

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



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

OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

March 13, 2020

To: Town Council
From: Jamie Hellen, Town Administrator

Re: Planning Board Associate Vacancy Appointment

After last year's election, the incumbent Associate was elected to the full Planning Board, rendering the Associate seat vacant. Section 3-3-1 of the Town Charter specifies:

“Unless recalled in accordance with Article Five, Section 4 of this Charter, vacancies in boards established under this Article shall be filled by the Town Council jointly with the remaining members of the respective board until the next regular Town election.”

In short, a joint meeting of the remaining members of the Town Council and Planning is required to fill the seat until the next election, which is November 2, 2021.

In an effort to give everyone in the community an opportunity to apply for the seat, I posted the vacancy for 3 weeks in November. Ten candidates applied. Unlike every other appointment to a Town Board or Committee, the Town Charter does not specify who nominates the appointment for filling an elected seat. Thus, I sat down with the Chairs of the Council and Planning Board to agree on a nomination process. We agreed that the process should be commensurate with other Town appointments and that the Town Administrator would interview the candidates and present a recommendation. However, in this case we agreed I would nominate multiple candidates as a way of offering more choice to the appointing authority.

After interviewing all ten candidates, I have selected four to present before the Boards. I have included their application submission materials in the packet this evening. The candidates are:

1. Cobi Frongillo
2. Gregory Thomas Giardino
3. Beth Wierling
4. Jennifer Williams

Please note, the Planning Board Associate is not a full voting member of the Board. The Associate is used as a voting member only as an alternate when there is a need for a fifth voting member during an

absence of one of the five full-time members.

Under the Open Meeting Law, the Planning Board will need to open up a public meeting before any discussion takes place. After any actions taken, the Planning Board will also be required to adjourn their meeting before resuming the Council meeting.

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

APPOINTMENTS



Franklin Planning Board

NAME: _____

ADDRESS: _____

Franklin, MA 02038

MOTION to ratify the appointment of _____ to serve as an Associate member of the Franklin Planning Board with a term to expire on November 2, 2021.

DATED: _____, 2020

VOTED:

UNANIMOUS: _____

YES: _____ **NO:** _____

ABSTAIN: _____

ABSENT: _____

RECUSED: _____

A True Record Attest:

Teresa M. Burr, CMC
Town Clerk

Glenn Jones, Clerk
Franklin Town Council



Town of Franklin MA

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Volunteer Form

Good Government Starts with You

Date Submitted: November 20, 2019

Name: Jennifer Williams

Home Address: 28 Queen Street
Franklin

Mailing Address: 28 Queen Street
Franklin

Phone Number(s):

Email Address:

Current Occupation/Employer: Designer / Perkins and Will

Narrative: As a professional in the architecture industry with a lifelong career in design and planning, I believe I have a unique skillset to offer the Town of Franklin Planning Board. My career has been focused on designing spaces for the betterment of communities large and small through built projects and strategic planning alike. I believe thoughtful implementation of long and short term visionary projects have the ability to transform our Town in vibrant, meaningful way. Considering my relevant work in practice paired with active community engagement, I believe I can offer valuable input by bringing a fresh, qualified and diverse viewpoint to Franklin's Planning Board.

I am available to meet weeknights as needed, and weekends when necessary. I look forward to the opportunity to be engaged in this meaningful role which can help to positively impact Franklin's future.

Board(s) / Committee(s): ___ PLANNING BOARD

contact me

a: 28 Queen Street, Franklin

professional qualifications & organizations

Licensed Interior Designer
NCIDQ no. 027458

IIDA Professional member of the International Interior Design Association

AIA Associate member of the American Institute of Architects

BSA Member of the Boston Society of Architects

LEED Accredited Professional

WELL Accredited Professional

Fitwel Ambassador

education

Endicott College: Bachelor of Science in Interior Design

community

ACE Mentor Program of Greater Boston: Board Member, Marketing Coordinator

Women Leaders in College Sports: Member

Spaulding Rehabilitation Hospital
4x Boston Marathon Race for Rehab Team Member

speaking

Athletic Business National Fall 2019: Project tips from Facility of Merit Award Winners

ACUI Region VIII Fall 2016: What's Next? Trends in Student Life

NIRSA National Spring 2014: Value-driven Design: Building Spaces with Inclusivity in Mind

JENNIFER WILLIAMS

IIDA, ASSOC. AIA, LEED AP, WELL AP, FITWEL AMBASSADOR

employment

PERKINSandWILL Senior Associate

Sept. 2010-present

Roles and Responsibilities: client engagement / sports, performance healthcare, and education planning and programming / master planning and strategic planning / interior architecture design direction and execution / marketing efforts through interviewing, proposal writing, conference attendance and speaking / representation of the firm through outside organizations and charities / active participation in firm-wide leadership programs / intern and staff hiring

Projects:

Columbia University: *Tennis and Squash Center Feasibility Study*

\$30 million / 60,000 GSF / Study Complete Summer 2019

University of Massachusetts Amherst: *McGuirk Stadium Study, Expansion and Air Supported Structure, Amherst, MA*

\$18 million / 120,000 GSF / Opened Summer 2019

Northwestern University: *Ryan Fieldhouse and Walter Athletics Center, Evanston, IL*

\$180 million / 420,000 GSF / Phase I Opened August 2018

Stevens Institute of Technology: *Athletics and Recreation Master Plan*

\$30 million / 60,000 GSF / Master Plan Complete Spring 2019

Phillips Academy Andover: *Snyder Athletic Center, Andover, MA*

\$38 million / 100,000 GSF / Opening Fall 2017

Baylor, Scott, & White: *Blue Star Sports Therapy and Research Center, Frisco, TX*

\$56 million / 205,000 GSF / Opening January 2018

Boston University: *Athletic Strategic Master Plan, Men's Basketball Feasibility Study, Men's Lacrosse Locker Room, Case Athletic Center Entry and Lobby Improvement, Women's Hockey Feasibility Study*

\$Various / 480,000 GSF / Ongoing implementation of projects

Colby College: *Athletic Master Plan, Waterville, ME*

580,000 GSF / Master plan complete 2015

University of Massachusetts Amherst: *Football Performance Center & Press Box, Amherst, MA*

\$26 million / 47,000 GSF / Opened Fall 2014

University of Massachusetts: *Lowell University Crossing Student Center, Lowell, MA*

\$47 million / 138,000 GSF / Opened Summer 2014

Clark University: *Bickman Fitness Center Expansion, Worcester, MA*

\$3 million / 11,000 GSF / Opened Summer 2014

Wentworth Institute of Technology: *Center for Biomed. Sciences and Engineering, Boston, MA*

\$14.4 million / 40,000 GSF / Opened Summer 2012

SASAKI Interior Designer

May 2007 - Sept. 2010

Roles and Responsibilities: sports planning and documentation / interior architecture and design and execution / active participation in firm-wide activities

Projects:

Loyola University Ridley Athletic Complex \$54 million / 94,700 GSF / Opened Spring 2010

Towson University SECU Arena \$Confidential / 183,000 GSF / Opened Summer 2012

Bluffton University Recreation Center \$10.8 million / 57,100 GSF / Opened 2011

Guckenheimer Cafe Renovation at the John Hancock Tower \$7 million / 17,000 GSF



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Volunteer Form

Good Government Starts with You

Date Submitted: November 19, 2019

Name: Beth A Wierling

Home Address: 164 Main Street
Franklin, MA 02038

Mailing Address: 164 Main Street
Franklin, MA 02038

Phone Number(s):

Email Address:

Current Occupation/Employer: Planning & Construction Manager, The Kraft Group

Narrative: I am applying for the Associate position on the Planning Board. I am available to meet during regularly scheduled Planning Board meetings and as needed outside of regularly scheduled meetings. I am currently employed as a Planning & Construction Manager with The Kraft Group at Gillette Stadium. I have an extensive background in planning and development, both professionally and in my education, both under graduate and gradate degrees. I look forward to being able to discuss my credentials for this position in detail.

Board(s) / Committee(s):



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Good Government Starts with You

Date Submitted: November 19, 2019

Name: Cobi Frongillo

Home Address: 140 Maple St.
Franklin

Mailing Address: 140 Maple St.
Franklin

Phone Number(s):

Email Address:

Current Occupation/Employer: Research Analyst, BW Research Partnership

Narrative: In my public policy graduate studies, I took numerous courses relevant to municipal public service. In one such course, Sustainable Cities, I conducted a term paper on economic development opportunities in Downtown Franklin. I reviewed historic planning documents, town bylaws, and GIS maps, as well as conducted interviews with members of both the Planning Department and the Town Council. Thus, I am uniquely familiar with both the historic and current context in which the Franklin Planning Board makes their decisions and have higher education on considerations for smart regional planning.

In my current position, I have assisted in the collection and analysis of survey data for a city planning report.

Also, with the exception of my time at University, I have lived my entire life in Franklin and could provide a unique youth and young adult perspective on the town's planning.

I work in Wrentham and have no other time constraints, so I will be available and present any time outside the normal business hours.

Board(s) / Committee(s): ___ PLANNING BOARD

Ambitious Master of Public Policy with diversified political experience in legislation, communications & outreach, and qualitative & quantitative research. Interested in the promotion of climate policy through economic and scientific data. Skilled at communicating technical climate and clean energy information to decision-makers and the general public.

POLICY EXPERIENCE

BW Research Partnership **May 2018 – August 2018, August 2019 – Present**
Research Assistant, Research Analyst Wrentham, MA

- Author policy memos and manage data (Excel, Q) to inform reports for Mass CEC, RI OER, NREL, NRCAN, and NYSEERDA
- Survey and interview clean energy employers (1000+ to date) across New England, New York, and Canada
- Represent the firm at regional clean energy industry conferences and workshops
- Researched, drafted, and edited Rhode Island's 2018 Clean Energy Industry Report for the Office of the Governor

UMass Amherst School of Public Policy **January 2019 - May 2019**
Graduate Student Researcher Amherst, MA

- Collaborated with two graduate students to produce a conference presentation and report on municipal electricity aggregation programs in Massachusetts for a local client
- Completed an extensive literature review comparing the Massachusetts energy market with other state markets
- Conducted a quantitative survey of over forty municipal leaders on the goals and outcomes of their programs
- Analyzed state-level policies and policy gaps through interviews of over a dozen policy makers and industry leaders
- Collected, managed, and analyzed data in Excel and STATA to produce illustrative statistics and graphs

Northeast Climate Science Center **June 2017 - November 2017**
Communications Assistant & Information Manager Amherst, MA

- Produced 5 videos with Final Cut Pro about important NECSC projects and events for their website and email dispersal
- Analyzed and consolidated website data using Google Analytics and Microsoft Excel for annual budget review
- Produced engaging Regional Meeting proceedings with Adobe Photoshop & InDesign for widespread email dispersal

Professor James Boyce – UMass Amherst Department of Economics **August 2017 - December 2017**
Research Assistant Amherst, MA

- Authored weekly memos summarizing requested research to support work on carbon pricing and dividends
- Consolidated academic articles and information on 28 carbon pricing schemes around the world
- Produced and presented my research on "How should we price carbon?" at an undergraduate economics conference

Office of State Representative Jeff Roy **May 2016 – August 2016**
Legislative Assistant Boston, MA

- Constructed 3 complete pieces of opioid-related legislation and accompanying fact sheets for the Representative
- Researched past bills and supportive data, and contacted relevant parties in reference to legislative action

Congressman Joe Kennedy III District Office **May 2016 – August 2016**
Constituent Services Aide Attleboro, MA

- Communicated with constituents in district to address raised concerns on behalf of the Congressman
- Organized Kid's Summer Cafe, a weekly charity event that brought aid to 4,000 children suffering from malnutrition
- Collected key contacts around regional efforts to combat the opioid crisis for political events and advocacy efforts

Student Government Association – University of Massachusetts Amherst **May 2017 – May 2018**
Secretary of Public Relations and Marketing Amherst, MA

- Produced graphics and videos for 23,000 constituents, distributed through social media, website, and campus mailings
- Authored press releases and web content, while maintaining communication with on-campus and local news outlets
- Hired and coordinated a staff of 5 undersecretaries, meeting weekly and communicating regularly on latest projects

Research Assistant

Amherst, MA

- Supported 3 political science professors to consolidate methods for increasing representation in local governments
 - Contacted over 150 city officials across the United States to collect data on election history and timing
 - Produced and collected data tables on over 250 communities using the political data tool Catalyst
-

LEADERSHIP AND COMMUNITY INVOLVEMENT

- Soccer For Smiles Charity Soccer Tournament** **January 2010 - Present**
Cofounder and Organizer Franklin, MA
- Created and manage an annual soccer tournament for charity coordinating over 20 volunteers, attracting nearly 200 participants, and raising \$40,000 for disaster relief, breast cancer, and local families in need
 - Partner with over 100 local towns and businesses
 - Established a recurrent scholarship using raised funds to encourage and reward high school service projects
- Residential Life – University of Massachusetts Amherst** **August 2018 – May 2019**
Community Standards Graduate Assistant Amherst, MA
- Served as a hearing officer meeting with 10-20 students weekly to review allegations of misconduct, uphold University expectations, and impose sanctions up to deferred removal from University housing
 - Led a biweekly workshop on personal accountability and community responsibility with 25 participants
 - Functionally supervised five undergraduate student staff members
- United States Soccer Federation** **June 2011 - Present**
Soccer Official (Grade 7)
- Manage gameplay and communicate with official team members for youth through semi-professional matches
 - Selected to represent MA at multiple Youth, Olympic Development, and College Club Regional Championships
-

EDUCATION

- University of Massachusetts Amherst** **May 2019**
Master of Public Policy Amherst, MA
Environmental Policy Concentration
GPA: 3.9
Relevant Courses: Public Policy Analysis, Program & Policy Evaluation, Statistical Methods, Environmental Policy, Policy Methods, Public Law & Legislative Drafting, Politics & the Policy Process, Sustainable Cities
- University of Massachusetts Amherst – Commonwealth Honors College** **May 2018**
Bachelor of Arts in Economics & Political Science Amherst, MA
Environmental Science Minor
GPA: 3.8
Honors: Cum Laude, Truman Scholar Nominee, Nathaniel Hill Debating Award, SBS Academic Fellow
Relevant Courses: Political Economy of the Environment, Rethinking US Environmental Policy, Environmental Economics, Natural Resource Policy & Administration, The Politician & The Journalist (w/ Congressman Richard Neal), Global Environmental Change, International Environmental Policy
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SKILLS

STATA, R, Q, Microsoft Excel, Qualtrics, SPSS, EMSI, Java, Catalyst, Final Cut Pro, Adobe InDesign, Adobe Photoshop, Logic Pro, French



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Volunteer Form

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Date Submitted: November 19, 2019

Name: Gregory Thomas Giardino

Home Address: 74 Brook st
FRANKLIN, MA 02038

Mailing Address: 74 Brook st
FRANKLIN, MA 02038

Phone Number(s):

Email Address:

Current Occupation/Employer: Master Plumber/ G. T. Giardino Plumbing and Heating

Narrative: I have been fortunate to have been a life long resident of Franklin Massachusetts. I have also been fortunate to be in the trade of plumbing for 35 years. I have worked in the Norfolk county area for a majority of my career. The experience of being in the plumbing trade as a business owner has allowed me the opportunity to deal with many inspectors, contractors, architects in many projects both residential and commercial in and around the town of franklin. This has given me many years of experience in the development of the surrounding communities. I would like to have the opportunity to join the planning board to help maintain the well designed growth of Franklin for the foreseeable future.

Board(s) / Committee(s): ___ PLANNING BOARD
