

# Town of Franklin

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OFFICE OF THE TOWN ADMINISTRATOR

## Memorandum

January 3, 2020

To: Town Council  
From: Jamie Hellen, Town Administrator

**Re: Town Council 2020-2021 Legislative Session Goals**

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I have attached a draft set of goals for the Council's biennial goals setting discussion. These comprise a list of projects and initiatives that the staff believe are important to undertake over the course of the next two years.

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

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

**Fiscal**

- Approval of Annual Capital Improvement Plan -- FY20 and FY21
- Approval of a balanced Operating Budget -- FY21 and FY22
  - Closely monitor expected budget shortfalls in both FY21 and FY22
- Establish Ad Hoc Subcommittee to evaluate stormwater fee analysis
  - Present analysis to the full Council
- Determine Water rate increase for FY20/FY21, notably for the water treatment plant and wells loan package
- Determine Sewer rate increase, if needed, for FY20/FY21
- Seek new borrowing capacity for municipal and school building capital improvements and sidewalks
- Discussion on the Community Preservation Act
- Discussion on Trash & Recycling account
- Continue to ask for OPEB solutions with state officials
- Explore new revenue options, generally

**Economic Development – To the EDC**

- Revise Solar Bylaw in Residential districts
- Continue Lot Line “Clean ups” around town
- Present Economic Profile to the Town Council
  - EDC to evaluate or implement ideas based off of the recommendations in the final report
- Nu-Style (Grove Street) options
- Zoning Changes
  - Master Plan Update before the Council -- Expected June/July 2020
  - Draft and Adopt state Affordable Housing Plan
  - Inclusionary Zoning bylaw proposal to stabilize the Town’s Affordable Housing Inventory with the state to ensure we maintain 10% affordable housing stock and preserving local zoning
  - Residential 5 and C-1 density
  - The Franklin Crossing Neighborhood District rezone
- Ferrara Parking Lot Lease for continued commuter rail and free municipal parking in downtown

- Review and cleanup Marijuana Overlay District
- MBTA parking Lot in Downtown

## **Facilities**

- Approve borrowing authorization for 5-year facilities capital needs
- Future of Old South Meeting House
- Review Police Station space – Look to FY21 Capital Plan to invest in the \$150,000 study and Council discussion
- Transfer/Recycling Center improvements when land transfer complete
- Apply for Cultural Facilities Fund grant to restore Historical Museum cupola and refurbish Museum basement with proper preservation storage

## **DPW**

- Implement StormWater Plan Division -- Establish Utility bylaw, establish Ad Hoc committee and evaluate stormwater fee & credit system
- Prioritize Road Funding annual appropriation in the operating budget
  - Prioritize \$650,000 line item town budget, per Town fiscal Policy
- Continue Implementing the Water Main 5-year plan
- Construct Water Treatment Plant & Wells 3&6. FY20 will require a water rate hike to pay for the loans
- Present future options for Beaver Street interceptor
- Continue sewer system infrastructure improvements
- Fund sidewalk plan for Beaver Street/Washington Streets -- find a funding source
- Consider a long-range sidewalk master plan.

## **Recreation/Open Space**

- Continue to invest free cash into our parks and fields each year.
  - Beaver Street Course and Nason Street Tot lot are priorities for 2020-21
- Purchase Open Space as may be available
- Finalize and begin to implement pedestrian Franklin Greenway Network --
  - Approve Complete Streets Policy, develop and finalize plan
- Take over Concerts on the Common in 2020 and move to Friday nights and add family movie nights on the Common
- Continue to implement 2016 Open space/recreation plan
- Continue supporting SNETT trail development and other trail projects
  - 2020 Prospect Street tunnel will be built by the state
- Continue on Delcarte improvements

- remediate weed and fish issues, etc
- complete capital improvements at Delcarte

### **Community – Generally**

- Continue to accept Public Ways
- Implement “Green Community goals” - apply for competitive grants in 2020
- Revise Demolition delay bylaw with Historical Commission and Building Commissioner
- Implement “Master Plan” recommendations at the Historical Museum
- Begin process to decommission Spring Street from 140 to the new solar field on Spring Street through the state park with Town Attorney
- Approve Snow Removal bylaw on sidewalks
- Successful Cable contracts negotiation with Comcast -- expires October 2020
- Finalize 3-year Collective Bargaining cycle - Spring of 2020
- 5G bylaw
- Implement Electric Aggregation, when appropriate -- last bid December 2019

### **Civic Engagement (NEW)**

- Research the potential for a “Citizen’s Academy” course for citizens
- Research the ICMA Citizen Satisfaction Survey through the National Citizen Survey and National Research Council
- Continue to update and reinvent the Town website, social media accounts, consider implementing a TOF podcast (Soundcloud/ Anchor) and develop consistent best practices organization-wide.
- Expand E-Permitting and online payment options

### **Presentations/Discussions (tentatively/confirmed scheduled dates)**

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

### **Thoughts/questions/ideas from Town Councilors**

- List here