



## FRANKLIN TOWN COUNCIL

April 6, 2016

7:00 PM

**A. APPROVAL OF MINUTES** – [March 9, 2016](#), [March 23, 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**

**F. HEARINGS**

**G. LICENSE TRANSACTIONS**

**H. PRESENTATIONS/DISCUSSIONS** -

1. [Michael G. Bellotti, Sheriff, Norfolk County](#)

**I. SUBCOMMITTEE REPORTS**

**J. LEGISLATION FOR ACTION**

1. [Resolution 16-17: Ratification of AFSCME Local 1298, Public Telecommunications](#)
2. [Resolution 16-18: Appropriation: Elections Expenses](#)
3. [Resolution 16-19: Appropriation: Veteran's Benefits](#)
4. [Resolution 16-20: Appropriate and Authorize the Borrowing of Funds to Pay Costs of the Purchase of Sidewalks and Related Work](#) – **2/3 Vote**
5. [Proposed FY 16 Capital Plan - Memo](#)
6. [Resolution 16-21: Appropriation: Fire Truck Stabilization Fund](#)
7. [Resolution 16-22: Appropriation: Athletic Fields Capital Improvement Stabilization Fund](#)
8. [Resolution 16-23: Appropriation: Capital, FY 16](#)
9. [Resolution 16-24: Appropriation: Water Enterprise Capital FY 16](#)
10. [Resolution 16-25: Appropriation: Sewer Enterprise Capital FY 16](#)
11. [Resolution 16-26: Appropriation: Recreation Improvements](#)
12. [Bylaw Amendment 16-757: Amending the Code of the Town of Franklin by Adding a New Chapter to Require That Property Owners Provide Notification to Public Safety Officials of the Existence of Certain Structures And/Or Uses](#) – **1<sup>st</sup> Reading**

**K. TOWN ADMINISTRATOR'S REPORT**

**L. OLD BUSINESS**

**M. NEW BUSINESS**

**N. COUNCIL COMMENTS**

**O. EXECUTIVE SESSION**

**P. ADJOURN**

**FRANKLIN TOWN COUNCIL  
MINUTES OF MEETING  
March 9, 2016**

A meeting of the Town Council was held on Wednesday, March 9, 2016 at the Franklin Municipal Building, 355 East Central Street, Franklin, Massachusetts. Councilors present: Andrew Bissanti, Robert Dellorco, Glenn Jones, Matthew Kelly, Thomas Mercer, Peter Padula, Judith Pond Pfeffer, Robert Vallee. Councilors absent: Deborah Pellegri. 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:** None.

**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**

**APPOINTMENTS:** None.

**HEARINGS:** None.

**LICENSE TRANSACTIONS:** None.

**PRESENTATIONS/DISCUSSIONS:** ► *2015 Audit – Melanson Heath, Auditors.* ■ Susan Gagner, Comptroller, Frank Byron, President of Melanson Heath, Jim Dacey, Treasurer, and Linda Darling, Assistant Comptroller, addressed the Town Council. Mr. Byron reviewed the financial statements, key points, and management letter with recommendations. He began with the Independent Auditors' Report and stated this report is the reason they were hired to provide an opinion on the rest of the financial statements. He stated the opinion is these financial statements are in accordance with generally accepted accounting principles, which is the best opinion that can be received from an outside independent audit. He noted the Management's Discussion and Analysis puts into words what the numbers say in the financial statements. Long-term assets and long-term liabilities are reported on the Statement of Net Position. Capital assets /fixed assets include \$118.4 million which is not being depreciated yet, the majority of which is the high school project, and \$118.6 million depreciable fixed assets. There are unique points in the long-term liabilities that have not appeared in prior year financial statements. First long-term liability is bonds payable at \$65.1 million; \$4.1 million is the current portion. Other Post-Employment Benefits of \$42.4 million are what the actuaries have determined to be the future payouts for health insurance benefits for current and retired employees. The Town has already begun to fund this with about \$1.5 million set aside in an OPEB trust fund. The \$42 million is the incremental amount that has not been funded in accordance with the funding schedule. However, the overall liability is about \$92 million and starting in 2018 the entire un-funded liability will be reported. As well, the Town's proportionate share of the Norfolk County Retirement System overall liability is reported as \$39.9 million. Due to the above two unfunded liabilities, it appears as deficit equity/deficit net assets of \$62.6 million because of the unfunded liabilities that are reported on the balance sheet. Most municipalities are now reporting negative balances. He stated probably the most important number in the financial statement is the Unassigned Fund Balance of \$9.6 million because the bond rating agencies pay attention to this

number and like it to be between 5-10 percent of the General Fund budget. This represents about 9 percent; therefore, Town is at high range. This number is also the starting point for Free Cash calculations. He pointed out the Total Revenues of \$864 K, which is the amount the revenues beat the budget which is very positive. He noted the Town has very strong cash balances for the Enterprise Funds. The bottom line is the numbers did not change much from the prior year and they remain strong numbers this year. In response to Chairman Kelly's question regarding prior personal property tax of \$91 K, Mr. Dacey stated they have recently hired a collection agency and gone back six years to collect back taxes and have collected about \$40 K. Mr. Byron summarized the Management Letter. He stated comments are on a proactive basis including developing a formal risk assessment process and looking at new issues such as information technology and cyber-risks the Town may face. Starting next year the single audit requirements are being raised which will require more documented procedures. He pointed out the Town does a very good job of maintaining their books.

► **Mandatory Alcohol Awareness Training for Licensees.** ■ Mr. Nutting stated Mr. Bissanti and the Town Council have proposed to require anyone that serves alcohol either at a package store or a restaurant have themselves and their employees get trained in proper serving. Before the Town Council is a draft of a potential bylaw. He stated it was thought to be best to get some feedback from the people that do this so notices were sent to the license holders requesting they attend tonight's meeting with any feedback. He received one comment over the phone from a license holder who thought the 14-day period was short and suggested 30-60 days from the time someone is employed. ■ Susan Perothers, Franklin Residence Inn, asked if TIPS training is acceptable. She believes before anyone serves alcohol they should have standardized TIPS training and has no issue with the proposal. ■ Mr. Nutting stated TIPS training is acceptable. ■ Spencer, 3 Restaurant, stated they participate in TIPS certification or other alcohol awareness training in good faith and thinks this is as far as the town should reach out; training should not be required by the Town. ■ Mark Lenzi, Franklin Liquors, asked if one-day licenses will be required to show training. He stated there is a difference between a package store, supermarket, and restaurant. He asked if all staff will need training—for instance, all cashiers in a supermarket, all waiters in a restaurant. He thinks it is an excellent idea. He asked if in-house training where one person in-house is certified and can then give training to others on staff is allowed. ■ Mr. Nutting stated one-day licenses will require training. ■ Mr. Cerel noted this is really Brookline's bylaw with some tweaks. ■ Mr. Jones requested the bylaw be amended from 14 days to 30 days. ■ Mr. Nutting clarified that many people get one-day liquor licenses, so whoever is going to serve the liquor would have to be trained. Training is available online. ■ Mr. Cerel stated they can hire a bartender to handle it for them. ■ Mr. Padula stated anyone that serves alcohol at any time should be trained before they serve alcohol whether it is one day or otherwise. He does not see it as an undue burden. He does not agree with any waiting period and anything less than that he will not vote in favor of. He also questioned the date of January 2017 and asked why there is a need to wait. ■ Mr. Nutting stated there should be some reasonable time period for employers to get their employees up to speed. ■ Mr. Cerel stated it is not the Town's intention to employ or endorse anybody to do such training. The Town simply has the requirement. ■ Mr. Mercer agreed with Mr. Padula. ■ Mr. Bissanti stated it is a 2 ½ hour course for \$35/\$40 and good for three years; he does not believe this is a burden if a person is in liquor business. He does not agree with the online course as someone can hire someone else to take the course for them. And there is no enforcement. Alcohol is a drug, it impairs people, and people get hurt. One-on-one teaching would be beneficial. He thanked the Town Council for their support. ■ Ms. Pfeffer requested date of July 1. ■ Chairman Kelly requested Mr. Nutting check with current license holders to determine how much time they would need, but expressed that it should be a July to September time frame. ■ Mr. Cerel stated there are two scenarios: the overserving which commonly leads to a bad result. If there is some type of accident, person is required to identify the last place they had a drink. That information is turned over to the ABCC which has an enforcement division. They do undercover operations and will take action based on what is observed. The other is the sale to minors in which there can be all the training in the world, but if corners are cut or person is busy and does not ask for or check ID, there is a problem. He stated there have been no

overserving issues that he can recall. ■Mr. Jones agreed that anyone who serves alcohol should already have training or be trained within the 14-day period and not serve until training is completed; believes July 1 is a reasonable time to get this going. ■Mr. Mercer confirmed employee can be hired, but just cannot serve alcohol until trained; therefore, eliminate waiting period. He asked since alcohol licenses have already been granted with rules and regulations is the Town under any legal obligation for changing the rules and regulations halfway through the license. ■Mr. Cerel stated he does not have a straight answer. There are some due process rights that a holder of a license has. That is why the Town wants to have a reasonable transition period for this as in a total gray area. ■Chairman Kelly confirmed that all councilors were ok with removing the 14-day waiting period and changing it to a person cannot serve alcohol until trained. ■Mr. Padula suggested a September 1 rather than July 1 date. ■Chairman Kelly confirmed that all councilors were ok with a September 1 start date. ■Mr. Jones suggested at the annual license renewal time there should be a way to have proof that records of this training are being kept. ■Mr. Cerel stated the ABCC views license renewals as a local administrative act. If having a problem with licensees, have to do it separate from that.

**SUBCOMMITTEE REPORTS: None.**

#### **LEGISLATION FOR ACTION:**

1. ***Resolution 16-11: Declaration of Town-Owned Land on Grove Street (Portion of Former Nu-Style Property) as Surplus and Available for Disposition.*** Ms. Pfeffer read the resolution. **MOTION to Move** Resolution 16-11 for declaration of Town-owned land on Grove Street (portion of former Nu-Style Property) as surplus and available for disposition by **Mercer. SECOND by Padula.**  
**Discussion:** ► Mr. Nutting stated this property has been a brownfield for a decade. This lot is on the south side of Mine Brook and not connected to the rest of the Nu-Style property. It will bring in a little revenue. **VOTE: Yes-8, No-0, Absent-1.**
2. ***Resolution 16-12: Authorization for Municipal Aggregation of Electricity.*** Ms. Pfeffer read the resolution. **MOTION to Move** Resolution 16-12 for authorization for municipal aggregation of electricity by **Mercer. SECOND by Jones.** **Discussion:** ► Mr. Hellen provided background information. Town Council had voted to authorize Town staff to initiate a municipal aggregation program in December 2015. The Town Council is now considering a resolution approving that aggregation program. He stated the consultant team would provide a review of the Community Choice Aggregation Program. ■Bernie Lynch of Community Paradigm Associates, LLC and Mark Cappadona of Colonial Power Group, Inc. addressed the Town Council. ■Mr. Lynch stated community choice aggregation is an optional buying group organized by a municipality or group of municipalities to benefit electric customers and enhance the competitive market. People will be given option to buy their electricity elsewhere. The law does require that this is an opt-out program. This aggregation is designed to provide the consumer with choice, stability of rates, and savings. For instance, currently National Grid winter rate is at \$0.13 per kilowatt hour, whereas the rates received recently by the Colonial Group are around \$.079 to \$.089 per kilowatt hour. People of Franklin will be able to benefit from lower rates for the entire year. Other benefits of community aggregation include economic development, pro-consumer to protect consumer rights, professional expertise, local oversight and control, and green power. He noted based on the steps in the process it will be September/October when going into the market for prices which will be handled by aggregation consultant. Price is brought back to Town to decide whether to proceed. Probably around December when the actual energy flows from the aggregation program. He noted there are no tax dollars used for this and no burden on local budgets. In response to councilor questions, he noted based on the usage of the average US home about \$200 to \$250 annual savings. **VOTE: Yes-8, No-0, Absent-1.**

3. **Resolution 16-13: Appropriation: Town Administrator: Insurance Recovery Account - 28123490.** Ms. Pfeffer read the resolution. **MOTION to Move** Resolution 16-13 for Appropriation: Town Administrator: Insurance Recovery Account – 28123490, for the purpose to authorize payment in excess of \$20,000 from insurance proceeds for purposes of paying invoices related to the damages at the Franklin High School by **Mercer**. **SECOND** by **Jones**. **Discussion:** ► Mr. Nutting stated this is for the water damage at the high school. The Town has a \$5,000 deductible that will have to be paid. The insurance company will make all other costs. Any insurance claim over \$20,000 has to be authorized by the Town Council. ► Ms. Pfeffer stated she has a problem paying the \$5,000 deductible as the problem with no heat in the principal's office had been there since the school opened. The contractor or someone else involved should pay this. ► Mr. Padula confirmed the expenses will be more than \$20,000. ► Mr. Mercer stated the \$5,000 is a topic of discussion with all the parties involved. Just beginning the process. Plan would be to try to recoup this money and not cost the Town. It will take time to get through the process. **VOTE: Yes-8, No-0, Absent-1.**
4. **Resolution 16-14: Appropriation: Records Management - Assessors.** Ms. Pfeffer read the resolution. **MOTION to Move** Resolution 16-14 for Appropriation: Records Management – Assessors, that the sum of \$10,000 be transferred/appropriated from Overlay Surplus to fund the Records Management Project for the Assessing Department by **Pfeffer**. **SECOND** by **Jones**. **Discussion:** ► Kevin Doyle, Director of Assessing, stated all records are downstairs or in the vault; there are no records offsite. Most of the records are from last 40 years, but some of the older records are not in good order. Looking to eliminate records that are not required or not going to serve the office. Information grows annually. This project would set department on a good course for reducing the volume, organizing and going forward. ► Mr. Padula asked if the documents had to be kept in paper form; it does not seem correct that the information cannot be put online. ► Mr. Doyle said some could be kept in microfilm. Electronic storage is not usually a replacement. Records could be kept offsite. ► Mr. Nutting stated there is a schedule of how long records must be kept. Permanent records cannot just be kept on a computer without another form of backup. It costs for the offsite paper storage. The company will come in and organize 40 years of paper documents, get rid of items not necessary, and organize for going forward. ► Mr. Cerel stated the Secretary of State's office controls the public records laws. ► Ms. Pfeffer asked about digitizing the old records. **VOTE: Yes-8, No-0, Absent-1.**
5. **Bylaw Amendment 16-755: Chapter 179, Water – 1<sup>st</sup> Reading.** Ms. Pfeffer read the resolution. **MOTION to Move** Bylaw Amendment 16-755: Chapter 179, Water, to a second reading by **Mercer**. **SECOND** by **Dellorco**. **Discussion:** ► Brutus Cantoreggi stated standards require changing water meters about every twenty years because they start to fail and usually read low and the revenue is down. The program was started about two years ago. Customers have been notified, but many do not respond. Under law could turn off customer's water, but do not want to do this or impose fines, just want to replace the water meter. This bylaw proposes that after three letters could send a certified letter indicting access to water meter is needed and if meter is not changed in 21 days fine will be invoked. Worked with Mark Cerel on the language in the letter. Do not see a day when would not need access to the home to change the actual meter. ► Mr. Nutting stated the goal is to get inside the home and change the water meter which can even be done on nights and weekends. ► Mr. Padula stated he would prefer a 30-day period opposed to a 21-day period. **MOTION to Amend** Bylaw Amendment 16-755: Chapter 179, Water, to indicate a 30-day period following receipt of the written request by **Padula**. **SECOND** by **Bissanti**. **Discussion:** ► Ms. Pfeffer stated it should stay at 21 days as customer has already received three notices. ► Mr. Bissanti stated there are older residents that may oppose someone coming into their home; he concurred with Mr. Padula. ► Mr. Nutting stated he is not concerned if it is 21 or 30 days, just want the ability to fine people that are not cooperating. ► Mr. Cantoreggi said in some other communities they just shut the water off. **VOTE (to change bylaw amendment from 21 days to 30 days): Yes-7, No-1, Absent-1. (Ms. Pfeffer voted no).**

**VOTE (for Bylaw Amendment 16-755 as amended to a second reading): Yes-8, No-0, Absent-1.**

6. **Bylaw Amendment 16-756: Chapter 170, Vehicles and Traffic Article X Winter Storm Overnight Parking – 1<sup>st</sup> Reading.** Ms. Pfeffer read the resolution. **MOTION to Move** Bylaw Amendment 16-756: Chapter 170, Vehicles and Traffic Article X Winter Storm Overnight Parking, to a second reading by **Mercer**. **SECOND** by **Dellorco**. **Discussion:** ► Mr. Nutting stated cannot park on a public way during a snow emergency, so people started parking in public parking lots and the DPW cannot clear them. Would like to have all public land free and clear of vehicles for those four hours while a winter storm parking ban is in effect. This happens about 6-8 times a year, not for 6 months as it used to be. ► Mr. Cantoreggi stated the library lot, Depot Street parking, and Fletcher Street lot which are constrained parking areas make it difficult to clear out. ► Mr. Padula asked how people get notice not to park in the lots. ► Mr. Nutting stated everyone in Town gets notified of a snow emergency by a reverse phone call and it is on the Town webpage. **VOTE: Yes-8, No-0, Absent-1.**

**TOWN ADMINISTRATOR’S REPORT:** ► Mr. Nutting stated productive meeting was held on DelCarte site. Manufacturer has made proposal to pay for the testing of the concrete and soil, and return to disassemble a portion of the structure and weld it together so it does not keep popping from the ice. Any final decision will be contingent on a warranty. If all goes well, they thought they could get out at end of April for about 2 to 3 days of work. They will bear all expenses in this matter. ► Opened bids for sidewalks on Chestnut and Pleasant Streets; will bring to Capital Budget Committee in next couple of weeks. Total cost is \$1.8 million. ► Received a great letter thanking Franklin Fire Department and paramedics. ► Working on capital budget and annual budget with Capital Committee.

**OLD BUSINESS: None.**

**NEW BUSINESS:** ► Mr. Bissanti stated some Conservation Commission enforcement practices have been brought to his attention. He reminded all that not all residents are up-to-date on the latest bylaws and jurisdictions of the Conservation Commission. Thinks it may be rather heavy-handed when a homeowner takes grass clippings in his own backyard and accidentally puts them in a wetlands or protected area and gets whacked with a scary fine. Not pointing to anything specific, just would like a lighter approach by Conservation Commission. ► Chairman Kelly agreed with Mr. Bissanti.

**COUNCIL COMMENTS:** ► Mr. Jones stated 15 Beaver Court had an open house. It is one of the affordable houses. He thanked Judith Pond Pfeffer for welcoming and showing guests the house. He thanked others who showed up and helped out as well. Nice to see families come and check out the house. House lottery is on March 30. He said he was proud of students at Tri-County that worked hard to build the house. ► Mr. Dellorco gave condolences to family of Peter Buchanio. It is a sad day for Franklin. ► Mr. Bissanti thanked councilors for their support for the alcohol awareness program. ► Ms. Pfeffer gave condolences to the Buchanio family. She stated there were two open houses on Sunday—the other was at 48 Arlington Street. Many people attended. ► Mr. Padula and Mr. Mercer gave condolences to the Buchanio family

**EXECUTIVE SESSION: None.**

**ADJOURN: MOTION to Adjourn** by **Mercer**. **SECOND** by **Dellorco**. **VOTE: Yes-8, No-0, Absent-1. Meeting adjourned at 8:51 PM.**

Respectfully submitted,

Judith Lizardi  
Recording Secretary

**FRANKLIN TOWN COUNCIL  
MINUTES OF MEETING  
March 23, 2016**

A meeting of the Town Council was held on Wednesday, March 23, 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 led by Boy Scout Troop 8080.

**APPROVAL OF MINUTES:** None.

**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. ► March 24, 2016 from 10:00-12:00 PM there will be Connections that Work seminar at the Franklin Town Hall Municipal Building. This seminar is for anyone looking to start or expand a business with general information provided about small business concerns.

**PROCLAMATIONS/RECOGNITIONS:** None.

**CITIZEN COMMENTS:** None.

**APPOINTMENTS:** ► *Historical Commission.* Ms. Pfeffer read the appointment. **MOTION** to **Ratify** the appointment of Jeremy Ball by the Town Administrator to serve as an associate member of the Historical Commission by **Pfeffer**. **SECOND** by **Padula**. **Discussion:** Mr. Nutting stated Mr. Ball would be a great addition. ► **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.**

► *Conservation Commission.* Ms. Pfeffer read the appointment. **MOTION** to **Ratify** the appointment by the Town Administrator of Angela Gelineau to serve as a member of the Conservation Commission by **Pfeffer**. **SECOND** by **Dellorco**. **Discussion:** Ms. Gelineau introduced herself. ► **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.**

**HEARINGS:** None.

**LICENSE TRANSACTIONS:** None.

**PRESENTATIONS/DISCUSSIONS:** None.

**SUBCOMMITTEE REPORTS:** ► Ms. Pfeffer stated the Capital Subcommittee has met a few times. At tonight's meeting it was voted unanimously to bring to the April 6, 2016 Town Council meeting the \$1.8 million for the sidewalks from Pleasant Street to Chestnut Street.

**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.** Ms. Pfeffer read the resolution. **MOTION to Move** Resolution 16-15 for authorization to enter into separate Intermunicipal Agreements between Franklin and the towns of Bellingham, Medway, Norfolk, and Wrentham to provide Public Safety Mutual Aid by **Jones. SECOND** by **Dellorco. Discussion:** ► Mr. Nutting stated this would give all the surrounding communities the ability of police powers if they were in pursuit of a suspect in another town; this is a mutual aid agreement. ► Mr. Padula stated he is not in opposition to the resolution, but noted that if it is an arrestable offense, the police can chase an offender into the neighboring jurisdiction and this resolution goes further than that. ► Mr. Cerel indicated that probable cause is a factor. There is an Appeals Court decision where there was a chase that ended in another community and the police officer did not have authority. This can be resolved by having a mutual aid agreement in place. He emphasized this only applies to active on-duty police. ► Police Chief Semerjian stated this will give the police a degree of insulation. If it is strictly a speeding offense, it is not arrestable; so, if police go into the neighboring jurisdiction, this authority is needed. ► **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.**

*Chairman Kelly called a three-minute recess.*

*Chairman Kelly resumed the meeting.*

2. **Resolution 16-16: Authorization for Disposition (Sale) of Town-Owned Land on Pond Street.** **MOTION to Waive** the reading by **Jones. SECOND** by **Dellorco. ► ROLL CALL VOTE:** Bissanti-YES; Dellorco-YES; Jones-YES; Kelly-NO; Mercer-YES (by remote); Padula-YES; Pellegrini-YES; Pfeffer-NO; Vallee-YES. **VOTE: Yes-7, No-2, Absent-0. MOTION to Move** Resolution 16-16: Authorization for Disposition (Sale) of Town-Owned Land on Pond Street by **Jones. SECOND** by **Padula. Discussion:** ► Mr. Nutting stated this is an agreement based on the RFP the Town went through between the Town and Baystone Franklin, LLC, to sell the Pond Street property for the development of 99 units of condominiums including 69 two-bedroom and 33 three-bedroom units for \$1.56 million and authorize Town to enter into a legal agreement. This will move it forward to a filing with the Planning Board. ► Ms. Pfeffer stated when this proposal first came before the Town it was going to be 15 three-bedroom units. Then it was changed to 50 three-bedroom units. Then it was negotiated down to 30 three-bedroom units. This is a subdivision. Thirty-three units will have a minimum of 45 to 50 kids entering into the school system. There is no large sum of money coming into the Town of Franklin for this development. With 99 units on Pond Street, minimum two cars per unit, there is going to be lots of traffic. A traffic study has not even come back yet. We have got 99 units abutting one of the biggest and busiest highways, Rt. 495. There is no clubhouse, no gym, and no pool. For \$400,000 plus dollars there is a walking trail. This is absolutely the worst thing to do for the citizens of Franklin and for the citizens that live on Pond Street. ► Mr. Dellorco confirmed there is no commercial in this. He asked why the number of units increased from fifteen. ► Mr. Nutting stated he had suggested to Attorney Cornetta that 15 three-bedroom units would be more appropriate. Mr. Nutting stated that 2-bedroom condominiums in Franklin typically do not produce any students. There was a back and forth discussion and they split the number to 30 units. He stated the Town and the developer do disagree on the number and financial impact of the children with a \$50,000 difference. ► Attorney Richard Cornetta indicated they received their data based on a study in Hopkinton that this developer was involved in and a study from Rutgers University. ► Mr. Mercer stated he did not have a problem with the project, but he did have a problem with the number of three-bedroom units. ► **ROLL CALL VOTE:** Bissanti-YES; Dellorco-YES; Jones-NO; Kelly-YES; Mercer-NO (by remote); Padula-YES; Pellegrini-YES; Pfeffer-NO; Vallee-YES. **VOTE: Yes-6, No-3, Absent-0.**



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.***

***Mr. Bissanti recused himself.***

Ms. Pfeffer read the zoning bylaw amendment. **MOTION to Move** Zoning Bylaw Amendment 16-753 for 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 by **Jones**. **SECOND** by **Dellorco**. **Discussion:** ► Mr. Nutting stated this section of Franklin has been long discussed. In the Master Plan it was discussed to look at the zoning. There is vacant property/under-valued property. This zoning proposal would do two things: clean up the lot line, and change the zoning to allow for multi-family. Given location to Downtown, train station, and shopping areas, it would make sense to redevelop this area. He does not agree that it should be Commercial; it is on a dangerous curve. This gives the ability to upgrade the property, get some redevelopment, and address Master Plan concerns. ► Mr. Padula questioned if they are just taking the Industrial piece out of parcel number 278-036-000. ► Bryan Taberner, Director, Planning and Community Development, stated this just clears up two zoning districts on one parcel. ► Chairman Kelly asked about the plans for the parcel to the west of the proposed changed. He noted the Odd Fellows building has been for sale for years. ► Mr. Nutting stated he thinks the issue is that it is still too close to the intersection. The concern is that there should be no more density at the corner. It is an awkward intersection. He said according to the president of Odd Fellows, they are now going to keep the Odd Fellows building and fix it up. ► **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-8, No-0, Absent-0.** (Mr. Bissanti did not vote as he had recused himself.)

***Mr. Bissanti reentered the meeting.***

4. ***Bylaw Amendment 16-754: Chapter 47, Alcoholic Beverages – 1<sup>st</sup> Reading.*** Ms. Pfeffer read the bylaw amendment. **MOTION to Move** Bylaw Amendment 16-754 for Chapter 47, Alcoholic Beverages to a second reading by **Jones**. **SECOND** by **Dellorco**. **Discussion:** ► Mr. Nutting stated based on comments at the last meeting by Town Council members, the 14 days was removed and date was moved to September 1, 2016. **MOTION to Amend** the effective date to July 1, 2016 by **Jones**. **SECOND** by **Bissanti**. **Discussion:** ► Ms. Pfeffer stated that part of the reason the date was moved to September 1, 2016 was that everyone would not be able to be trained within the period of time. This is only the first reading. It then goes to a second reading which will be near the end of April so July 1 will come rather quickly. She stated she wants it to be as soon as possible, but it seems unfair if the people cannot get it done in time to be able to comply. ► Mr. Bissanti stated that was a good point made by Ms. Pfeffer. But, he noted the busiest drinking months of the season is coming so he concurred with Mr. Jones to get something enacted quickly. ► Mr. Padula concurred with Ms. Pfeffer; September 1, 2016 is very reasonable. ► **ROLL CALL VOTE (on amendment to move date to July 1, 2016) :** Bissanti-YES; Dellorco-NO; Jones-YES; Kelly-NO; Mercer-NO (by remote); Padula-NO; Pellegrini-NO; Pfeffer-NO; Vallee-NO. **VOTE: Yes-2, No-7, Absent-0.** (The amendment to move date to July 1, 2016 did not pass.) ► **ROLL CALL VOTE (to move bylaw amendment):** 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.**

5. ***Bylaw Amendment 16-755: Chapter 179, Water Charges – Water Department Access – 2<sup>nd</sup> Reading.*** Ms. Pfeffer read the bylaw amendment. **MOTION to Move** Bylaw Amendment 16-755 for Chapter 179, Water Charges - Water Department Access by **Jones**. **SECOND** by **Dellorco**. **No Discussion.** ► **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.**

6. **Bylaw Amendment 16-756: Chapter 170 Vehicles and Traffic Article X Winter Storm Overnight Parking – 2<sup>nd</sup> Reading.** Ms. Pfeffer read the bylaw amendment. **MOTION to Move** Bylaw Amendment 16-756 for Chapter 170 Vehicles and Traffic Article X Winter Storm Overnight Parking by **Padula. SECOND by Jones. Discussion:** ► Mr. Nutting stated this prohibits the parking of any motor vehicle on any municipally-owned property during a snow ban which is from 1:00 AM to 5:00 AM. The Town already has the right on a public way to fine violator or tow vehicle. ► Mr. Cerel stated the Town may have the violator's vehicle towed and stored at the violator's expense. ► **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 hopefully tomorrow a temporary library lease at 25 Kenwood Circle will be signed as the library moves closer to construction project. Tentatively, library will be closing after April 8. It will be closed for several weeks while being relocated; looking to re-open around May 2. Dates will be finalized as it gets closer. Signage will be put up to let folks know about the move. ► Downtown project meetings will start again next Tuesday; will update citizens on a regular basis. ► The sidewalk project and the capital plan will be coming forward to the Town Council in April. ► Work on the annual budget will continue and hopefully get to FinCom by the middle of April. ► Congratulations to the high school hockey team.

**OLD BUSINESS:** ► Mr. Jones would like School Dude reports. ► Mr. Nutting stated he had sent an email indicating when they make the presentation in April all that would be provided. ► Mr. Dellorco asked if there were any results of the free audit on insurance from the Norfolk company. ► Mr. Nutting stated they met with him twice. They sent a proposal, the Town sent a thank you. They were aware that the Town is in the middle of health insurance and not going to make any changes this year. If an RFP is done next year, they will be included in the process. ► Mr. Dellorco stated they said there was a \$300,000 difference. Mr. Dellorco asked Mr. Nutting if the group could come to a Town Council meeting to talk about insurance. ► Mr. Nutting stated he would provide the Town Council members with the information he was given. ► Mr. Bissanti indicated he has seen two referendums/initiatives before the Town Council where the Town could have made a little money to go toward an EMT, police officer, etc. He stated he did not think they were given the deserved consideration and the insurance item mentioned by Mr. Dellorco is not getting the deserved consideration either. He also mentioned that he does not understand the message being given when council members indicate concern over adding students when the entire Town has been built around young people. Empirical data shows school populations dwindling at the lower levels. Towns have to grow; houses have to be built. ► Ms. Pellegrini asked if the people that wanted to put the billboard up were coming back. ► Chairman Kelly indicated they decided to walk away.

**NEW BUSINESS:** ► Mr. Vallee asked for the Free Cash balance. ► Mr. Dellorco stated in a future agenda he would like to have a charter review discussion. He does not think the Town Council has the power they need anymore. ► Mr. Kelly asked Mr. Nutting to put that on the agenda for discussion.

**COUNCIL COMMENTS:** ► Mr. Jones thanked Troop 8080 for coming out tonight and leading the Pledge of Allegiance. He gave his prayers to Brussels for the awful terrorist attacks. He thanked all the supporters of the Davis Thayer 16<sup>th</sup> annual auction. He congratulated the Franklin High School Division I hockey team for winning State Division I. The Boston Red Sox will be honoring them at the April 13 game in Boston. There is a conflict on this date as also on April 13 at 6:00 PM the Franklin Education Foundation will be hosting their Trivia Bee at the Horace Mann auditorium. He stated he was excited that 150 Emmons Street was finally coming down. ► Mr. Dellorco congratulated the Franklin High School hockey team. ► Ms. Pfeffer stated that not liking a development because there are 33 three-bedroom units does not mean a person is against children. There is a 40B development that cannot be stopped with 280

apartments on West Central Street, so there will be plenty of kids coming into Franklin; the previous comment on this was rather insulting. As the Chair of the Library Building Committee, Ms. Pfeffer stated the Committee has chosen an architect and a design, and moving ahead. The library will be closing in a few weeks and closed for over one year with a temporary space set up on Kenwood Circle. It will be a wonderful new addition put on the back of the library and the old building brought up to code. There will be a fundraiser through the Friends of the Franklin Library. ►Mr. Padula congratulated the Town Council for finally doing something about the Pond Street property. He thanked the Boy Scouts for being here to help with the Pledge of Allegiance. He congratulated the hockey team and coaching staff. ►Chairman Kelly thanked the Boy Scout Troop and stated they did a great job. Congratulations to the hockey team and the coaching staff. It proves that having police officers as coaches is great for the community and schools. The hockey team will be coming to a future Town Council meeting. ►Mr. Mercer congratulated the hockey team, coaches, and staff for the Division I hockey championship. The Senior Center renovations are ongoing and things are looking good. The mechanical engineer at the high school has come up with a design that has been approved to solve the problem that occurred this winter. The repairs are ongoing and will be completed shortly.

**EXECUTIVE SESSION: None.**

**ADJOURN: MOTION to Adjourn by Jones. SECOND by Dellorco. ►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. Meeting adjourned at 8:00 PM.**

Respectfully submitted,

Judith Lizardi  
Recording Secretary

# PRESENTATIONS AND DISCUSSIONS

- MICHAEL G. BELLOTTI, SHERIFF, NORFOLK COUNTY



*The Commonwealth of Massachusetts*  
*County of Norfolk*

OFFICE OF THE  
SHERIFF



MICHAEL G. BELLOTTI  
SHERIFF

P.O. BOX 149  
200 WEST STREET  
DEDHAM, MA 02027  
(781) 751-3300  
FAX (781) 407-0210

September 1, 2015

~~Board of Selectmen~~ *Should be Town Council*  
Town of Franklin  
355 East Central St.  
Franklin, MA 02038

Dear Selectmen:

I am writing to you to alert you to a column recently published in The Quincy Patriot Ledger addressing an urgent issue facing all of our communities and too many families coping with drug and alcohol addiction. The recent focus by the Baker Administration and the Massachusetts Legislature on this epidemic makes clear that no community has escaped this scourge and that it demands all of our attention as elected officials.

As one of the largest county corrections facility in Massachusetts, the vast majority of those in our custody came here as a result of a drug-related offense or an offense that was directly influenced by their addiction. In a survey we conducted in March, we found that 82 percent of our inmates were dealing with addiction issues.

At an average cost of nearly \$55,000 to house one inmate for one year, this epidemic is not only a human tragedy but a waste of precious public resources that would be better spent on education and employment opportunities that would define a more successful path for these individuals. Reducing addiction also better protects our communities from the often random and sometimes violent crime that results from addiction.

While this issue is daunting, I believe that we can make a difference as public officials by continuing the public dialogue that the Governor and Legislature have prompted. This is a public health and public safety crisis that knows no bounds and every community in the Commonwealth is affected by it. I would welcome the opportunity to meet with your board to expand that dialogue and get your input on how we can directly address this issue.

Thank you for your good work on behalf of your community. I look forward to working with you in addressing this issue.

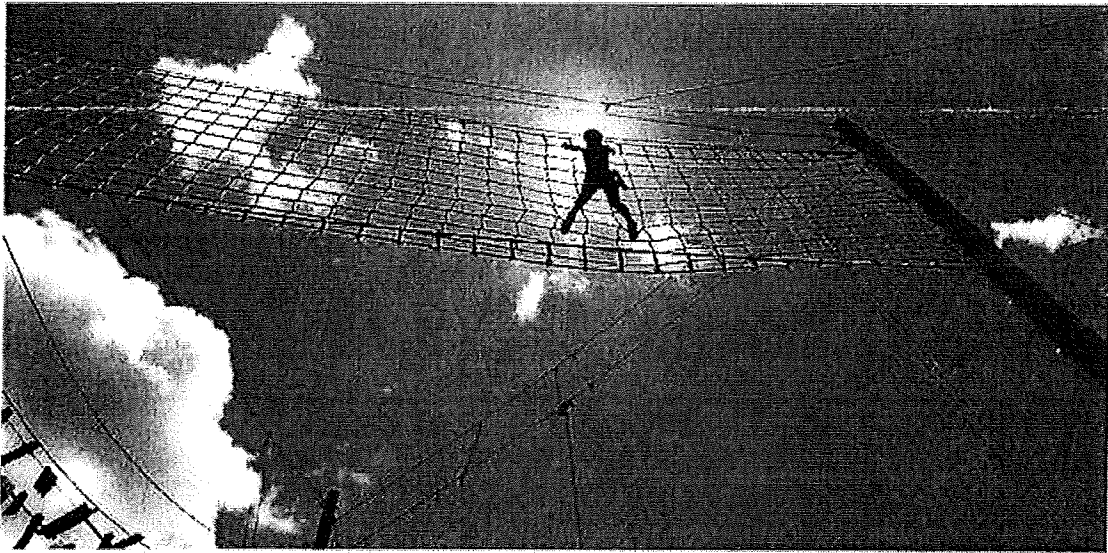
Sincerely,

Michael G. Bellotti  
Sheriff  
Norfolk County

# The Patriot Ledger

August 19, 2015

**SHERIFF MICHAEL BELLOTTI: To help prevent addiction, invest in kids**



*A camper from Quincy navigates a rope net about thirty feet off the ground. Kids participate in the Norfolk County Sheriff Departments summer Youth Leadership Academy in Braintree. Sheriff Michael Bellotti runs the camp for kids 10-14 in which they build confidence and learn teamwork.*

**By Michael G. Bellotti**

Almost every summer since 2002 (we didn't have funding during three summers), the Norfolk County Office of the Sheriff has operated a Youth Leadership camp in Braintree for kids ages 10 to 14. The camp emphasizes good decision-making skills and working with peers to solve problems – like ascending 30-foot-high rope-climbing towers, which would make most adults cringe.

This may not be everyone's idea of summer camp, but every week is oversubscribed. We subsidize the cost and lower it for those whose families can't afford to pay because we don't want to lose anyone in this age group because of cost.

While we don't necessarily think of our campers as "at-risk" kids, we know that every child is potentially at risk regardless of whether they are from "good families" or "affluent communities."

Certainly many of the 6,600 people who have died in Massachusetts over the past decade from opioid overdoses came from "those families" and "those communities." The statewide statistics on those who have lived long enough to get into treatment for drug and alcohol addictions is staggering – 105,000 in 2014 alone.

Of those, 53 percent self-reported heroin use among their addictions. Norfolk County, one of the most affluent counties in the state, accounted for 6,700 of those in residential treatment. Canton accounted for 165 of those patients, half of them for heroin addiction. In Brookline, one-third of the 117 people in treatment in 2014 were using heroin. Those are just the people who got into treatment, and these numbers are replicated across the state.

Gov. Charlie Baker and the Legislature are responding with urgency to the growing addiction crisis with a call for more treatment beds, better-coordinated services, and early intervention and education. And while all of the treatment and addiction intervention funding is needed, the only real long-term solution is prevention and education, some of which is included in the governor's initiative.

When we surveyed our inmate population in March, 82 percent self-reported substance abuse. We have a waiting list for the substance abuse counseling programs that we run for inmates. We spend millions of dollars while they are in our custody counseling them on decision-making skills, substance abuse treatment and coping skills to help them re-enter the community when their time is done, and that doesn't include the average \$55,000 cost of a one-year stay in our custody per inmate.

Our summer Youth Leadership camp is one small example of the many programs aimed at young adolescents when they are particularly susceptible to peer pressure and not yet equipped to say no to a bad choice. The South Shore YMCA has sent thousands of kids to summer camp on Cape Cod for generations, regardless of whether their families can afford to pay. Many of those kids have grown into successful adults who still talk about how that positive camp experience at a young age kept them on a straighter path even as they could see the other path right in front of them. It is a small price to pay to save even one life and to keep these kids from a treatment bed or a jail cell.

Investing in kids early will save lives and futures, and it will also save taxpayers millions of dollars that are tragically wasted on locking people up or treating them in expensive state-financed facilities. Imagine what that money might buy if it were spent on education, smaller class sizes and greater resources for families to help them intervene instead of watching their teenager on the slippery slope of drug use and addiction.

The time when we looked at heroin use and other opioid addictions as issues based on socio-economic status and neighborhood is now proven to be just an urban myth. We should invest in our kids while they are still young and have a chance to not only survive, but to thrive.

After all, inmates and addicts were also 10-year-olds once and they deserved no less then.

*Michael G. Bellotti is the Norfolk County sheriff and the creator of the Norfolk County Youth Leadership Academy in Braintree. Send your response to [editpage@ledger.com](mailto:editpage@ledger.com).*

LEGISLATION

FOR

ACTION



# OFFICE OF THE TOWN ADMINISTRATOR

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## MEMORANDUM

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**DATE:** March 31, 2016  
**TO:** Town Council  
**FROM:** Jeffrey D. Nutting, Town Administrator *JN*  
**RE:** Collective Bargaining Agreement with the Dispatchers

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Please find attached the Memorandum of Agreement with the Dispatchers for a three year contract from July 2015 to June 2018. This contract is in line with the other seven Collective Bargaining Agreements approved by the Town Council. I would appreciate approval of the agreement.

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



## TOWN OF FRANKLIN

### RESOLUTION 16-17

#### **Ratification of AFSCME Local 1298 Public Safety Telecommunications Unit**

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

Hereby ratifies the provisions of the Public Safety Telecommunications Division, Local 1298, Council 93, Memorandum of Agreement dated March 28, 2016 which has been ratified by the Public Safety Telecommunications employees. The provisions of the Agreement shall be in effect from July 1, 2015 to June 30, 2018 and shall become part of the existing contract.

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

**DATED:** \_\_\_\_\_, 2016

**VOTED:**

**UNANIMOUS** \_\_\_\_\_

**A True Record Attest:**

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

**ABSTAIN** \_\_\_\_\_

**Teresa M. Burr  
Town Clerk**

**ABSENT** \_\_\_\_\_

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

Memorandum of Agreement Between  
Public Safety Telecommunications  
And the Town of Franklin

The following summary of changes reflects the results of OFF THE RECORD discussions between the Town of Franklin and AFSCME Public Safety Telecommunications at a meeting on September 9, 2015.

Duration of the agreement is three (3) years, from July 1, 2015 to June 30, 2018.

The starting pay schedule prior to any COLA is:

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
D1	1501.14	1575.19	1652.95	1734.60	1820.33	1910.35	2004.86
D&P	1370.57	1438.10	1509.00	1583.45	1661.62	1743.71	1829.89

Contractual wage and Step Increases shall be effective with the first day of the first full pay period of the new fiscal year.

FY16

July 12, 2015

2% across the board increase

FY17

July 10, 2016

2% across the board increase

FY18

July 9, 2017

2% across the board increase

**Article 17.**

Shift Differential will be increased to \$9.00/shift in FY16, \$9.50 in FY17, and \$10.00 in FY18.

**Article 11. Section 5.**

PST's hired after 10/1/15 shall not enjoy the sick leave to vacation benefit.

They shall accrue vacation according to the following schedule.

Length of Service		Vacation Leave (40 hour week)	
0 – 5 years –	after 1 months	6.67 hours per month	2wks/yr
6 to 10 years –	after 60 months	10.00 hours per month	3 wks/yr
11 to 20 years-	after 120 months	13.34 hours per month	4 wks/yr
21 or more years –	after 240 months	16.67 hours per month	5 wks/yr

PST may have up to one year's accrual, plus 56 hours at any time.

**Article 7. Section 9**

Arbitration shall be initiated and conducted under the auspices of the American Arbitration Association, or by mutual agreement between the Town and AFSCME, the Labor Relations Connection, pursuant to the then prevailing rules thereof.

**Article 13 Health Insurance**

Replace the existing language with: Discussions about health insurance shall be in accord with MGL.

**Article 16.**

**Section 5. FMLA language.**

Any employee requesting leave under the terms of the Family and Medical Leave Act of 1993 for conditions regarding family members (excluding the birth or adoption of a child) may use ten (10) accrued sick days prior to the use of his/her accrued holiday, and personal time, followed by any vacation time before any non-paid time off is utilized.

**Add Section 6. Sick Leave Donations**

An employee is good standing who is on an approved medical leave for a non-work related reason, may exhaust their sick, vacation, and personal leave. The employee may then make a request to the union for sick leave donations. (Neither the determination to allow donations made at Step 1, nor the members' donations in Step 2 are grievable.)

Step 1. Two members of management (The employee's manager and the TA or designee) will review the employee's record to ensure that it is a valid condition for medical leave purposes, that all available leave has been exhausted, and that the employee has not abused their leave prior to the medical onset. They will try to determine how much leave will be required.

Step 2. The union may then request members to donate up to five days of sick leave per person. Members are under no obligation donate any sick leave.

Step 3. Authorization to transfer sick leave balances will be provided to payroll with the donating employee's signature and number of days clearly noted.

IF the employee is unable to return to work when the donated leave is exhausted, the donation process may be repeated only once.

**Article 20 Educational Incentives**

Change to read:

Payments are included in regular bi-weekly paycheck.

Associates Degree     \$700 - \$26.92 per pay period

Bachelor's Degree     \$950 - \$36.54 per pay period

#### **Article 21**

Replace the existing language with:

All PST's shall meet and maintain certification in accord with the State 911 Department regulations (560 CMR). Management will schedule the necessary training requirements yearly and bear the cost of the same.

Housekeeping Items:

#### **ARTICLE 11: VACATION LEAVE**

Section 1. Paid vacations for members of this Agreement shall be earned as follows:

Length of Service (Add months)	Vacation Leave
1-5 years (12 to 60 months)	10 Days (80 Hours)
6-10 years (61 to 120 months)	15 Days (120 hours)
11-20 years (121 to 240 months)	20 Days (160 hours)
21 or more years (241 months or more)	25 Days (200 hours)

Section 2. Vacations shall be granted on a seniority basis by shift, subject to the discretion of the Chief. A maximum of 56 hours may be carried forward to the new fiscal year.

Section 4. Vacations shall be on a fiscal year basis. Newly hired employees may take in advance, against their first year's allotment, 40 hours of vacation, after successfully completing six (6) months of service.

#### **ARTICLE 15: SPECIAL LEAVE/PERSONAL DAYS**

Employees covered by this Agreement shall be entitled to sixteen (16) hours personal time per fiscal year. Personal time must be used in 4 or 8 hour segments.

#### **ARTICLE 16: SICK LEAVE**

Section 1. Each employee covered by this Agreement hired prior to July 1, 2012 shall earn paid sick leave at the rate of one and one quarter (1 ¼) days (ten hours) for each month worked, fifteen days per year. Said sick leave shall be cumulative from year to year, up to a maximum of one hundred sixty (160) days (1280 hours).

Employees hired after June 30, 2012 will earn 12 days of sick leave a year with a maximum of seven hundred twenty (720) hours of sick leave.

Section 3. ~~Delete: As an incentive to reduce sick leave use, an employee covered by this Agreement who uses zero (0) sick days in the four month period (Jul-Oct 12, Nov-Feb 13, Mar-Jun, 2013) shall be entitled to a "sick leave incentive paid day", to be taken at a time approved in advance by the Chief or his/her designee, which approval will not be unreasonably withheld.~~

~~This Section shall be deleted effective June 30, 2013.~~

Section 5. An employee may use up to twenty four (24) hours of accumulated sick leave in the case of a family illness. Family illness shall be limited to that of a spouse/partner, parents/parent-in-law, children, or relative living in the employee's household. The supervisor will track the sick leave days that are used for family illnesses.

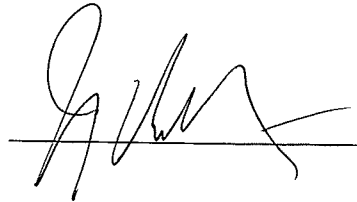
#### **ARTICLE 18: UNIFORM ALLOWANCE**

Members covered by this Agreement shall receive four hundred dollars (\$400.00) per year as a uniform allowance and cleaning allowance. Payments to be made yearly in November.

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Payments are to be included in a normal regular paycheck. Newly hired full time dispatchers will receive a four hundred dollar benefit (\$400) the first pay period following date of hire. *(Delete: in lieu of the regularly scheduled payment either June or December)*. Should new employee leave or be terminated prior to the next payment, a pro-rated portion of this benefit will be withheld from the last paycheck the employee receives.

For the Town:



Date:

3/20/16

For the Union:



Date:

3/28/16

# Town of Franklin



Teresa M. Burr  
Town Clerk

Office of Town Clerk  
355 East Central Street  
Franklin, Massachusetts 02038-1352  
(508) 520-4900  
E-mail: tburr@Franklin.MA.US

Notary Public  
Election Administrator

March 31, 2016

Jeffrey Nutting  
Town Administrator

Dear Jeff,

As you are well aware with the changes in the Town Clerks Office there have been many expenses that were unforeseen. Since I was elected I have had to make necessary purchases, (letterhead, envelopes etc.) I also had to hire additional poll workers. There was also an additional increase in the Town Census (postage, inserts which included dog license form and voting information) this has brought my department over the allotted budget. So, therefore I am formally requesting a monetary increase of \$3,500 to the 2015-2016 budget.

I appreciate your assistance in the matter.

Thank you,

Teresa M. Burr  
Town Clerk



Sponsor: Administration

**TOWN OF FRANKLIN**

**RESOLUTION NO.: 16-18**

**APPROPRIATION: Elections Expenses: 01164200-534090**

**TOTAL REQUESTED: \$3,500**

**PURPOSE:** To transfer funds to cover anticipated shortfalls within the above named account for election related bills

**MOTION**

Be It Moved and Voted by the Town Council that the sum of Three Thousand Five hundred Dollars (\$3,500) be transferred to the FY 16 Elections Expense from the FY 16 Employee Benefits – Workers Comp budget account # 01910200-517180

**DATED:** \_\_\_\_\_, 2016

**VOTED:**

**UNANIMOUS** \_\_\_\_\_

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

**A True Record Attest:**

**ABSTAIN** \_\_\_\_\_

**ABSENT** \_\_\_\_\_

**Teresa M. Burr  
Town Clerk**

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



# Memo

To: Town Council  
From: Jeffrey D. Nutting, Town Administrator  
  
Date: March 31, 2016  
Re: Request for Funds for Veterans Benefits

---

As the result of an increase in requests for Veteran's Benefits, we are requesting a transfer of \$50,000 from Free Cash to fund the budget for the remaining of the Fiscal Year.

Please note that seventy-five percent of the costs are reimbursed by the Commonwealth through the Cherry Sheet. Please feel free to call with any questions.

**TOWN OF FRANKLIN**

**RESOLUTION NO.:** 16-19

**APPROPRIATION:** Veterans Benefits

**AMOUNT REQUESTED:** \$ 50,000

**PURPOSE:** To appropriate from Employee Benefits – Health Insurance to the Veterans Benefits 2016 budget

**MOTION**

Be It Moved and Voted by the Town Council that the sum of Fifty Thousand Dollars (\$50,000.00) be transferred from Employee Benefits – Health Insurance 01910200-517150 to the Town’s Veterans Benefits account 01543600-577010.

**DATED:** \_\_\_\_\_, 2016

**VOTED:**

**UNANIMOUS** \_\_\_\_\_

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

**A True Record Attest:**

**ABSTAIN** \_\_\_\_\_

**ABSENT** \_\_\_\_\_

**Teresa M. Burr**  
**Town Clerk**

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


# OFFICE OF THE TOWN ADMINISTRATOR

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## MEMORANDUM

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**DATE:** March 8, 2016  
**TO:** Town Council  
**FROM:** Jeffrey D. Nutting, Town Administrator   
**RE:** Approval to Construct Sidewalks for Pleasant Street, Chestnut Street, and Griffin Road

---

Per the attachment memo the cost to construct the sidewalks is \$1,800,000.

These sidewalks were listed in the Master Plan and will provide safe access to countless citizens that connect to the two roads. The proposed funding plan is as follows:

DPW Stabilization Account -	\$275,000
Free Cash-	\$25,000
Bond Authorization-	\$1,500,000
Total	\$1,800,000

We can reduce the bond in July of 2016 by voting \$500,000 from the FY 17 Hotel tax and another \$500,000 again the following year from the FY 18 Hotel tax. The remaining balance can come from future Free Cash, Hotel tax or other funds. I am happy to answer any questions that you may have.

Note- Please note to keep borrowing cost low we could vote to reduce the bond in the spring of 2017 by taking \$500,000 from the Stabilization account and then in July of 2017 transferring the funds back into Stabilization from the Hotel tax. This would leave an outstanding balance of \$500,000 and the interest cost would be only about \$15,000 in FY18.



# TOWN OF FRANKLIN

## DEPARTMENT OF PUBLIC WORKS

257 Fisher Street  
Franklin, MA 02038

March 4, 2016

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

Re: Pleasant / Chestnut Street sidewalks

Dear Jeff,

As you are aware Public Works completed the survey and design of the proposed expansion sidewalks on Pleasant and Chestnut Streets. Specifically sidewalks will be replaced and improved on Pleasant Street from Main to Dean Ave. New sidewalk(s) will be installed on the Northside of Pleasant Street from Dean Ave to Miller Street as well as on Chestnut Street from Old Chestnut Street to East Central Street.

This project was bid and HM Nunes & Sons Construction, Inc., of Ludlow, MA was the successful qualified and lowest bidder.

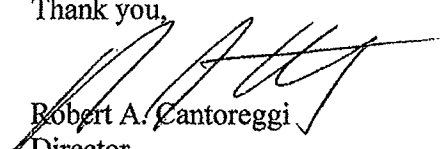
I respectfully request that \$1,800,000 be appropriated for this work.

It is estimated the cost would be allocated as follows:

- \$1,450,000 for HM Nunes & Sons
- \$ 50,000 for a traffic signal for a crosswalk at the Delcarte Property
- \$ 200,000 for Police details
- \$ 100,000 for contingencies

With this appropriation of funds, work on this project will commence this spring.

Thank you,

  
Robert A. Cantoreggi  
Director

CC: Deacon Perrotta, Director of Operations  
Carlos Rebelo, Highway and Grounds Superintendent  
Mike Maglio, Town Engineer  
File



## TOWN OF FRANKLIN

### RESOLUTION 16-20

#### APPROPRIATE AND AUTHORIZE THE BORROWING OF FUNDS TO PAY COSTS OF THE CONSTRUCTION OF SIDEWALKS AND RELATED WORK (REVISED)

**BE IT ORDERED by the Town Council of the Town of Franklin that:**

- (1) One Million Eight Hundred Thousand Dollars (\$1,800,000) is hereby appropriated for the construction of sidewalks and related work, including the payment of costs incidental or related thereto.
- (2) To meet this appropriation: (i) \$277,913.61 shall be transferred from the Department of Public Works stabilization account, (ii) \$22,086.39 shall be transferred from Free Cash, and (iii) the Treasurer with the approval of the Town Administrator is authorized to borrow \$1,500,000 under G.L. c.44, §§7(5) and 7(6) as amended, or any other enabling legislation;
- (3) The Town Administrator s authorized to contract for and expend any federal or state aid available for the project;
- (4) The Town Administrator is authorized to take any other action necessary or convenient to carry out this project.
- (5) This Resolution shall become effective according to the rules and regulations of the Town of Franklin Home Rule Charter.

**DATED:** \_\_\_\_\_, 2016

**VOTED:**  
**UNANIMOUS** \_\_\_\_\_

**A True Record Attest:**

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

**Teresa M. Burr**  
**Town Clerk**

**ABSTAIN** \_\_\_\_\_

**ABSENT** \_\_\_\_\_

---

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

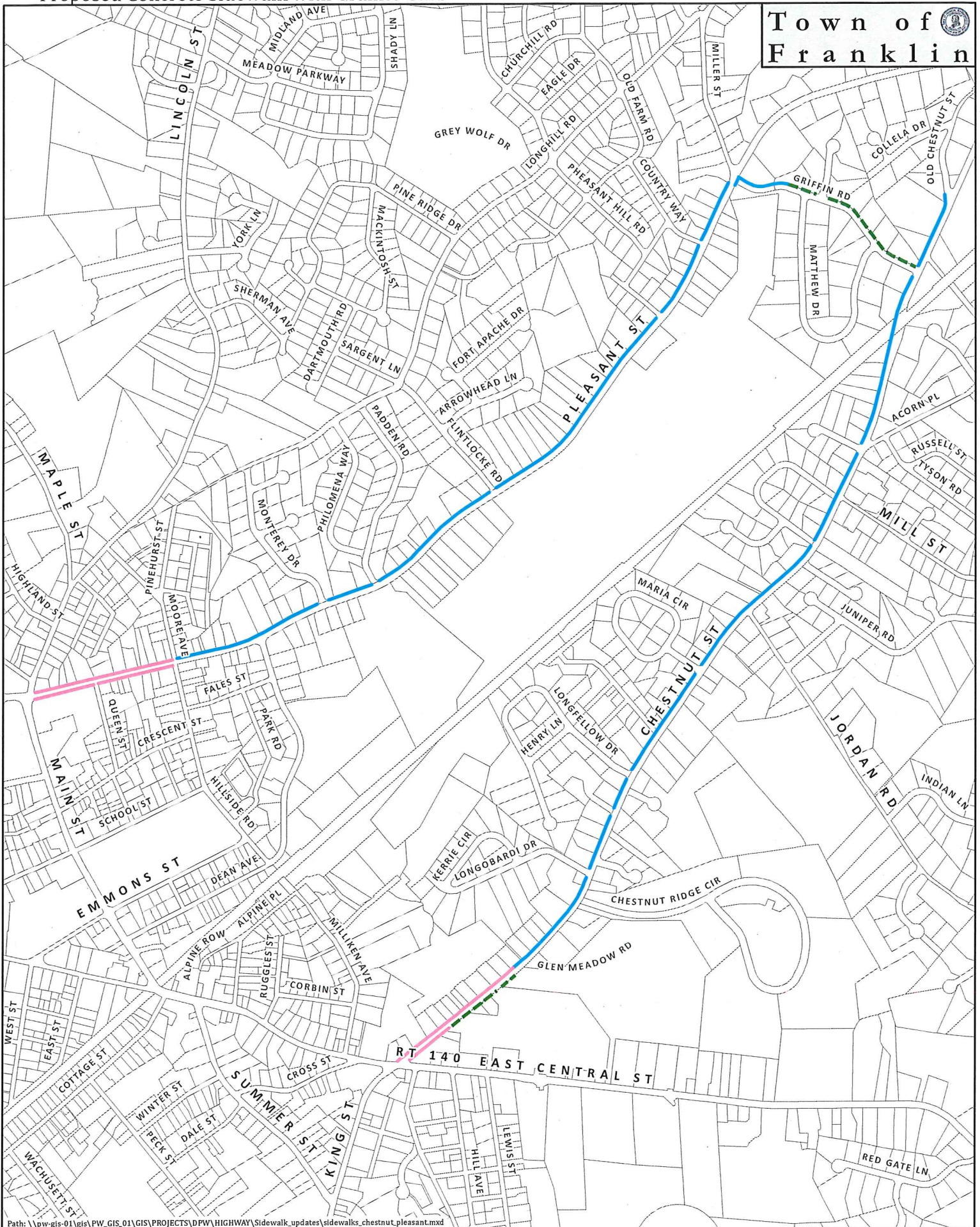
- Existing Sidewalk To Remain
- Proposed Asphalt Sidewalk with Granite Curb
- Proposed Concrete Sidewalk with Granite Curb

Town Boundary  
Parcel Line

0 375 750 1,500  
Feet



Town of  
Franklin



# OFFICE OF THE TOWN ADMINISTRATOR

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## MEMORANDUM

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**DATE:** March 31, 2016  
**TO:** Town Council  
**FROM:** Jeffrey D. Nutting, Town Administrator  
**RE:** Proposed FY 16 Capital Plan

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Please find attached a draft of the FY 16 Capital Plan. These recommendations are pending the final outcome of winter and other unknown expenses.

The reduction in Free Cash from last year of approximately \$700,000 has made the FY 16 capital budget a challenge. While there are many requests not all can be funded this year. To that end I have reserved \$434,000 until the spring. If all goes well I would suggest we fund OPEB, some funds for streets and the Fire Department SCBA (pending results of our grant application) as well as downtown improvements.

The recommendations are as follows:

1. **OPEB** - \$230,000 which represents 10% of Free Cash – Hold until spring.
2. **Fire Truck Stabilization** - \$100,000 – This will continue to fund the account to purchase a Fire Truck in 2017.
3. **Turf Field Stabilization** - \$200,000. These funds will allow the town to bid on the replacement of the two turf fields and HS track next spring pending addition funds being appropriated to pay for the project next year.



4. **Conservation Commission** - \$100,598 - These funds will be used to treat the Delcarte weed problem as outlined in the report. (see attached summary) The funds for this account can be transferred from the Delcarte Dam account which currently has \$100,598 remaining in the account.

**5. Fire Department**

- a. \$16,000 to purchase a vehicle for the fire prevention office. Further DPW will transfer a used pickup truck to the Fire Department to replace the one no longer in service if the DPW request for a pickup truck is approved.
- b. \$295,000 to purchase an Ambulance and equipment. These funds from the ambulance account will purchase a new ambulance along with the stair chairs and IV pumps.
- c. \$108,000 for equipment. These funds will purchase replacement clothing (\$39,000), replace a fire alarm safety receiver (\$57,000) and gas monitors (\$12,000)

**Not recommended at this time.** SCBA \$65,000 - The Fire Department has applied for a grant to purchase the SCBA. Wireless headsets (\$65,000) – This is new item. I am investigating other funding options at this time.

**6. Police Department**

- a. \$198,009 for cruisers – this is to replace four existing cruisers
- b. Equipment -\$12,000 – These funds are for body armor.  
The computer replacement (\$17,000) request is in the Technology budget. The Evidence room request (48,000) is in the Facilities budget

**Not recommended at this time** – one cruiser and one parking control officer vehicle (\$68,385) and new scales (\$12,000) to test truck weights

7. **Technology** - \$74,000 for various technology related items

8. **Schools** - \$240,000 for facility improvements (See Facilities Budget)

**Not recommended at this time** – The replacement of front doors at Remington Jefferson Schools (\$85,000)



**9. DPW**

- a. \$272,000 for the purchase of a dump truck (\$160,000), a pick-up truck (\$40,000), a Dump Truck with Plow (\$60,000) 1/3 of a staff vehicle (\$12,000)
- b. \$200,000 for improvements to municipal parking lots
- c. \$1,800,000 for sidewalks on Pleasant and Chestnut ( see memo)

**Not recommended at this time** – Streets \$1,000,000, a Dump Truck (\$160,000), a Snow Blower (\$160,000)

**10. Facilities**

- a. \$48,000 for a new evidence room at the Police Station,
- b. \$240,000 for improvements to schools (see list)
- c. \$375,000 for a new roof and improvements to the Fire Station.

**11. Downtown Improvements** - Hold until more information is available

**Water Enterprise**

- a. Meter replacement - \$200,000 - This is to continue the water meter replacement program.
  - b. Vehicles and equipment – \$127,000 – This is for a Pickup truck (\$40,000) and Utility Body 4x4 (\$60,000), air compressor ( \$15,000) and 1/3 administrative staff vehicle (\$12,000)
  - c. Water quality issues - \$100,000 – This is to investigate wells 3 and 6 and pump test on a well site off of Populatic Street
  - d. Infrastructure Improvements \$710,000 – See list
- Total Water recommended      \$1,137,000**

**Sewer Enterprise**

- a. Infrastructure Improvements \$900,000 – See list
  - b. Vehicles and Equipment – \$107,000 – Repair Vactor Truck (\$40,000), Generator (\$40,000), Air Compressor (\$15,000), 1/3 of staff vehicle (\$12,000)
  - c. Sewer Master Plan - \$220,000
  - d. Not recommended – One camera Truck (\$150,000) and \$245,000 for sewer improvements
- Total Sewer recommended    \$1,227,000**

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

	15-Mar-16		Dept Request	TA Recomm	Fincom Recommend	FY 16 Council Sub Comm
FY 16 - FY 20 Capital Plan						
DEPARTMENT				ROUND 1		
			2,359,365	2,359,365		
FREE CASH			395,598.09	395,598.09		
Other Available Funds (see below)			75,000	75,000		
Free Cash for vets/sidewalk						
			2,679,963	2,679,963		
Total		In account				
		1,900,000				
1 OBEB			230,000	HOLD	hold	hold
Fire Truck Stab - estimate \$575,000		379,000	100,000	100,000	100,000	100,000
Field Stab - estimate \$1,050,000		655,000	200,000	200,000	200,000	200,000
Building Stabilization		250,000	200,000	0	0	0
Open Space/Recreation		1,070,000	200,000	0	0	0
2 Assessors						
Map Data/equipment			0	0	0	0
3 Conservation Commission						
Delcarte			100,598.09	100,598.09	100,598.09	100,598.09
4 Recreation						
Playgrounds			0	0	0	0
5 Fire Department						
Vehicles/equip			30,000	16,000	16,000	16,000
Ambulance		554,685	295,000	295,000	295,000	295,000
Equipment			238,000	108,000	108,000	108,000
6 Police Department						
Vehicles/Equipment			249,000	198,009	198,009	198,009
Equipment vests, and tech			30,000	12,000	12,000	12,000
7 Council of Aging			0	0	0	0
8 Technology						
Equipment			74,000	74,000	74,000	74,000
9 Library						
Technology /Equip			0	0	0	0



FY 16 - FY 20 Capital Plan	DEPT	TA	FY 16	FY 16
DEPARTMENT	Request	Recomm	Sub Comm	Sub Comm
<b>Water - Fund balance</b>	<b>2,348,202</b>	<b>2,348,202</b>	<b>2,348,202</b>	<b>2,348,202</b>
Meter Replacement	200,000	200,000	200,000	200,000
Vehicles/Equipment	127,000	127,000	127,000	127,000
Water Quality Wells 3 and 6	100,000	100,000	100,000	100,000
Infrastructure Improvements	710,000	710,000	710,000	710,000
Water fund balance (pay down loan )				
<b>Total</b>	<b>1,137,000</b>	<b>1,137,000</b>	<b>1,137,000</b>	<b>1,137,000</b>
<b>Water fund balance</b>	<b>1,211,202</b>	<b>1,211,202</b>	<b>1,211,202</b>	<b>1,211,202</b>
<b>Sewer - Fund balance</b>	<b>2,673,720</b>	<b>2,673,720</b>	<b>2,673,720</b>	<b>2,673,720</b>
Vehicles/equipment	257,000	107,000	107,000	107,000
Infrastructure Improvements	1,145,000	900,000	900,000	900,000
Sewer Master Plan	220,000	220,000	220,000	220,000
<b>Total</b>	<b>1,622,000</b>	<b>1,227,000</b>	<b>1,227,000</b>	<b>1,227,000</b>
<b>Sewer Fund balance</b>	<b>1,051,720</b>	<b>1,446,720</b>	<b>1,446,720</b>	<b>1,446,720</b>
<b>Other issues on the horizon</b>				
Street Acceptance funds	FY 18 Free cash			
Funds for engineering	FY 18 Free cash			
Sidewalk on Beaver street	FY 18 Free cash			
Landfill Capping	Await Land Swamp			
Nu Style	Grant /free cash			
Old South Church	Hold			
Storm Water	Wait for permit			
Police station building study	FY 18 free cash			
<b>Non capital</b>				
Internal Risk Study	Discuss			

**TOWN OF FRANKLIN**

**RESOLUTION NO.:** 16-21

**APPROPRIATION:** Fire Truck Stabilization Fund

**AMOUNT REQUESTED:** \$ 100,000

**PURPOSE:** To transfer funds from Free Cash to the Fire Truck Stabilization Fund.

**FINANCE COMMITTEE ACTION**

**Meeting Date:** 3/15/16 **Vote:**

**Recommended Amount:** \$ 100,000.00

**MOTION**

Be It Moved and Voted by the Town Council to transfer One Hundred Thousand Dollars (\$100,000.00) from Free Cash to the Fire Truck Stabilization Fund.

**DATED:** \_\_\_\_\_, 2016

**VOTED:**

**UNANIMOUS** \_\_\_\_\_

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

**A True Record Attest:**

**ABSTAIN** \_\_\_\_\_

**ABSENT** \_\_\_\_\_

**Teresa M. Burr**  
**Town Clerk**

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

**TOWN OF FRANKLIN**

**RESOLUTION NO.:** 16-22

**APPROPRIATION:** Athletic Fields Capital Improvement Stabilization Fund

**AMOUNT REQUESTED:** \$ 200,000

**PURPOSE:** To transfer funds from Free Cash to the Athletic Fields Capital Improvement Stabilization Fund.

**FINANCE COMMITTEE ACTION**

**Meeting Date:** 3/15/16 **Vote:**

**Recommended Amount:** \$ 200,000.00

**MOTION**

Be It Moved and Voted by the Town Council to transfer Two Hundred Thousand dollars (\$200,000.00) from Free Cash to the Athletic Fields Capital Improvement Stabilization Fund.

**DATED:** \_\_\_\_\_, 2016

**VOTED:**

**UNANIMOUS** \_\_\_\_\_

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

**A True Record Attest:**

**ABSTAIN** \_\_\_\_\_

**ABSENT** \_\_\_\_\_

**Teresa M. Burr**  
**Town Clerk**

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

## TOWN OF FRANKLIN

**RESOLUTION NO.:** 16-23

**APPROPRIATION:** Capital FY 16

**TOTAL REQUESTED:** \$ 1,938,607.09

**PURPOSE:** To transfer/appropriate funds for the 2016 Capital Improvement Plan:

Conservation	Delcarte Improvements		<u>\$ 100,598.09</u>
Fire	Equipment:		
	Fire Replacement Clothing	\$ 39,000	
	Fire Alarm Safety Receiver	\$ 57,000	
	Gas Monitors	\$ 12,000	<u>\$108,000</u>
	Vehicles:		
	Fire Prevention	\$ 16,000	
	Ambulance	\$295,000	<u>\$311,000</u>
Police	Vehicles: Cruisers (4)		<u>\$198,009</u>
	Equipment: Body Armor		<u>\$ 12,000</u>
Technology–Town	Equipment:		<u>\$ 74,000</u>
DPW	Vehicles:		
	H-4 Class B Dump Truck/Plow	\$160,000	
	T-11 1 T 4x4 Pick up	\$ 40,000	
	H-8 Dump Truck/Plow	\$ 60,000	
	Staff Vehicle	\$ 12,000	<u>\$272,000</u>
	Infrastructure: Parking Lot Imp		<u>\$200,000</u>
Facilities - School	Equipment :		
	Aerohive Wireless Licensing	\$ 82,000	
	Visitor Badge Scanner System	\$ 20,000	
	Parmenter Security Door	\$ 18,000	
	SPED Van Security Cameras	\$ 45,000	
	DT Toilet Partitions	\$ 50,000	
	KS Handicapped Door	\$ 25,000	<u>\$240,000</u>
Facilities – Town	Infrastructure:		
	Police – Evidence Room	\$ 48,000	
	Fire - Fire Station Roof/Upgrades	\$375,000	<u>\$423,000</u>

**FINANCE COMMITTEE ACTION**

**Meeting Date: 3/15/16**  
**3/22/16**

**Vote:**  
**Vote:**

**Recommended Amount: \$ 1,938,607.09**

**MOTION**

Be It Moved and Voted by the Town Council that the sum of One Million Nine hundred and Thirty-eight thousand, Six Hundred and Seven dollars and Nine Cents (\$1,938,607.09) be transferred/appropriated as follows:

Free Cash	\$1,543,009
Ambulance Receipts Reserved for Appropriation	\$ 295,000
Del Carte Dam Project (01128900-580000)	\$ 100,598.09

to be expended at the discretion of the Town Administrator (to include any residual funds remaining in line items) for the FY 2016 Capital Improvement Plan as outlined above.

DATED: \_\_\_\_\_, 2016

VOTED:

UNANIMOUS \_\_\_\_\_

YES \_\_\_\_\_ NO \_\_\_\_\_

A True Record Attest:

ABSTAIN \_\_\_\_\_

ABSENT \_\_\_\_\_

Teresa Burr  
Town Clerk

\_\_\_\_\_  
Judith Pond Pfeffer, Clerk  
Franklin Town Council



**TOWN OF FRANKLIN**

**RESOLUTION NO.:** 16-24

**APPROPRIATION:** Water Enterprise Capital FY 16

**TOTAL REQUESTED:** \$ 1,137,000

**PURPOSE:** To transfer/appropriate funds for the 2016 Water Enterprise Capital Improvement Plan:

Meter Replacement			<u>\$ 200,000</u>
Vehicles/Equipment -			
Pickup Truck	\$	40,000	
Staff Vehicle	\$	12,000	
Utility Body	\$	60,000	
Air Compressor	\$	15,000	<u>\$ 127,000</u>
Infrastructure -			
Security Improvements	\$	30,000	
Queen St Water Main	\$	120,000	
Well #8 Generator	\$	60,000	
Water Main Improvements	\$	500,000	<u>\$ 710,000</u>
Water Quality Improvements			<u>\$ 100,000</u>

**FINANCE COMMITTEE ACTION**

**Meeting Date: 3/15/16 Vote:**

**Recommended Amount: \$ 1,137,000**

**MOTION**

Be It Moved and Voted by the Town Council that the sum of One Million One Hundred and Thirty -seven Thousand Dollars, (\$1,137,000) be transferred/appropriated from Water Retained Earnings, to be expended at the discretion of the Town Administrator for the FY 2016 Water Enterprise Capital Improvement Plan as outlined above.

**DATED:** \_\_\_\_\_, 2016

**VOTED:**

**UNANIMOUS** \_\_\_\_\_

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

**ABSTAIN** \_\_\_\_\_

**ABSENT** \_\_\_\_\_

**A True Record Attest:**

**Teresa M. Burr**  
**Town Clerk**

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

**TOWN OF FRANKLIN**

**RESOLUTION NO.:** 16-25

**APPROPRIATION:** Sewer Enterprise Capital FY 16

**TOTAL REQUESTED:** \$ 1,227,000

**PURPOSE:** To transfer/appropriate funds for the 2016 Sewer Enterprise Capital Improvement Plan:

**Vehicles/Equipment –**

Vactor Truck Repair	\$ 40,000	
Staff vehicle	\$ 12,000	
Generator	\$ 40,000	
Air Compressor	\$ 15,000	<u>\$ 107,000</u>

**Infrastructures -**

Phase V Sewer Improvements	\$ 575,000	
Security Improvements	\$ 75,000	
East Central ST Station Improve	\$ 250,000	<u>\$ 900,000</u>

Sewer Master Plan		<u>\$ 220,000</u>
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**FINANCE COMMITTEE ACTION**

**Meeting Date: 3/15/16 Vote:**

**Recommended Amount: \$ 1,227,000**

**MOTION**

Be It Moved and Voted by the Town Council that the sum of One Million Two Hundred and Twenty - Seven Dollars, (\$1,227,000) be transferred/appropriated from Sewer Retained Earnings, to be expended at the discretion of the Town Administrator for the FY 2016 Sewer Enterprise Capital Improvement Plan as outlined above.

**DATED:** \_\_\_\_\_, 2016

**VOTED:**

**UNANIMOUS** \_\_\_\_\_

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

**A True Record Attest:**

**ABSTAIN** \_\_\_\_\_

**ABSENT** \_\_\_\_\_

**Teresa M. Burr**  
**Town Clerk**

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

# OFFICE OF THE TOWN ADMINISTRATOR



## MEMORANDUM

**DATE:** March 31, 2016  
**TO:** Town Council  
**FROM:** Jeffrey D. Nutting, Town Administrator  
**RE:** Request by the Recreation Advisory Committee for Funds

The Recreation Advisory Committee request the Town Council to approve the following amounts from the Fletcher Fund. The fund can only be used for new improvements and not replacement of existing equipment. (see attached). The current balance in the Fletcher Fund is \$208,000.

### Softball

Pisani Field	New Scoreboard	\$5,600
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### Baseball

Dacey Field	Two new scoreboards	\$15,200
	Two new dugouts	\$2,500

### Lacrosse

FHS/Beaver turf	Lacrosse Wall	\$8,000
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### Soccer

King Street Memorial Park	New scoreboard	\$5,600
Remington	Fencing	\$4,800

<b>Total Request from Fletcher Fund</b>	<b>\$41,700</b>
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I am happy to answer any questions that you may have.

Cc: Ryan Jette, Director of Recreation

**TOWN OF FRANKLIN**

**RESOLUTION NO.: 16-26**

**APPROPRIATION:** Recreation Department – Expenses – Improvements

**AMOUNT REQUESTED: \$ 41,700**

**PURPOSE:** The Recreation Advisory Committee voted to approve the following expenses for improvements to the recreation fields:

<b>Softball:</b>	Pisani Field	New Scoreboard	\$ 5,600
<b>Baseball:</b>	Dacey Field	Two new Scoreboards	\$15,200
		Two New Dugouts	\$ 2,500
<b>Lacrosse:</b>	FHS/Beaver Turf	Lacrosse	\$ 8,000
<b>Soccer:</b>	King Street Memorial Park	New Scoreboard	\$ 5,600
	Remington	Fencing	\$ 4,800
			<hr/>
		Total:	\$41,700

**Recommended Amount: \$41,700**

**Source of Funding:** A. B. Fletcher Trust Fund, Current balance: \$208,880

**MOTION**

Be It Moved and Voted by the Town Council that the sum of Forty-one thousand, seven hundred dollars (\$41,700.00) be transferred from the A. B. Fletcher Trust Fund to the Recreation Department – Expenses, Improvements account for the purpose of providing funding for the above listed fields.

**DATED:** \_\_\_\_\_, 2016

**VOTED:**

**UNANIMOUS** \_\_\_\_\_

**A True Record Attest:**

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

**ABSTAIN** \_\_\_\_\_

**Teresa M. Burr**  
**Town Clerk**

**ABSENT** \_\_\_\_\_

---

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

Paragraph 6 of the Austin B. Fletcher Will relating to Improvement  
Fund for the Town of Franklin

"To the Town of Franklin, Massachusetts, I give the sum of Fifty Thousand Dollars (\$50,000), to be held in trust, however, and the income to be used as shall be determined by the Town each year at its annual Town Meeting, in the permanent adornment and embellishment of the Town, in planting tree, erecting memorial tablets and drinking fountains, and establishing parks, playgrounds, etc.

And it is my Will that the interest from this fund shall not be used for the maintenance of any purposes, for the creation of which it has been used; nor shall it be used for any of the usual or general expenses of the Town.

I direct moreover that this fund shall be deposited with the New England Trust Company, and the principal; namely fifty thousand dollars (\$50,000) shall be held intact, and the interest paid to the pro officer of the Town, as he may request, and the receipt of said officer shall be a proper release to the Trust Company.

It is my Will that the interest from this fund may be allowed to accumulate, as it may be necessary, to meet the expenditure of the creation of improvements or embellishments desired."



# *FRANKLIN FIRE DEPARTMENT*

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TO : JEFFREY D. NUTTING, TOWN ADMINISTRATOR

FROM : G. B. MCCARRAHER, FIRE CHIEF

DATE : 4 APRIL 2016

RE : PROPOSED NOTIFICATION TO PUBLIC SAFETY BY-LAW

The purpose of this memorandum is to briefly outline the purpose for the above referenced By-Law proposal. As you know, both Fire and Police resources are summonsed to prosperities typically in times of crisis when minutes and seconds are of the essence. The proposed by-law will require properties with photovoltaic (solar) panels on flat roofs or reportable quantities of hazardous material to place placards to inform firefighters and police officers of the presence of these hazards.

The use of photovoltaic panels throughout the community has grown exponentially over the past several years. On a typical single family residence with a pitched roof, photovoltaic panels are visible, so firefighter can safely conduct operations around these devices. Flat roof arrangements do not typically provide firefighters with the advanced ability to observe these devices (photovoltaic panels) from the ground. As a result, firefighters run the hazard of accessing a roof, via ground ladder or interior stairwell, to unexpectedly encounter these devices and run the risk of electrocution. This hazard is exacerbated in darkness of night or under smoke conditions. The placement of a placard informing public safety workers of the presence of photovoltaic panels on a flat roof will provide firefighters and police officers an additional measure of notification which can prevent the possibility of electrocution.

The proposed by-law also requires proprietors of commercial buildings with permissible quantities of hazardous materials to provide placards in accordance with the National Fire Protection Association Standard 704 – Standard System for the Identification of Hazardous Materials for Emergency Response. Similar to the rationale of the photovoltaic panels, placards notifying firefighters and police officers of the presence of hazardous materials can prevent injury or worse for personnel operating during times of crisis. The need for providing such a placarding system has grown substantially over the past few years with vacancies within the industrial parks increasingly being occupied with companies storing or processing hazardous materials. These materials include items which are flammable, reactive to water and recently, radio active in nature. Given this change in environment we believe it is now prudent to provide firefighters and police officers with an additional level of notification to prevent contact with hazardous materials.

Thank you for your attention regarding this matter. Please contact me should you have any questions or require additional information.

CC: FILE



Sponsor: Administration

## TOWN OF FRANKLIN

### BYLAW AMENDMENT 16-757

#### A BYLAW TO AMEND THE CODE OF THE TOWN OF FRANKLIN BY ADDING A NEW CHAPTER TO REQUIRE THAT PROPERTY OWNERS PROVIDE NOTIFICATION TO PUBLIC SAFETY OFFICIALS OF THE EXISTENCE OF CERTAIN STRUCTURES AND/OR USES

**BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL** that Chapter 130 Property Owner Public Safety Notification Requirements be added to the Code of the Town of Franklin, as follows:

#### CHAPTER 130, PROPERTY OWNER PUBLIC SAFETY NOTIFICATION REQUIREMENTS

§130-1. Purpose. The purpose of this bylaw is to protect police, fire, and other emergency personnel from personal injury resulting from their contact with or exposure to structure(s) and/or use(s) of private property which are not open and obvious and which pose a significant health danger to them.

§130-2. Photovoltaic (Solar) Panels Installed on Flat Roof. The owner of any commercial or industrial building or any multi-unit residential building of three units or more which has a flat roof and has photovoltaic (solar) panels installed thereon shall provide notification to public safety officials and posting on the property.

§130.3. Use or Storage of Hazardous Material(s). The owner and/or each tenant of any industrial or commercial building who is using or storing biologic, radioactive or other hazardous material(s), as defined in G.L. Chapter 21K, Section 1, shall provide notification to public safety officials and posting on the property.

§130.4. Notification Requirements. Written notification shall be provided by filling out completely a Town-supplied written form and filing it at both the Fire Department and Police Department Headquarters. The form shall contain, at a minimum, the following information:

A. Photovoltaic (solar) flat-roof installations:

1. Property address
2. Location and description of each installation
3. Location of emergency electrical shut-off
4. Name and complete contact information for landowner and local agent(s), if any

B. Hazardous Material

1. Property address

2. Location and identification of each substance which constitutes a hazardous material, as defined in G.L. Chapter 21K, Section 1 and its location on property, including a description of my storage or containment structure
3. Name and complete contact information for landowner and/or tenant and local agent(s), if any.

§130.5. Posting Requirements. Signage shall consist of the standard symbol for presence of the particular hazard, as approved by the Fire Chief and outlined below.

- A. Photovoltaic – The approved symbol shall be 8 inches square and placed within 24 inches to the left of the main entry door. The distance above the grade, walking surface, or the finished floor to the bottom of the symbol shall not be less than 4 feet (48 inches). The distance above the grade, walking surface, or the finished floor to the top of the symbol shall not be more than 6 feet (72 inches). The Maltese Cross sign shall be of a reflective material and permanently attached to the face of the structure on a contrasting background.
- B. Hazardous Materials – Shall consist of NFPA 704 placards. The quantity and location of NFPA704 placards are based on factors, such as fire department response and access, fire department operations, location, configuration, size, and arrangement of storage areas, location, configuration, and construction of the buildings, and other factors. Fire Chief or designee shall be consulted regarding the placement of identification to assist in response to incidents at the location. At a minimum, signage shall be posted at the following locations:
  1. Two exterior walls or enclosures containing a means of access to a building or facility containing hazardous materials.
  2. Each access to a room or area containing hazardous materials.
  3. Each principal means of access to an exterior storage area containing hazardous materials.

§130.6. Violations and Enforcement. Each violation of any provision of this bylaw shall be punishable by a fine of \$25.00; each day shall constitute a separate violation. The Fire Chief, the Police Chief and the Building Commissioner and their respective designees shall each have authority to enforce this bylaw.



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

◆—————◆  
**DATED: April \_\_\_\_\_, 2016**

**VOTED:**

**UNANIMOUS \_\_\_\_\_**

**A True Record Attest:**

**YES \_\_\_\_\_ NO \_\_\_\_\_**

**ABSTAIN \_\_\_\_\_**

**Teresa M. Burr  
Town Clerk**

**ABSENT \_\_\_\_\_**

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