



FRANKLIN TOWN COUNCIL

March 23, 2016

7:00 PM

A. APPROVAL OF MINUTES – [February 24, 2016](#)

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

C. PROCLAMATIONS/RECOGNITIONS

D. CITIZEN COMMENTS – *Citizens are welcome to express their views for up to five 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.*

E. APPOINTMENTS -1. [Historical Commission](#)
2. [Conservation Commission](#)

F. HEARINGS

G. LICENSE TRANSACTIONS

H. PRESENTATIONS/DISCUSSIONS

I. SUBCOMMITTEE REPORTS

J. LEGISLATION FOR ACTION

1. [Resolution 16-15: Authorization to Enter into Separate Intermunicipal Agreements Between Franklin and The Towns of Bellingham, Medway, Norfolk and Wrentham to Provide Public Safety Mutual Aid](#)
2. [Resolution 16-16: Authorization For Disposition \(Sale\) of Town-Owned Land on Pond Street](#)
3. [Zoning Bylaw Amendment 16-753: Zoning Map Changes From Single Family Residential IV to General Residential V in an Area on or Near West Central Street - Referral to Planning Board](#)
4. [Bylaw Amendment 16-754: Chapter 47, Alcoholic Beverages - 1st Reading](#)
5. [Bylaw Amendment 16-755: Chapter 179, Water Charges-Water Department Access – 2nd Reading](#)
6. [Bylaw Amendment 16-756: Chapter 170 Vehicles and Traffic Article X Winter Storm Overnight Parking – 2nd Reading](#)

K. TOWN ADMINISTRATOR'S REPORT

L. OLD BUSINESS

M. NEW BUSINESS

N. COUNCIL COMMENTS

O. EXECUTIVE SESSION - *Pending or threatened litigation*

1. *Proposed Excelon expansion of Medway electric generating facility pending before Energy Facilities Siting Board.*
2. *Proposed Spectra gas transmission line through Franklin.*

P. ADJOURN

**FRANKLIN TOWN COUNCIL
MINUTES OF MEETING
February 24, 2016**

A meeting of the Town Council was held on Wednesday, February 24, 2016 at the Franklin Municipal Building, 355 East Central Street, Franklin, Massachusetts. Councilors present: Andrew Bissanti, Robert Dellorco, Glenn Jones, Matthew Kelly, Thomas Mercer (by remote participation), Peter Padula, Deborah Pellegri, Judith Pond Pfeffer, Robert Vallee. Councilors absent: None. Administrative personnel in attendance: Jeffrey Nutting, Town Administrator; Jamie Hellen, Deputy Town Administrator; Mark Cerel, Town Attorney.

CALL TO ORDER: Chairman Kelly called the meeting to order at 7:00 PM with a moment of silence and the Pledge of Allegiance.

APPROVAL OF MINUTES: *January 20, 2016, February 3, 2016.* ► **MOTION** to **Approve** the January 20, 2016 meeting minutes and the February 3, 2016 meeting minutes by **Jones. SECOND** by **Dellorco. No Discussion. VOTE: Yes-8, No-0, Absent-1.** (Mr. Mercer had not yet arrived.)

ANNOUNCEMENTS: ► Chairman Kelly announced the meeting would be recorded by *Franklin TV* and available for viewing on Comcast Channel 11 and Verizon Channel 29. This meeting may also be recorded by others.

PROCLAMATIONS/RECOGNITIONS: **None.**

CITIZEN COMMENTS: ► Brett Feldman, 37 Meadowbrook Road, requested the DelCorte playground status and the Town's next steps regarding the EPA's regulations for the Charles River controls.

APPOINTMENTS: ► *Disability Commission.* Ms. Pfeffer read the appointment. **MOTION** to **Ratify** the appointment by the Town Administrator of Karen Gordon to serve as a member of the Franklin Disability Commission by **Pfeffer. SECOND** by **Jones. No Discussion. VOTE: Yes-8, No-0, Absent-1.** (Mr. Mercer had not yet arrived.)

► *Election Workers.* Ms. Pfeffer read the appointment and list of election workers. **MOTION** to **Ratify** the appointment by the Town Administrator of the Election Workers on the attached list as requested by the Town Clerk by **Pfeffer. SECOND** by **Jones. No Discussion. VOTE: Yes-8, No-0, Absent-1.** (Mr. Mercer had not yet arrived.)

► *Council on Aging.* Ms. Pfeffer read the appointment. **MOTION** to **Ratify** the appointment of Gail Chiridon by the Town Administrator to serve as a member of the Council on Aging by **Pfeffer. SECOND** by **Jones. No Discussion. VOTE: Yes-8, No-0, Absent-1.** (Mr. Mercer had not yet arrived.)

HEARINGS: **None.**

LICENSE TRANSACTIONS: **None.**

PRESENTATIONS/DISCUSSIONS: ► *Spectra Energy.* ■ Jon Bonsall representing Algonquin Gas Transmission addressed the Town Council. He was joined by Algonquin project team members Frank Gessner, responsible for landowner outreach; Terry Doyle, responsible for environmental permitting; Arthur Diestel, responsible for outreach to organizations and stakeholders; and Peter Kerrigan, area supervisor for operations group. Mr. Bonsall provided an overview of the project during the narrated slide show presentation with comments and questions by both citizens and councilors with responses by the Algonquin presenters. He stated Algonquin is the project proponent of Access Northeast. Algonquin Gas

Transmission is owned by Spectra Energy and the names are often used interchangeably. The three project developers include Eversource Energy, National Grid, and Spectra Energy. He stated a challenge facing New England is the lack of energy infrastructure and noted New England has the highest energy prices in the continental US. This project is intended to address the current pipeline constraints especially during peak periods and will meet the growing demand for natural gas for both heating and power generation. The Access Northeast project is sized and designed to meet the needs in the region. He stated approximately 95 percent of the project will utilize existing pipeline, utility corridors, roadway corridors and natural gas infrastructure, thus minimizing environmental and community effects. ■Mr. Nutting stated there are many issues, but first and foremost is the health and safety of the people of Franklin and the abutters to the pipeline. He asked the presenters to address safety concerns of the residents. ■Mr. Gessner addressed safety issues and stated he has worked with landowners along the route to find the best location for the pipeline. In construction phase all welds are X-ray inspected and operational safety includes gas control 24/7/365 protection and monitoring.

Citizen Comments: ■James Hill, 5 Gloucester Drive, stated the analysis for the cost savings were based on the prior two years which were abnormally cold winters. He said Spectra has applied to the Department of Public Utilities to add a fee to the Massachusetts ratepayers' electric bills so the ratepayers can pay for this pipeline. He also stated there were many leaks as indicated in Senator Markey's report. ■Gail Chirdon, 14B Hawthorne Village, stated concern that the pipeline would run under the Charles River and that frost heaves would be a problem for the pipeline. As well, she asked what percent of the gas going through the pipeline would be meant for this area and what percent would be going up to Canada and facilities there. ■Raymond Milici, 75 Grey Wolf Drive, granted his three minutes of speaking time to James Hill. ■Mr. Hill stated there is a great deal of money to be made in exporting liquefied natural gas. The US has a lot of fracked gas to sell; Europe is the recipient if Spectra can export out of Nova Scotia. He noted that although the presenters indicated pipelines last forever, he questioned what lasts forever. He asked when the last time the pipes were inspected.

■Mr. Gessner stated the pipeline could be as deep as 120 ft., therefore, it would be far under the Charles River. Frost does not have any effect on the pipeline. This project is sized and designed for this region and is not designed for exporting gas. They have a vigorous pipeline inspection procedure and a good safety and inspection record.

Councilor Comments: ■Ms. Pfeffer asked if residents know they are abutting the pipeline. She said she does not understand why a 30-mile lateral is the best decision to bring more gas to Massachusetts and noted she is only concerned with Franklin. ■Mr. Vallee said he believes they should do what is for the greater good and what is best for the citizens. He has heard no arguments to not support the expansion of the gas line. Other sources of energy are far more polluting and without the competition the price of electricity will increase greatly. ■Mr. Dellorco stated concern with the safety of the two gas lines so close to each other. ■Mr. Bissanti asked how the project is mitigated when there is a vocal community with residents that may be opposed. ■Mr. Jones stated the fear is the safety of building this pipeline. He asked if they can reassure the citizens that this will not have an environmental impact to residents' homes and the community. ■Chairman Kelly asked how the pipes are brought to the site. He noted the Franklin roads are being repaired and now 18-wheelers will be travelling on them and making them worse. To have the pipeline construction trucks use these roads is a great concern.

■Mr. Gessner responded that there should be an easement in a property owner's deed when they bought the property and every year a landowner abutter is sent an information letter. He stated the pipeline will be parallel to the current pipeline as they are encouraged to use exiting corridors. Pipeline testing and safety is taken seriously. To bring in the pipes they will use existing highways and right-of-ways. They will be using 30-inch pipe as determined by engineers based on capacity. If there were ever an issue, a line can be shut down remotely if needed. They work with all municipalities and towns, and meet with property owners privately and publically and address concerns. Then they have to negotiate with the

property owners to resolve and address the money issue for the landowner. They do not just take the land; they provide money compensation.

Thomas Mercer entered the meeting (by remote participation) at approximately 8:15 PM.

Chairman Kelly called a three-minute recess.

► ***Conservation Commission: DelCorte Property.*** ■ George Russell, Conservation Agent, and Paul Harrington, Vice Chairman Conservation Commission, addressed the Town Council on the DelCorte property. Mr. Russell stated the ecological environment within the pond was studied by ESS Group. They outlined the present conditions and measures needed to ensure long-term health and viability of the water bodies. ESS concluded the major problem facing the water bodies is invasive aquatic plant life. Until it is addressed any other marine life within the water system will be choked out. ESS's recommendations for Years 1 and 2 involve herbicides to address the invasive plants, and Year 3 is designed to increase the spawning habitat. Mr. Russell requested funding to implement these measures including herbicide, permitting fees for local Conservation Commission and State of MA, and contingency fees. He stated the \$5,000 permitting fee included the peer review consultant fee to prepare the NOI and applications for Mass. DEP. Probably, over time, invasive species, both plant and fish such as carp, were introduced into DelCorte ponds. There will have to be constant monitoring of the water bodies to make sure the invasive species do not return. Most likely, the pond would not be closed for recreational activities except for a short time after the herbicide is applied. The hope is to dramatically reduce the invasive species so the healthy non-invasive species will survive. He stated the higher than recommended nitrogen level in the ponds may be caused by lawn fertilizer. Currently, if the ponds were stocked, the fish would probably die. The beavers do not have to be addressed at this time. ■ Mr. Bissanti stated in other towns water level of pond is reduced to create a deep freeze which kills many of the weeds. ■ Mr. Russell said a risk is this could kill the fish eggs. ■ Mr. Nutting stated the Capital Budget Committee starts their review next week and he is recommending \$100,000 that is left over in the DelCorte fund be put toward this issue to address the first few years, and then put \$50,000 aside every year. This will be up for Town Council consideration in the next few months.

► ***Wetland Bylaw.*** ■ Mr. Russell discussed the request to amend the local wetlands bylaw, Chapter 181-2, Section B. The way the local wetlands bylaw is written is that any fresh water wetlands is subject to permitting by the Conservation Commission. Manmade retention and detention basins under the State statute are not subject to permitting by the local wetlands commission, but they are subject to permitting under the local bylaw if they become a wetland. The Conservation Commission has extensively discussed this and has voted to take the position that the bylaw should not be changed. He stressed if detention and retention basins are properly maintained, cleaned out with the sediment removed every few years, the probability of that basin becoming a wetland is extremely remote. The problem is when the basins are not maintained then the basin begins to exhibit characteristics of becoming a wetland. A wetland is not based on water; it is based on the land and the vegetation. There has to be land characteristic changes in the basin for it to become a wetland. For instance, skunk cabbage only grows in a wetland, so if it is found, then it is a wetland. He reviewed the provided diagrams showing all basins in Town both maintained by Town and privately. He stated if the bylaw stays as is and the private and public sectors maintain the basins as required, those basins will probably not become wetlands. If the basins are removed from permitting jurisdiction under the local bylaw, he noted that in some cases the basin, depending upon its location, may still be subject to permitting under the State law. Because of this and reasons listed in the memo dated February 2, 2016 to the Town Administrator, the Conservation Commission voted unanimously to recommend that the bylaw not be amended. ■ Mr. Harrington added this will also allow some oversight in the cases where the basins were neglected and without the current verbiage, all oversight would be lost. ■ Ms. Pfeffer questioned if a developer builds a subdivision with a basin and the developer goes under, causing the basin to not be maintained and skunk cabbage grows, it is now a wetland which will subject future builders to have to work around the wetland and buffer. ■ Mr.

Harrington confirmed that if it does become a wetland the builders could then go before the Conservation Commission with an RDA or NOI with plan to address the issue. It could be reverted to a basin; there is just oversight to make sure it is done properly. ■ Mr. Vallee stated that having the basins is a large waste of land and money. ■ Mr. Russell stated the DPW is responsible to maintain 98 basins, of which many are becoming wetlands. Subdivision basins are stormwater management tools there to collect drainage runoff of the impervious surfaces. ■ Mr. Nutting stated that subdivisions get built which have to have retention ponds. Then the Town accepts the subdivision and owns the maintenance of them. The Town has not increased the DPW staff in 40 years. Under stormwater management regulations the Town has to go in and maintain those retention basins. The Town needs to take this issue on and is looking at a way to get permitting without going through hoops required which is how this conversation began. How is the Town going to take on 98 of these; it is an annual event. It is a lot of money, time, and energy. ■ Mr. Russell stated it is the Town's bylaw. The Conservation Commission is only making a recommendation and will go along with the rules determined. He recommended if bylaw is to be eliminated it should be eliminated for all, not just for the Town. ■ Mr. Bissanti stated he had objections and did not understand why the local bylaw has to supersede the State bylaw. He stated had the Town kept in line with the State bylaw, when the DPW came before the Town Council a few months ago, they would have been able to do what they needed to do. The Town is creating a lot of wetlands and buffers which were originally manmade. This encumbers real estate land. ■ Mr. Cerel provided the distinction between retention and detention basins. ■ Ms. Pellegri asked about mosquito control for the basins.

SUBCOMMITTEE REPORTS: ► *Community Liaison Update.* ■ As the communication liaison for the Town Council, Mr. Jones stated he has been working with administration and others in Town to improve communication. He read from Deputy Administrator Jamie Hellen's memo highlighting items being worked on to enhance and renew focus on communication including daily Facebook posts and tweets which have increased the number of followers. Some Town websites have been updated and getting more pictures online. He stated it would be nice to hire person with sole focus to do PR. He thanked Steve Sherlock for his continued work in getting out the Town news with his websites. Also, looking at how Franklin TV can improve its communication with the Town such as more shows. ► *Economic Development Committee.* ■ Mr. Bissanti announced EDC meeting on March 2, 2016.

LEGISLATION FOR ACTION:

1. **Resolution 16-08: Appropriation: Facilities Van.** Ms. Pfeffer read the resolution. **MOTION to Move** Resolution 16-08 for appropriation of facilities van by **Pfeffer**. **SECOND** by **Jones**. **Discussion:** ► Mr. Nutting stated the carpenter is using his own vehicles now, so would like to fast track this. ► Ms. Pfeffer requested that in the future the Town Administrator provide listing of all accounts with leftover monies. ► **ROLL CALL VOTE:** Bissanti-YES; Dellorco-YES; Jones-YES; Kelly-YES; Mercer-YES (by remote); Padula-YES; Pellegri-YES; Pfeffer-YES; Vallee-YES. **VOTE: Yes-9, No-0, Absent-0.**
2. **Resolution 16-09: Rescind Borrowing Authority (Resolution 15-15, Purchase and Renovation of Improved Property for Franklin Recreation Department) Fund Through Appropriation.** **MOTION to Waive** the Reading by **Pfeffer**. **SECOND** by **Bissanti**. **No Discussion.** ► **ROLL CALL VOTE:** Bissanti-YES; Dellorco-YES; Jones-YES; Kelly-YES; Mercer-YES (by remote); Padula-YES; Pellegri-YES; Pfeffer-YES; Vallee-YES. **VOTE: Yes-9, No-0, Absent-0.** **MOTION to Move** Resolution 16-09 to rescind borrowing authority (Resolution 15-15, Purchase and Renovation of Improved Property for Franklin Recreation Department) fund through appropriation by **Jones**. **SECOND** by **Dellorco**. **Discussion:** ► Mr. Nutting stated last year money was appropriated to buy and renovate the Beaver Street Recreation facility and this will pay off that loan and provide funds to finish the project. The funds are coming from sale of the Emmons Street property (\$500,000.00) and the remaining balance is coming from Overlay Reserve. ► **ROLL CALL VOTE:** Bissanti-YES;

Dellorco-YES; Jones-YES; Kelly-YES; Mercer-YES (by remote); Padula-YES; Pellegrini-YES; Pfeffer-YES; Vallee-YES. **VOTE: Yes-9, No-0, Absent-0.**

3. **Resolution 16-10: Ratification of the Memorandum of Agreement between the Department of Public Works, ASFME – Local 1298, Council 93 and the Town of Franklin.** Ms. Pfeffer read the resolution. **MOTION to Move** Resolution 16-10 for ratification of the Memorandum of Agreement between the Department of Public Works, ASFME – Local 1298, Council 93 and the Town of Franklin by **Jones**. **SECOND** by **Dellorco**. **Discussion:** ► Mr. Nutting stated this is to ratify the seventh of nine collective bargaining agreements that the Town has settled for a three-year period consistent with other negotiated agreements with the DPW. ► **ROLL CALL VOTE:** Bissanti-YES; Dellorco-YES; Jones-YES; Kelly-YES; Mercer-YES (by remote); Padula-YES; Pellegrini-YES; Pfeffer-YES; Vallee-YES. **VOTE: Yes-9, No-0, Absent-0.**

TOWN ADMINISTRATOR’S REPORT: ► Mr. Nutting stated he has received a resignation notice from Police Chief Stephan Semerjian who will retire before June 30th of this year. He wished him well. ► Capital Budget Committee will meet next week to review the capital starting at 6 PM on Tuesday. The budget is under review. ► There will be a meeting in the next 10 days so with the manufacturer to go over the DelCorte playground issues. ► Councilor Mercer will address the high school issue. ► Stormwater regulations have not been issued and not expected for 4-6 weeks. Therefore, he cannot comment on citizen Brett Feldman’s question. ► Mr. Hellen stated this is a public comment period for the Community Municipal Aggregation which ends at the next meeting in March. They have received many comments already. Hopefully, there will be a short presentation by the consultants. Information is also on website.

OLD BUSINESS: ► Mr. Vallee discussed condition of parking lot at train station. It has been worked on repeatedly over the years, but it is in worse condition now than ever. There are 13 stops between here and Boston and it is very embarrassing. Pressure needs to be put on somebody as something has to be done. ► Mr. Nutting stated the Town has no control over MBTA property. ► Mr. Dellorco stated he can reach out and make a call and maybe get a meeting set up. ► Mr. Jones requested getting School Dude reports on a regular basis as to current orders/top priorities on repairs to the schools and facilities in the Town. Councilor members have not seen any such reports in some time. ► Mr. Bissanti requested an update on the Alcohol Awareness bylaw status. ► Mr. Nutting stated it is on the next agenda. ► Ms. Pfeffer stated Chris Herren will be at the High School for a few seminars regarding drug overdoses as part of the SAFE Community Outreach.

NEW BUSINESS: ► Mr. Vallee requested an update on the progress of the radio station in Town and any new programs being developed by the TV station. ► Chairman Kelly requested a facilities presentation.

COUNCIL COMMENTS: ► Mr. Mercer discussed the water issue at the High School last week regarding sprinkler heads that froze and broke over the principal’s office. Fortunately, the damage was held to the administration area. He noted this has been an ongoing issue from day one. There is a problem maintaining heating level at this end of the building and it has been well documented. It was part of the original punch list. There has been a lot of finger pointing but the bottom line is that it needs to be dealt with. A group of those involved met yesterday to come up with solutions. Need to get heat to appropriate levels and maintain it. Second group meeting scheduled for March 9 to determine ultimate solution. It will be done at no cost to the Town. ► Ms. Pellegrini reminded all that March 1 is voting day. ► Mr. Jones thanked all those that help out with the polls. ► Mr. Bissanti gave condolences to the Buchanio family. ► Chairman Kelly congratulated the Police Department in retirement of their canine dog. Also, Travis McCready, President and CEO of Mass. Life Sciences Center will be in Franklin on Friday conducting a business and education round table hosted by Representative Roy, Senator Spilka and Senator Ross’ offices. Happy Birthday to Judy Pfeffer.

EXECUTIVE SESSION: None.

ADJOURN: MOTION to Adjourn by Kelly. SECOND by Vallee. ►ROLL CALL VOTE: Bissanti-YES; Dellorco-YES; Jones-YES; Kelly-YES; Mercer-YES (by remote); Padula-YES; Pellegri-YES; Pfeffer-YES; Vallee-YES. **VOTE: Yes-9, No-0, Absent-0. Meeting adjourned at 9:41 PM.**

Respectfully submitted,

Judith Lizardi
Recording Secretary

APPOINTMENTS

- HISTORICAL COMMISSION
- CONSERVATION COMMISSION



APPOINTMENT:

Historical Commission

Jeremy Ball
113 Cottage Street

The members of the Historical Commission voted to recommend the appointment of Jeremy Ball as an Associate member of the Commission.

MOTION to ratify the appointment of Jeremy Ball by the Town Administrator to serve as an Associate member of the Historical Commission.

DATED: _____, 2016

VOTED:

UNANIMOUS _____

A True Record Attest:

YES _____ NO _____

ABSTAIN _____

Teresa Burr
Town Clerk

ABSENT _____

Judith Pond Pfeffer, Clerk
Franklin Town Council



TOWN OF FRANKLIN BOARD/COMMITTEE VOLUNTEER FORM

If you are interested in volunteering by serving on a Town Board/Committee, please complete this form and return it the Town Administrator's Office located at 355 East Central Street, Franklin MA. For inquiries call 508-520-4949.

Name: Jeremy Ball

Address: 113 Cottage Street, Franklin, MA 02038

Day Telephone: 508-898-4248

Evening Telephone: 919-413-8356

List the Board/Committee (s) you are interested in: Franklin Historical Commission

Present Business Affiliation and work: I am a project manager at EMC, working on a software implementation project in Southborough.

Government Experience: None

Education of Special Training: Bachelor's Degree in Environmental Design - Architecture (NCSU'92)

Positions previously held in town government: None

How much time would you be willing to donate: 4 hours per week

What days of the week and hours would you be available: Most days of the week, after 6:30 PM, not available Sunday afternoons

Comment on why you are interested in serving a particular committee and what you think you could contribute:

As a new resident (July 2014) I am very interested in history of Franklin, and I'd like to help preserve and enhance that history for future generations. I care very much about the places and structures where we live, and I have an especial interest both in the factual history of place as well as the reasons behind the changes that have occurred over time. I very much appreciate seeing pictures and movies that tell us more about how things were "back in the day", and making those images available to the public at large as the FHC has done is a very admirable goal!

Information received will be available to the Board and Committees that you list. To find out more about a Board/Committee click on link: [Boards & Committees](#)



APPOINTMENTS

Conservation Commission

Angela Gelineau
12 Townline Road

The Conservation Commission has recommended the appointment of Angela Gelineau to serve as a member of the Conservation Commission.

MOTION to ratify the appointment by the Town Administrator of Angela Gelineau to serve as a member of the Conservation Commission.

DATED: _____, 2016

VOTED:

UNANIMOUS _____

A True Record Attest:

YES _____ **NO** _____

ABSTAIN _____

Teresa M. Burr
Town Clerk

ABSENT _____

Judith Pond Pfeffer, Clerk
Franklin Town Council

24 Feb 2016

Jeff. Nutting
Town Administrator
Franklin MA 02038

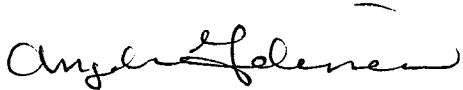
Dear Mr. Nutting:

George Russell asked that I contact you regarding the open Conservation Commission position. I am interested in joining the commission. Attached is my completed Board/Committee Volunteer Form.

As I mention in the form, my understanding is that ConCom responsibilities boil down to meeting the requirements of regulations while balancing the needs of our residents in the least burdensome way possible. I manage the implementation and validation of business software systems in the Life Sciences industry. In doing so, I ensure that FDA and related regulations are adhered to while helping the people who implement, validate, and use these systems to perform their day-to-day jobs in an easy and efficient way. In my experience serving as a link between regulations and those who must follow them, I have found that folks want to understand and be understood and that often a little listening (and patience) goes along way.

My interest in environmental protection, my educational background, and my professional experience qualifies me for this position. I've attached an unabridged version of my resume in case you would like details of my education and experience. If you have questions, please contact me at the phone number or email listed below.

Thank you,



Angela Gelineau
12 Townline Rd
Franklin MA 02038
508-633-6448
agelineau@comcast.net



**TOWN OF FRANKLIN
BOARD/COMMITTEE VOLUNTEER FORM**

If you are interested in volunteering by serving on a Town Board/Committee, please complete this form and return it to the Town Administrator's Office located at 355 East Central Street, Franklin MA. For inquiries call 508-520-4949.

Name: Angela Gelineau

Address: 12 Townline Rd Franklin MA 02038

Day Telephone: 508 633 6448

Evening Telephone: Same

List the Board/Committee (s) you are interested in:

Conservation Committee/Commission

Present Business Affiliation and work:

IT Project Manager for Life Sciences Consulting company

Government Experience:

None

Education or Special Training:

B.S. Physics University of Dayton; ASQ Certified Quality Engineer, Certified Software Quality Engineer

Positions previously held in town government:

None

How much time would you be willing to donate:

George Russell has told me about the time necessary for ConCom. I am confident I can meet that expectation.

What days of the week and hours would you be available:

As needed by ConCom (e.g. Thurs evenings etc.)

Comment on why you are interested in serving a particular committee and what you think

you could contribute: From discussion with George my understanding of ConCom responsibilities is that it boils down to meeting the requirements of regulations while balancing the needs of our residents in the least burdensome way possible. In my years managing the implementation and validation of business software systems in the Life Sciences industry I ensure that FDA and regulation related regulations are adhered to while helping the people who implement, validate and use the systems to perform their jobs in an easy and efficient way. It is my experience serving as a link between regulations and information received will be available to the Board and Committees that you list. To find out more about a Board/Committee click on link: Boards & Committees and the people who must follow them. That folks want to understand and be understood and so often a little listening goes a long way.

Summary

9 years design, development, testing, data migration, validation, implementation, support, and documentation of client-server web-based business systems; 4 years managing team responsible for same; 3 years corporate business owner of validated corporate QA/RA systems; 3 years computer systems validation reviewer/approver for all corporate systems; 11+ years IT project management global QA/RA/CA business systems.

In-depth familiarity with GMP, computer systems and data migration validation, 21 CFR Parts 11, 820 and analogous international regulations, internal QS auditing, and software supplier QS auditing; subject matter expert for computer systems validation.

Education/Certification

B.S. Physics, Mathematics Minor: University of Dayton

Member of ΣΠΣ, Physics National Honor Society

ASQ Certified Software Quality Engineer certification: 2010

ASQ Certified Quality Engineer certification: 2011

Experience

7/13 – present CHAUCER AMERICA – SENIOR CONSULTANT, PROJECT MANAGEMENT

- 1/16-present: For world-class pharmaceutical manufacturer: manage project to replace existing internal and external clinical trial systems with single internal CTMS.
- 9/15-1/16: For medical diagnostic and imaging systems manufacturer: managed project to migrate new product development (NPD) projects to Microsoft Project Server (PWA). Gathered current state practices and business requirements for multiple quality systems. Defined PWA functional requirements and Project Professional templates for each quality system; defined new business process based on updated NPD SOPs. Worked with senior management to define KPIs and milestones needed across the project portfolio. Authored SOP and user guide. Trained program managers to use PWA for new projects; aided program managers in migrating existing project plans. Project completed ahead of schedule so process and template for sustaining projects was defined as well. Resulted in one system and one standardized process, template set, and milestone reporting for all divisional projects.
- 7/13-8/15: For world-class pharmaceutical manufacturer: managed project to replace legacy clinical trial management system with multiple internal and external CTMS systems. Created, continually revised, and ran the project schedule to drive cross-functional teams, identify resource gaps, and provide project reporting throughout the project. Worked with data extract teams and IT consultants to provide data analysis, migration scope, migration timeline planning based on changing business decisions. Authored Data Migration Plan, Business Continuity Plan, and Change Request Process.

7/12 – 6/13 SABBATICAL

Completed top-to-bottom renovation of a three story house with a former Software Spectrum colleague; studied Russian; trained for a half-marathon; volunteered as an alpaca ranch hand; gardened and farmed; read voraciously.

10/03—6/12 COVIDIEN (FKA TYCO HEALTHCARE)

5/09—6/12 CORPORATE RA—MANAGER QA/RA DATA SYSTEMS

- Project Manager/Business Owner of four corporate-wide systems: product registration/submission, complaint tracking/adverse event reporting, corporate document control, audit management. For each system: created and continually managed Project Schedule; coordinated needs of all business units; authored functional requirements, validation plans and protocols, data migration plans, validation deviations and summaries, traceability matrices; managed entire validation effort; directed business and IS resources during design, development, validation, implementation; defined and coordinated implementation of user on-boarding process, training materials, and training plan; created and administered internal project SharePoint sites. Continued responsibilities for upgrades/enhancements to the systems.
- Defined RFI for the third party replacement of legacy complaint tracking/adverse event reporting system; participated in multiple rounds of vendor demos and scoring, ensuring Part 11 compliance and vigilance reporting needs could be met by the proposed software.
- Provided continual regulatory and computer system validation guidance to IS for new system implementations, business resiliency programs, acquisition initiatives, and meta-business systems, including vendor demos.

- Reviewed functional requirements, Part 11 compliance requirements, quality plans, data migration plans, IQs, OQs, PQs, DMQs, traceability matrices, deviation reports, and quality summary reports for adherence to good validation practices, regulatory compliance, and product safety/efficacy for systems supporting: ECO, MES, Artwork, CAPAs, global document management, trial management, time management, plant equipment maintenance and repair, translation management, labeling, product registration, and SPC as well as hardware, middleware, and software utility validations.
- Developed training material and provided Computer System Validation Best Practices training to IS and business.
- Revised corporate SDIM procedures for clarity, consistency, and change; authored new procedures for creating data migration plans, data migration qualifications, and assessing Part 11 requirements of computer systems.
- Audited internal plants, divisions, departments (lead auditor); external software suppliers
- Provided company feedback to FDA, AdvaMed.

10/05—5/09 INFORMATION SERVICES – BUSINESS APPLICATIONS MANAGER

- **FY09:** Created project schedule, project plan, business process definition, configuration, code customization, data migration, risk assessment, Part 11 assessment, validation, documentation, and rollout plan of Oracle Agile PC/PQM software for 1) legacy CAPA/SCAR management system replacement, 2) legacy Patient Care & Safety Products/Supplies plants ECO management replacement. Scoped resource, license, software, hardware needs; defined benefits/ROI; obtained executive buy-in and funding. Directed business and IS teams. Authored quality plans, qualification summary reports. Hands-on oversight of entire validation process. Managed budget forecasts and all invoicing (CAPA/SCAR \$800K cap, ECO \$2.9M cap); created and administered internal project SharePoint sites. Both projects allowed for decommission of aging legacy systems and alignment to long-term corporate Mfg./QA/RA system strategy.
- **FY08-09:** Defined software selection process and managed selection of third party corporate Clinical Data and Clinical Trial management solutions. Scoped project for all consultant resources, license, software, and hardware needs. Defined benefits/ROI; obtained executive buy-in; created and shepherded the CER. Managed the infrastructure architecture, validation, implementation, and production support strategy for the Oracle Clinical (OC) and Siebel Clinical (SC) solutions. Managed budget forecasts and updates and all invoicing (\$3.2M cap).
- **FY07-08** Managed project plan, resource needs, business process definition, configuration, code customization, data migration, validation, documentation, and rollout of Oracle Agile PC as an Artwork approval solution and legacy system replacement for all Patient Care & Safety Products/Supplies plants. Managed the project financially including scoping, creation and shepherding of CER, budget forecasts and updates, and all invoicing. This project allowed for decommission of aging legacy system and alignment to corporate long-term Mfg./QA/RA system strategy.
- **FY07-08** Core team member and project lead counsel for the definition and rollout of corporate methodology (SDIM) for business system development, implementation, and maintenance. Authored procedures for System Risk Assessment, Traceability Matrices, System Development, and Qualification Summary Report. Major contributor to procedures for Deviation Reporting, Functional Requirements, SDIM Methodology, Supplier Assessment, ASR/Short Form, Quality Plan, IQ/OQ/PQ. Assisted with training material development and the first round of training. Defined code review policies.
- **FY06-FY09**
 - Reduced Regulatory exposure, improved adverse event reporting, improved post-market quality data analysis and metric reporting across all business units by managing changes to the internally developed complaint tracking system.
 - Extract ECOs, controlled documents, complaint, and CAPA data for multiple divestitures
 - Advised IS directors on proper responses to internal audits of IS department.
 - Created Audit Response SOP for IS.
 - Sole IS Manager to review of corporate SOPs for applicability to Information Services.

10/03—10/05 INFORMATION SERVICES—SYSTEMS ANALYST IV

Lead developer for internally developed web-based business system that supports the timely recording and reporting of corporate-wide complaint/vigilance data for all FDA-regulated finished goods and corrective/preventive actions. Managed two coding consultants; worked with RA/QA to define, design, develop,

- Liaison between engineers and writers with less technical background; directed writers with 5-10 years more experience.

8/92 – 6/93 BISHOP KEOUGH HIGH SCHOOL, PAWTUCKET RI: CHEMISTRY TEACHER

Instructed junior class, 5 days/week for two semesters. Designed lesson plans, homework, tests, and exams.

Training

- 2014: Change Management, PMP
- 2011: Canada, Japan, Europe Medical Device Regulations; QSIT; Corporate Quality System Auditing; ASQ CQE Exam Preparation Course
- 2010: CAPA, Acceptance Sampling, Failure Investigation, BOSCON 2010 Conference - How Risk Affects Quality, ASQ CSQE Exam Preparation Course
- 2009: NEDG Conference - Complaints and Beyond; RABQSA Certified ISO 9001 Lead Auditor w/FDA Regulated Industries Focus, Internal Auditor
- 2008: GMP, Part 11 and Software Validation
- 2007: Agile PC 9.2 User, Admin
- 2006: Interview Training, Situational Leadership, Management Series Training (interaction management essentials, motivating others, coaching for success, resolving conflict); Agile Roles and Privileges, Workflow, Document Control, Reports/Viewer/Common Services; Introduction to Enterprise Business Intelligence with MicroStrategy 8, Supplier Performance Management
- 2005: Kepner-Tregoe Project Management, Finance for the Non-financial; HIPPA
- 2004: APICS: Basis of Supply Chain Management
- 2002: ASP.NET, Microsoft .NET
- 2001: Business Intelligence Supervisor/Designer/Business Objects 5.1.3
- 1998: Visual InterDev; Advanced Visual Basic 5.0, Intermediate Visual Basic 5.0
- 1996: WOSA, Fundamentals of Microsoft Visual Basic, Implementing a Database Design on Microsoft SQL Server 6.0; Programming with Microsoft Access for Windows 95; Programming with Microsoft Visual Basic

Software

- **Extensive** VB (4.0 through .NET), COM, Visual InterDev, ASP/ASP.NET, HTML, XML/XSL, JavaScript, VBScript, VBA, SQL, Microsoft SQL Server, Microsoft Word/Excel/Access, Adobe PDF Forms
- **Moderate** Microsoft Project Professional, Microsoft Project Web Server, Visio, Agile PLM Suite, ColdFusion, UNIX shell scripts, DOS batch files, Sybase, ORACLE, Rdb, IIS, Visual SourceSafe, SQL Advantage, MTS, MS Site Server Commerce Edition, Seagate/Crystal Reports, ODBC, Windows Help Authoring Tool, Bookreader, PostScript editing

LEGISLATION

FOR

ACTION

OFFICE OF THE TOWN ADMINISTRATOR



MEMORANDUM

DATE: March 18, 2016
TO: Town Council
FROM: Jeffrey D. Nutting, Town Administrator
RE: Proposed Public Safety Mutual Aid Agreements with Abutting Towns

The Police Chief, after consulting with the Town Attorney, is proposing that Franklin enter into a separate Public Safety Mutual Aid Agreement with each of the towns abutting Franklin: Bellingham, Medway, Norfolk, and Wrentham. There is presently a Regional Mutual Aid Agreement, but on advice of The Town Attorney, Franklin is not a signatory, that agreement, in his opinion, contains several provisions which are legally problematic. However an extraterritorial agreement is needed to enable on-duty Police Officers in one Town to operate with full Police Powers including power of arrest in the other town; the authority is necessary both when one town requests assistance from the other town and when police from one town pursue a suspect into another town. It should be emphasized that the proposed agreement provides authority only to active on-duty police officers.

If you have any questions please feel free to contact me.

CC: Steve Semerjian, Police, Chief
Mark Cerel, Town Attorney



SPONSOR: ADMINISTRATION

TOWN OF FRANKLIN

RESOLUTION: 16-15

AUTHORIZATION TO ENTER INTO SEPARATE INTERMUNCIPAL AGREEMENTS BETWEEN FRANKLIN AND THE TOWNS OF BELLINGHAM, MEDWAY, NORFOLK AND WRENTHAM TO PROVIDE PUBLIC SAFETY MUTUAL AID

WHEREAS, G.L. Chapter 40, Section 8G authorizes a municipality which accepts it to enter into an agreement with another municipality to provide public safety mutual aid and Franklin has accepted said statute, and G.L. Chapter 40, Section 4A provides general authority for one municipality to enter into an agreement with another municipality for each municipality to provide public services to the other, and

WHEREAS, the Franklin Police Chief recommends that Franklin enter into separate agreements with each of the surrounding towns, namely: Bellingham, Medway, Norfolk and Wrentham to provide public safety mutual aid, including but not limited to, the ability of on-duty police officers from one town to operate with full police powers including power of arrest in the other town.

NOW, THEREFORE, BE IT RESOLVED THAT the Town Council of the Town of Franklin hereby authorizes the Town Administrator, in consultation with the Franklin Police Chief and Town Attorney, to negotiate and execute separate intermunicipal agreements with the towns of Bellingham, Medway, Norfolk, and Wrentham in substantially the form attached hereto as "Exhibit 1", pursuant to G.L. Chapter 40, Section 8G, as well as G.L. Chapter 40, Section 4A and any other enabling statute, and to take any and all other action necessary to implement each agreement.

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

DATED: March _____, 2016

VOTED:

UNANIMOUS _____

A True Record Attest:

YES _____ NO _____

ABSTAIN _____

**Teresa M. Burr
Town Clerk**

ABSENT _____

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



Sponsor: Administration

TOWN OF FRANKLIN

RESOLUTION 16-16

AUTHORIZATION FOR DISPOSITION (SALE) OF TOWN-OWNED LAND ON POND STREET

WHEREAS, Town owns a parcel of land containing 33.86 acres, more or less on Pond Street, shown on Franklin Assessors Map 258 as Parcels 3 and 4 (Title ref: Norfolk Registry Book 1281, Page 108) which includes the former municipal sewer beds, and

WHEREAS, Town Council, by Resolution 04-58, has previously declared said parcel to be surplus and available for disposition, and

WHEREAS, pursuant to G.L. Chapter 30B, Section 16, Town previously obtained an appraisal and subsequently issued several Requests for Proposals (RFP's), the latest being issued on or about May 20, 2015, which RFP contained a minimum bid price of one million, five hundred thousand dollars, and

WHEREAS, one prospective applicant-developer Baystone Development, LLC/Baystone Franklin, LLC has submitted a responsive proposal to the latest RFP and the Town Council has evaluated said proposal and had a presentation from the applicant-developer.

**NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN OF FRANKLIN
ACTING BY AND THROUGH ITS TOWN COUNCIL:**

1. Determines that the proposal of Baystone Development, LLC/Baystone Franklin, LLC (hereinafter "Baystone") to pay the Town of Franklin the sum of One Million, Five-Hundred and Sixty Thousand Dollars (\$1,560,000) for the subject property and to construct a residential development consisting of no more than ninety-nine residential condominium units, with sixty-nine two-bedroom units and no more than thirty (30) three-bedroom units, to be surrounded by permanently-preserved open space with public access thereto, as more fully described in its proposal, dated March 16, 2016, a copy of which is attached hereto as "Exhibit A" and as shown on a conceptual plan captioned "Baystone Franklin LLC Pond Street Site Plan", a copy of which is attached hereto as "Exhibit B", and subject to reserved easements for existing public sewer and drainage, is advantageous to the Town and accepts same, subject to the provisions of the following paragraphs.
2. Votes to dispose of the subject property by selling it to Baystone for the sum of One Million, Five-Hundred and Sixty Thousand Dollars (\$1,560,000), subject to reserved

easements on a portion of said parcel to maintain existing public sewer and drainage, in accordance with "Exhibits A and B" attached hereto, conditioned upon Baystone's execution, within sixty days, of a purchase and sales agreement and/or land disposition/development agreement containing terms and language consistent with Town's RFP and otherwise satisfactory to Town, both to ensure Town's timely receipt of the full purchase price and that the property is developed consistent with Town's RFP and Baystone's proposal within a reasonable time period; without limiting the foregoing, the agreement shall provide for residential development, as described and limited in Paragraph 1 of this resolution, together with permanently-preserved open space with public access and reserved public sewer and drainage easements, all as described in Paragraph 1.

3. Directs the Town Administrator, with the assistance of the Town Attorney, to prepare and execute a purchase and sales agreement, land disposition/development agreement, deed and such other documents as he determines to be necessary, both to effectuate the sale of the subject property by Town to Baystone and to ensure that the subject property is developed consistent with Town's RFP and Baystone's proposal and conceptual plan, being "Exhibits A and B" attached hereto, and the provisions of this resolution.

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

Dated: March _____, 2016

VOTED:

UNANIMOUS _____

A True Record Attest:

YES _____ NO _____

**Teresa M. Burr
Town Clerk**

ABSTAIN _____

ABSENT _____

BAYSTONE

DEVELOPMENT

BaystoneDevelopment.com

March 16, 2016

Mr. Jeffrey D. Nutting, Town Administrator
Town of Franklin
355 East Central Street
Franklin, MA 02038

**Re: Franklin Assessor Parcels 258-003-000; 258-004-000
Pond Street, Franklin, Massachusetts**

Dear Mr. Nutting:

The purpose of this Letter of Intent is to confirm the interest of BAYSTONE FRANKLIN, LLC, through its assignor Baystone Development, LLC, ("Purchaser") in acquiring the above-referenced real property (the "Property"), owned by the Town of Franklin ("Seller"), and to set forth a summary of the principal terms and conditions upon which Purchaser would be willing to acquire and Seller would be willing to sell the Property. It is our expectation that immediately following the resolution/s of the Franklin Town Council (March 23, 2016) determining: (a) that the Town no longer uses, or intends to use the Property for municipal purposes, and (b) the Town intends to sell the Property to the Purchaser substantially in accordance with the terms contained herein, both parties would negotiate a binding Land Disposition Agreement/Purchase and Sale Agreement ("Contract"). In summary, the proposed transaction would be as follows:

- Property:** Approximately 33.954 acres of land and the improvements thereon located along Pond Street in Franklin, Massachusetts.
- Deposit:** An earnest deposit of \$156,000.00 shall bind the Contract and the earnest deposit shall be applicable to the Purchase Price.
- Purchase Price:** \$1,560,000.00
- Due Diligence:** Purchaser shall have a due diligence period, continuing for 60 days following the date of the Contract (the "Due Diligence Period"), to determine, in its sole discretion, that the Property is acceptable to Purchaser including, without limitation, that the title, soils, property condition, environmental, zoning, hazardous materials, plans and specifications relating to the Property are acceptable. Purchaser shall have the right to terminate the Contract at any time during the Due Diligence Period, in which case the entire Deposit and any interest earned thereon, if any, shall be refunded to Purchaser.
- Project:** The proposed project shall consist of ninety (99) market rate residential townhomes in a condominium form of ownership under Massachusetts General Laws, Chapter 183A. The condominiums will be a mixture of 3-unit townhomes and 4-units townhomes. The townhomes will consist of sixty-nine (69) 2-bedroom and thirty (30) 3-bedroom units. Exclusive use outdoor space would be provided with patios or decks. The proposed

project includes the demolition of the existing trickling filters, clearing, grubbing and regrading a portion of the Property. A primary access drive is planned to connect to Pond Street with an additional emergency access drive located further north of the primary access drive along Pond Street. The project shall also include an area of permanently preserved open space which provides public access thereto.

Permits:

The purchase price hereunder reflects the intention of the parties that the Property, at Purchaser's option, be sold and conveyed together with the following duly issued and validly existing governmental agreements, certificates, assurances, permits and approvals, federal, regional, state and local necessary for the construction, operation and use of the Project, all of such agreements, certificates, assurances, permits and approvals having terms and conditions reasonably acceptable to Purchaser, which Permits shall be obtained by Purchaser at its sole cost and expense, to wit: (a) special permit and site plan approval from the town of Franklin's Planning Board; (b) an ANRAD and Order of Conditions from the Franklin Conservation Commission; (c) special permit of the Franklin Zoning Board of Appeals for impervious coverage within a Water Resource District; (d) demolition permit/s; (e) building permit/s; (f) water, sewer and curb cut permit/s; and (h) map extensions of town sewer and water to the condominium town homes to be created by the Project, being hereinafter collectively referred to as the "Permits".

**Community
Benefits:**

The anticipated project proposes a trail for pedestrian circulation around the Property to existing trails which would be primarily accessed from the Pond Street frontage and through the North West rear of the site. A parking area would be located near the Charles River for kayak and canoe access. A 150' woodland buffer is provided between the condo units and Pond Street. Approximately 17+ Acre of Open Space to be restricted for passive recreation with public access.

Closing:

Closing under the Contract shall be on a date designated by Purchaser which shall be no later than 30 days from expiration of all applicable appeal periods associated with the Permits.

**Condition of
the Property:**

The Property shall be delivered in its current "As-Is" condition, reasonable wear and tear excepted and free and clear of any tenants.

Title:

Title will be delivered in good and clear, record and marketable condition, free and clear of all liens and encumbrances other than those existing as of the date of the Contract and not objected to by Purchaser during the Due Diligence Period and further subject to reserved utility easements over a portion of the Property to the Seller in order to maintain existing sewer and water connections which are mutually agreeable by Buyer and Seller.

Non-Binding:

The purpose of this letter is to memorialize certain business points. The parties hereto mutually acknowledge that their agreement is qualified and that they, therefore,

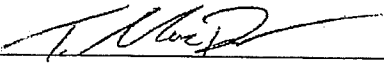
contemplate the drafting and execution of the Contract described herein. They intend to be bound only by the execution of such document and not by this preliminary document.

Acceptance:

Immediately following the execution of this Letter of Intent by both Purchaser and Seller, Purchaser will instruct its counsel to prepare and submit a Contract consistent with the terms, conditions and provisions set forth herein for Seller's review. Seller agrees not to market the Property or solicit or accept offers for the purchase of the Property, or enter into any agreements with other potential purchasers for a period of 30 days after the date of full execution of this Letter of Intent by the parties hereto. If the parties have not entered into the Contract and other transaction documents on or before the end of such 30 day period, then either party may terminate this Letter of Intent by written notice to the other party.

AGREED AND ACCEPTED,
This day of March 16, 2016

BAYSTONE FRANKLIN, LLC ("Purchaser")


By: Todd MacDowell
Its: Manager

Town of Franklin ("Seller")

By: Jeffrey D. Nutting
Its: Town Administrator

Exhibit B

BAYSTONE
FRANKLIN LLC.

Purchase Price:
\$1,560,000

99 Market Rate Condominiums
33 structures (3 - unit townhomes)
30 Three Bedroom Units and
69 Two Bedroom Units

150 foot wide Wooded Buffer along Pond Street
17+/- Acres of Open Space
Public Walking Trails, Public Parking & Access to Mine Brook

Site Clean Up:
Protection of Wetland Resources
Sewer and Drainage Easements
Second Emergency Access



POND STREET

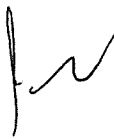
SITE PLAN

OFFICE OF THE TOWN ADMINISTRATOR



MEMORANDUM

DATE: March 17, 2016
TO: Town Council
FROM: Jeffrey D. Nutting, Town Administrator
RE: Rezone a Portion of West Central Street



Please find attached a proposed zoning change on West Central Street to allow a multi-family development. During the past four or five years there has been much discussion about changing the zoning to business or commercial but I have always believed the traffic was too heavy and the curve in the road made it a dangerous situation for those uses.

The idea of allowing multi-family housing similar to the abutting land to the south would make improvements to several properties within walking distance to the downtown, schools, shopping etc. without a major increase in traffic.

I believe this is a good compromise and request The Council vote to refer it to The Planning Board.

I am happy to answer any questions that you may have.

CC: Bryan Taberner, Director of Planning
Kristin Kaczmarek, Town Planner

SPONSOR: *Town Administration*

**TOWN OF FRANKLIN
ZONING BY-LAW AMENDMENT 16-753**

**ZONING MAP CHANGES FROM SINGLE FAMILY RESIDENTIAL IV TO
GENERAL RESIDENTIAL V IN AN AREA ON OR NEAR WEST CENTRAL STREET**

**A ZONING BY-LAW AMENDMENT TO THE CODE OF THE TOWN OF
FRANKLIN AT CHAPTER 185 SECTION 5, ZONING MAP**

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL THAT: The Code of the Town of Franklin is hereby amended by making the following amendments to §185-5, Zoning Map:

That the Zoning Map of the Town of Franklin be amended by changing from Single Family Residential IV to General Residential V an area containing **0.286±** acres, comprising the following parcels of land as shown on the Town of Franklin's Assessor's Maps:

Parcel Number

278-033-000

278-034-000

And the Zoning Map of the Town of Franklin be amended by changing from Single Family Residential IV and Industrial, to General Residential V an area containing **3.144±** acres, comprising the following parcels of land as shown on the Town of Franklin's Assessor's Maps:

Parcel Number

278-031-000

278-032-000

278-035-000

And the Zoning Map of the Town of Franklin be amended by changing from Single Family Residential IV and Industrial to Single Family Residential IV parcel number **278-036-000** containing **1.818 ± acres**, as shown on the Town of Franklin's Assessor's Maps.

The area to be rezoned is shown on the attached map (“West Central Street Zoning Change”).

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: _____, 2016

A True Record Attest:

**Teresa M. Burr
Town Clerk**

VOTED:
UNANIMOUS _____
YES _____ **NO** _____
ABSTAIN _____
ABSENT _____

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

Proposed Zoning Map Changes

Single-Family IV to General Residential V

Commercial II

Industrial

General Residential V

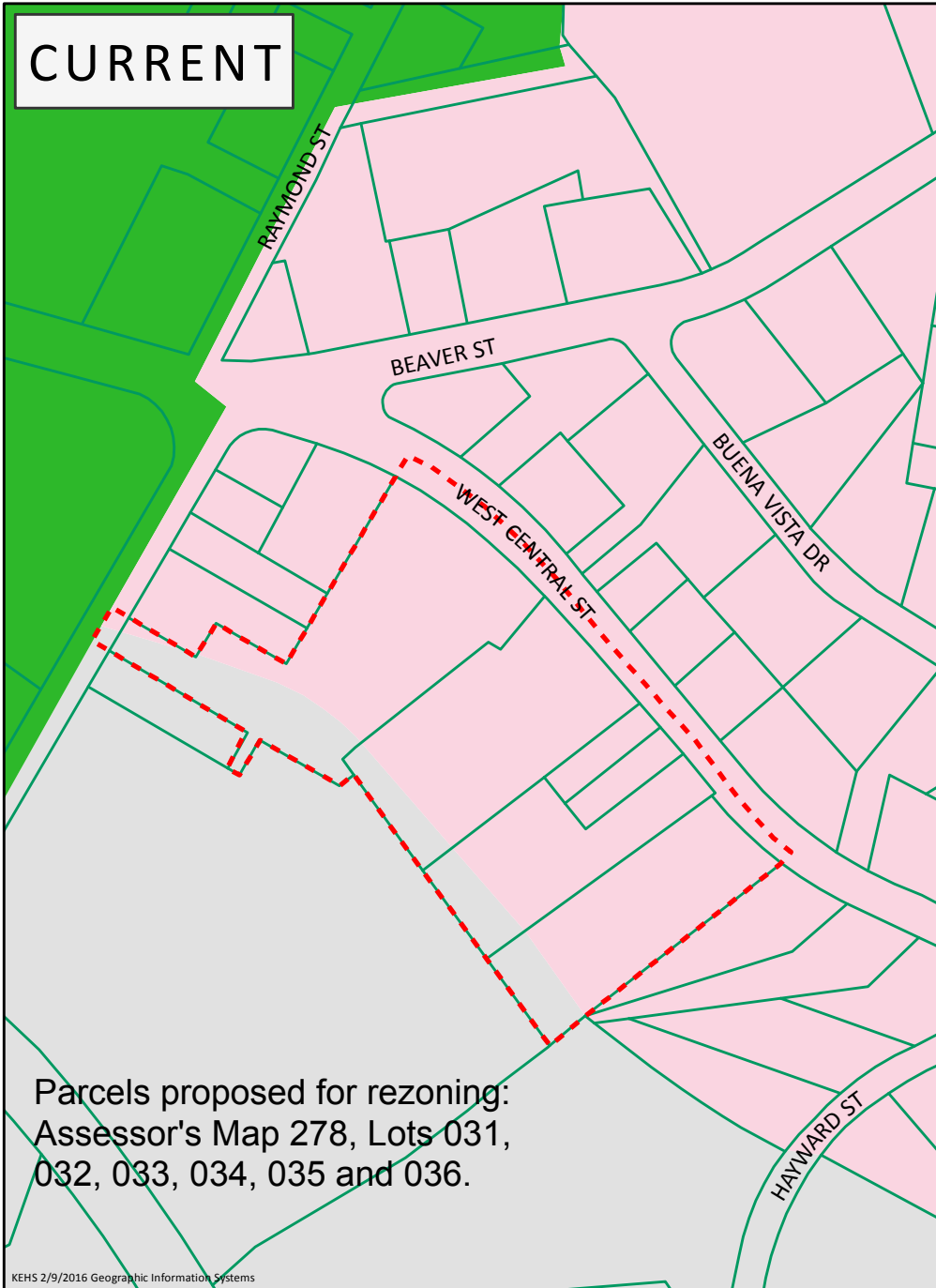
Single-Family IV

Area of Proposed Change

Parcel Line

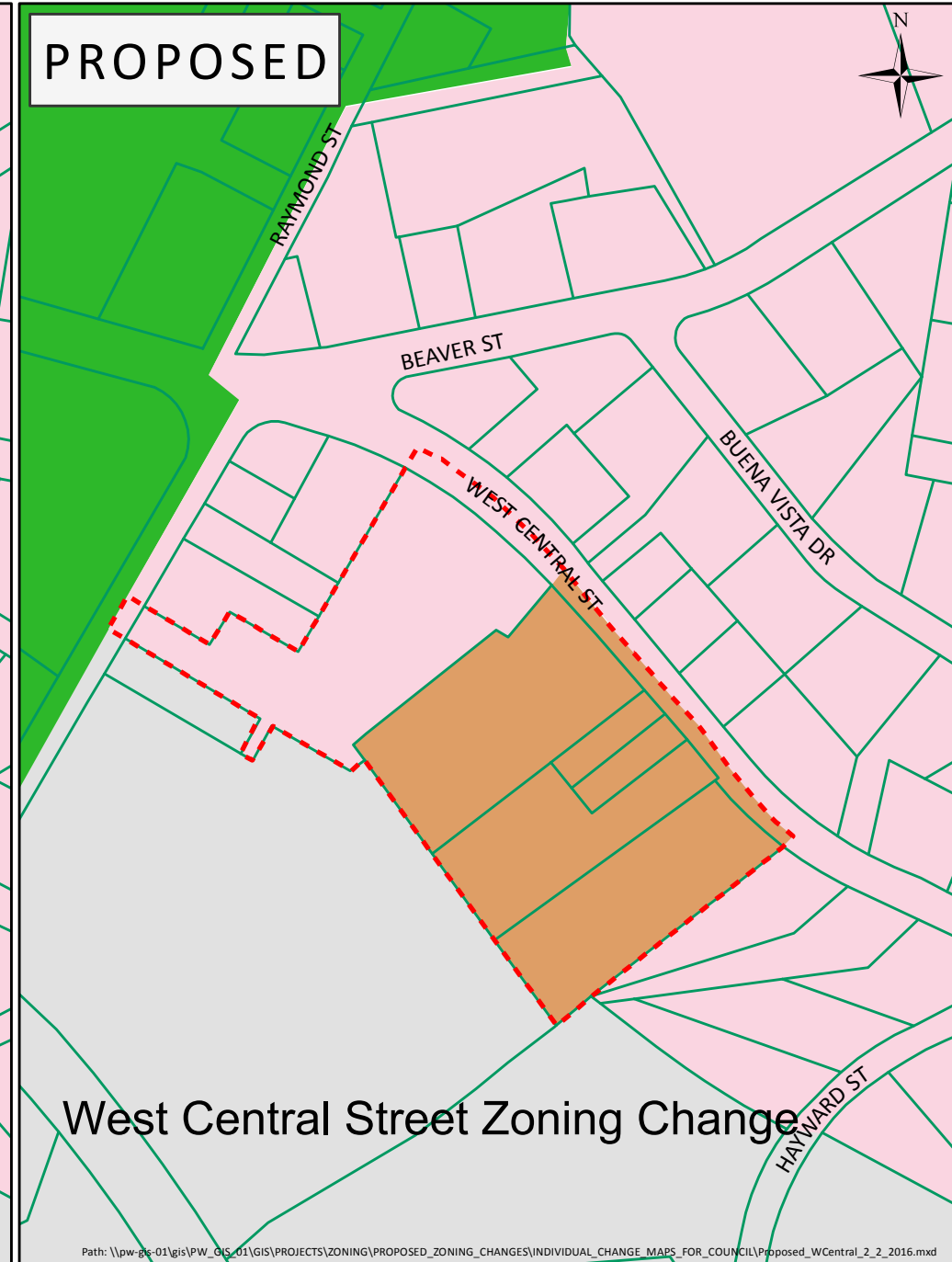
0 125 250 500 Feet

CURRENT



Parcels proposed for rezoning:
Assessor's Map 278, Lots 031,
032, 033, 034, 035 and 036.

PROPOSED



West Central Street Zoning Change



Sponsor: Administration

**TOWN OF FRANKLIN
BYLAW AMENDMENT 16-754
CHAPTER 47, ALCOHOLIC BEVERAGES**

A BYLAW TO AMEND THE CODE OF THE TOWN OF FRANKLIN AT CHAPTER 47.

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL that Chapter 47 of the Code of the Town of Franklin is amended by adding a new Section 47-12.1 as follows:

47-12.1 Mandatory Alcohol Awareness Training

The Manager, any Alternate Manager(s), all bartenders, and all other employees selling or serving alcohol must participate in a safe-service-of-alcohol training program designed for the specific type of liquor license held by the licensee (e.g., for on-premises consumption versus for retail package store sales) to train persons serving or selling alcohol in methods of observation and detection to avoid serving or selling alcohol to intoxicated persons and/or minors. Only insurance industry-approved and qualified training programs will satisfy this training requirement. All Managers and Alternate Managers must receive in-person training in order to be employed as a Manager or Alternate Manager and shall complete the training prior to assuming supervisory duties relating to alcohol sales and/or service. Non-Managerial employees selling or serving alcohol must receive training and shall complete the training prior to being permitted to sell or serve alcohol; they may satisfy this training requirement through on-line training. All persons subject to this training requirement must be retrained every three years in the manner specified by this Section for that position. The licensee shall maintain on the licensed premises and make available for inspection at all times by Town Council or its agent(s) a copy of the certification card and other proof showing that each person subject to this training requirement has been trained in the manner specified by this Section within the prior three (3) years.

This bylaw amendment shall become effective on and after September 1, 2016.

DATED: March _____, 2016

VOTED:
UNANIMOUS

A True Record Attest:

YES _____ **NO** _____

ABSTAIN

Teresa M. Burr
Town Clerk

ABSENT _____

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

Town of Franklin

Town Administrator
Tel: (508) 520-4949

Fax: (508) 520-4903



355 East Central Street
Franklin, Massachusetts 02038-1352

February 4, 2016

Dear Licensee:

I am writing to invite you to the March 9, 2016 Town Council meeting at 7:00PM for a discussion on a bylaw amendment proposal to mandate that all managers, bartenders and employees of on-premises and off-premises liquor licensed establishments be required to participate in a safe-service-of alcohol training program.

I have attached a current draft of the bylaw amendment proposal that was discussed at the February 3, 2016 Council meeting.

If you have any questions, please feel free to contact me or my Deputy, Jamie Hellen, in our office prior to the meeting.

Sincerely,



Jeffrey D. Nutting
Town Administrator





Sponsor: Administration

**TOWN OF FRANKLIN
BYLAW AMENDMENT 16-755 (AS AMENDED)
CHAPTER 179, WATER, SECTION 179.10.1 WATER CHARGES**

**A BYLAW TO AMEND THE CODE OF THE TOWN OF FRANKLIN AT CHAPTER 179
Water, Section 179-10.1 Water Meter Charges to add a new Subsection D Water
Department Access.**

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL that Code of the Town of Franklin Chapter 179 Water, Section 179-10.1 Water Meter Charges be amended by adding a new Subsection D Water Department Access as follows:

D. Water Department Access. A water customer shall provide access to the Water Department during regular business hours and, in the event of an emergency, at all other times, to permit Water Department employees or contractors to inspect, test, repair and/or replace the water service or any component thereof or the water meter for the premises. In the event of a water customer's failure to provide access, the Director of Public Works or his designee shall transmit a written request for access to the customer, specifying the purpose and date(s) and time(s); if the water customer fails to provide access at the requested date(s) and time(s); or within thirty (30) days following receipt of the written request, whichever is later, then the water customer shall be liable for a fine of twenty-five dollars per day for each day thereafter, until the water customer provides the requested access. This provision may be enforced by the Director of Public Works or his designee.

This bylaw amendment shall become effective in accordance with the provisions of the Franklin Home Rule Charter.

DATED: March _____, 2016

VOTED:

UNANIMOUS

A True Record Attest:

YES **NO**

ABSTAIN _____

Teresa M. Burr
Town Clerk

ABSENT

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

OFFICE OF THE TOWN ADMINISTRATOR



MEMORANDUM

DATE: March 4, 2016
TO: Town Council
FROM: Jeffrey D. Nutting, Town Administrator
RE: Water By-Law

As you are aware we have been in a long term plan to replace water meters in town. The problem we have run into is property owner's refusal to allow us to enter their residences to change the water meter.

Changing the meters is important to both fairness to the customer and the town. Older meters do not properly record how much water is being used. To date about 500 residents have failed to respond to three letters we have sent them. Accordingly this bylaw would allow us to impose a \$25 day penalty after a 21 day notice period.

Clearly we don't desire to impose a penalty and we do not want to exercise our right to turn off the water. We simply want to get into properties to change the water meter.

I am happy to answer any questions that you may have.



Sponsor: Administration

TOWN OF FRANKLIN

BYLAW AMENDMENT 16-756

CHAPTER 170 VEHICLES AND TRAFFIC ARTICLE X WINTER STORM OVERNIGHT PARKING BAN

A BYLAW TO AMEND THE CODE OF THE TOWN OF FRANKLIN AT CHAPTER 170 Vehicles and Traffic, Article X Winter Storm Overnight Parking Ban, Section 170-62, Effect of parking ban.

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL that Code of the Town of Franklin Chapter 170 Vehicles and Traffic, Article X Winter Storm Overnight Parking Ban, Section 170-62, Effect of parking ban, be amended as follows:

§ 170-62. Effect of parking ban.

The parking of any motor vehicle within the layout of right-of-way of any public street or any roadway open to the public or on any municipally-owned property is prohibited between the hours of 1:00 a.m. and 5:00 a.m. while a winter storm parking ban is in effect.

This bylaw amendment shall become effective in accordance with the provisions of the Franklin Home Rule Charter.

DATED: March ____, 2016

VOTED:

UNANIMOUS ____

A True Record Attest:

YES ____ **NO** ____

ABSTAIN ____

Teresa M. Burr
Town Clerk


ABSENT ____

Judith Pond Pfeffer, Clerk
Franklin Town Council

OFFICE OF THE TOWN ADMINISTRATOR



MEMORANDUM

DATE: March 4, 2016
TO: Town Council
FROM: Jeffrey D. Nutting, Town Administrator 
RE: Change to the Present Snow Removal By-Law

Currently there is a penalty if you park on a public way during the snow parking ban. We have had problems this year with folks parking their cars on public parking lots in a few locations. This makes it difficult for the Department of Public Works to clear parking lots and other public property. Accordingly we would like to add to the current bylaw a prohibition of parking on public property during snow parking bans.

I am happy to answer any questions you may have.