



FRANKLIN TOWN COUNCIL

November 5, 2014

7:00 PM

A. APPROVAL OF MINUTES

B. ANNOUNCEMENTS – *This meeting is being recorded by Franklin TV and shown on Comcast channel 11 and Verizon channel 29. This meeting may be recorded by Franklin Matters.*

C. PROCLAMATIONS/RECOGNITIONS

D. CITIZEN COMMENTS

E. APPOINTMENTS

F. HEARINGS - *Public Hearing 7:10 PM*

Zoning Bylaw Amendment 14-742: Changes to Chapter 185-§4. Districts Enumerated

Zoning Bylaw Amendment 14-743: Changes to Chapter 185-§20. Signs

Zoning Bylaw Amendment 14-744: Changes to Chapter 185 - §31. Site Plan and Design Review

G. LICENSE TRANSACTIONS

H. PRESENTATIONS/DISCUSSIONS –

- *Erin Lynch, Food Pantry*
- *James Dacey, Treasurer Collector*

I. SUBCOMMITTEE REPORTS

J. LEGISLATION FOR ACTION

1. *Zoning Bylaw Amendment 14-742: Changes to Chapter 185-§4. Districts Enumerated –^{1st Reading}*
2. *Zoning Bylaw Amendment 14-743: Changes to Chapter 185-§20. Signs –^{1st Reading}*
3. *Zoning Bylaw Amendment 14-744: Changes to Chapter 185 - §31. Site Plan and Design Review-^{1st Reading}*
4. *Resolution 14-65: Acceptance of Private Road Covenant With Developer of Village At Cooks Farm*
5. *Resolution 14-66: Authorization to Grant Utility (sewer) Easement – 2/3 Vote*
6. *Resolution 14-67: Appropriation - NuStyle Project*
7. *Resolution 14-68: Appropriation – Senior Center Capital Project – 2/3 Vote*
8. *Resolution 14-69: Appropriation – Open Space*
9. *Resolution 14-71: Appropriation – Elections Budget*
10. *Resolution 14-72: Establishment of a Property Acquisition, Projects and Facilities Maintenance Stabilization Fund*
11. *Resolution 14-73: Appropriation - Property Acquisition, Projects and Facilities Maintenance Stabilization Fund - 2/3 Vote*
12. *Resolution 14-74: Appropriation – Wage Settlement*
13. *Resolution 14-75: Amendment of FY 2015 Budget*

K. TOWN ADMINISTRATOR'S REPORT

L. OLD BUSINESS

M. NEW BUSINESS

N. COUNCIL COMMENTS

O. EXECUTIVE SESSION – *Negotiations, Litigation, Real Property, as May Be Required*

P. ADJOURN

HEARING – 7:10 PM

1. ZONING BYLAW AMENDMENT 14-742:
CHANGES TO CHAPTER 185-§4. DISTRICTS
ENUMERATED
2. ZONING BYLAW AMENDMENT 14-743:
CHANGES TO CHAPTER 185 – §20. SIGNS
3. ZONING BYLAW AMENDMENT 14-744:
CHANGES TO CHAPTER 185 – §31. SITE PLAN
AND DESIGN REVIEW

PRESENTATIONS
AND
DISCUSSIONS

- ERIN LYNCH, FOOD PANTRY
- JAMES DACEY, TREASURER COLLECTOR

LEGISLATION

FOR

ACTION

MEMORANDUM

TO: Jeff Nutting, Town Administrator
Town Council

FROM: Beth Wierling, Town Planner

DATE: October 10, 2014

RE: Bylaw Amendments 14-742, 14-743 & 14-744: Reference Corrections

The following Zoning Bylaw Amendments are needed to correct minor reference errors within the Zoning Bylaw:

14-742: Changes to Chapter 185, Section 4. Districts Enumerated. To correct terminology utilized within the Zoning Bylaw; to create consistency throughout the Zoning Bylaw when referring to Overlay Districts.

14-743: Changes to Chapter 185, Section 20. Signs. To correct a reference to another section of the Zoning Bylaw which is currently incorrect and eliminate a reference which is not needed.

14-744: Changes to Chapter 185, 31. Site Plan and Design Review. To correct terminology utilized within Chapter 185-31 so it is consistent with the Use Table.

Tel: (508) 520-4907

Town of Franklin



Planning Board
355 East Central Street
Franklin, Massachusetts 02038-1352

Agenda
RECEIVED Fax: (508) 520-4906

OCT 23 2014

TOWN ADMINISTRATOR
TOWN OF FRANKLIN

2014 OCT 22 PM 2:54

October 21, 2014

Deborah L. Pellegrini, Town Clerk
Town of Franklin
355 East Central Street
Franklin, MA 02038

CERTIFICATE OF VOTE

Zoning By-law Amendments #14-742, #14-743 & #14-744:

Changes to §185-4, §185-20 & §185-31.

Petitioner: Department of Planning & Community Development

Dear Mrs. Pellegrini:

Please be advised that at its meeting on Monday, October 20, 2014 the Planning Board, upon motion duly made and seconded, voted (4-0-0) to **RECOMMEND**, as presented, to the Town Council the adoption of Zoning By-law Amendments #14-742, #14-743 & #14-744: Changes to §185-4, §185-20 & §185-31, to correct references and inconsistencies within the Zoning Bylaw.

If you have any questions concerning this decision, please contact the planning staff or me.

Sincerely,

Anthony Padula
Chairman

cc: Town Council
Town Administrator

Attachment

SPONSOR:
*Department of Planning and Community
Development*

**TOWN OF FRANKLIN
ZONING BY-LAW AMENDMENT 14-742
DISTRICTS ENUMERATED**

**A ZONING BY-LAW TO AMEND THE FRANKLIN TOWN CODE AT
CHAPTER 185, SECTION 4.**

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL THAT:

Chapter 185 of the Code of the Town of Franklin is hereby amended by ~~deleting~~ and adding the following text at §185-4 Districts enumerated:

- B. In addition, there are eight overlay districts: ~~the Flood Hazards District~~ the Floodplain District as established in §185-24, the Water Resource District as established in §185-40, the Wireless Communications Services District as established in §185-44, ~~the Biotechnology Use Overlay District~~ Biotechnology Uses District as established in §185-42, the Adult Use Overlay District as established in § 185-47, the Senior Village Overlay District as established in §185-48, the Sign District Map as established in §185-20 and the Medical Marijuana Use Overlay District as established in §185-49.

The foregoing Zoning By-law amendment shall take effect in accordance with the Franklin Home Rule Charter and Massachusetts General Law Chapter 40A, Section 5.

DATED: _____, 2014

VOTED:
UNANIMOUS _____

A True Record Attest:

YES _____ **NO** _____

ABSTAIN _____

Deborah L. Pellegri
Town Clerk

ABSENT _____

Judith Pond Pfeffer, Clerk
Town Council

SPONSOR:
*Department of Planning and Community
Development*

**TOWN OF FRANKLIN
ZONING BY-LAW AMENDMENT 14-743
SIGNS**

**A ZONING BY-LAW TO AMEND THE FRANKLIN TOWN CODE AT
CHAPTER 185, SECTION 20.**

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL THAT:

Chapter 185 of the Code of the Town of Franklin is hereby amended by ~~deleting~~ and adding the following text at §185-20 Signs:

- H. Sign approvals.
- (1) Design Review Commission sign approvals.
 - (a) All new signs and sign modifications must be reviewed and approved by the Design Review Commission prior to issuance of a Building Permit.
 - (2) Application Submittal Requirements. Applicants must submit the following information concurrently, to be considered a complete application for review of Signs; incomplete applications may result in refusal of application.
 - (a) One (1), original, Form Q, Design Review Application with questions A-F completed.
 - (b) Nine (9), color copies of the proposed sign rendering, ~~as required in §185-31.2.F(2)-(a).~~
 - (c) Nine (9) copies of the plan showing sign as required in ~~§185-31.2.F(2).~~ §185.31.2.C.1.(c).[5]
 - (d) Picture(s) of existing sign(s) if applicable.

The foregoing Zoning By-law amendment shall take effect in accordance with the Franklin Home Rule Charter and Massachusetts General Law Chapter 40A, Section 5.

DATED: _____, 2014

VOTED:
UNANIMOUS _____

A True Record Attest:

YES _____ **NO** _____

ABSTAIN _____

Deborah L. Pellegrini
Town Clerk

ABSENT _____

Judith Pond Pfeffer, Clerk
Town Council

SPONSOR:

*Department of Planning and Community
Development*

**TOWN OF FRANKLIN
ZONING BY-LAW AMENDMENT 14-744
SITE PLAN AND DESIGN REVIEW**

**A ZONING BY-LAW TO AMEND THE FRANKLIN TOWN CODE AT
CHAPTER 185, SECTION 31.**

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL THAT:

Chapter 185 of the Code of the Town of Franklin is hereby amended by ~~deleting~~ and adding the following text at §185-31 Site plan and design review:

2. Design Review Commission, site plans, facades, landscape and lighting.

B. Design Review Commission review requirements.

(1) Applicants must file with the Design Review Commission for any external use of land, building, structure or project that requires site plan review or limited site plan review and/or a building permit and is at least one of the following, except for single- and two-family dwellings:

- Within Commercial I, Commercial II, Business Zoning Districts, Downtown Commercial or Office.
- Listed as a principal use in the Use Regulation Schedule Part II, 2, Commercial, regardless of the underlying zoning district.
- Listed as a principal use in the Use Regulation Schedule Part V, 5, Recreational, regardless of the underlying zoning district.
- Considered one of the following additional principal uses as listed in the Use Regulation Schedule:
 - Part III, 3. Industrial, utility, 3.1: Bus, railroad station.
 - ~~Part III, 3. Industrial, utility, 3.10: Conference and training center.~~
 - Part III, 3. Industrial, utility, 3.12: Conference center
 - ~~Part IV, 4. Institutional, 4.2: Hospital, charitable institution, similar non-correctional use.~~
 - Part IV, 4. Institutional, 4.2: Hospital., 4.2.a: Medical marijuana treatment facility and 4.2.b: Medical marijuana testing facility.
 - Part IV, 4. Institutional, 4.3: Charitable Institution.
 - ~~Part IV, 4. Institutional, 4.3: Library, museum, art gallery, civic center.~~
 - Part IV, 4. Institution, 4.5: Library, museum, art gallery.
 - ~~Part IV, 4. Institutional, 4.4: Lodge, other nonprofit social or civic use.~~
 - Part IV, 4. Institutional, 4.6: Lodge, social nonprofit.
 - ~~Part IV, 4. Institutional, 4.5: Public Use and 4.5.a: Municipal public safety.~~
 - ~~Part IV, 4. Institutional, 4.7: Public use and 4.7.a: Municipal public safety.~~
 - Part VI, 6. Residential, 6.1: Multifamily or apartment.
 - Signs.

The foregoing Zoning By-law amendment shall take effect in accordance with the Franklin Home Rule Charter and Massachusetts General Law Chapter 40A, Section 5.

DATED: _____, 2014

VOTED:
UNANIMOUS _____

A True Record Attest:

YES _____ **NO** _____

Deborah L. Pellegri
Town Clerk

ABSTAIN _____

ABSENT _____

Judith Pond Pfeffer, Clerk
Town Council



Sponsor: Administration

TOWN OF FRANKLIN

RESOLUTION 14-65

ACCEPTANCE OF PRIVATE ROAD COVENANT WITH DEVELOPER OF VILLAGE AT COOKS FARM

WHEREAS, the Franklin Planning Board on August 7, 2014 voted to approve with conditions a special permit and site plan for a single-lot residential development containing multiple single-family dwelling units to be known as the Village at Cooks Farm, which vote was filed with the Town Clerk on August 8, 2014; and

WHEREAS, said vote included conditions that the roadway and related drainage and utilities be and remain private and that the private property owner(s) have the exclusive obligation to maintain and repair the same, as well as to remove snow therefrom; and

WHEREAS, Village at Cooks Farm, LLC a duly-organized Massachusetts limited liability company with a principal place of business at 31 Whitewood Road, Milford, Worcester County, MA is the owner and developer of the subject property and has executed a covenant incorporating the foregoing conditions, a true copy of which is attached as "Exhibit 1",

NOW, THEREFORE, BE IT ORDERED that the Town of Franklin, acting by and through its Town Council, hereby authorizes the Town Administrator to execute the covenant, a copy of which is attached hereto as Exhibit 1, on behalf of the Town of Franklin.

This Resolution shall become effective according to the rules and regulations of the Town of Franklin Home Rule Charter.

DATED: November ____, 2014

VOTED:
UNANIMOUS _____

A True Record Attest:

YES _____ NO _____

ABSTAIN _____

**Deborah L. Pellegrini
Town Clerk**

ABSENT _____

**Judith Pond Pfeffer, Clerk
Franklin Town Council**

Exhibit 1

COVENANT WITH THE TOWN OF FRANKLIN

Village at Cooks Farm, LLC, a Massachusetts limited liability company having its usual place of business at 31 Whitewood Road, Milford, Massachusetts, 01757, is the owner of the land situated on the southerly side of East Central Street in said Franklin, County and Commonwealth, shown on a plan entitled "Village at Cooks Farm, Franklin, Massachusetts" dated March 10, 2014, revised through October 10, 2014 prepared by Guerriere & Halnon, Inc., 55 West Central Street, Franklin, Massachusetts 02038 (hereinafter the "Plan").

Cooks Farm Road, Eighteenth Drive, Parkview Road, Village Way, Jaxman Way and Putter's Way (collectively, the "Roads") are shown on said plan as private ways. A special permit was approved with conditions by the Planning Board of the Town of Franklin by Certificate of Vote dated August 7, 2014, filed with the Town Clerk of the Town of Franklin on August 8, 2014, a certified copy of which is recorded herewith. Such special permit was issued pursuant to Chapter 185-5D of the Franklin Bylaws and allows for the development of fifty-five (55) residential units on said property.

In accordance with said Certificate of Vote and Chapter 185-5D.2.0. (4)(a) of the Franklin Bylaws, the undersigned, for valuable consideration paid, the receipt of which is hereby acknowledged, does for itself and its successors, transferees and assigns, covenant and agree with the Town of Franklin, by and through its Town Administrator, whose signature is affixed hereto, together with a Resolution of the Town Council of said Town of Franklin, as follows:

1. The Roads shall be constructed as private roads in accordance with the Planning Board's Certificate of Vote;
2. The property owners served by the Roads shall have the exclusive and continuing obligation for maintenance, repair and snow removal of said way;
3. The Roads shall remain private roads and are not intended to be now, or at any time in the future, a public way;
4. No petition shall ever be made to the Town of Franklin seeking to change the status of the Roads from that of private ways or to transfer the obligation for maintenance, repair and/or snow removal from the private property owners to the Town of Franklin;
5. The Roads shall be constructed in accordance with the standards set forth in Chapter 185-50 of the Franklin Bylaws, except those waived by the Planning Board. Maintenance and repair of the access drive, any parking area, water supply system, sewer pipes, electric distribution system and storm water drainage system shall be the responsibility of the owners and shall never be the responsibility of the Town, and the Town shall never be required to perform any service, repair or maintenance with respect to said ways, areas, or any of the aforementioned systems within the subject property. The Town will never be required to provide snow plowing with respect to the subject property; and
6. The Town of Franklin, its agents and servants, shall have the right but not the obligation at all times to enter the Roads for the purposes of inspecting, maintaining and/or making emergency repairs including, but not limited to, maintenance or repairs of the water supply system, sewer pipes and storm water drainage system. In such event, the private property owners shall be liable, jointly and severally, for the payment of all expenses incurred by the Town in connection therewith, and unpaid expenses shall constitute a lien on their property.

This Covenant shall be binding upon the record owners of the Roads their heirs, successors, transferees and assigns and shall run with the land.

Executed as a sealed instrument this _____ day of _____, 2014.

VILLAGE AT COOKS FARM, LLC

By: [Signature]
Ron Roux, Manager, Duly Authorized

TOWN OF FRANKLIN

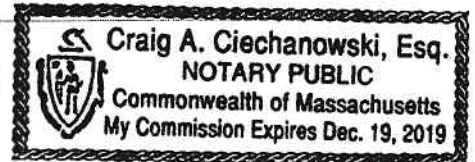
By: _____
Jeffrey D. Nutting,
Franklin Town Administrator, Duly Authorized

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

On this 27th day of October, 2014, before me, the undersigned notary public, personally appeared Ron Roux, Manager of Village at Cooks Farm, LLC as aforesaid, proved to me through satisfactory evidence of identification, which was PERSONAL KNOWLEDGE, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose.

[Signature]
Notary Public
My Commission Expires:



COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

On this _____ day of _____, 2014, before me, the undersigned notary public, personally appeared Jeffrey D. Nutting as aforesaid, proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose.

Notary Public
My Commission Expires:



SPONSOR: ADMINISTRATION

TOWN OF FRANKLIN

RESOLUTION 14-66

AUTHORIZATION TO GRANT UTILITY (SEWER) EASEMENT

WHEREAS, The Town of Franklin is the owner of an improved parcel of land situated on the southerly side of Red Gate Lane shown as Lot B, containing 43,947 square feet, more or less, on a plan entitled, "Definitive Subdivision Plan, 'Cooks Farm Estates', Franklin, Mass.," dated December 1, 1993, revised through June 2, 1994, prepared by GLM Engineering Consultants, Inc., filed with Norfolk County Registry of Deeds as Plan No. 485 (C of 8) of 1995, Plan Book 432, which includes a sewer lift station and associated structures and systems, title reference: deed of Oak Ridge Construction Co., Inc. dated August 15, 2005 and recorded at said Registry of Deeds in Book 22945 at Page 14, and

WHEREAS, the Franklin Town Council, by Bylaw 14-740, adopted a sewer map amendment to permit the extension of the public sewer service from the pump station located on Lot B across said lot to an approved residential development to be constructed on land of Village at Cooks Farms, LLC, a portion of said land being formerly owned by Franklin Country Club, Inc., whose remaining land will immediately abut the residential development,

WHEREAS, Village at Cooks Farm, LLC and Franklin Country Club, Inc. require a grant of easement from Town in the form attached hereto as "Exhibit 1" to enable them to construct a sewer service line and connect same to the public sewer at the sewer pump station located on "Lot B",

NOW, THEREFORE, BE IT RESOLVED THAT that the Town of Franklin acting by and through its Town Council:

1. Votes to grant a utility (sewer) easement to Village at Cooks Farm, LLC and Franklin Country Club, Inc. on the terms and conditions set out in the Grant of Easement attached hereto as "Exhibit 1" and being located and having the dimensions shown in the sketch plan included therewith as "Exhibit A".
2. Authorizes the Town Administrator to execute said utility (sewer) easement to Village at Cooks Farm, LLC and Franklin Country Club, Inc. on behalf of Town and to execute such other documents and take such other action as he determines to be necessary to effectuate the transaction and/or to protect Town's interests.

This Resolution shall become effective according to the rules and regulations of the Town of Franklin Home Rule Charter.

DATED: November ____, 2014

VOTED:

UNANIMOUS _____

A True Record Attest:

YES _____ NO _____

**Deborah L. Pellegrini
Town Clerk**

ABSTAIN _____

ABSENT _____

**Judith Pond Pfeffer, Clerk
Franklin Town Council**

Exhibit 1

GRANT OF EASEMENT

The TOWN OF FRANKLIN, a Municipal Corporation in Norfolk County, Massachusetts with its municipal offices having an address of 355 East Central Street, Franklin, Massachusetts (the "Grantor") for consideration paid of \$1.00 does hereby grant to VILLAGE AT COOKS FARM, LLC, a Massachusetts limited liability company having a principal place of business at 31 Whitewood Road, Milford, Massachusetts 01757 and FRANKLIN COUNTRY CLUB, INC., a Massachusetts not for profit corporation with a principal place of business at 672 East Central Street, Franklin, Massachusetts 02038 (collectively, the "Grantee") with QUITCLAIM COVENANTS, the following described easement:

The perpetual right to construct, inspect, repair, remove, replace, operate and forever maintain a subsurface sewer line with manholes, pipes, conduits and their appurtenances and to do all other acts incidental to the foregoing including the right to pass along and over the land and the right to enter on foot and with equipment and vehicles to perform any of said work for the aforementioned purpose on a sewer easement shown on the Easement Plan attached hereto as Exhibit A.

The Grantor, for itself and its successors in title, covenants that it shall not permit any use within said easement area described herein which is inconsistent with this Grant of Easement including, but not limited to, the erection of any non-related structures of any kind or the planting of shrubs and/or trees within the easement area or performing any act which will impair the function and purpose of this Grant of Easement. The Grantor shall not relocate said easement without first obtaining Grantee's written consent to said relocation.

The Grantee will indemnify and save the Grantor harmless from and against any loss, damage or liability arising out of the Grantee's exercise of its rights under this Grant of Easement.

The Grantor, its agents and servants, shall have the right but not the obligation to enter the easement area for purposes of inspecting, maintaining, and/or making emergency repairs to the subsurface sewer line. In such event, the Grantee shall be liable, jointly and severally, for the payment of all expenses incurred by the Grantor in connection therewith, and unpaid expenses shall constitute a lien on their property.

This Grant of Easement shall be appurtenant to the land of VILLAGE AT COOKS FARM, LLC described in two (2) deeds recorded with the Norfolk County Registry of Deeds at Book _____, Page _____ and Book _____, Page _____, and land of FRANKLIN COUNTRY

CLUB, INC. described in deeds recorded with the Norfolk County Registry of Deeds at Book 1487, Page 455, and Book 5044, Page 275.

For Grantor's title, see deed recorded with said Deeds at Book 22945, Page 14.

IN WITNESS WHEREOF, the Town of Franklin has caused these presents to be signed in its name and on behalf of Jeffrey Nutting, its Town Administrator, duly authorized this ____ day of _____, 2014.

TOWN OF FRANKLIN

By: _____
Jeffrey Nutting,
Town Administrator

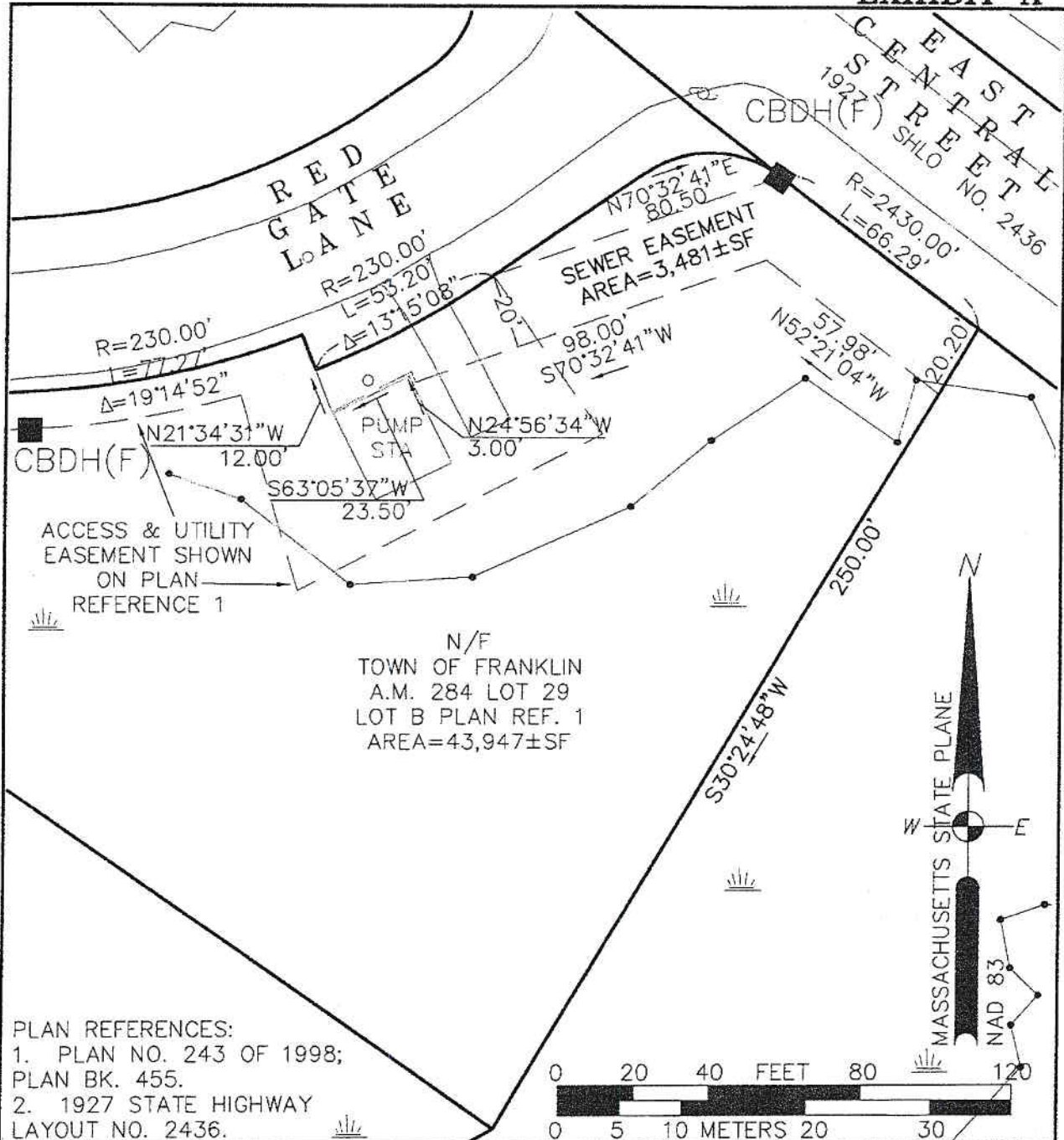
COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

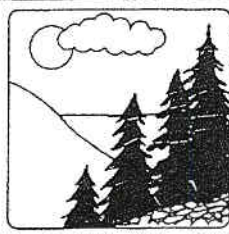
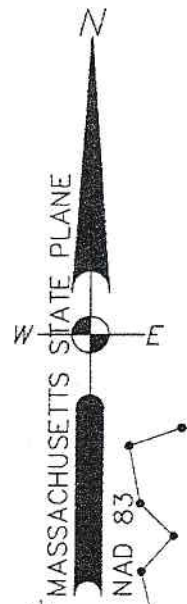
On this ____ day of _____, 2014, before me, the undersigned notary public, personally appeared Jeffrey Nutting, Town Administrator, proved to me through satisfactory evidence of identification, being (check whichever applies): _____ *Driver's License or other state or federal governmental document bearing a photographic image*, _____ *Oath or Affirmation of a credible witness known to me who knows the above signatory*, or _____ *My Own personal knowledge of the identity of the signatory*, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose.

Notary Public:
My commission expires:

EXHIBIT A



PLAN REFERENCES:
 1. PLAN NO. 243 OF 1998;
 PLAN BK. 455.
 2. 1927 STATE HIGHWAY
 LAYOUT NO. 2436.



**Guerriere
&
Halnon, Inc.**

Engineering & Land Surveying
 55 WEST CENTRAL STREET
 FRANKLIN, MA 02038

Ph. (508) 528-3221
 Fx. (508) 528-7921
www.guerriereandhalnon.com

**SEWER EASEMENT
 PLAN OF LAND
 FRANKLIN
 MASSACHUSETTS**

DATE:
 JULY 28, 2014

SCALE:
 1" = 40'

OWNER: TOWN OF FRANKLIN
 355 EAST CENTRAL STREET
 FRANKLIN, MA 02038
 A.M. 284 LOT 29
 DEED BK. 22945 PG. 14

EXHIBIT A

TOWN OF FRANKLIN

RESOLUTION NO.: 14-67

APPROPRIATION: NuStyle Project

AMOUNT REQUESTED: \$ 40,000

PURPOSE: To raise and appropriate \$40,000 for demolition and testing of sight

FINANCE COMMITTEE ACTION

Meeting Date: 10/21/14 **Vote:** 7-0

Recommended Amount: \$ 40,000.00

MOTION

Be It Moved and Voted by the Town Council to Raise & Appropriate Forty thousand dollars (\$40,000.00) to the NuStyle Project, Budget 01121900-570000.

DATED: _____, 2014

VOTED:

UNANIMOUS _____

YES _____ **NO** _____

ABSTAIN _____

ABSENT _____

A True Record Attest:

Deborah L. Pellegri
Town Clerk

Judith Pond Pfeffer, Clerk
Franklin Town Council

TOWN OF FRANKLIN
REQUEST FOR FUNDS
FISCAL 2014

DATE:

DEPARTMENT/COMMITTEE:

Administration

BUDGET:

ACCOUNT NO. & NAME:

Nu-Style
01121900-570000

BALANCES: (To be filled in by Town Comptroller)

ORG BUDGET \$ -

ON ACCOUNT _____

AMOUNT REQUESTED \$ 40,000

REASON:

Nu-Style demolition of 2nd bldg, future testing of sight, anticipate more funds will be needed

SOURCE OF FUNDING:

raise & appropriate

SIGNATURE:

Department Head

RECOMMENDATION OF TOWN ADMINISTRATOR

_____ RECOMMENDED AMOUNT \$ 40,000

_____ NOT RECOMMENDED

DATE:

TOWN ADMINISTRATOR

ACTION OF FINANCE COMMITTEE

DATE OF MEETING: 10/20/14

NUMBER PRESENT: 7

VOTE: 7

_____ REFERRED TO TOWN COUNCIL

AMOUNT \$ 40,000

_____ NOT RECOMMENDED

Susan DeWine
FINANCE COMMITTEE CHAIR

TOWN OF FRANKLIN

RESOLUTION NO.: 14-68

APPROPRIATION: Senior Center Capital Project

AMOUNT REQUESTED: \$ 912,895

PURPOSE: To transfer the remaining balance of \$ 912,895 (plus or minus interest) into the Senior Center Capital Project

FINANCE COMMITTEE ACTION

Meeting Date: 10/21/14 **Vote:** 7-0

Recommended Amount: \$ 912,895

MOTION

Be It Moved and Voted by the Town Council to transfer from the Senior Center Stabilization Fund Nine Hundred and Twelve Thousand, Eight Hundred and Ninety-five dollars (\$912,895) plus or minus interest to the Senior Center Capital Project.

DATED: _____, 2014

VOTED:

UNANIMOUS _____

YES _____ **NO** _____

A True Record Attest:

ABSTAIN _____

ABSENT _____

Deborah L. Pellegrini
Town Clerk

Judith Pond Pfeffer, Clerk
Franklin Town Council

TOWN OF FRANKLIN
REQUEST FOR FUNDS
FISCAL 2014

DATE:

DEPARTMENT/COMMITTEE:

Administration

BUDGET:

ACCOUNT NO. & NAME:

Senior Center Capital Project (2nd floor)

BALANCES: (To be filled in by Town Comptroller)

ORG BUDGET \$ -

ON ACCOUNT _____

AMOUNT REQUESTED \$ 912,895 *

REASON:

to appropriate funds to complete the Senior ctr 2nd floor renovations

SOURCE OF FUNDING:

Senior Center Stabilization Fund
* plus any residual interest

SIGNATURE:

Department Head

RECOMMENDATION OF TOWN ADMINISTRATOR

_____ RECOMMENDED AMOUNT \$ 912,895
_____ NOT RECOMMENDED

DATE:

TOWN ADMINISTRATOR

ACTION OF FINANCE COMMITTEE

DATE OF MEETING: 10/21/14

NUMBER PRESENT: 7 VOTE: 7

_____ REFERRED TO TOWN COUNCIL
_____ NOT RECOMMENDED

AMOUNT \$ 912,895
Shirley Dawson
FINANCE COMMITTEE CHAIR

TOWN OF FRANKLIN

RESOLUTION NO.: 14-69

APPROPRIATION: Open Space

AMOUNT REQUESTED: \$ 250,000

PURPOSE: To raise and appropriate (Hotel/Motel tax) \$250,000 into the Open Space Trust Fund.

FINANCE COMMITTEE ACTION

Meeting Date: 10/21/14 **Vote:** 7-0

Recommended Amount: \$ 250,000.00

MOTION

Be It Moved and Voted by the Town Council to Raise & Appropriate Two Hundred and Fifty thousand dollars (\$250,000.00) to the Open Space Trust Fund.

DATED: _____, 2014

VOTED:

UNANIMOUS _____

YES _____ **NO** _____

A True Record Attest:

ABSTAIN _____

ABSENT _____

Deborah L. Pellegrini
Town Clerk

Judith Pond Pfeffer, Clerk
Franklin Town Council

**TOWN OF FRANKLIN
REQUEST FOR FUNDS
FISCAL 2014**

DATE:

DEPARTMENT/COMMITTEE:

Administration

BUDGET:

ACCOUNT NO. & NAME:

Open Space Fund
84123817

BALANCES: (To be filled in by Town Comptroller)

ORG BUDGET \$ -

ON ACCOUNT _____

AMOUNT REQUESTED \$ 250,000

REASON:

raise and appropriate hotel/motel tax into the Open Space Account
to replenish funds

SOURCE OF FUNDING:

raise & appropriate

SIGNATURE:

Department Head

RECOMMENDATION OF TOWN ADMINISTRATOR

_____ RECOMMENDED AMOUNT \$ 250,000

_____ NOT RECOMMENDED

DATE:

TOWN ADMINISTRATOR

ACTION OF FINANCE COMMITTEE

DATE OF MEETING:

10/21/14

NUMBER PRESENT:

7

VOTE:

7

_____ REFERRED TO TOWN COUNCIL

AMOUNT \$ *250,000*

_____ NOT RECOMMENDED

FINANCE COMMITTEE CHAIR

TOWN OF FRANKLIN

RESOLUTION NO.: 14-71

APPROPRIATION: Elections Budget

AMOUNT REQUESTED: \$ 10,000

PURPOSE: To raise and appropriate \$10,000 to hold a special election

FINANCE COMMITTEE ACTION

Meeting Date: 10/21/14 **Vote:** 7-0

Recommended Amount: \$ 10,000.00

MOTION

Be It Moved and Voted by the Town Council to Raise & Appropriate Ten thousand dollars (\$10,000.00) to the Elections budget as follows:

01164100 Salaries - \$6,000

01164200 Expenses - \$4,000

DATED: _____, 2014

VOTED:

UNANIMOUS _____

YES _____ **NO** _____

A True Record Attest:

ABSTAIN _____

ABSENT _____

Deborah L. Pellegri
Town Clerk

Judith Pond Pfeffer, Clerk
Franklin Town Council

TOWN OF FRANKLIN
REQUEST FOR FUNDS
FISCAL 2014

DATE:

DEPARTMENT/COMMITTEE:

Administration

BUDGET:

ACCOUNT NO. & NAME:

Elections

01164100 6,000

01164200 4,000

BALANCES: (To be filled in by Town Comptroller)

ORG BUDGET \$ -

ON ACCOUNT \$ -

AMOUNT REQUESTED \$ 10,000

REASON:

special election
6,000 for salaries and 4,000 for expenses

SOURCE OF FUNDING:

raise & appropriate

SIGNATURE:

Department Head

RECOMMENDATION OF TOWN ADMINISTRATOR

_____ RECOMMENDED AMOUNT \$ 10,000

_____ NOT RECOMMENDED

DATE:

TOWN ADMINISTRATOR

ACTION OF FINANCE COMMITTEE

DATE OF MEETING: 10/21/14

NUMBER PRESENT: 7

VOTE: 7

_____ REFERRED TO TOWN COUNCIL

AMOUNT \$ 10,000

_____ NOT RECOMMENDED

FINANCE COMMITTEE CHAIR

TOWN OF FRANKLIN

RESOLUTION NO 14-72

**Establishment of a Property Acquisition, Projects and Facilities Maintenance
Stabilization Fund**

BE IT RESOLVED THAT THE TOWN OF FRANKLIN acting by and through the Town Council:

Hereby establishes a Property Acquisition, Projects and Facilities Maintenance Stabilization Fund pursuant to the provisions of Chapter 40 Section 5B of the Massachusetts General Laws.

Said fund shall be used for the purpose of real property acquisitions, projects and facilities maintenance.

This resolution shall become effective according to the rules and regulations of the Town of Franklin Home Rule Charter.

DATED: _____, 2014

VOTED:

UNANIMOUS _____

YES _____ **NO** _____

A True Record Attest:

ABSTAIN _____

ABSENT _____

**Deborah L. Pellegri
Town Clerk**

**Judith Pond Pfeffer, Clerk
Franklin Town Council**

TOWN OF FRANKLIN

RESOLUTION NO.: 14-73

APPROPRIATION: Property Acquisition, Projects, and Facilities Maintenance Stabilization Fund

AMOUNT REQUESTED: \$ 250,000

PURPOSE: To raise and appropriate (Hotel/Motel tax) \$250,000 into the Property Acquisition, Projects, and Facilities Maintenance Stabilization Fund.

FINANCE COMMITTEE ACTION

Meeting Date: 10/21/14 **Vote:** 7-0

Recommended Amount: \$ 250,000.00

MOTION

Be It Moved and Voted by the Town Council to Raise & Appropriate Two Hundred and Fifty thousand dollars (\$250,000.00) to the Property Acquisition, Projects, and Facilities Maintenance Stabilization Fund.

DATED: _____, 2014

VOTED:

UNANIMOUS _____

YES _____ **NO** _____

A True Record Attest:

ABSTAIN _____

ABSENT _____

Deborah L. Pellegrini
Town Clerk

Judith Pond Pfeffer, Clerk
Franklin Town Council

TOWN OF FRANKLIN
REQUEST FOR FUNDS
FISCAL 2014

DATE:

DEPARTMENT/COMMITTEE:

Administration

BUDGET:

ACCOUNT NO. & NAME:

Property Acquisition, Projects and Buildings Maintenance
Stabilization Fund

BALANCES: (To be filled in by Town Comptroller)

ORG BUDGET \$ -

ON ACCOUNT _____

AMOUNT REQUESTED \$ 250,000

REASON:

to place funds in a new stabilization fund for Property acquisition, projects and building main

SOURCE OF FUNDING:

raise & appropriate (hotel/motel)

SIGNATURE:

Department Head

RECOMMENDATION OF TOWN ADMINISTRATOR

_____ RECOMMENDED AMOUNT \$ 250,000

_____ NOT RECOMMENDED

DATE:

TOWN ADMINISTRATOR

ACTION OF FINANCE COMMITTEE

DATE OF MEETING:

10/21/14

NUMBER PRESENT:

7

VOTE:

7

_____ REFERRED TO TOWN COUNCIL

AMOUNT

\$ 250,000

_____ NOT RECOMMENDED

FINANCE COMMITTEE CHAIR

TOWN OF FRANKLIN

RESOLUTION NO.: 14-74

APPROPRIATION: Wage Settlement

AMOUNT REQUESTED: \$ 215,000

PURPOSE: To raise and appropriate \$215,000 in anticipation of arbitration award for contract settlement

FINANCE COMMITTEE ACTION

Meeting Date: 10/21/14 **Vote:** 7-0

Recommended Amount: \$ 215,000.00

MOTION

Be It Moved and Voted by the Town Council to Raise & Appropriate Two Hundred and Fifteen thousand dollars (\$215,000.00) to the Wage Settlement Account for anticipated Fire Contract settlement.

DATED: _____, 2014

VOTED:

UNANIMOUS _____

YES _____ **NO** _____

ABSTAIN _____

ABSENT _____

A True Record Attest:

Deborah L. Pellegri
Town Clerk

Judith Pond Pfeffer, Clerk
Franklin Town Council

**TOWN OF FRANKLIN
REQUEST FOR FUNDS
FISCAL 2015**

DATE: 10/16/14
DEPARTMENT/COMMITTEE: Administration BUDGET: Expenses
ACCOUNT NO. & NAME: Wage Settlement
01910200-519010

BALANCES: (To be filled in by Town Comptroller)

ORG BUDGET _____
ON ACCOUNT _____

AMOUNT REQUESTED \$ 215,000

REASON: in anticipation of arbitration award for contract settlement

SOURCE OF FUNDING:
Raise and Appropriate

SIGNATURE: _____
Department Head

RECOMMENDATION OF TOWN ADMINISTRATOR

_____ RECOMMENDED AMOUNT \$ 215,000
_____ NOT RECOMMENDED

DATE: October 16, 2014
_____ TOWN ADMINISTRATOR

ACTION OF FINANCE COMMITTEE

DATE OF MEETING: 10/21/14 NUMBER PRESENT: 7 VOTE: 7


_____ REFERRED TO TOWN COUNCIL AMOUNT \$ 215,000
_____ NOT RECOMMENDED

Suzanne Dawson
FINANCE COMMITTEE CHAIR

OFFICE OF THE TOWN ADMINISTRATOR



MEMORANDUM

DATE: October 31, 2014
TO: Town Council, Finance Committee, Susan Gagner, Town Comptroller, James Dacey, Town Treasurer/Collector
FROM: Jeffrey D. Nutting, Town Administrator 
RE: FY 15 Budget Adjustments

Please find attached several FY 15 budget requested adjustments.

Town Administrator Salary - \$15,000 This request is for anticipated staff change at the end of the fiscal year and overlap of staffing for training.

Comptroller Salary - \$20,000 As the result of the retirement of both the Purchasing Director and the Assistant Comptroller, we had transition costs including pay out of vacation, overlap of staff and wage increase in order to hire new personnel.

Legal Expense - \$55,000 As the result of ongoing arbitration with the Fire Union, our legal bills have risen. We annually appropriate \$40,000. The September bill was \$32,000. We will need additional funds later in the year.

Election - \$10,000 - Salary \$6,000 and Expense \$4,000 This is for the special election in December.

Planning Expense - \$5,000 These funds were spent on the marketing of the Pond Street and Emmons Street properties.

Recreation Salary - \$50,000 This is to cover an anticipated increase to part time program staff as a result of increased participation.

Human Resource - \$10,000 This is to pay for additional medical cost related to the Public Safety pre-employment exams.

Wage Settlement Account - \$215,000 These funds are in anticipation of an arbitrator's award for the Fire Union contract.

Other –

NU Style Building - \$40,000 This is to pay for the removal of asbestos and demolishing the small building at the site. More funds will be requested later for wells, monitoring and required environmental reports.

Open Space and Recreation Account - \$250,000 from Hotel Tax

The purchase of two properties has reduced the account by nearly \$500,000. This would help replenish the Open Space Account. Currently, there is \$1,055,000 in the account with a goal of having \$2,000,000 in the account.

Property Acquisition, Projects and Facilities Maintenance Stabilization Fund - \$250,000 from Hotel Tax

This would create a new stabilization account for future acquisition of property and for projects and facilities improvements. From time to time the Town has considered buying property other than open space. Further, we have potential projects such as the old museum, new recreation office space, etc., as well as future repairs and maintenance to our existing buildings. In the past the Council has authorized bonds of \$8,000,000 for maintenance of school facilities. We will continue to need to invest in our facilities and having a stabilization account will help with some of those costs. Please note that we have stopped funding the Senior Center Stabilization account of approximately \$200,000 per year. Accordingly, we can start funding this account.



TOWN OF FRANKLIN

RESOLUTION 14-75

AMENDMENT OF FY 2015 BUDGET

WHEREAS, The Town of Franklin adopted the FY 2015 Budget on May 1, 2014, and

WHEREAS, The Town of Franklin amended the FY 2015 Budget on November 5, 2014.

NOW, THEREFORE, BE IT MOVED AND VOTED to further amend said FY 2015 Budget as amended November 5, 2014 from \$110,398,801 to \$110,553,801, as outlined below: (Increase Recreation Salaries \$50,000, Town Administration Salaries \$15,000, Comptroller Salaries \$20,000, Planning Expenses \$5,000, Human Resources Expenses \$10,000 and Legal Expenses \$55,000.) for a total increase of \$155,000.

	<u>Original</u>	<u>Change</u>	<u>Amended</u>
Total appropriation	\$110,398,801	\$155,000	\$110,553,801
Raise and Appropriate:	\$99,805,417	\$155,000	\$99,960,417

This Resolution shall become effective according to the rules and regulations of the Town of Franklin Home Charter.

VOTED:

UNANIMOUS _____

YES _____ **NO** _____

A True Record Attest:

ABSTAIN _____

ABSENT _____

Deborah L. Pellegrini
Town Clerk

Judith Pond Pfeffer, Clerk
Franklin Town Council

**TOWN OF FRANKLIN
REQUEST FOR FUNDS
FISCAL 2015**

DATE: 10/16/14

DEPARTMENT/COMMITTEE: Administration BUDGET: Expenses

ACCOUNT NO. & NAME: Recreation Salaries
01630100-512280

BALANCES: (To be filled in by Town Comptroller)

ORG BUDGET \$ 110,383

ON ACCOUNT \$ 32,000

AMOUNT REQUESTED \$ 50,000

REASON: summer camp and beach programs higher than budgeted participation

SOURCE OF FUNDING:
Raise and Appropriate

SIGNATURE: _____
Department Head

RECOMMENDATION OF TOWN ADMINISTRATOR

_____ RECOMMENDED AMOUNT \$ 50,000
_____ NOT RECOMMENDED

DATE: October 16, 2014

TOWN ADMINISTRATOR

ACTION OF FINANCE COMMITTEE

DATE OF MEETING: 10/21/14 NUMBER PRESENT: 7 VOTE: 7

_____ REFERRED TO TOWN COUNCIL
_____ NOT RECOMMENDED

AMOUNT \$ 50,000

Susan Dewmes
FINANCE COMMITTEE CHAIR

**TOWN OF FRANKLIN
REQUEST FOR FUNDS
FISCAL 2015**

DATE: 10/16/14

DEPARTMENT/COMMITTEE: Administration BUDGET: Expenses

ACCOUNT NO. & NAME: Town Administrator Salaries
01123100

BALANCES: (To be filled in by Town Comptroller)

ORG BUDGET \$ -

ON ACCOUNT _____

AMOUNT REQUESTED \$ 15,000

REASON: potential FY 15 retirement, transition training, etc

SOURCE OF FUNDING:
Raise and Appropriate

SIGNATURE: _____
Department Head

RECOMMENDATION OF TOWN ADMINISTRATOR

_____ RECOMMENDED AMOUNT \$ 15,000

_____ NOT RECOMMENDED

DATE: October 16, 2014

TOWN ADMINISTRATOR

ACTION OF FINANCE COMMITTEE

DATE OF MEETING: 10/21/14 NUMBER PRESENT: 7 VOTE: 7

_____ REFERRED TO TOWN COUNCIL

AMOUNT \$ 15,000

_____ NOT RECOMMENDED

Susan Dawson

FINANCE COMMITTEE CHAIR

**TOWN OF FRANKLIN
REQUEST FOR FUNDS
FISCAL 2015**

DATE: 10/16/14

DEPARTMENT/COMMITTEE: Administration BUDGET: Expenses

ACCOUNT NO. & NAME: Comptroller Salaries
01135100

BALANCES: (To be filled in by Town Comptroller)

ORG BUDGET \$ -

ON ACCOUNT _____

AMOUNT REQUESTED \$ 20,000

REASON: 2 retirements in FY 15 with earned time payouts, new hires, training of new hires

SOURCE OF FUNDING: Raise and Appropriate

SIGNATURE: _____
Department Head

RECOMMENDATION OF TOWN ADMINISTRATOR

_____ RECOMMENDED AMOUNT \$ 20,000

_____ NOT RECOMMENDED

DATE: October 16, 2014

TOWN ADMINISTRATOR

ACTION OF FINANCE COMMITTEE

DATE OF MEETING: 10/21/14

NUMBER PRESENT: 7 VOTE: 7

_____ REFERRED TO TOWN COUNCIL

AMOUNT \$ 20,000

_____ NOT RECOMMENDED


FINANCE COMMITTEE CHAIR

**TOWN OF FRANKLIN
REQUEST FOR FUNDS
FISCAL 2015**

DATE: 10/16/14

DEPARTMENT/COMMITTEE: Administration BUDGET: Expenses

ACCOUNT NO. & NAME: Planning Expenses
01177200

BALANCES: (To be filled in by Town Comptroller)

ORG BUDGET \$ -

ON ACCOUNT _____

AMOUNT REQUESTED \$ 5,000

REASON: RFP for Pond St and 150 Emmons St

SOURCE OF FUNDING:
Raise and Appropriate

SIGNATURE: _____
Department Head

RECOMMENDATION OF TOWN ADMINISTRATOR

_____ RECOMMENDED AMOUNT \$ 5,000

_____ NOT RECOMMENDED

DATE: October 16, 2014

TOWN ADMINISTRATOR

ACTION OF FINANCE COMMITTEE

DATE OF MEETING: 10/21/14

NUMBER PRESENT: 7 VOTE: 7

_____ REFERRED TO TOWN COUNCIL

AMOUNT \$ 5,000

_____ NOT RECOMMENDED

Susan Lewis

FINANCE COMMITTEE CHAIR

AN EXECUTED COPY WILL BE RETURNED TO THE DEPARTMENT.

TOWN OF FRANKLIN
REQUEST FOR FUNDS
FISCAL 2015

DATE: 10/16/14

DEPARTMENT/COMMITTEE: Administration BUDGET: Expenses

ACCOUNT NO. & NAME: Legal Expenses
01151200-524090

BALANCES: (To be filled in by Town Comptroller)

ORG BUDGET \$ -

ON ACCOUNT \$ 19,585

AMOUNT REQUESTED \$ 55,000

REASON:

special labor counsel bill of 32k for arbitration of fire contract and 9 union contracts open for negotiation after the first of the year.

SOURCE OF FUNDING:

Raise and Appropriate

SIGNATURE:

Department Head

RECOMMENDATION OF TOWN ADMINISTRATOR

RECOMMENDED AMOUNT \$ 55,000.00

NOT RECOMMENDED

DATE: October 16, 2014

TOWN ADMINISTRATOR

ACTION OF FINANCE COMMITTEE

DATE OF MEETING: 10/21/14

NUMBER PRESENT: 7

VOTE: 7

REFERRED TO TOWN COUNCIL

AMOUNT \$ 55,000

NOT RECOMMENDED

FINANCE COMMITTEE CHAIR

AN EXECUTED COPY WILL BE RETURNED TO THE DEPARTMENT.