

**FRANKLIN TOWN COUNCIL
MINUTES OF MEETING
February 6, 2013**

A meeting of the Town Council was held on Wednesday, February 6, 2013 at the Franklin Municipal Building, 355 East Central Street, Franklin, Massachusetts. Councilors present; Andrew Bissanti, Robert Dellorco, Glenn Jones, Matt Kelly, Thomas Mercer, Judith Pfeffer, Tina Powderly, Robert Vallee. Councilors Absent: Jeff Roy. Administrative personnel in attendance: Jeffrey Nutting; Town Administrator, Mark Cerel; Town Attorney and Maxine Kinhart; Assistant to the Town Administrator.

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

APPROVAL OF MINUTES: *November 28, 2012 Regular Session, December 19, 2013 Executive Session* **MOTION** by Councilor Jones, Second by Councilor Mercer. **VOTE to Approve: Yes-8, No-0, Absent-1.**

ANNOUNCEMENTS: Chairman Vallee announced the meeting was recorded by Franklin TV and available for viewing on Comcast Channel 11 and Verizon Channel 29. The meeting was also recorded by Franklin Matters.

PROCLAMATIONS/RECOGNITIONS:

CITIZEN COMMENTS:

APPOINTMENTS:

HEARINGS:

LICENSE TRANSACTIONS:

**PRESENTATIONS/DISCUSSIONS: 1. Jim Dacey; Treasurer-Collector
2. Melanson Heath & Co., 2012 Audit:**

Scott McIntire and Margaret Duprey from Melanson Heath & Company were present to review the June 30, 2012 audit and financial statements for the Town of Franklin. Mr. McIntire stated that the audit went very well, which was the main reason why the financial statements could be presented to the Town Council in early February. He also stated that the towns fund balance was in a good position and was slightly higher than last years. He briefly touched on the Towns OPEB obligation but noted that all towns in the Commonwealth were facing the same magnitude of OPEB obligations. He also reviewed the Management Letter with suggestions for improvements in developing a more formal Risk Assessment Process, formalize a Fund Balance Policy, and review internal controls in Ambulance billing and collection procedures.

SUBCOMMITTEE REPORTS:

Chairman Vallee called a two-minute recess at 8:05PM.

LEGISLATION FOR ACTION:

Resolution 13-05: Hoffmann Farms, A Private Definitive Subdivision Acceptance of Covenant with Owner: Councilor Pfeffer read the resolution to authorize the Town Administrator to execute the covenant on behalf of the Town of Franklin. **MOTION** by Councilor Powderly to move Resolution 13-05 **SECONDED** by Councilor Jones. **DISCUSSION:** Mr. Nutting stated this was a routine matter to keep the road private so it does not become a public way. **VOTE to Approve: Yes-8, No-0, Absent-1.**

Resolution 13-06: Town Clerk – Advertising - \$1,000: Councilor Pfeffer read the resolution to transfer

\$1,000 from Available Funds to the FY 2013 Town Clerk Expenses-Advertising. **MOTION** by Councilor Pfeffer to move Resolution 13-06 **SECONDED** by Councilor Kelly. **VOTE to Approve: Yes-8, No-0, Absent-1.**

Zoning Bylaw Amendment 12-695: Chapter 185, Section 31 Site Plan and Design Review – 2nd Reading: **MOTION** by Councilor Powderly to waive the reading **SECONDED** by Councilor Mercer. **VOTE to Approve: Yes-8, No-0, Absent-1.** **DISCUSSION:** Mr. Nutting stated this bylaw amendment and the following two bylaw amendments are in place to set standards and to streamline the Site Plan Bylaw for developers as well as for the Town. **MOTION** by Councilor Jones to move Zoning Bylaw Amendment 12-695 **SECONDED** by Councilor Powderly. **ROLL CALL: Bissanti-Yes, Dellorco-Yes, Jones-Yes, Kelly-Yes, Mercer-Yes, Pfeffer-Yes, Powderly-Yes, Vallee-Yes.** **VOTE to Approve: 8 – 0 – 1.**

Zoning Bylaw Amendment 12-696: Chapter 185, Section 20 Signs, Sign Approvals – 2nd Reading: **MOTION** by Councilor Powderly to waive the reading **SECONDED** by Councilor Mercer. **VOTE to Approve: Yes-8, No-0, Absent-1.** **MOTION** by Councilor Powderly to move Zoning Bylaw Amendment 12-696 **SECONDED** by Councilor Jones. **ROLL CALL: Bissanti-Yes, Dellorco-Yes, Jones-Yes, Kelly-Yes, Mercer-Yes, Pfeffer-No, Powderly-Yes, Vallee-No.** **VOTE to Approve: 6 – 2 – 1.**

Zoning Bylaw Amendment 12-697: Chapter 185, Section 45 Administration & Enforcement, Design Review Commission – 2nd Reading: **MOTION** by Councilor Powderly to waive the reading **SECONDED** by Councilor Mercer. **VOTE to Approve: Yes-8, No-0, Absent-1.** **MOTION** by Councilor Jones to move Zoning Bylaw Amendment 12-697 **SECONDED** by Councilor Kelly. **DISCUSSION:** Mr. Nutting explained this amendment reorganizes the Design Review Commission. **ROLL CALL: Bissanti-Yes, Dellorco-Yes, Jones-Yes, Kelly-Yes, Mercer-Yes, Pfeffer-No, Powderly-Yes, Vallee-Yes.** **VOTE to Approve: 7 – 1 – 1.**

TOWN ADMINISTRATOR’S REPORT: ► Mr. Nutting gave a brief update on the budget process. Mr. Nutting said he will have an update on revenue amounts by April and he will have health insurance information within the next 30 days. Mr. Nutting said the Town still does not have a Collective Bargaining Agreement with the firefighters, so funds related to any agreement are not included in the budget. Mr. Nutting said he does not anticipate any reduction in staffing levels, but does anticipate resources being stretched in FY 15.

OLD BUSINESS: NONE.

NEW BUSINESS: ► Councilor Pfeffer inquired about a water leak at the Senior Center. Councilor Mercer relayed a conversation he had with the Facilities Director regarding the water leak, which stemmed from a frozen pipe - stating there was a design flaw and the Facilities Director is correcting the situation. ► Chairman Vallee asked Mr. Nutting about fees the Town pays to Norfolk County. Mr. Nutting said he does not know the exact amount, but believes the Town pays Norfolk County between \$200,000 - \$300,000 per year.

COUNCILOR COMMENTS: ► Councilor Pfeffer said the Council cannot look into issues raised in anonymous letters, and requested folks to please include their name and phone number in letters. ► Councilor Mercer provided an update on the High School Project. The first pieces of steel were erected on February 2, 2013, and the project is exactly on schedule. ► Councilor Kelly also spoke on the anonymous letters he had received. Councilor Kelly invited folks to attend the Council Meetings and speak. ► Chairman Vallee asked Mr. Nutting to look into when the parking meter officer writes parking tickets. Chairman Vallee said he had received several complaints regarding people receiving parking tickets early in

the morning.

ADJOURN: MOTION by Councilor Mercer to adjourn **SECONDED** by Councilor Kelly. **VOTE to Approve: Yes-8, No-0, Absent-1.** Meeting adjourned at 8:29PM.

Respectfully Submitted,

Jan Brecht, Recording Secretary