



## FRANKLIN TOWN COUNCIL

### Agenda & Meeting Packet

April 6, 2022

Meeting will be held at the **Municipal Building**

2nd floor, Council Chambers

355 East Central Street

**7:00 PM**

### **ACTIONS TAKEN**

**Absent: Councilor Pellegri**

**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 April 6, 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/87987584971>
- Call-In Phone Number: Call 1-929-205-6099 and enter **Meeting ID # 879 8758 4971** --Then press #

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#### 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.*
- ISO Class-1 Announcement, Franklin Fire Department*

#### 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 - None Scheduled.

#### 4. PROCLAMATIONS / RECOGNITIONS - None Scheduled.

#### 5. APPOINTMENTS

- New Employee: Fire Department - James Koch
- New Employee: Fire Department - Michael Eaton

#### 6. HEARINGS - 7:00 pm

- [Street Acceptances: Brandywine Drive and Portion of Charles Drive](#)
  - Legislation for Action Item: 9b

#### 7. LICENSE TRANSACTIONS

- a. [License Modification: Change of Location - NDO Enterprises, LLC d/ b/a Pour Richard's Wine and Spirits, Located at 14 Grove Street](#)  
**ACTION:** The Town Council voted to approve the license modification for NDO Enterprises, LLC d/b/a Pour Richard's Wine and Spirits located at 14 Grove St. for a change of location to 835 West Central St. **Approved 8-0. Absent-1 (Councilor Pellegri).**
- b. [License Modification: Alteration of Premises - Let's Eat Franklin, LLC d/b/a 3 Restaurant, Located at 461 West Central Street](#)  
**ACTION:** The Town Council voted to approve the license modification for Let's Eat Franklin, LLC d/b/a 3 Restaurant located at 461 West Central St. for an alteration of premises to add a permanent outdoor dining space on their Section 12 Restaurant, All Alcohol Beverages License. **Approved 8-0. Absent-1 (Councilor Pellegri).**
- c. [New Section 12 Restaurant Common Victualer All Alcohol License and Approval of Veronika Matunin as the Manager - Windtop Acres d/b/a Birchwood Bakery, Located at 17 East Central Street](#)  
**ACTION:** The Town Council voted to approve the new Section 12 Restaurant Common Victualer All Alcohol license for Windtop Acres d/b/a Birchwood Bakery, located at 17 East Central St. and to approve Veronika Matunin as the Manager. **Approved 8-0. Absent-1 (Councilor Pellegri).**

## 8. PRESENTATIONS / DISCUSSIONS

- a. [Presentation: ARPA Update - Town Administrator Jamie Hellen](#)

## 9. LEGISLATION FOR ACTION

- a. [Resolution 22-24: Authorization for Town Administrator to Submit American Rescue Plan Act Applications to Norfolk County \(Motion to Approve Resolution 22-24- Majority Vote\)](#)  
**ACTION:** The Town Council voted to approve Resolution 22-24, to authorize the Town Administrator to submit American Rescue Plan Act applications to Norfolk County. **Approved 8-0. Absent-1 (Councilor Pellegri).**
- b. [Resolution 22-12: Order of Acceptance of Brandywine Drive and Portion of Charles Drive as Public Ways \(Motion to Approve Resolution 22-12- Two Thirds Majority Vote\)](#)  
**ACTION:** The Town Council voted to approve Resolution 22-12, to accept Brandywine Drive and a portion of Charles Drive as public ways. **Approved 8-0. Absent-1 (Councilor Pellegri).**
- c. [Bylaw Amendment 22-876: Chapter 153 Stormwater Management - Corrective Legislation \(Motion to Approve Bylaw Amendment 22-876 - Majority Roll Call Vote\)](#)  
**ACTION:** The Town Council voted to approve Bylaw Amendment 22-876, Chapter 153 Stormwater Management Corrective Legislation. **Approved 8-0. Absent-1 (Councilor Pellegri).**
- d. [Bylaw Amendment 22-877: Chapter 82, Municipal Service Fees, Amended at Section 82-6 Schedule of Service Fees, Subsection A. Administration: Stormwater Utility Fee \(Motion to Approve Bylaw Amendment 22-877 - Majority Roll Call Vote\)](#)  
**ACTION:** The Town Council voted to approve Bylaw Amendment 22-877, to add a new fee ("Stormwater Utility Fee") to Chapter 82, Section 6, Subsection A. Administration of the Code of the Town of Franklin. **Approved 8-0. Absent-1 (Councilor Pellegri).**
- e. [Bylaw Amendment 22-878: Chapter 82, Municipal Service Fees, Amended at Section 82-6 Schedule of Service Fees, Subsection A. Administration: Passport Photo Fee \(Motion to Approve Bylaw Amendment 22-878 - Majority Roll Call Vote\)](#)  
**ACTION:** The Town Council voted to approve Bylaw Amendment 22-878, to add a new fee ("Passport Photo Fee") to Chapter 82, Section 6, Subsection A. Administration of the Code of the Town of Franklin. **Approved 8-0. Absent-1 (Councilor Pellegri).**

- f. [Resolution 22-25: Gift Acceptance: Conservation Commission \(\\$1,000.00\) and Veterans' Services Dept. \(\\$300\)](#) (**Motion to Approve Resolution 22-25 - Majority Vote**)

**ACTION:** The Town Council voted to approve Resolution 22-25, to accept a generous donation in the amount of \$1,000 on behalf of the Conservation Commission to be applied towards the annual Delcarte Earth Day event and other programs and events as decided by the Commission, and to accept a generous donation in the amount of \$300 to be applied towards the Veterans' Municipal Assistance Fund and used the Department's discretion to help support local veterans and their families. **Approved 8-0. Absent-1 (Councilor Pellegri).**

**10. TOWN ADMINISTRATOR'S REPORT**

- a. FY23 Budget Update

**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**

**15. ADJOURN**

*Note:*

*Two-Thirds Vote: requires 6 votes*

*Majority Vote: requires majority of members present and voting*