is of the revolving funds. ■ Ms. Goodman stated that they have about 25 or so revolving accounts that generate revenue for the district and some are used to offset particular expenses. They have about \$6.6 million in revolving funds at this time; they anticipate using \$5.6 million of those funds towards the FY23 budget. ■ Chair Mercer thanked Superintendent Ahern for her five years in Franklin. ■ Superintendent Ahern discussed the importance of staffing. She stated that the biggest challenge facing the school community is trends and themes across districts regarding increased level of diversity across the community and marshalling resources to meet those needs. She stated that the pandemic has created new pressure points as well. There are increased academic and social/emotional needs. She stated that there is anxiety and worry about having to charge for breakfast and lunch next year. ■ Councilor Cormier-Leger asked what was the additional state and federal money that they get to operate. ■ Superintendent Ahern stated that \$70 million is the operating total budget. ■ Ms. Goodman stated that on top of that they will be spending approximately \$5.5 million from the revolving funds and in terms of state and federal funds they are looking at \$1.5 million from carry over from this year and some federal grant money. ■ Councilor Cormier-Leger asked how much of the \$70 million is Town money. ■ Ms. Goodman stated that Chapter 70 money will cover about \$28.5 million; the Town will pick up the differential. The \$70 million is on top of the Chapter 70. ■ Superintendent Ahern discussed that Chapter 70 money stays relatively stable each year even though the enrollment is declining. ■ Ms. Goodman stated that the per pupil expense is \$14,698 as of 2020; she stated that we would anticipate that it would go up for 2021. She stated that Franklin falls in the 25th percentile. ■ Councilor Chandler thanked all the School Department. ■ Councilor Pellegri thanked them for bringing Davis Thayer up at the next meeting. She stated that they have had a decrease of over 1,000 students in the last six years and they have closed the Davis Thayer. She stated that they have cut down on office staff, nurse, teachers, and custodians, and some other things and yet their budget has gone up about \$3 million this year. She asked how does she explain this to people. ■ Superintendent Ahern stated that they keep close tabs on staffing and enrollment

reduction. She stated that they have to stay within School Committee guidelines for class-size. She said that there is not a lot of extra in administrative costs. She noted that Davis Thayer had a small budget of about \$1.2 million. She stated that costs are going up. ■Mr. Hellen stated that instead of a \$2.4 million increase this year, the schools would have required about \$3 million increase had they not closed Davis Thayer. He stated that the savings on custodians, water, and electricity are saved in Facilities under Mr. D'Angelo. ■Councilor Dellorco stated that everyone did a great job. He asked how the teacher turnover is compared to other towns. He stated that substance abuse is a problem. ■Superintendent Ahern stated that turnover is probably comparable to other towns. She noted that there are a lot of relocations of teachers. She stated that they have done some great hiring, but there are some vacancies which will be difficult to fill. She stated that based on a preliminary survey report of students, they learned that in MetroWest vaping, alcohol, and marijuana use is down. However, they want to look at how the question was asked. ■Councilor Jones noted that of the approximately \$70 million for the schools recommended by the Finance Committee, that makes up approximately 54.7 percent of the total General Fund of approximately \$128 million. Of that, 40.9 percent is state aid and the Town's expense is the remainder of approximately \$41 million out of tax revenue. One of the misconceptions is that the Town is paying 54 percent of the budget to the schools because of the amount of the state funding. He stated that teachers are underpaid. He stated that we are underfunded. He stated that we as a community need to come to a collective understanding that to support the level of education the students need, it is going to require additional funding. He asked if they find that people are interested in being teachers because of the challenges associated with being a teacher. ■Superintendent Ahern stated that she sees a lot of stress among the educators. However, there are great candidates out there and they are doing some great hiring. She discussed unfunded mandates and focusing on community specific needs. ■Councilor Hamblen stated that she appreciates all the hard work they did. She discussed that the budget was light on administration and they may need another to get the work done. She stated that she heard from the Finance Committee meeting that they were thinking of starting a dyslexia program. She asked where the money comes from. ■Superintendent Ahern discussed the process of adding a dyslexia program and support services for dyslexia over the next couple of years. ■Councilor Frongillo stated that he echoed what everyone has said. He noted how much they are underfunding the schools. He stated that they do a lot with a little. He stated that we as a Town Council if this is approved will be giving you everything you asked for this year. He asked what was not asked for or funded or could be if we had more funds. ■Superintendent Ahern said that there were some things in the discussions that did not make it into the budget. She stated world language and expanding world language programs could be included. She said she gets communication from families that they may send their children to the Charter School as that school has world language. She stated that they have talked about reading materials that children will see themselves represented in the books that they read. She stated that the K-8 libraries are areas that could use restoring of the library media specialists. She discussed an expanded school day. She stated that school lunches are important. She stated that teachers could use more support. She stated that there are needs in the central office team support such as an assistant business administrator and assistant technology director. ■Councilor Frongillo said these items all seem like basic items the students need. He stated that competitive salaries are needed to attract top talent. He asked if they are looking at salaries and the cost of vacancies. He stated that most teachers do not put on the morning announcements; maybe that is worth re-examining. ■Superintendent Ahern stated that they look at similarly sized communities and salary comps. She stated that they have lost some candidates due to the salary decrease. She stated that there will be some positions that are hard to fill even with a comparable salary. ■Councilor Sheridan thanked Superintendent Ahern for her service and wished her good luck. ■Mr. McNeill thanked the Town Council for looking at and supporting their budget. He stated that a lot of hard work was put into the budget. He stated that they have amazing extracurricular activities and special education programs in Franklin and students do not have to go out of district for these services.

► Hold on Line Item 422: DPW-Highway. ► Hold on Line Item 422: DPW-Park & Tree. ► Hold on Line Item 422: DPW-Snow & Ice. ► Hold on Line Item 422: DPW-Central Motors. ► Hold on Line Item 422:

DPW-Recycling. ► Hold on Line Item 422: DPW-Administration. ► Hold on Line Item 422: DPW-Storm Water. ► Hold on Line Item 422: DPW-Street Lighting. ■ Chair Mercer stated that the DPW helps the community run strong all year long in maintaining streets, water and sewer systems, and many other tasks. He thanked the entire department. He asked what services are restored in this year's budget from FY22. He asked for project updates for the summer. ■ Director of Public Works Brutus Cantoreggi stated that they lost two positions because they had to be cut because of the stormwater mandate. This year, his budget did go up and they got two positions back. They are looking forward to that. He stated that they have about finished up Arlington Street; it came in on budget. He discussed MacKintosh roadways and said all the infrastructure is in and they are going to repave it late June/early July; the job came in on budget. Country Club water main will be done this year and should be starting in July. He stated that the Grove Street signal has been bid out and is also starting in July. He talked about mill and overlay on King Street and sections of Union Street, and the King Street and Chestnut Street portion of Rt. 140. He stated that regarding the SNETT trail, they will be doing the grading and expanding the parking lot. He talked about Grove Street which will go out to bid shortly; it is about a two-year job. He introduced Mr. Carlos Rebelo, Highway Superintendent, and Mr. Derek Adams, Stormwater and Environmental Affairs Superintendent. He discussed some miscellaneous asphalt work that they will be doing. ■ Councilor Frongillo commended them for the work on SNETT and the parking lot expansion. He discussed the cost for moving someone around town. He asked how often do we look at if we are appropriately prioritizing those movements around town such as infrastructure and maintenance including snow removal. ■ Mr. Cantoreggi stated that they constantly review what they do. The Town made great improvements with sidewalks on Chestnut Street and Pleasant Street. He noted the complete streets program. He stated that most people still drive cars, and we have to react to that as an immediate priority. He stated that they are doing more work with cameras at signals instead of timed signals. ■ Councilor Frongillo stated that if something was useful people would use it such as sidewalks. He thinks that Franklin for All will gently increase the density in downtown which will make more biking. He requested an update on compost. ■ Mr. Adams spoke about maximizing the at-home compost bins. People can purchase a discount compost bin; this is the most affordable way to do it. He noted having a collection service at the Transfer Station. ■ Councilor Cormier-Leger said that they do a tremendous job. He stated that he would like them to put together a comprehensive plan to address existing sidewalks. He stated that older sidewalks are aging. People would feel more comfortable if there were at least a plan. People should be able to walk around their neighborhoods without stepping onto the street. It is a safety issue. He asked if there was somewhere in the budget for existing sidewalks. ■ Mr. Cantoreggi stated no. He stated that the priority right now is the roads. ■ Mr. Rebelo stated that they try to do their best with the money they have. ■ Councilor Hamblen asked about recycling of the pink bags and the changed process. ■ Mr. Adams stated that they had to adjust that plan based on the fuel costs associated with collecting the pink bags. He stated that over time, the donations were not as much. He reviewed the most sustainable way to keep the program; people can call or go online to schedule a pickup and there is a drop off location at the DPW and Recycling Center. He stated that the pink bags do not have to be used anymore; any bag will do. ■ Mr. Cantoreggi stated that the service does not cost the Town any money. ■ Councilor Hamblen stated that people ask her about helping with the trails. ■ Mr. Cantoreggi stated that usually people come to them and tell them that they want to help out. He stated that he is not in charge of trails. If a group wants to come together to do something, he will work with them and help out. ■ Councilor Jones asked about litter and trash pick up around town. He asked about illegal dumping. He stated the DPW does great job. ■ Mr. Cantoreggi stated that some of it is staffing and some of it is communication. He noted that in some towns it is take in/take out. He suggested that if some teams create lots of litter, then they should not get to use the field again because they are not taking care of it. It is a balance and it is education. He talked about illegal dumping and how they often track them down. ■ Councilor Dellorco asked if Mr. Cantoreggi figured in for rising fuel costs. ■ Mr. Cantoreggi discussed the expenses in his budget. He stated that they do a good job in forecasting. However, he has had a hard time figuring out the last six months. In this budget he had already increased the fuel budget by \$70,000 before the war with Ukraine. Since then, if things stay the same, they are another \$170,000 that is not in next year's budget; it is a difficult thing. He discussed the

cost of fuel. ■Superintendent Ahern added that they sent out a notification last week talking about the difficulty they were having with unsupervised kids on school grounds after hours. She was wondering if some of the litter they are experiencing is from the unsupervised kids. She stated that kids can learn and be expected to throw away their trash.

► Hold on Line Item 510: Board of Health. ■Chair Mercer asked about the staffing. ■Mr. Hellen stated that the main increase in administrative personnel is that Melissa's salary downstairs was moved from the Building Department's budget to the Health Department's budget. The second piece is for the state required part-time public health nurse. He stated that through a recent regional alliance with Wrentham and Norfolk, we are getting about \$900,000 over three years from a public health grant.

► Hold on Line Item 630: Recreation. ■Councilor Dellorco stated that he wanted the people to know about upcoming projects. ■Mr. Ryan Jette, Recreation Director, stated that although not yet voted through, with Community Preservation money they are looking to do the Nason Street lot to be completely renovated. He noted the Beaver Street expansion project completion with a state grant of \$200,00 that Mr. Hellen put in for. He stated that they will do the Fletcher Field playground over, and they are looking to do some work at the King Street Memorial Park in 2024. He noted that unsupervised children are contributing to about 90 percent of the litter. He stated that his staff is always sweeping trash at the fields. ■Chair Mercer asked about participation in programs and staffing. ■Mr. Jette stated that they are way up right now with about 5,800 kids a year. They are about \$60,000 in revenue for the past three months. He explained that they added one-half of a position into this budget. They have 58 active employees. He noted minimum wage is up. ■Councilor Jones noted that Recreation is self-funded. He stated that the Recreation Department is great. ■Mr. Hellen stated that Mr. Jette continually innovates based on customer wants. ■Councilor Sheridan asked about lifeguards. ■Mr. Jette stated that they have a swim-at-your-own-risk policy. He stated that lifeguards are difficult to find. ■Chair Mercer asked if a swim area is roped off. ■Mr. Jette stated that he can do that.

► Hold on Line Item 695: Cultural Council. ■Councilor Cormier-Leger stated that he is grateful that the \$15,000 is there which the Cultural Council uses for grants; however, he stated that he criticizes this as it does not show an increase and does not really show our commitment as a community to arts and culture as a cultural district and a place that just had a cultural festival. He stated that he thinks this is a misstep. He thinks they need to look at a way to help that committee of volunteers for the festival they are going to put on. ■Mr. Hellen stated that he agrees with Councilor Cormier-Leger. He stated that this exposes a gap that the community also has to help out with. He noted that the Committee preferred to do their fundraising, etc., rather than have a Town appropriation. He stated that the Town of Franklin is losing many economic opportunities in the cultural and arts arena. He stated that he thinks these groups need to start working together; they need to come up with a strategic plan. He stated that a deeper conversation needs to happen: what is the plan and where are we going to put those funds. ■Councilor Frongillo stated that the very little that we put into culture and arts comes back manyfold. He stated that it adds value to the Town. He stated that the only place he differs is that he would not put the onus on the volunteer arts advocates; he would put the onus on the Town. ■Councilor Chandler asked about state grants. ■Mr. Hellen stated that most of the funding for the SAFE Coalition comes through the state outside of the appropriation we made this year. He stated that funding non-profits is an extremely dangerous precedent. He stated that in terms of the cultural stuff, we get a matching appropriation from the state that is not in the Town budget for grants. He stated that he does not believe the SAFE Coalition or the Downtown Partnership get money from the Cultural Council. He noted that in November, after all the state aid comes through, the state budget is completed, and the new cheery sheets are in, they come back and have a meeting to close the loop on items. He recommended they approve the budget as is tomorrow night and let's watch where all of this goes in terms of revenue sources over the next months including state aid and certainly make an adjustment to line items in the fall before the tax rate is set.

■Chair Mercer declared the first public hearing closed. He stated that by law, they are required to have a second public hearing which will be held tomorrow evening. He asked the Town Council members to tell him after the meeting if there is a department that they would like to have come back tomorrow night. He thanked everyone for being here tonight. He stated that it was a very informative night.

ADJOURN: ► MOTION to Adjourn by Jones. SECOND by Dellorco. No Discussion. ► VOTE: Yes-9, No-0, Absent-0. Meeting adjourned at 11:10 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary

**FRANKLIN TOWN COUNCIL
MINUTES OF MEETING
May 26, 2022**

A meeting of the Town Council was held on Thursday, May 26, 2022, at the Municipal Building, 2nd Floor, Council Chambers, 355 East Central Street, Franklin, MA. Councilors present: Brian Chandler, Theodore Cormier-Leger, Robert Dellorco, Cobi Frongillo, Melanie Hamblen, Glenn Jones, Thomas Mercer, Deborah Pellegrini, Patrick Sheridan. Councilors absent: None. Administrative personnel in attendance: Jamie Hellen, Town Administrator; Mark Cerel, Town Attorney; Alecia Alleyne, Assistant to the Town Administrator.

CALL TO ORDER: ► Chair Mercer called the meeting to order at 7:00 PM. Chair Mercer called for a moment of silence. All recited the Pledge of Allegiance.

ANNOUNCEMENTS: ► Chair Mercer reviewed the following as posted on the agenda. A Note to Residents: All citizens are welcome to attend public board and committee meetings in person. Meetings are live-streamed by Franklin TV and shown on Comcast Channel 11 and Verizon Channel 29. In an effort to maximize citizen engagement opportunities, citizens will be able to continue to participate remotely via phone or Zoom. He announced that 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.

CITIZEN COMMENTS: None.

HEARINGS: 7:00 p.m. ► FY23 Town Council Annual Operating Budget Hearing. ► Chair Mercer declared the hearing open. ► Chair Mercer stated that the Town Council got through every line item at last night's meeting. He stated that if there are any questions that did not get answered last night, they can be asked now. He stated that there was a question last night regarding the Cultural Council and some associated funds. He stated that they did some investigating today and found that the Cultural Council right now has about \$64,000 in their coffers that is grant money that can be used to fund the event if they so choose. As well, we were notified this afternoon that Senator Rausch was able to get \$10,000 towards the cultural event. He stated that at least from where he sits, he thinks the funds appear to be there for them to be able to cover the event. ► Mr. Hellen stated that the \$10,000 earmark is in the Senate budget as of today. There will be a conference committee that delivers the governor the budget by July 1st. He stated that one hiccup regarding the earmark is that the festival is so early in September from when the budget gets done. He stated that we do appreciate Senator Rausch's efforts. He stated that he is going to work with the state agency to get the money. He stated that this is one funding piece that can assist; it will be a tight timeline. He stated that the treasurer/collector and comptroller sent him an email that the balance in the account is \$64,286.73; some of those funds may be conceptually allocated. He stated that the cost was around \$30,000 for the festival. He stated that if those options do not suffice, the only other option is plucking \$15,000 or \$30,000 from other budgets; he explained his plan for how this would be done. He stated that there is some funding available for the Cultural Council to have their festival. ► Councilor Frongillo asked about outstanding invoices and receipts. ► Mr. Hellen stated that the Cultural Council would have to speak with someone on the finance team to determine what is outstanding. ► Ms. Kerri Bertone, Treasurer/Collector, stated that she works with the Cultural Council. She discussed the way the expenses are paid. She stated that she is not aware of any expenses that have not been paid. ► Councilor Cormier-Leger reviewed how the Cultural Council operates and noted the allotment of grants already awarded. ► Chair Mercer stated that they want to support the event. Right now, it appears as there are sufficient funds to deal with the festival. When we get to the fall and round two of the budget, we can make adjustments if we need to in order to deal with this event. ► Councilor Frongillo asked if more can be given to cultural allocations. ► Chair Mercer stated that he believes he is hearing that there is support from the Town Council to do that; the way to do that is to be involved early

on as we build the budget which starts in the fall of every year and get their requests in to the Town Administrator and allocate more money if we choose to; but there is a process. Right now, we are beyond the starting point. If the money is needed, we will have the opportunity to help that. The prudent thing to do is have Mr. Hellen talk to the Cultural Council to make sure they understand the process and see what their needs are going forward. If they need to come back to us, they will come back to us. ► Councilor Chandler reviewed the Cultural Council's finances. ► Chair Mercer stated that he believes great strides have been made in developing the cultural district. He thinks the support is there. ► Councilor Jones said that he agrees with the efforts made for arts and cultural in the town. He agrees with holding off and waiting until they get additional information. ► Mr. Hellen emphasized that he does not want people to feel unhappy or that there is some kind of loss. He stated that clearly, the arts and cultural sector is a huge economic development opportunity for this community; we all have to do a better job working together to make it better. ► Mr. Stephen Sherlock, 10 Lawrence Drive, Franklin Matters, stated that last night the room was full with all the department heads. He said he is uncomfortable that the Cultural Council chair and Cultural District Committee chair were not in attendance, and the Town Council is speculating about amounts. He suggested they be brought into the discussion. ► Chair Mercer declared the second public hearing closed.

LICENSE TRANSACTIONS: *La Cantina Winery - Farmer-Winery, Farmer's Market License.*

► Councilor Jones read the license transaction. ► **MOTION to Approve** the issuance of a Farmer Winery, Farmer's Market License to Robert Vozzella, La Cantina Winery Company, by **Jones. SECOND** by **Dellorco. Discussion:** ► Mr. Hellen stated that his recommendation is to vote yes. ► Councilor Hamblen asked if this was for wine or beer. ► Mr. Vozzella (via Zoom) stated this is just for wine. ► Councilor Chandler asked about the transporter license and how much Mr. Vozzella could transport. ► Mr. Cerel stated that every aspect of handling alcohol is overseen by the ABCC including transportation and storage. ► Mr. Vozzella stated that as part of a Farmer-Winery he is allowed to self-distribute and he also needs a salesman permit and transportation permit. He does not believe there is a limit on how much he can transport. He stated that on average, he is only carrying four or five cases at a time. ► **VOTE: Yes-9, No-0, Absent-0.**

LEGISLATION FOR ACTION:

Note: Two-Thirds Vote requires six votes; Majority Vote requires majority of members present and voting.

- a. ***Resolution 22-31: Departmental FY23 Expenditure Limits, Town Code Chapter 73, MGL Chapter 44, Section 53E1/2 (Motion to Approve Resolution 22-31 - Majority Vote).*** ► Councilor Jones read the resolution. ► **MOTION to Approve** Resolution 22-31: Departmental FY23 Expenditure Limits, Town Code Chapter 73, MGL Chapter 44, Section 53E1/2 by **Dellorco. SECOND** by **Hamblen. Discussion:** ► Mr. Hellen stated that this is a routine required statutory vote to set the expenditure limits and types of revolving accounts. This is the same list for a number of years. ► **VOTE: Yes-9, No-0, Absent-0.**
- b. ***Resolution 22-32: Salary Schedule: Full-Time Elected Official - Town Clerk (Motion to Approve Resolution 22-32 - Majority Roll Call Vote).*** ► **MOTION to Continue** Resolution 22-32: Salary Schedule: Full-Time Elected Official - Town Clerk, to the June 8, 2022, meeting at 7 PM by **Dellorco. SECOND** by **Hamblen. No discussion.** ► **VOTE: Yes-9, No-0, Absent-0.**
- c. ***Resolution 22-33: Adoption of the FY23 Budget (Motion to Approve Resolution 22-33 – Majority Vote).*** ► Councilor Jones read the resolution. ► **MOTION to Approve** Resolution 22-33: Adoption of the FY23 Budget by **Dellorco. SECOND** by **Hamblen. Discussion:** ► Mr. Cerel stated that the language references that you have already taken a vote to adopt the budget. He recommended that they first take a vote to approve that document and then vote this, which

references that vote. ► **MOTION to Withdraw** the motion to approve Resolution 22-33: Adoption of the FY23 Budget by **Dellorco. SECOND** by **Hamblen.** ► **MOTION to Vote** the Town of Franklin Operating Budget Fiscal Year 2023 Voting Document as described last night according to the Fiscal Year 2023 FinCom recommendations by **Jones. SECOND** by **Hamblen. No discussion.** ► **VOTE: Yes-9, No-0, Absent-0.** ► **MOTION to Approve** Resolution 22-33: Adoption of the FY23 Budget by **Dellorco. SECOND** by **Hamblen. No discussion.** ► **VOTE: Yes-9, No-0, Absent-0.**

TOWN ADMINISTRATOR’S REPORT: ► Mr. Hellen wished everyone a wonderful Memorial Day weekend. He stated that the Memorial Day parade will be held on Monday, May 30, 2022, at 10:30 AM with a speaking ceremony at 12 noon on the Town Common.

COUNCIL COMMENTS: ► Councilor Cormier-Leger wished everyone happy Memorial Day and he thanked all the veterans for their service. He congratulated the Franklin Food Pantry on their new facility. He congratulated the Cultural District and Cultural Council on a successful arts symposium last week. He congratulated all Franklin graduates. ► Councilor Chandler stated that he echoed a lot of what Councilor Cormier-Leger said. He thanked everyone for the work on the budget. He noted his new phone number. ► Councilor Pellegrini read an announcement from Mary O’Neill. They are going to have an event on Sunday, June 12, 2022, at 5 PM at the Franklin Town Common. St. Mary’s School will be used if there is inclement weather. The master of ceremonies will be Representative Jeff Roy. Faith leaders of Franklin will be involved. She wished everyone a safe Memorial Day. She thanked all the veterans. She stated that the Senior Center was having their veterans breakfast tomorrow morning at 9 AM. She stated that the Franklin Food Pantry ribbon cutting was great. They are looking for help. ► Councilor Sheridan said happy Memorial Day. ► Councilor Frongillo stated that the MetroWest cultural symposium was fantastic. He noted the crosswalk in front of Chestnut Ridge was put in. He stated that the Strawberry Stroll is June 10, 2022, from 4 PM to 8 PM and Pride Day is June 26, 2022, from 12 PM to 4 PM. ► Councilor Hamblen reminded everyone that June 3, 2022, is the first Farmer’s Market at the Town Common. She noted the Strawberry Stroll on June 10, 2022, and that there will be a Franklin for All booth at the event. She thanked everyone for the wonderful budget process. She noted the events in the past few weeks happening around the country. She stated that her message to everyone is that we find a way to make a difference and have courage to fight for what is right; that is her message of hope. ► Councilor Jones said happy Memorial Day. He thanked everyone who was in the Town Council chambers last night for the budget hearing. He noted that there were no layoffs during the budget process. ► Councilor Dellorco thanked everyone for the budgets. He gave prayers to the people of Texas. He said happy Memorial Day and he thanked the veterans for their service. ► Chair Mercer thanked and congratulated all staff and employees of the Town of Franklin for a great budget process. He congratulated the graduates of Franklin. He said happy Memorial Day to everyone.

EXECUTIVE SESSION: ► *a. Exemption #3: Collective Bargaining (all Town unions) - To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares.*

► *b. Exemption #6: To consider the purchase, exchange, lease or value of real property, because an open meeting may have a detrimental effect on the negotiating position of the public body and the chair so declares. i. Schmidt’s Farm, Prospect Street.*

► Chair Mercer stated there is a need for an executive session. He said that there will be two executive sessions. First, they will vote on going into the first executive session. The second one is needed because he needs to recuse himself from that subject; therefore, they have to exit one and start a new one. He stated that Vice Chair Dellorco will oversee the second executive session. ► Chair Mercer stated that there is a need to go into executive session for Exemption #3 which is Collective Bargaining, all Town

unions, to discuss strategy with respect to collective bargaining as an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares, which I do.

► **MOTION** to **Enter** executive session for the purpose of Exemption #3: Collective Bargaining for all Town unions to discuss strategy with respect to collective bargaining as an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares, and the open meeting will not reconvene at the conclusion of the executive session by **Jones. SECOND** by **Dellorco. No Discussion.** ► **ROLL CALL VOTE: Chandler-YES; Cormier-Leger-YES; Dellorco-YES; Frongillo-YES; Hamblen-YES; Jones-YES; Mercer-YES; Pellegri-YES; Sheridan-YES.** ► **VOTE: Yes-9, No-0, Absent-0.**

Open Session ended at 8:01 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



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

OFFICE OF THE TOWN ADMINISTRATOR

APPOINTED COMMITTEE MEMBERS

June 2022

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

Agricultural Commission 3-year terms (5 members)

Marian Elizabeth Szymanski	529 Pleasant Street	June 30, 2025
Nick Hoffman	10 Hoffman Farm Road	June 30, 2025
Linda Noel	555 Lincoln Street	June 30, 2025

Board of Registrars 3-year terms (4 Members)

Christine Manns	18 Dover Circle	June 30, 2025
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Charles River Pollution Control District 3-year term (3 members)

David Formato	13 Town Line Road	June 30, 2025
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Community Preservation Committee 1 and 2-year terms (9 members)

David McNeill (At-Large)	85 Cross Street	June 30, 2024
Monique Doyle (At-Large)	3 Greensfield Road	June 30, 2024
Christopher Feeley (Housing Authority)	5 Taft Drive	June 30, 2024
Richard Power (Planning Board)	10 Royal Ct	June 30, 2024
Phyllis Messere Malcolm (Historical Commission)	37 Uncas Avenue	June 30, 2024
Wayne Simarrian (Recreation Advisory)	204 Jordan Road	June 30, 2024
Jeffrey Livingstone (Conservation Commission)	68 Daniels Street	June 30, 2024

Conservation Commission 3-year term (7 members)

Michael Rein	120 Eric Drive	June 30, 2025
Jeffery Livingstone	68 Daniels Street	June 30, 2025

Council on Aging 3-year term (9 members)

Ken Norman	18 Daniels Street	June 30, 2025
Faith Flaherty	13 Glenn Drive	June 30, 2025
Phyllis Messere Malcolm	37 Uncas Avenue	June 30, 2025 (NEW)
Robert Kaufman	4 Cohasset Way	June 30, 2024 (NEW)

Cultural District Committee 3-year term (7 members)

John Lopresti	109 Jefferson Road	June 30, 2025
Pandora Carlucci	1 Toni Lane	June 30, 2025

Design Review Commission 3-year term (5 members)

James Bartro	99 Pine Street	June 30, 2025
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Finance Committee 3-year term (9 members)

Nicole Corbosiero	15 Mary Jane Road	June 30, 2025
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Franklin Cultural Council (Initial term 2-Year) 3-year term (9 members)

Sarah Cronin	130 Cottage Street	June 30, 2025
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Franklin Disability Commission 3-year terms (7 members)

Mary O'Neill	102 Beaver Street	June 30, 2025
Karen Gorden	55 Dean Avenue Apt. 1	June 30, 2025
Martha Murray	10 Sahlin Circle	June 30, 2025

Historical Commission 3-Year Terms (7 Members)

Randy La Rosa	298 Main Street	June 30, 2025
Alan Earls	23 Marvin Ave	June 30, 2024 (NEW FULL MEMBER)

Historical Commission Associate Members 1-Year Term

Janice Prentice	126 Stone Ridge Road	June 30, 2023
Kai Olsson	149 West Central Street	June 30, 2023

Housing Authority 5-year terms (5 members)

George Danello	56 Jefferson Road	June 30, 2027
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Library Board of Directors 3-year terms (5 members)

Amanda Rabbitt	258 Lincoln Street	June 30, 2025
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Municipal Affordable Housing Trust Fund Committee 1-year terms

Judith Pond Pfeffer	37 Arlington Street	June 30, 2023
Mary Anne Bertone	17 Grey Wolf Drive	June 30, 2023
Christopher Vericker	63 Dean Avenue	June 30, 2023
Maxine Kinhart	Municipal Building	June 30, 2023
Christopher Feeley	5 Taft Drive	June 30, 2023
Susan Younis	47 Stone Ridge Road	June 30, 2023



Town of Franklin MA

355 East Central Street

Franklin, MA 02038

Phone: 508-520-4949

Volunteer Form

Good Government Starts with You!

Date Submitted: March 22, 2022

Name: Robert E Kaufman

Home Address: 4 Cohasset Way
FRANKLIN, MA 02038

Mailing Address: 4 Cohasset Way
FRANKLIN, MA 02038

Phone Number(s): [REDACTED]

Email Address: [REDACTED]

Current Occupation/Employer: Retired

Narrative: Typically available 15-20 hrs./wk. Retired and have been a volunteer for 4 years in the Franklin Sunshine Club SDP. Professional Career-Product Development and Quality Assurance Executive in international Biotech, Defense, Telecom and Computer markets. Lean/Six Sigma Blackbelt, ISO lead Auditor Certified. BA Secondary Education-Univ. of IL, postgrad Applied Physics/Chemistry-MIT

Board(s) / Committee(s): ___ Council on Aging



Town of Franklin MA

355 East Central Street

Franklin, MA 02038

Phone: 508-520-4949

Volunteer Form

Good Government Starts with You!

Date Submitted: March 22, 2022

Name: Phyllis Malcolm

Home Address: 37 UNCAS AVE
FRANKLIN

Mailing Address: 37 UNCAS AVE
FRANKLIN

Phone Number(s): [REDACTED]

Email Address: [REDACTED]

Current Occupation/Employer: Retired

Narrative: I have at least 8 hours a day to serve on a the committee. Currently volunteering at the Senior Center. I also work with seniors at St. Mary in Wrentham.

Board(s) / Committee(s): ___ Council on Aging



Julie Mccann <jmccann@franklinma.gov>

Museum appointments

maryolsson [redacted] <[redacted]>

Thu, Jun 9, 2022 at 6:17 AM

To: "jmccann@franklinma.gov" <jmccann@franklinma.gov>

Cc: "jhellen@franklinma.gov" <jhellen@franklinma.gov>, [redacted]
[redacted]

Hi Julie,

We were able to have our meeting last night. By a vote of 4-0 we approved Phyllis Malcolm as our representative to the CPC.

We also nominated and approved Alan Earls to be a full member of the Commission by a 4-0 vote.

Please let me know next steps.

Thank you,

Mary



Julie Mccann <jmccann@franklinma.gov>

RE: Serving on the Historical Commission

1 message

A Earls [REDACTED]
To: Julie Mccann <jmccann@franklinma.gov>

Mon, Jun 13, 2022 at 1:55 PM

Hi Julie,
Thanks for the note. Yes, I think everything from 2019 is probably the same except that I now do feel I can make the additional time commitment needed to serve as a full member of the Commission. Please let me know if you need me to provide any additional information!

Sincerely,
Alan

--

Alan R. Earls

Independent Writer
[REDACTED]
[REDACTED]

[Boston Made: From Revolution to Robotics, Innovations that changed the World --from Imagine Publishing](#)



Virus-free. www.avg.com



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 9, 2019

Name: Alan R Earls

Home Address: 23 Marvin Ave
Franklin, Ma 02038

Mailing Address: 23 Marvin Ave
Franklin, Ma 02038

Phone Number(s): [REDACTED]

Email Address: [REDACTED]

Current Occupation/Employer: Writer/self employed

Narrative: I am interested in serving only as an associate member of the Franklin Historical Commission. I am a former Commission member. I have enough time available to do occasional volunteer work for the museum.

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



APPOINTMENTS

Tri-County Regional Vocational School Committee

Jennifer D'Angelo
34 Wachusett Street
Franklin, MA 02038

The Tri-County Regional Vocational School Committee has recommended the appointment of Jennifer D'Angelo to serve as a member of the Tri-County Regional Vocational School Committee with an expiration of June 30, 2025.

MOTION to ratify the appointment by the Town Administrator of Jennifer D'Angelo to serve as a member of the Tri-County Regional Vocational School Committee.

DATED: _____, 2022

VOTED:

UNANIMOUS _____

A True Record Attest:

YES _____ **NO** _____

Nancy Danello, CMC
Town Clerk

ABSTAIN _____

ABSENT _____

RECUSED _____

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: June 13, 2022

Name: Jennifer L D'Angelo

Home Address: 34 Wachusett Street
Franklin, MA 02038

Mailing Address: 34 Wachusett Street
Franklin

Phone Number(s): [REDACTED]

Email Address: [REDACTED]

Current Occupation/Employer: Administrator

Narrative: 15 years of professional experience working in vocational education, two years of experience on a school committee.

EDUCATION:

UNIVERSITY OF NEW ENGLAND, Portland, Maine.

Doctor of Education (Expected December 2023).

BRIDGEWATER STATE UNIVERSITY, Bridgewater, Massachusetts.

Masters of Education in Special Education(2009).

SUFFOLK UNIVERSITY, Boston, Massachusetts.

Masters of Business Administration, Concentration in Marketing (2006).

BENTLEY UNIVERSITY, Waltham, Massachusetts.

Bachelor of Science in Finance, Concentration in Law (1998).

Board(s) / Committee(s): ___ Conservation Commission

___ TRI COUNTY REGIONAL VOCATIONAL SCHOOL COMMITTEE

JENNIFER L. D'ANGELO

34 Wachusett Street Franklin, MA 02038

Home: [REDACTED] e-mail: [REDACTED]

QUALIFICATIONS:

Excellent organization, interpersonal, time management and problem solving skills. Demonstrated the ability to work well independently or as a team contributor. Licensed in the fields of Special Education-Moderate Disabilities, Mathematics, Special Education Administrator, Business Administrator and Superintendent/Assistant Superintendent.

EXPERIENCE:

MENDON-UPTON REGIONAL SCHOOL DISTRICT, Mendon, Massachusetts.

Director of Student Support Services (2020-present)

Member of the district leadership team responsible for the coordination of all aspects of student support services across the district. Ensure equity and access for all students by providing educational opportunities in the least restrictive environment. Assist in the development and revision of district policies and procedures in compliance with state and federal regulations. Manage and supervise all outside placement decisions and monitor case management of students in outside placements. Develop and recommend policies and programs essential to the needs of the students while adhering to the legal requirements governing special education. Develop and implement in-service programs to improve the professional abilities of all staff members to support all learners in a variety of instructional models.

- Established a reentry program to provide transitional support to students returning to school from an extended absence due to hospitalization, illness or a social/emotional discourse to successfully reintegrate students.
- Through the program review process, developed specialized skill-based courses to meet the needs of students struggling with executive functioning, reading and literacy skills.
- Using a reallocation of resources, increased the district's capacity to service students in-district through the addition of two school psychologists, two Board Certified Behavioral Analysts and an Adjustment Counselor.
- Updated district policies focused on homelessness, foster care and military families to ensure educational stability for all students.

SOUTHEASTERN REGIONAL TECHNICAL SCHOOL DISTRICT, South Easton, Massachusetts.

Director of Special Education (2016-2020)

Organized, administered and coordinated Special Education programs and services and ensured all programming conformed to state and federal regulations. Worked collaboratively with the Academic and Vocational Directors to develop a curriculum to meet the needs of students as defined by M.G.L. Chapter 71B. Supervised and evaluated the Special Education department instructional and support staff. Oversee district-wide response to intervention, at-risk referral process and 504 process.

- Led the district in a Coordinated Program Review where a corrective action plan to rectify seventeen findings was successfully completed within a nine-month period to satisfy state requirements for process and compliance.
- Implemented the use of electronic signature software to obtain consent for special education documents, creating a cost-effective method to increase efficiency in communication and resources.
- Through an internal audit, reduced the special education budget for FY19 by 16% and reallocated resources to provide additional opportunities for direct services.
- Worked with the Academic Director to coordinate the administration of state mandated assessments to students with testing accommodations.

FRANKLIN PUBLIC SCHOOLS, Franklin, Massachusetts.

Team Chairperson, Franklin High School (2014-2016)

Ensured IEPs meet all regulatory and district standards, are written to reflect best practices, reflect high quality programming and are implemented with integrity. Managed complex and challenging cases by maintaining effective

parent, staff, and service provider communication. Collaborated with the Assistant Principal of Special Education regarding programming, staff development and school-wide processes including response to intervention.

- Reduced the number of students participating in services outside of the general curriculum through staff development and training to increase informed decision making within the Team process.
- Fostered the alignment of assessment data through the reevaluation process to cultivate well informed decision making within the team process.
- Coordinated the initial evaluation process and chaired all initial evaluation meetings to determine eligibility for special education services.

BLUE HILLS REGIONAL TECHNICAL SCHOOL DISTRICT, Canton, Massachusetts.

Special Educator (2008-2014)

Provided direct math instruction and academic support in a small group resource setting to students with moderate learning disabilities. Participated in a co-teaching model working collaboratively with a general educator in core content areas including math and science. Utilized assistive technology during class lessons to further help students meet the expectations outlined in the Massachusetts Curriculum Frameworks.

- Constructed specially designed course materials employing differentiated strategies to address students' diverse learning needs and ability levels.
- Acted as a liaison to academic and vocational educators, guidance staff and parents.
- Chaired meetings and developed and implemented Individualized Educational Programs for a caseload of 25 students.
- Provided MCAS instruction to at-risk students during an after school remediation program.

SOUTH MIDDLESEX REGIONAL TECHNICAL SCHOOL DISTRICT, Framingham, Massachusetts.

Math Educator, Special Educator (2005-2008)

Provided direct math instruction in an inclusion setting and academic support in a small group resource setting to students with moderate learning disabilities. Provided inclusion support within the classroom to general educators in the math department. Constructed specially designed course materials to address students' diverse learning needs and ability levels.

HOLLISTON HIGH SCHOOL, Holliston, Massachusetts.

Paraprofessional, Student Services (2004-2005)

Provided direct instructional support to students under the supervision of a classroom teacher. Performed a variety of critical instructional duties, which included: providing one-on-one tutoring for students with special needs; assisting with classroom management; assisting with computer applications. Administered PSAT and SAT to students granted special accommodations.

STATE STREET CORPORATION, Quincy, Massachusetts. (1998-2003)

Account Manager (2001-2003)

Responsible for building and maintaining strong client relationships, responding to client inquiries and problems, and ensuring compliance with all controls and procedures. Provided opportunities for staff development and completed annual reviews. Position required the ability to communicate effectively, concisely and in a timely manner with clients and other departments/internal clients.

Client Service Representative (2001)

Maintained relationships with Investment Managers. Employed sound decision-making abilities in preventing losses to the bank and client due to trade discrepancies and last minute changes.

Senior Account Controller (1998- 2001)

Maintained daily controls and ensured that procedures were completed and audited daily work of Account Controllers. Assisted the Account Controllers with their technical expertise in the following activities: monitored daily settlements, reconciled cash accounts, and monitored general ledger activity.

EDUCATION:

UNIVERSITY OF NEW ENGLAND, Portland, Maine.

Doctor of Education (Expected December 2023).

BRIDGEWATER STATE UNIVERSITY, Bridgewater, Massachusetts.

Masters of Education in Special Education(2009).

SUFFOLK UNIVERSITY, Boston, Massachusetts.

Masters of Business Administration, Concentration in Marketing (2006).

BENTLEY UNIVERSITY, Waltham, Massachusetts.

Bachelor of Science in Finance, Concentration in Law (1998).

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



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OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

June 17, 2022

To: Town Council
From: Jamie Hellen, Town Administrator
Allecia Alleyne, Assistant to the Town Administrator

Re: Resolution 22-36: FY23 CPA Reservations
Resolution 22-37: FY23 CPC Appropriation of Capital Funds
Resolution 22-38: CPC Appropriation of Funds - Debt Service Maple Hill Land

We are asking the Town Council to approve the following three resolutions:

- **Resolution 22-36: FY23 CPA Reservations (FY23 Budget) -**
 - To appropriate \$1,887,000 to the annual FY23 CPA budget, including the five reserve accounts.
- **Resolution 22-37: FY23 CPC Appropriation of Capital Funds (Project Recommendations) -**
 - To appropriate \$905,000 to capital projects as outlined in the [Community Preservation Master Plan v2](#)
- **Resolution 22-38: CPC Appropriation of Funds - Debt Service Maple Hill Land -**
 - To appropriate \$271,489 to pay the annual Maple Hill Land Bond debt service. The Town received an interest rate of 3.38% just a hair below our prediction. The full debt schedule is in the Master Plan document.

These resolutions were unanimously approved by the CPC at their June 7, 2022 meeting and support the attached [Community Preservation Master Plan v2](#) which the CPC also unanimously accepted.

Please note, the Finance Committee did not have a quorum at their June 15th meeting and therefore were not able to vote on recommendations for these resolutions. While we always aim to have Fin Com's recommendations, their vote isn't legally required. We are still able to proceed with the Town Council vote.

Please let us know if you have any questions.

Town of Franklin



Photo: Courtesy of Franklin Police. Maple Hill Open Space.

Community Preservation Master Plan

version 2

June 7, 2022

1. Introduction & History of Community Preservation Act

History of the CPA

The Community Preservation Act (CPA) is a smart growth tool that was adopted into state law by Governor Paul Cellucci in 2000. It helps communities preserve open space and historic sites, create affordable housing, and develop outdoor recreational facilities for the community. CPA also helps strengthen the state and local economies by expanding housing opportunities and construction jobs for the Commonwealth's workforce, and by supporting the tourism industry through the preservation of the Commonwealth's historic and natural resources. For more information on the history of Community Preservation Act (CPA) statewide, please visit the Community Preservation Coalition's website at:

- <https://www.communitypreservation.org/about>
- <https://www.communitypreservation.org/history>

The Town of Franklin is a dues paying member of the Community Preservation Coalition:

- <https://www.communitypreservation.org/>

For information on how to calculate your CPA surcharge please click [HERE](#) or follow the link below:

- https://www.franklinma.gov/sites/g/files/vyhlf6896/f/uploads/cpa_calculation.png

CPA Election

The Town of Franklin approved the Community Preservation Act at the ballot in November 2020. The results were as follows:

- 11,969 (58.2%) - Yes.
- 7,649 (37.2%) - No.
- 934 (4.5%) - Blank.
- **Total 20,552 ballots cast.**

Town Bylaw

The Town Bylaw was approved on December 16, 2020. The new Town Bylaw is as follows:

Chapter 16 Community Preservation Committee

- Section 16-1: Establishment and Authority
 - There is hereby established a Community Preservation Committee (hereinafter: “CPC”) consisting of nine (9) appointed members, as provided in G.L. Chapter 44B, Section 5. The CPC shall have the legal authority and shall perform the duties and functions specified in G.L. Chapter 44B.

- Section 16-2: Composition
 - One member of Conservation Commission
 - One member of Historical Commission
 - One member of Planning Board
 - One member of Recreation Advisory Board
 - One member of the Housing Authority
 - Four (4) Citizens at Large

- Section 16-3: Appointment and Term
 - The representative members of the five Town bodies identified in Section 16-2 shall each be nominated by the respective Town body of which he/she is a member to the Town Administrator for the Town Administrator’s appointment and Town Council’s ratification for a one (1) year term; the four citizens at large shall each be appointed by the Town Administrator and ratified by the Town Council for a two (2) year term, provided that two shall initially be appointed for a two year term and two for a one year term, so that the citizen at large terms will be staggered. All terms shall commence on July 1 and terminate on June 30. Each representative member must remain a member of the respective Town body of which he/she is a member during his/her term as a CPC member.

- Section 16-4 CPC: Officers
 - The CPC shall have a Chair, Vice Chair, and Clerk, to be voted by the CPC membership at its first meeting following annual appointments. The Chair shall preside at meetings and shall be responsible for calling all meetings and for timely preparation and posting of meeting agendas and otherwise complying with the notice requirements of the Open Meeting Law, G.L. Chapter 30A, Sections 18 through 25. The Vice Chair shall preside at meetings in the absence or recusal of the Chair. The Clerk shall be responsible for accurate and timely preparation of meeting minutes.

Public process for membership

The Community Preservation Committee has five members who are representatives of town boards and committees. These five seats are the minimum allowed under the law. Those members are from the Conservation Commission, Historical Commission, Housing Authority, Planning Board and Recreation Advisory Board. A member must be an active member of that respective committee and must seek appointment on an annual basis. For the inaugural

committee, each committee gave the Town Administrator and Town Council the members of their selection.

The Community Preservation Committee also has four at-large resident placements. In order to solicit fair and equitable interest in becoming a member of the inaugural Community Preservation Committee, the Town put out a request for applications to all residents on our [Town Blog](#) (Town Website) and all relevant social media platforms, in conjunction with mentioning that there were vacancies available on the board for public participation at Town Council meetings.

Once the application period closed, the Town Administrator and staff read through all of the applications, interviewed all candidates and brought four qualified candidates to the Town Council for final approval and appointment to the CPC.

- [Town Website Blog Post for CPC at-large Candidate Applications](#)
- [Online Application Form](#)

Community Preservation Committee begins

- [Community Preservation Committee Agendas](#)
- [Community Preservation Committee Minutes](#)

The Community Preservation Committee (CPC) held its first meeting on March 2, 2021. The Committee's first business was to organize its leadership team and set a schedule of meetings for 2021.

On March 30, 2021 the CPC hosted a new member training program directed by Stuart Saginor, the executive director of the Community Preservation Coalition.

In following meetings in April and May of 2021, the CPC discussed the FY22 budget, open space, and Recreation presentations.

The Community Preservation Committee discussed and approved the purchase of a large parcel of Chapter 61A, open space, off of Maple Street at their June 17, 2021 meeting.

On September 21, 2021 the CPC discussed affordable housing, the housing production plan and the 2020 Town Master Plan. September 29th and October 1, 2021 the CPC hosted a tour of the Red Brick School House and the Franklin Historical Museum. About a dozen residents attended the tours of the two buildings.

On January 4th and January 18th of 2022 the CPC held public hearings to allow community members to present their ideas on how to use CPA funds in the CPA plan.

Maple Hill: An Open Space Success Story And The Power Of CPA

Fun fact: The Town of Franklin’s purchase of the 70-acre Maple Hill open space property was the second fastest purchase of open space after a community passed CPA in the twenty year history of the Community Preservation Act. Only the Town of Dunstable has an expenditure faster than Franklin’s. This was feasible because of a critical CPA tool that was used. A provision in the Community Preservation Act allows communities to borrow against future spending on CPA. If this provision was not in the law, the Town may not have been able to purchase this property. See more details below.

Notable Meeting Dates: Purchase of Maple Hill

- June 09, 2021: [Town Council Meeting: Public Hearing Maple Hill](#)
- June 16, 2021: [Finance Committee Meeting: Unanimous support & move to CPC](#)
- June 17, 2021: [CPC Meeting: Unanimous support & Move to Town Council](#)
- July 21, 2021: [Town Council Meeting: Maple Hill Appropriation & Exercising Right of First Refusal](#)
- November 17, 2021: [Town Council Meeting: Unanimous vote to approve the purchase of Maple Hill land](#)



2. Fiscal 2022 Budget and Financial Summary

The Town passed an FY22 budget for Community Preservation despite being the first year of surcharge collections. This was done in the event any administrative expenses arose.

A breakdown of the approved FY22 CPA budget:

Administrative expenses reserve fund (5%)	\$66,470
Open Space reserve fund (10%)	\$132,940
Affordable Housing reserve fund (10%)	\$132,940
Historic Preservation reserve fund(10%)	\$132,940
Budgeted reserve fund (65%)	\$864,112
Total	\$1,329,402

Through the date of this report, none of these reserves have been spent with the exception of charges made to the administrative account. The four expenditures from the Administrative account include:

1. \$4,350: Dues to the Community Preservation Coalition.
2. \$3,500: John Neas appraisal services; he provided an appraisal of the Schmidt's Farm property on Prospect Street.
3. \$2,312: Paid to United Consultants, INC to do wetland delineation and field survey location on two Town-owned parcels on Washington Street.

The purpose of these consultants was to investigate the potential for affordable housing on two sites (parcel ID 349-010-000-000 and parcel 349-009-000-000 on the town line on Washington Street) to investigate partnering with the Franklin Housing Authority or other affordable housing groups seeking land in Franklin. Unfortunately, the analysis confirmed it to have more wetlands and poor soils. The site will not be able to be used for housing. The Town is moving forward with a second analysis on a second site, which we believe has greater potential (parcel ID 349-010-000-000 off Washington Street).

4. \$2,500: Paid to Playground Inspections New England to cost out the design of the Nason Street Tot Lot redevelopment. An accurate quote will be provided at a later date through these funds. See below for FY23 recommendations.

In total, the Town will spend \$12,662 in FY22 through the date of this plan. Administrative expenses can still be used through June 30th. Excess will be automatically deposited into the Budgeted reserve fund.

It is anticipated the following will be in reserve accounts, respectively at the beginning of July 1, 2022:

Administrative expenses reserve fund (5%)	\$0
Open Space reserve fund (10%)	\$132,940
Affordable Housing reserve fund (10%)	\$132,940
Historic Preservation reserve fund (10%)	\$132,940
Undesignated CPA Fund Balance	\$917,920

It is important to note that any unspent monies in the three required reserve accounts automatically stay in their reserve accounts and do NOT get deposited into the Undesignated CPA Fund Balance. Unspent administration expenses or budgeted reserves all get saved into that Budgeted reserve fund. If any donations are made by a private individual, they also would be deposited into the Budgeted reserve fund.

The Town did not meet any of its required thresholds for FY22, thus those monies are being recommended to be expended for some of the projects outlined in the FY23 budget recommendations below to meet those requirements.

By statute, FY22 does not include a state match. Recent announcements of state matching funds are seen [here at the Department of Revenue](#). The Town will see a match in FY23 (November 2022) based on FY22 real estate collections.

3. FY23 Proposed Budget & Project Recommendations

Every year, the Community Preservation Committee (CPC) is required to prepare an annual CPA budget, which is voted on by the Community Preservation Committee who recommends a budget to the Town Council for authorization. For most communities, this happens in the spring along the same timetable as the general municipal budget process.

The first step in the process is to determine the total amount of CPA revenue the community can expect to receive during the next fiscal year. This total revenue figure should include an estimate of the CPA local surcharge revenue plus the estimated matching money to be received in November from the CPA Trust Fund. Once the total revenue has been determined, the annual budget breaks it down into the various CPA accounts.

CPA Account Breakdown

Category Reserve Accounts: Funds in a category reserve account are “restricted” funds, and they can only be used for that specific category. Once funds are transferred to a category reserve, they cannot be transferred out and spent for a different purpose. We are required to spend or reserve 10% of total revenue in each of the following categories: (1) Housing (2) Open Space (including Recreation) and (3) Historic Preservation.

Other Accounts:

- **CPC Administrative Account:** Each year the CPC has the option of requesting that the local legislative body (Town Council) appropriate up to 5% of annual CPA revenues for the CPC’s administrative needs during the fiscal year. However, unlike a reserve fund, this account is only available for one fiscal year, and will be closed out automatically at the end of the fiscal year. Unused funds from this account will be transferred to the CPA Fund Balance account.
- **Budgeted Reserve and/or CPA Project Appropriations for any Category:** After the CPC has determined the amount of revenue that will be used for projects, administrative expenses, and the 10% category reserves, there may be additional CPA revenue that you don't have an immediate need for. An optional "budgeted reserve" account can be included in the CPA budget to temporarily put this money in case you need it for additional projects that arise during the year. Eventually all unused money from the administrative account or budgeted reserve items go into the “Undesignated CPA Fund Balance” which rolls over from year to year.

The Town is proposing to have accounts set aside for both options as outlined below.

FY23 Revenue Projections (surcharge + state match)

Administrative expenses reserve option (up to 5%)	\$94,350
Open Space reserve requirement (10%)	\$188,700
Affordable Housing reserve requirement (10%)	\$188,700
Historic Preservation reserve requirement (10%)	\$188,700
Budgeted reserve fund (up to 65%)	\$1,226,550
TOTAL (\$1,397,778 (local) + \$465,291 (state match FY22))	\$1,887,000 (total)

The state estimated a 35% match in November 2022 and is based on FY22 local revenue.

FY23 CPA Reserves & Undesignated CPA Fund Balance

Excess or unused funds from the Administrative expenses account have been moved to the Undesignated CPA Fund Balance. These are the anticipated reserve fund balances:

Administrative expenses reserve fund (5%)	0
Open Space reserve fund (10%)	\$132,940
Affordable Housing reserve fund (10%)	\$132,940
Historic Preservation reserve fund (10%)	\$132,940
Undesignated CPA Fund Balance	\$917,920

FY23 Total Budget available

This chart combines the anticipated revenues for FY23 and the reserves from FY22.

Administrative expenses reserve fund (5%)	\$94,350
Open Space reserve fund (10%)	\$321,640
Affordable Housing reserve fund (10%)	\$321,640
Historic Preservation reserve fund (10%)	\$321,640
Budgeted reserve fund (65%) & Undesignated CPA Fund Balance	\$2,144,470

Maple Hill Borrowing Schedule

For FY23 through FY43, the CPA Open Space requirement will be fulfilled due to the purchase of the Maple Hill open space property. This is smart policy as now the Budgeted Reserve Fund revenues have more flexibility in use. The Town borrowed the funds for Maple Hill in May 2022 and received a 3.38% interest rate, which was slightly less than the original model. The following chart is the payment schedule.

\$2,965,000 Land

May 26, 2022

Debt Service Schedule

Date	Principal	Interest	Total P+I	Fiscal Total
05/26/2022	-	-	-	-
11/15/2022	-	58,829.60	58,829.60	-
05/15/2023	150,000.00	62,658.75	212,658.75	-
06/30/2023	-	-	-	271,488.35
11/15/2023	-	58,908.75	58,908.75	-
05/15/2024	150,000.00	58,908.75	208,908.75	-
06/30/2024	-	-	-	267,817.50
11/15/2024	-	55,158.75	55,158.75	-
05/15/2025	150,000.00	55,158.75	205,158.75	-
06/30/2025	-	-	-	260,317.50
11/15/2025	-	51,408.75	51,408.75	-
05/15/2026	150,000.00	51,408.75	201,408.75	-
06/30/2026	-	-	-	252,817.50
11/15/2026	-	47,658.75	47,658.75	-
05/15/2027	150,000.00	47,658.75	197,658.75	-
06/30/2027	-	-	-	245,317.50
11/15/2027	-	43,908.75	43,908.75	-
05/15/2028	150,000.00	43,908.75	193,908.75	-
06/30/2028	-	-	-	237,817.50
11/15/2028	-	40,158.75	40,158.75	-
05/15/2029	150,000.00	40,158.75	190,158.75	-
06/30/2029	-	-	-	230,317.50
11/15/2029	-	36,408.75	36,408.75	-
05/15/2030	150,000.00	36,408.75	186,408.75	-
06/30/2030	-	-	-	222,817.50
11/15/2030	-	32,658.75	32,658.75	-
05/15/2031	150,000.00	32,658.75	182,658.75	-
06/30/2031	-	-	-	215,317.50
11/15/2031	-	30,221.25	30,221.25	-
05/15/2032	150,000.00	30,221.25	180,221.25	-
06/30/2032	-	-	-	210,442.50
11/15/2032	-	27,671.25	27,671.25	-
05/15/2033	150,000.00	27,671.25	177,671.25	-
06/30/2033	-	-	-	205,342.50
11/15/2033	-	25,083.75	25,083.75	-
05/15/2034	150,000.00	25,083.75	175,083.75	-
06/30/2034	-	-	-	200,167.50
11/15/2034	-	22,421.25	22,421.25	-
05/15/2035	150,000.00	22,421.25	172,421.25	-
06/30/2035	-	-	-	194,842.50
11/15/2035	-	19,683.75	19,683.75	-
05/15/2036	145,000.00	19,683.75	164,683.75	-
06/30/2036	-	-	-	184,367.50
11/15/2036	-	16,965.00	16,965.00	-
05/15/2037	145,000.00	16,965.00	161,965.00	-
06/30/2037	-	-	-	178,930.00
11/15/2037	-	14,210.00	14,210.00	-
05/15/2038	145,000.00	14,210.00	159,210.00	-
06/30/2038	-	-	-	173,420.00
11/15/2038	-	11,418.75	11,418.75	-
05/15/2039	145,000.00	11,418.75	156,418.75	-
06/30/2039	-	-	-	167,837.50
11/15/2039	-	8,591.25	8,591.25	-
05/15/2040	145,000.00	8,591.25	153,591.25	-
06/30/2040	-	-	-	162,182.50
11/15/2040	-	5,763.75	5,763.75	-
05/15/2041	145,000.00	5,763.75	150,763.75	-
06/30/2041	-	-	-	156,527.50
11/15/2041	-	2,900.00	2,900.00	-
05/15/2042	145,000.00	2,900.00	147,900.00	-
06/30/2042	-	-	-	150,800.00
Total	\$2,965,000.00	\$1,223,888.35	\$4,188,888.35	-

Fiscal Year 2023 Project Recommendations

A. Open Space:

Maple Hill Open Space Purchase

Payment #1 (Interest only) for the Maple Hill open space borrowing: est. \$271,488.35

Location: 70 Acres of land off Maple Street

[Memo: Maple Hill ROFR](#)

[Presentation: Open Space](#)

[Franklin Open Space Plan](#)

The total cost of the land is \$4,590,000 and the land will be used as an open space recreation area for the community to enjoy. The Town borrowed \$3,040,152 for the Maple Hill Land, the bond premium that the Town received further reduced the borrowing amount to \$2,965,000. This money will be borrowed against CPA future revenues. The Town also committed \$1,559,900 from the 2017 sale of the Pond Street Sewer Beds towards the purchase of this land.

On June 17, 2021 the CPC voted unanimously to purchase the Maple Hill land and committed to using \$210,000 of CPA money every year for twenty years to pay off the purchase and interest costs associated with the purchase of this land. [Please note the borrowing schedule above has a decreasing factor of annual payment built in to allow for more open space capacity in the future.] The Town Council unanimously voted on the Maple Hill appropriation and voted in a resolution to exercise its right of first refusal to purchase the Maple Hill land at their July 21, 2021 meeting. The last resolution to formalize the purchase of the Maple Hill land was on the November 17, 2021 Town Council meeting, it was passed unanimously.

The long term goal for the land is to provide paths and parking lots to the area.



B. Historic Preservation (3 projects at \$285,000)

At these costs, all three of these projects would suffice the 10% historic preservation requirement for FY22 and FY23.

Town Clerk Vault Records Preservation \$15,000

For the preservation of town records in the Vault. King Information systems is an excellent company and expects future project proposals from other town records.

- i. Attached are two letters
 1. [Letter From Town Clerk: Vital Records Organization](#)
 2. [Quote & Scope of Services: Vault Preservation](#)



Current Vault Pre-Organization



Organization After Improvements

Historical Museum Cupola - \$70,000

Location: 80 West Central Street

Estimated Cost: \$70,000 to restore the Historic Museum Cupola

Another project presented to the CPC was the restoration of the cupola that resides on the top of the Historical Museum. The cupola will be lifted off the building, restored, painted and reattached!



Red Brick School House - Exterior Preservation - \$200,000

Location: 2 Lincoln Street, Franklin, MA

\$200,000 for the Red Brick Schoolhouse Project

The Red Brick School house is a town owned building on the National Registry of Historic Places and has proven to be one of the most famous sites for the Town. This project would involve lead paint remediation on the exterior of the building. The project also involves brick restoration and preservation, in addition to some structural and cosmetic improvements to the exterior of the building (doors, flagpole, windows) and surrounding landscaping.

Signage, landscaping and general improvements are also included. Staff expect additional requests in a second phase in future years.



C. Affordable Housing

Franklin Ridge Affordable Housing Project Location: Panther Way

Estimated Cost: \$320,000, which would reflect the required 10% contribution the Town is required to spend for FY22 and FY23.

These monies will assist inputting the sewer line and site work prepared. The state is looking for additional local money to be spent in order to offer stronger support for state funding. The project has a long way to go, but we are chipping away at it. Other recent appropriations available:

- \$280,000 in federal ARPA funding secured through legislators;
- \$200,000 Housing Choice grant for our Housing Choice state certification;
- \$500,000 from the Municipal Affordable Housing Trust still awaits formal disbursement;
- The staff have continued to work with federal and state officials on this project, as the costs of the project are likely to increase.

D. Budgeted Reserve:

The total recommendation from the budgeted reserve is \$300,000

Nason Street Tot Lot

Location: 24 Nason Street, Franklin

Recreation - Nason Street Tot Lot - ADA accessible: \$300,000

The current playground, originally constructed in 2003, is antiquated and in need of modern day improvements. This playground will be designed and built using the best fit equipment to meet the social, cognitive, sensory, and physical needs of children ages 2-5 year old. This new and improved playground will include parallel play and custom play equipment to represent the Town of Franklin. The current pricing estimate for this project is \$300,000, this pricing includes all of the modifications needed to have the lot comply with all ADA (Americans with Disabilities Act) regulations.



Summary resolutions will be prepared for formal required votes of authorization.

4. Five-Year Projection of Projects

Projected revenues from CPA

The Treasurer-Collector is currently working on some financial models of projected revenue for the next five years (similar to the Town's Capital Plan). It's best to wait for formal numbers from the state match. We hope to have this section filled in in May/June 2022.

Future projects FY23 and beyond

The following are a list of future projects based on known town priorities, as well as the recent public input. There is now order or priority and will continue to expand or be reduced based on other funding sources for grants.

1. Open Space projects:

- a. Elm Street open space for a parcel of land adjacent to the Town owned forest on the banks of the Charles River.
- b. Maple Hill Master Plan Consultant. The authorization would be to hire a consultant through the engineering department to master plan the parcel with the adjacent landowners for a trail network in partnership with Metacomet Land Trust.
- c. The Franklin Greenway connectivity project planning and implementation. Think the Boston Freedom Trail meets the Emerald Necklace. Staff have been evaluating a larger master plan of bike lanes, trails, open spaces, sidewalks and other pedestrian friendly areas to downtown and other recreation sites in town.
- d. SNETT Trail extension from Grove Street to Union Street. This will be a low priority for now because our legislative delegation received a legislative appropriation for \$700,000 toward these projects.
- e. Fund the Town Open Space and Recreation Plan in 2023.
- f. Other open space land purchases as they become available.

2. Affordable housing projects

- a. Washington Street site analysis to determine if a site is available for potential affordable housing partnerships. See section 2 above of current expenditures.
- b. Franklin Ridge senior housing project.

3. Recreation

- a. Fletcher Field playground replacement is a big priority, but the staff have also requested a legislative appropriation in the FY23 state budget. So this will likely not be needed, which means...
- b. Design and Redevelop King Street Memorial Park and Pickleball Court expansion. The full scope of this project still needs to be discussed and I am hoping over the rest of this year, the staff can develop a game plan and take steps forward.

4. Historic Preservation

- a. Old South Church. The Town has issued an expression of interest proposal that is due on April 29th. If we receive any proposals, the Town Council ECD will evaluate the ideas on the table and make a recommendation.
- b. Historic District Signage. Franklin has two Nationally Registered historic districts on the federal register, Dean Junior College Historic District and the Franklin Town Common Historic District. Working with our library staff, a presentation will be made later this year and will lead to some recommendations to enhance the historic presence of those districts.
- c. Red Brick Schoolhouse Phase II. Possible restoration of the inside and/or structure.

5. Public Hearing #1, January 4, 2022

The following is a list of the comments made during the first required public hearing of the Community Preservation program in Franklin:

- A. Michael Rein offered his support for additional pickleball courts in Franklin, specifically at King Street Memorial Park if possible. Additionally, he suggested adding courts and times to be under the lights to accommodate demand. Mr. Rein provided eloquent testimony about the growth of the sport.
- B. Bill Kelso offered his support to Mr. Rein's comments.
- C. Alan Earls offered his support to consider funding portions of the work required to construct access points to the Charles River Meadowlands, citing a report completed several years ago on the feasibility of the project.
- D. Roberta Trahan offered her suggestion to invest in the SNETT trail. She commented the Franklin side is not well maintained and she usually walks on the Bellingham side due to the large tracts of mud, puddles and less than ideal grading of the surface.

6. Public Hearing #2, January 18, 2022

The following is a list of the comments made during the first required public hearing of the Community Preservation program in Franklin:

- A. Amanda Groh attended with several other friends to show support for additional Pickleball Courts. She and her friends echoed Mr. Rein's comments and had incredible pickleball T-shirts!
- B. Shannon Nisbett, Franklin Veteran's Officer, offered support for Veterans Memorial restoration and included a flier to the committee on the memorials in town. [The Town has appropriated funds for the doughboy from a separate funding source. DPW has installed a line item in their budget for annual maintenance.]
- C. Rose Determan offered her feedback as a Master's Degree student at Boston University. She emailed the members a copy of her capstone as part of her program on the metrics associated with protecting open space for different purposes, such as water, forest, habitat.

- D. Peter Ballantine offered feedback with another friend against the Charles River Meadowlands project as proposed by Mr. Earls at the previous meeting. He and his friend live on Pond Street and would be affected by residents' trails behind his house. He felt most folks on his stretch of Pond Street are opposed to any project behind their homes.
- E. Max Moringello offered his feedback to support affordable housing and believes that the Town should subsidize affordable housing projects.
- F. Susan Speers wished the Committee good luck. She encouraged the committee to spread the money across the four main uses the best they could.

Online Application

[CPA Online ViewPoint Application](#)

The public was alerted that an online application was posted and that any citizen could use the form to offer suggestions and comments. The form was opened two months to get initial feedback for the Plan. The portal closed for this initial round on February 28, 2022. After the initial plan is adopted, the form will remain open permanently in the future. There were no comments offered through the online application.

###



TOWN OF FRANKLIN
RESOLUTION 22 - 36

APPROPRIATION:

From FY 2023 Estimated Revenues for administrative expenses \$ 94,350

RESERVE ACCOUNTS:

From FY23 Estimated Revenues for Historic Preservation Reserve \$ 188,700
From FY23 Estimated Revenues for Community Housing Reserve \$ 188,700
From FY23 Estimated Revenues for Open Space & Recreation Reserve \$ 188,700
From FY23 Estimated Revenues for Budgeted Reserve \$ 1,226,550

TOTAL REQUESTED: \$1,887,000

PURPOSE:

To see if the Town will vote to appropriate or reserve from the Community Preservation Fund annual revenues in the amounts recommended by the Franklin Community Preservation Committee for required reserve accounts and administrative expenses and other expenses in fiscal year 2023, with each item to be considered a separate appropriation.

MOTION:

Be It Moved and Voted by the Town Council that the sum of One Million Eight Hundred Eighty Seven Thousand (\$1,887,000) Dollars be appropriated or reserved as indicated above from the Community Preservation Fund annual revenues in the amounts recommended by the Franklin Community Preservation Committee in fiscal year 2023.

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

Community Preservation Committee Action

Meeting Date: **06-07-2022** Vote: Recommended Amount: **\$1,887,000**

DATED: _____, 2022

VOTED:

UNANIMOUS: _____

YES: _____ **NO:** _____

ABSTAIN: _____

ABSENT: _____

Nancy Danello, CMC
Town Clerk

Glenn Jones, Clerk
Franklin Town Council



TOWN OF FRANKLIN

RESOLUTION NO.: 22 - 37

APPROPRIATION: FY23 Community Preservation Appropriation of Funds-Capital

TOTAL REQUESTED: \$905,000

PURPOSE:

To appropriate from Community Preservation available funds the following amounts, as recommended by the Community Preservation Committee, for community preservation projects in fiscal year 2023, with each item to be considered a separate appropriation:

<u>Source</u>	<u>Purpose</u>	<u>Amount</u>
Historic Preservation Reserve	Town Clerk Vault Records Preservation	15,000
Historic Preservation Reserve	Historical Museum Cupola	70,000
Historic Preservation Reserve	Red Brick School House - Exterior Preservation	200,000
Community Housing Reserve	Franklin Ridge Affordable Housing Project	320,000
Budgeted Reserve	Nason Street Tot Lot	300,000
		905,000

Community Preservation Committee Recommendation

Meeting Date: 06-07-2022

Vote:

Recommended Amount: \$905,000

MOTION

Be It Moved and Voted by the Town Council that the sum of Nine Hundred Five Thousand Dollars (\$905,000) be appropriated from the Community Preservation Reserves in the amounts and for the projects indicated above in fiscal year 2023, with each item to be considered a separate appropriation.

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

DATED: _____, 2022

VOTED:

UNANIMOUS: _____

YES: _____ **NO:** _____

ABSTAIN: _____

ABSENT: _____

**Nancy Danello, CMC
Town Clerk**

**Glenn Jones, Clerk
Franklin Town Council**



TOWN OF FRANKLIN

RESOLUTION NO.: 22 - 38

APPROPRIATION: **FY23 Community Preservation Appropriation of Funds-
Debt Service Maple Hill Land**

TOTAL REQUESTED: \$271,489

PURPOSE:

To appropriate from the Community Preservation Open Space Reserve Fund the sum of \$271,489 to pay the annual Maple Hill Land Bond debt service.

Community Preservation Committee Recommendation

Meeting Date: 06-07-2022

Vote:

Recommended Amount: \$271,489

MOTION

Be It Moved and Voted by the Town Council that the sum of Two Hundred Seventy-One Thousand Four Hundred Eighty-Nine Dollars (\$271,489) be appropriated from the Community Preservation Open Space Reserve Fund to pay the annual Maple Hill Land Bond debt service.

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

DATED: _____, 2022

VOTED:

UNANIMOUS: _____

YES: _____ **NO:** _____

ABSTAIN: _____

ABSENT: _____

A True Record Attest:

**Nancy Danello, CMC
Town Clerk**

**Glenn Jones, Clerk
Franklin Town Council**

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



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

OFFICE OF THE TOWN ADMINISTRATOR

June 17, 2022

To: Town Council
From: Jamie Hellen, Town Administrator
Alecia Alleyne, Assistant to the Town Administrator

RE: Resolution 22-40: Appropriation Transfers FY22

This resolution will approve FY22 Appropriation Transfers to cover unanticipated budgetary shortfalls.

The good news is that our staff and department heads do such a good job there are very few accounts that need transfers.

A total of \$45,500 will be transferred from budget line items as follows:

- TA Expenses \$ 7,800
- Legal Expenses \$20,000
- DPW Expenses \$10,000
- Norfolk Aggie Expenses \$ 7,700
- \$45,500

These appropriation transfers will address shortfalls in the following budget line items:

- Fire Salaries \$ 4,300
- Fire Expenses \$10,000
- Central Services \$10,000
- Comptroller's Salaries \$ 9,600
- HR Salaries \$11,600
- \$45,500

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



RESOLUTION 22-40

APPROPRIATION: Appropriation Transfers FY22

PURPOSE: To transfer FY22 appropriations to cover unanticipated shortfalls as follows:

Sources:		
01123200	Town Administrator Expenses	\$7,800
01151200	Legal Expenses	20,000
01422200	DPW Expenses	10,000
01395700	Norfolk Aggie Expenses	<u>7,700</u>
		\$45,500
Uses:		
01220100	Fire Salaries	\$4,300
01220200	Fire Expenses	10,000
01196200	Central Services	10,000
01135100	Comptroller's Salaries	9,600
01510100	Human Resources Salaries	<u>11,600</u>
		\$45,500

MOTION

Be It Moved and Voted by the Town Council that the sum of Forty-Five Thousand Five Hundred Dollars (\$45,500) be transferred from the sources indicated above to the uses indicated above in the amounts stated prior to June 30th 2022.

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

DATED: _____, 2022

VOTED: _____

A TRUE RECORD ATTEST:

UNANIMOUS: _____

YES: _____ **NO:** _____

ABSTAIN: _____ **ABSENT:** _____

RECUSED: _____

Nancy Danello
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

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Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



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

OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

June 17, 2022

To: Town Council
From: Jamie Hellen, Town Administrator
Allecia Alleyne, Assistant to the Town Administrator

Re: Resolution 22-41: Authority for Town Administrator to File Clean Water State Revolving Fund Loan Application

At our June 8, 2022 meeting, the Town Council authorized the additional borrowing of money to pay the additional costs of the Beaver Street Interceptor replacement project.

As the application process evolves, the SRF loan application for this project requires a last resolution authorizing the Town Administrator to file applications, execute agreements, provide relevant information for grant and/or loan assistance, and otherwise to act as the authorized representative of the Town in connection with this application. We are asking the Town Council to approve this authorization, which is typical for multi-million facilities and construction projects.

The resolution also confirms that the funds will be used in connection with the Beaver St. project and that the Town will pay its required share of the costs.

Please let us know if you have any questions.



**TOWN OF FRANKLIN
RESOLUTION 22-41**

**AUTHORITY FOR TOWN ADMINISTRATOR TO FILE
CLEAN WATER STATE REVOLVING FUND LOAN APPLICATION**

Whereas, the Town of Franklin (hereinafter: "Town"), after thorough investigation, has determined that the work activity consisting of: Beaver Street Interceptor Replacement/Rehabilitation and New Beaver Street Pump Station (CWSRF-6979) (hereinafter: "Project") is both in the public interest and necessary to protect the public health, and that to undertake this activity, it is necessary to apply for assistance; and

Whereas, the Massachusetts Department of Environmental Protection (MassDEP) and the Massachusetts Clean Water Trust (the Trust) of the Commonwealth of Massachusetts, pursuant to Chapter 21 and Chapter 29C of the General Laws of the Commonwealth (Chapter 21 and Chapter 29C) are authorized to make loans to municipalities for the purpose of funding planning and construction activities relative to Water Pollution Abatement Projects; and

Whereas, Town has examined the provisions of the Act, Chapter 21 and Chapter 29C, and believes it to be in the public interest to file a loan application; and

Whereas, Town, acting by and through the Franklin Town Council, by Resolution 21-02, has authorized borrowing for Project of twenty-five million dollars and by Resolution 22-39 has authorized additional borrowing of eight million dollars,

NOW, THEREFORE, BE IT RESOLVED by the Franklin Town Council, acting on behalf of the Town of Franklin, as follows:

1. That the Town Administrator is hereby authorized on behalf of Town to file applications and execute agreements for grant and/or loan assistance as well as furnish such information, data and documents pertaining to Town's application for a grant(s) and/or loan(s) as may be required; and otherwise to act as the authorized representative of the Town in connection with this application;
2. That the purpose of said loan(s), if awarded, shall be to fund construction activities in connection with Beaver Street Interceptor Replacement/Rehabilitation and new Beaver Street Pump Station.
3. That if said award is made, Town agrees to pay those costs which constitute the required applicant's share of the project cost.

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

DATED: _____, 2022

VOTED: _____

UNANIMOUS: _____

A TRUE RECORD ATTEST:

YES: _____ **NO:** _____

ABSTAIN: _____ **ABSENT:** _____

RECUSED: _____

Nancy Danello, CMC
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



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

OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

June 17, 2022

To: Town Council
From: Jamie Hellen, Town Administrator
Alecia Alleyne, Assistant to the Town Administrator

Re: Resolution 22-42: Gift Acceptance - Veterans' Services Department

The Veterans' Services Department has received a generous donation in the amount of \$1,960, which will be applied towards the Veterans' Gift Fund and used to pay the costs associated with the police detail during the 2022 Memorial Day parade.

Donation Summary:

1. VETERANS' SERVICES DEPARTMENT

Veterans' Gift Fund

- Joe Halligan \$1,960

DONATION TOTAL \$1,690

We would like to thank Mr. Halligan for his continued support of our local services.

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



TOWN OF FRANKLIN RESOLUTION 22-42

Acceptance of Gifts - Veterans' Services Department

WHEREAS, The Veterans' Services Department has received a generous donation in the amount of \$1,960.00 to be used to pay the costs associated with the police detail during the 2022 Memorial Day parade.

Donation Summary:

VETERANS' SERVICES DEPARTMENT

1. Veterans' Gift Fund - \$1,960
 - Donated by Joe Halligan

NOW THEREFORE, BE IT RESOLVED THAT:

The Town Council of the Town of Franklin on behalf of the Veterans' Services Department gratefully accepts this generous donation to be used to pay the costs associated with the police detail during the 2022 Memorial Day parade.

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

DATED: _____, 2022

VOTED: _____

UNANIMOUS: _____

A TRUE RECORD ATTEST:

YES: _____ NO: _____

ABSTAIN: _____ ABSENT: _____

RECUSED: _____

Nancy Danello, CMC
Town Clerk

Glenn Jones, Clerk
Franklin Town Council