

City of Framingham FY'20 Annual Report



Dr. Yvonne M. Spicer, Mayor
September 22, 2020



September 22, 2020

The Honorable City Council
City of Framingham
150 Concord Street
Framingham, MA 01702



Dear Honorable Councilors and Framingham Residents,

The fiscal year 2020 was unlike any in the history of our City, our state, our nation, and indeed, our world. Shortly after the new year, our community faced an invisible threat to our health, our economic security, and our sensibilities.

We recognize many of our residents have suffered greatly from the COVID-19 pandemic. Some lost their businesses. Most had their lives upended. Tragically, some lost their lives. On behalf of the entire Framingham community, I offer our heartfelt and sincere condolences to the families and loved ones of those who fell victim to the virus. You have the support and the deepest sympathies of us all.

When the pandemic descended upon us, the employees of the City of Framingham responded. Throughout the pages of this Report you will see how each Division responded to the challenges COVID-19 presented. Not only our phenomenal Schools and Public Health Departments, but Framingham's Libraries, Public Works, and Administration & Finance teams all met new and unprecedented obstacles. Like our residents, no City department was unaffected by COVID-19.

In the face of this uncertainty, I am proud of how employees came together to benefit our City. The pandemic tested our fortitude, creativity, and in some cases, courage, and the City responded. We mailed postcards to more than 12,000 households of people 55 and older, alerting them to emergency call numbers and resources. The Public Health Division and the Framingham Public Library collaborated to distribute more than 10,000 reusable face coverings. Framingham's City Clerk's Office created a new, safe environment to hold elections. Our communications team issued 142 COVID-19 related press releases and set up new, regular methods to share new information and resources across the City, including a Zoom Community Hour and a new texting program.

Under the dire circumstances affecting our community, it is easy to lose sight of our accomplishments this fiscal year. For example, our City Seal was updated for the first time in more than a century (1900). We continued the extensive infrastructure and leak detection program that has led to a reduction in our average daily water usage by approximately 800,000 gallons per day since 2015. The Parks & Rec Department engaged 20,605 participants of all ages in our dynamic programming.

Many more of our achievements this year can be found within this Report, and they should be celebrated. But rest assured, until COVID-19 subsides, our City will remain focused on preserving the public health and continuing to provide the services and programming upon which Framingham relies.

Better days are ahead for all of us, but a better team cannot be found anywhere.

It is my pleasure to present to you the FY'20 Annual Report.

Your Mayor,

A handwritten signature in blue ink that reads "Yvonne M. Spicer". The signature is written in a cursive, flowing style.

Dr. Yvonne M. Spicer

In Memoriam

Bradford Smith

Deputy Chief, Framingham Fire Department

April 1, 2020



On behalf of the City of Framingham workforce, Mayor Spicer recognizes all the Framingham residents who passed away due to the COVID-19 pandemic.

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Mayor Spicer & Fire Chief Hicks: Fire Station #2 Ribbon Cutting

Chief Operating Officer, Thatcher Kezer

The Chief Operating Officer is second in command to the Mayor and runs the day-to-day operations of the City and serves as the City's Americans with Disabilities Act (ADA) Coordinator.

Senior Advisor of External Relations, Hannah Woit

The Senior Advisor for External Affairs maintains robust and trusted external relationships with stakeholders, policymakers, and organizations to accomplish the Mayor's short- and long-term goals. The position assists in the development and evaluation of policies and provides guidance on significant policy, organizational, and municipal opportunities.

In Hannah's short time with the City since starting March 2020, and in partnership Citizen Participation Officer Alaa Abusalah, her accomplishments include:

- Securing a \$25,000 Community Compact grant from the state for the Collins Center at UMass Boston to conduct a report on the City establishing a permanent 311 line;
- Obtaining a \$19,500 grant to aid with pandemic emergency food delivery from MAPC and MassDevelopment;
- Initiating a partnership with Boston University to have a team look at the City's citizen involvement processes with inclusivity and racial equity lenses.

Citizen Participation Officer, Alaa Abusalah

The Citizen Participation Officer position was created by the City Charter and is aimed at increasing engagement between residents and local government. Duties include working with City staff, boards, and committees to enhance public engagement, processing citizen questions and complaints, and meeting public notice requirements.

FY'20 Accomplishments

Boards, Commissions, and Committees

The City of Framingham is served by 33 Boards, Commissions, and Committees and 282 board members who serve to inform legislation, City goals and objectives, bylaws and/or ordinances. They also provide community insight to the Executive and Legislative branches of government, and essentially shape the future of the community and quality of life. The CPO administers the appointments process, serves as the Mayor's liaison, and leads efforts to diversify demographic and geographic representation. As of June 30, 2020, Alaa revised the outreach and appointment process resulting in a 91% occupancy rate and included the following composition:

DISTRICT REPRESENTATION:

District 1: 34

District 2: 26

District 3: 39

District 4: 22

District 5: 21

District 6: 27

District 7: 24

District 8: 17

District 9: 6

Other: 66 (includes: info not available, non-residents, staff, and vacancies)

Races/Ethnic Backgrounds: American Indian, Alaska Native, Native Hawaiian or Other Pacific Islander, Asian, Hispanic or Latino, Black or African American, White, Other, or No Response.

Total Languages Spoken: 16

Approximately 40% of board members are serving on a city board for the first time.

In response to Governor Baker's state of emergency, she oversaw the Zoom Administrator and helped bring public meetings and participation virtual.

Partnering with Boston University Metrobridge, she works with students and staff to analyze barriers restricting access to participation in the democratic process and devise solutions for residents to more effectively define their role in city government.

Bridging Community and Government

Serving as the community point person for constituent requests and inquiries, Alaa managed the SeeClickFix portal and partnered with UMass-Boston Collins Government Center to design a multilingual two-way communication system enabling meaningful community engagement and infrastructure to analytically identify community issues.

To educate residents on local government topics she launched the Framingham Government Academy and presented on efforts to foster connection between community and City Hall to local officials across the state at the 41st Massachusetts Municipal Association Annual Meeting and Trade Show.

Creating access for youth and college students, she piloted an internship program and managed nine interns from Framingham Public Schools, UMass-Amherst, Framingham State University, and University of Maine-Orono.

Partnerships and Capacity Building

Collaborating and strategizing with trusted voices to ensure an accurate count in the 2020 Census, she partnered with the Secretary of the Commonwealth, Census Bureau, Framingham Public Schools, Brazilian American Center, Metrowest Nonprofit Network, Department of Public Health, SMOC, Wayside Youth and Families, YMCA, United Way of Tri-County, MassBay Community College, Framingham State University, Callahan Center, Framingham Housing Authority, Pelham Lifelong Learning Center, Metrowest Legal Services, New England Bangladeshi American Foundation Inc., Framingham School Committee member Tiffanie Maskell, and City Councilor Adam Steiner. Efforts included educational forums, marketing and branding, and social media outreach supported by a \$20,000 Cities Complete Count Grant Program Grant awarded by the Commonwealth.

In collaboration with the Department of Public Health and Framingham Public Schools, she led and facilitated meetings with 100+ community partners to develop a plan and coordinate food access and delivery to vulnerable populations.

Public Information Officer/Webmaster, Kelly McFalls

The Public Information Officer/Webmaster manages strategic communication initiatives, including social media, for the City, collaborating with Division Heads and community stakeholders. This position also maintains the City's website.

FY'20 Accomplishments

Communications Tools:

NOTE: The City experienced exponential growth across Communication Channels in FY20 due to COVID-19.

- Issued 204 press releases, media alerts, and/or statements. This number represents a 252% increase over FY'19. The City distributed 142 releases related to COVID-19. Subtracting the COVID-19-related releases, the City had a modest increase of 7% over FY'19 in press releases, media alerts, and/or statements.
- Launched a Zoom Community Hour for the City to discuss various topics such as COVID-19, racism, City businesses, etc.
- Established a new texting program to provide another communications outlet during the pandemic. Currently, Framingham has 946 subscribers.
- Issued 26 biweekly newsletters newsletter with a 54% open rate and a link click rate of 9.4%

The City's Website statistics

FY'20 Website statistics:	FY'19 Website statistics:	Change year over year
Site Visits: 869,300	Site Visits: 623,794	+39%
Page Views: 1.36 M	Page Views: 1.06 M	+28%
Unique Visits: 1.01M	Unique Visits: 817k	+23%

The City's Social Media statistics

FY'20	FY'19	Change year over year
City Facebook page: 6,681 likes	City Facebook page: 4,882 likes	+37%
City Facebook page: 6,263 followers	City Facebook page: 5,238 followers	+20%
City Twitter: 5,497 followers	City Twitter: 4,097 followers	+34%
City Instagram page: 1,499 followers	City Instagram page: 1,056 followers	+42%

Records Access Officer, Todd Palmer

The RAO coordinates responses to requests for access to public records, assists individuals seeking public records in identifying the records requested; assists the custodian of the records in preserving public records; and prepares guidelines that enable requestors to make informed decisions.

FY'20 Accomplishments

RAO Statistics

- City responded to 1,617 public records requests.

Diane R. Willoughby, Licensing Coordinator

The Licensing Office reviews and processes license and permit applications in accordance with State laws and regulations as well as City policies, ordinances and bylaws. The Licensing Coordinator reviews applications and petitions, schedules public hearings, prepares meeting documents and maintains records enabling the licensing authority to make informed, thoughtful decisions. The Licensing Coordinator works in conjunction with the Mayor, five-member Board of License Commissioners (“Board”), City Council and Police Department.

During FY'20, more than 500 licenses and permit applications were processed.

On December 6, 2019, the Mayor signed City Council Order No. 2019-098-001 ‘to adopt a Central Business District Sidewalk Usage Ordinance designed to activate downtown sidewalks through various uses to promote the use and enjoyment of the City’s public space, enhance tourism within the City and will increase handicapped accessibility to storefront businesses in the Central Business District.’ At its March 9, 2020 meeting, the Board unanimously voted to not charge an application nor a license fee for Sidewalk Business Use Agreements. These agreements automatically renew March 1 through October 30 subject to termination provisions. The Board of License Commissioners conditionally approved three sidewalk use petitions for café seating. Businesses were required to implement COVID-19 restrictions for social distancing.

At its March 9, 2020 meeting, the Board unanimously voted not to charge an application or a license fee for Sidewalk Business Use Agreements. These agreements automatically renew March 1 through October 30, subject to termination provisions. The Board of License Commissioners conditionally approved three sidewalk use petitions for café seating. Businesses were required to implement COVID-19 restrictions for social distancing.

The Board met weekly in June to approve 27 Temporary Restaurant Outdoor Seating Applications for the Phase II Reopening during the pandemic. Temporary seating automatically expires November 1, 2020. The expedited process was made possible with timely review of applications by the Treasurer/Collector, Health, Fire, Police, and Inspectional Services Departments and coordinated on-site inspections by the Health, Fire & Inspectional Services. Additional administrative support was provided by the Fire Chief.

Additionally, these 505 licenses and permits in the following categories were approved:

License/Permit Type	Quantity
Under Authority of Board of License Commissioners:	
Liquor License for Restaurants, Hotels, Clubs and Retail Package Stores (7 of these were transfers or new licenses)	84
Malt and Wine Farmer Brewery License	2
One-day Liquor License for events held at various locations	54
Common Victualer Restaurant License (dine-in establishments) (15 of these were transfers or new licenses)	143
Innholder's License	6
Lodging House License	12
Class I New Auto Dealer License	7
Class II Used Auto Dealer License	34
Class III Auto Parts License	2
Entertainment License - Common Victualer Licensed Location	32
Coin-Operated Machines License	10
Under Authority of City Council:	
Junk, Old Metals or Second Hand Articles License	12
Billiard Table (not coin operated) Permit	3
Hawkers & Peddlers License	9
Solicitor License	34
Taxi Cab Company Permit	2
Taxi Cab License	27
Livery License	5
Under Authority of Mayor:	
Carnival License	0
Entertainment License - non-Common Victualer Licensed Location	6
Public Entertainment on Sunday License	19
Under Authority of Police Department:	
Auctioneer's License	2

Mayor Spicer granted 22 waivers to the Framingham General Bylaw Article V Health and Safety S. 13 allowing retail food sales between 1:00 a.m. and 6:00 a.m. to support local businesses.

The Board conducted 11 alleged, alcohol violation hearings. Each licensee was given penalties which included, but not limited to, a minimum of a one-day alcohol license suspension to be served and payment of a \$300 investigation fee per licensee. The maximum penalty was an alcohol license cancellation with common victualer and entertainment license revocations.

The Board continued its public hearings to discuss potential changes to the Rules and Regulations Governing Alcoholic Beverages. The last update to this document was January 1, 2016. Licensees and stakeholders were given an opportunity to participate in discussions on best practices and other potential changes. These meetings will continue until a final version is voted upon. The Board will provide licensees with copies of amendments at least seven days prior to their effective date in accordance with Framingham General Bylaw Article V Health & Safety S. 1.1.2.

FRAMINGHAM'S COVID-19 RESPONSE

2020 was largely dominated by COVID-19. Every department, division, City employee, business, and resident had to change how they operate. Our community demonstrated its immense resilience, and those working every day to maintain the City's operations and services were no different. The City had to innovate and adapt to each "new normal".

Here are several cross-departmental projects and initiatives that exemplify the City's COVID-19 response work.

LAUNCHED IN FY'20

Food Security Task Force

In collaboration with the Department of Public Health and Framingham Public Schools, the Mayor's Office facilitated 26 meetings from March 13, 2020 through September 2020, bringing together 100+ community collaborators and food providers to coordinate efforts and increase access to food for vulnerable populations.

Emergency Food & Toiletry Distribution

In order to meet the needs of residents who were not able to access food and toiletries during COVID-19, the Mayor's Office, Public Health Department, and Framingham Public Schools collaborated with a variety of community-based organizations to create an emergency phone line and delivery system. The system was designed to meet the needs of individuals who were in isolation or quarantine, were homebound or disabled, or who lacked transportation to existing food resources. The City phone line was conducted in English, Spanish and Portuguese, and was coordinated by the Health Department and MetroWest Nonprofit Network. Local food providers including A Place to Turn and the Salvation Army provided grocery bags, and the MetroWest YMCA collected and packaged toiletry items.

Between April 1, 2020 and August 31, 2020 deliveries were made to 405 addresses across Framingham, providing emergency food and toiletries to nearly 1,300 residents.

For FY'21, the City secured a \$19,500 grant from the Metropolitan Area Planning Council and MassDevelopment to continue the collaboration, working with Tommy's Taxi to sustain food delivery operations through the fall and winter.

Mask Collection & Distribution

In an effort to make face masks widely available to residents, the Library, Health Department, and Senior Center worked together to create a face covering collection and distribution process. Book drops at the Main Branch and McAuliffe Library were temporarily repurposed to be drive-by donation sites. Masks were stored, disinfected, and packaged with information about how to properly clean and wear them in multiple languages. The distribution process included pick up at library sites and the Callahan Center, delivery to a variety of community organizations, and sending packages to seniors. As of August 2020, over 10,000 masks have been collected, sanitized, and redistributed to the community.

Expanded and Continued Library Services

With the Library's physical branches closed and residents largely staying home, the Library continued to offer services virtually. Over 1,100 people had attended their online programs from March through August, which included Adventures in Lifelong Learning, Stretch and Relax Classes, and Book Discussion Groups. Over 280 teens and 800 over families took advantage of the Children and Young Adult online programs. During the same time, the Library lent out over 72,000 digital books, magazines, audio-books, and other materials. The Library also established an online chat feature, through which staff answered over 1,400 inquiries during the Library's closure.

Small Business Support

The City allocated a portion of its HUD Community Development Block Grants (CDBG) to grants of a maximum of \$10,000 for small businesses in Framingham. Eligible businesses include those whose owner earns a low- to moderate-income, those experiencing a loss of revenue of at least 50% due to COVID-19, have less than \$2 million in gross annual receipts, and have no outstanding tax liens or legal judgments. As of the beginning of September 2020, the City had received 95 applications and awarded 28 grants; \$262,016 had been committed with an average grant size of \$9,300.

Emergency Housing Program Assistance

The City also used the CDBG funds it received, as well as CARES Act funding, to help residents and property owners having difficulty paying for housing. The aim of the program is to provide relief of rent, mortgage, and/or utility payments (up to \$5,000) for two months for households that have lost their employment and primary income. The program was also administered through the Planning Department. As of early September 2020, 180 applications had been received by the City and 39 applicants had been funded; \$130,968 had been committed, with an average grant size of \$3,300.

Online COVID-19 Resource Page & Digital Communications

The City created a COVID-19 resource page with a compendium of City, state, and federal resources for businesses and residents. Updated daily, it served as the online 24/7 hub for residents to access COVID-19 Framingham-specific information in multiple languages. The City of Framingham website experienced an over 50% increase in the number of visits from March 12-June 30, 2020 over the previous time in 2019. The City's digital outreach included hundreds of social media posts for Facebook, Twitter, and Instagram (many of which were in English, Portuguese, and Spanish). By far the best performing of the social posts have been the City's video posts. The Mayor also instituted a near-weekly virtual Community Hour on Zoom, which discussed different topics impacting the City – from pandemic-related topics to racism.

IT Operations

To ensure that the City's Boards and Commissions, City Council, and other entities could continue their essential business, public meetings were moved online. From April 2020 to September 2020, the City coordinated over 153 public meetings on Zoom, many broadcast on the Government Channel and Facebook Live, with public participation.

The IT Department supported this effort as well as those municipal employees working from home throughout the pandemic, providing the City with a reliable and secure network to ensure continuity of operations.

Public Information, Communications Resources, and Other Outreach

Communications was pivotal in keeping the community informed about City and business operations and how to stay safe during the pandemic. The City's Public Information Officer distributed 142 press releases from March 3 through June 29, 2020. Dozens of interviews with news outlets regarding Framingham and COVID-19 were conducted.

The City also launched a texting program on April 5, 2020 to provide another communications outlet during the pandemic. From April 5 through June 30, Framingham sent 172 mass text messages to its many subscribers, which included 946 numbers as of September 2020. Several trilingual direct phone messages were also made through "Alert Framingham" via the City phone messaging system to provide updates to residents regarding COVID-19 in the City.

With the Library closed, the Library staff pivoted to calling thousands of Framingham's senior citizens to offer them assistance and inform them of City resources. As of August, over 5,000 calls had been made.

The Emergency Operations Center was open from March 28 through May 22, with a line operational seven days a week to answer any and all questions related to the pandemic. As of May 26, the City stood up an informational phone line,

manned by Library staff, operational weekdays from 8:30 am-3:30 pm. This line fielded between 85 and 100 calls daily from March through August.

Spanish and Portuguese translations of important communications materials were distributed to community collaborators and used for the City's website and social media. Examples of flyers and other informational material topics included but were not limited to the food program, testing locations, small business and housing grant applications, the Emergency Operations Center, Informational Line, instructions about delay of tax payments, and health insurance.

The Health Department also conducted outreach to places of worship throughout the City, including non-English speaking churches. The Department held Zoom calls with the Framingham Interfaith Community Association to answer COVID-19 related questions. Additionally, the Health and Parks & Recreation Departments collaborated to support youth and adult sport leagues in their reopening plans.

Licensing

On December 6, 2019, the Mayor signed City Council Order No. 2019-098-001 'to adopt a Central Business District Sidewalk Usage Ordinance designed to activate downtown sidewalks through various uses to promote the use and enjoyment of the City's public space, enhance tourism within the City and will increase handicapped accessibility to storefront businesses in the Central Business District.' At its March 9, 2020 meeting, the Board unanimously voted to not charge an application nor a license fee for Sidewalk Business Use Agreements. These agreements automatically renew March 1 through October 30 subject to termination provisions. The Board of License Commissioners conditionally approved three sidewalk use petitions for café seating. Businesses were required to implement COVID-19 restrictions for social distancing.

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Complaints investigations and enforcement of COVID-19 orders

The Health and Police Departments fielded complaints and conducted investigations of suspected violations of COVID-19 public health orders, such as restaurant reopening guidelines.

Support for Schools & Students

The City's Health Department provided guidance regarding health best practices for safe operations including returning belongings to students, staff, and teachers and distributing Chromebooks. The Library continued its Homework Center tutoring via Zoom, connecting 62 tutors to 97 students multiple times each week to help with remote learning.

The Health Department also worked with Christa McAuliffe Charter School, Joseph Keefe Technical High School, and a number of private K-12 schools on their reopening planning, as well as with Framingham State University on their reopening planning, and developed protocol for a collaborated response to on-campus COVID-19 situations.

COVID-19 Case Investigations & Contact Tracing

The Health Department conducted extensive ongoing contact tracing, performing initial outreach to community members who had tested positive or who were close contacts of those receiving positive test results; providing ongoing support, including non-congregate housing options and food assistance; and monitoring of cases from test results through recovery.

Mental Health

Recognizing that the pandemic would have mental health implications for many residents, the Mayor devoted a Community Hour with local mental health experts to educate residents about the resources available in Framingham. The City also created a mental health resources page on the COVID-19 section of the City website which included contact information for sexual and domestic violence, addiction, for children, and more. The Health Department also worked with a local funder and mental health provider to ensure students could access ongoing mental health support services throughout the summer vacation.

Support to Long-Term Care Facilities, Shelters, & Group Homes

Long-term care facilities were a focus during the pandemic due to their unique nature and setup. The Health and Fire Departments coordinated regular meetings and check-ins with the community's long-term care facilities to ensure that the facilities could equip staff and residents with the knowledge and personal protective equipment needed to prevent the spread of COVID-19. The Health Department also worked closely with operators of shelters and group homes with technical assistance and response to the pandemic and began holding weekly Zoom calls in April.

Data Analysis

In order to understand the impact of COVID-19 over time, the Health Department began conducting extensive data analysis on a weekly basis. The reports became more comprehensive as new information was released by state data sources and were posted on the City's website. Data analysis at the municipal level includes confirmed and recovered case counts, fatalities, active cases, the number of residents in quarantine, average daily new cases per 100,000, and percent positivity rate for testing among others. Demographic data including race/ethnicity, primary language, age, gender, and residential setting was also included in the weekly reports. Disaggregated data enabled the Health Department to advocate for additional local resources, advise policymakers, and deploy resources strategically.

LAUNCHED IN FY'21

Free COVID-19 Testing Sites

With support from the state, the Public Health Department stood up multiple testing sites, including at the Joseph P. Keefe Technical School, Southern Middlesex Opportunity Council (SMOC), Amazing Things Art Center, and Staples Headquarters, all where testing was available to residents and non-residents alike. It was a collaboration with Fallon Ambulance, which provided testing results within about 72 hours. DPW and the Police Department managed traffic flow to ensure that cars with individuals waiting to get tested did not significantly disrupt traffic flow. The City stood up at least four separate testing sites, all where testing was free and insurance was not required.

Safe Elections

The City Clerk's Office faced conducting an election unlike any other. A safe primary and general election included the advent of mail-in voting (both the application to vote by mail and the ballots themselves), expanded early voting hours, and altered procedures for in-person voting, both early and on election day. The Clerk's Office set up a ballot drop-box outside City Hall as an alternative to mailing in votes through the US Postal Service. Planning, designing, and implementing the layout of both in-person early voting at the Memorial Building and in-person voting on election day at 18 precincts within ten different polling locations was no small feat. This was due to the successful collaboration of the City Clerk's Office, School Department, and Facilities Management Department to ensure every location had proper signage and social distancing measures to govern traffic flow, and personal protective equipment such as plexiglass barriers to keep voters and poll workers safe.

Ongoing Business Communications

Starting in July 2020, the Planning and Community Development Director and the Health Director held weekly Zoom calls with the MetroWest Chamber of Commerce leadership and their members to provide COVID-19-related updates and to answer questions from the business community.

This is only a sample of the new programming that the City put into place at the time of this report's publishing, not to mention how each department and division was called upon to find new ways to deliver preexisting City services. As the pandemic and its aftereffects continue, the City is continually prepared to do more, in different ways, to support the people of Framingham.

CITY COUNCILORS

Staff

Lisa A. Ferguson, City Clerk

Emily L. Butler, Assistant City Clerk

Jeanette Galliardt, Executive Assistant

Members

The City Council is the sole legislative body of the City, and is therefore responsible for passing all City ordinances. The City Council is made up of 11 members which shall exercise the legislative powers of Framingham. Two of these members are known as councilors-at-large and nine members are known as district councilors.

Terms

Councilors-at-large serve a 4-year term; district councilors serve a 2-year term. All council terms begin on the first day of January in the year following the election. No person shall hold the office of councilor-at-large for more than three consecutive full four 4-year terms and no person shall hold the office of district councilor for more than six consecutive full 2-year terms.

Purpose

The City Council serves as a link between the citizens of Framingham and their municipal government. Councilors help constituents by connecting them to resources, services, and City departments. They serve as advocates for all Framingham residents. Through their work, city councilors will ensure that Framingham continues to be a great place to live, work, and play. City Council powers are dictated by Charter and by state law. The Council meetings are generally held on the first and third Tuesdays of the month.

Subcommittees

There are eight subcommittees of the Council that meet on a regular basis. The committees consist of: Appointments Subcommittee; Economic Development Subcommittee; Subcommittee on Education, Library, Arts and Culture; Environment and Sustainability Subcommittee; Finance Subcommittee; Planning and Zoning Subcommittee; Subcommittee on Public Health, Safety and Transportation; and Ordinance and Rules Subcommittee.

City Councilors

At-Large

George P. King, Jr., Chair*

At-Large

Cheryl Tully Stoll
Janet Leombruno*

District 01 (Precincts 1 & 2)

Charles Sisitsky, Vice Chair
Christine Long*

District 02 (Precincts 3 & 5)

Pam Richardson
Cesar Stewart-Morales*

District 03 (Precincts 4 & 7)

Adam Steiner, Vice Chair*

District 04 (Precincts 6 & 9)

Michael Cannon

District 05 (Precincts 8 & 12)

Dennis Giombetti, Chair
Robert Case*

District 06 (Precincts 10 & 11)

Michael Rossi
Philip Ottaviani, Jr.*

District 07 (Precincts 13 & 14)

Margareth Shepard

District 08 (Precincts 15 & 18)

Judith Grove
John Stefanini*

District 09 (Precincts 16 & 17)

Edgardo Torres
Tracey Bryant*

*Sworn in January 2020

Appointments Subcommittee

The Appointments Subcommittee shall be comprised of five (5) Council members and may review, if assigned to it by the full Council or Council Chair, all suggested appointments by the Mayor that are subject to Council oversight. After review, the subcommittee shall present its recommendations to the full Council for approval or rejection.

Members: Philip R. Ottaviani, Jr., Chair; Christine A. Long, Vice Chair; Robert D. Case; Janet Leombruno; John A. Stefanini

Economic Development Subcommittee

The Economic Development Subcommittee shall be comprised of three (3) Council members and shall assume tasks assigned to it by the full Council and Council Chair. After taking action on a measure, the subcommittee shall present its recommendations to the full Council for approval, rejection or general informational purposes.

The goals and mission of the subcommittee are to further and foster all forms of economic development as well as initiatives that will lead to better conditions for businesses and residents in the City of Framingham. These initiatives can pertain to recommendations regarding general business climate in the City, processes and procedures, permit fees, land use, commercial development and redevelopment, and the promotion of Framingham as a great place to do business.

Members: Michael P. Cannon, Chair; Christine A. Long, Vice Chair; Adam C. Steiner

Subcommittee on Education, Library, Arts and Culture

The Subcommittee on Education, Library, Arts and Culture shall be comprised of three (3) Council members and may review and address matters directed to it by the full Council or the Council Chair. Areas of potential responsibility include the following:

- Collaboration with the Framingham School Committee and Superintendent on matters of significance to the broader Framingham community.
- Engagement with educational institutions beyond the Framingham Public Schools including private preschools and elementary and secondary schools, Christa McAuliffe Charter School, Keefe Regional Technical School, MassBay Community College, Framingham State University, and other educational programming in the City of Framingham.
- Examination of educational matters with significance for racial, geographic, and economic equity.
- Guiding community engagement on educational issues of importance to Framingham residents without a direct connection to the public school system.
- Supporting long-range capital planning process including potential school construction as needed.

Members: Robert D. Case, Chair; Cesar Stewart-Morales, Vice Chair; Margareth B. Shepard

Environment and Sustainability Subcommittee

The Environment and Sustainability Subcommittee shall be comprised of three (3) Council members and may consider any or all questions directed to it by the full Council or the Council Chair related to environmental issues and sustainability. The Subcommittee will focus on: air, land, and water pollution; solid and hazardous waste disposal and land reclamation; recycling and sustainability; energy saving and efficiency; and other matters related to the physical environment of Framingham. It will also monitor the impact of industry and development on the quality of life of our residents.

Members: Cesar Stewart-Morales, Chair; Margareth B. Shepard, Vice Chair; Robert D. Case

Finance Subcommittee

The Finance Subcommittee shall be comprised of five (5) Council members and may consider any or all questions appropriate for the purpose of considering the budget including the creation of new positions to the payroll, changes to the employee classification plan, or any matters pertaining to increasing City of Framingham employee headcount.

Members: Adam C. Steiner, Chair; Michael P. Cannon, Vice Chair; George P. King, Jr.; Janet Leombruno; Cesar Stewart-Morales

Planning and Zoning Subcommittee

The Planning and Zoning Subcommittee shall be comprised of three (3) Council members and may consider any or all proposed amendments to the zoning ordinances, zoning map, land use and planning and special permits, and any other such matters as may be referred to it by the full Council or the Council Chair.

Members: Christine A. Long, Chair; Philip R. Ottaviani, Vice Chair; Tracey Bryant

Ordinance and Rules Subcommittee

The Ordinance and Rules Subcommittee shall be comprised of three (3) Council members and may consider matters relating to ordinances of the City, City Council rules, and orders any other such matters as may be referred to it by the full Council or the Council Chair.

Members: John A. Stefanini, Chair; Tracey Bryant, Vice Chair; Philip R. Ottaviani, Jr.

Subcommittee on Public Health, Safety and Transportation

The Public Health, Safety and Transportation Subcommittee shall be comprised of three (3) Council members and may consider and report on all matters relating to the Police Department, Fire Department, the Police and Fire Auxiliary, the Emergency Management Department, the local Emergency Planning Committee, Public Health Department, Licensing Commission, and any other matters referred to it by the Council or Council Chair.

Members: Janet Leombruno, Chair; Tracey Bryant, Vice Chair; John A. Stefanini

Orders before City Council (July 1, 2019 – June 30, 2020)

Order Number	Orders by Topic	Meeting Date
2020-067	Refer proposed amendment to Police Advisory Committee ordinance to Subcommittee on Public Health, Safety and Transportation	06/30/2020
2020-066	Refer a proposal for a Sustainability Committee to the Environment Sustainability Subcommittee	06/30/2020
2020-065	Establish Ordinance Review and Recodification Committee - Article IX section 6 of Charter	06/30/2020
2020-064	Vote to dispose of City-owned property on Kendall Street	06/30/2020
2020-063	Annual Hawker Peddler License to Guy Trembley dba Kona Ice	06/30/2020
2020-062-001	Approve FY'20 year-end transfers requested by the Chief Financial Officer (POSTPONED)	06/30/2020

Order Number	Orders by Topic	Meeting Date
2020-062	Refer FY'20 year-end transfers to the Finance Subcommittee for review and recommendation	06/16/2020
2020-061-001	Authorize payment of prior year bills	06/30/2020
2020-061	Refer prior year bills to the Finance Subcommittee for review and recommendation	06/16/2020
2020-060	Refer the proposed reorganization of the Planning & Community Development Division to the appropriate subcommittees for review and recommendation	06/16/2020
2020-059	Establish an All Way STOP at the intersection of Winthrop Street and Bethany Road	06/16/2020
2020-058	Establish a temporary 15-minute parking limit at twenty (20) on-street parking locations in the downtown area to support restaurant carry-out business	06/16/2020
2020-057	Approve amendment to Rules of the City Council, section 3 by adding that any use of any stationery or correspondence requires that a copy be sent to every member of the council, including subcommittees, to insure transparency of its use.	06/09/2020
2020-056	Approve letter in support of The Heroes Act (H.R. 8600)	06/02/2020
2020-055	Public Hearing - Proposed Emergency Temporary Amendment to Zoning Bylaws/Ordinances for Restaurant Uses	06/16/2020
2020-054-001	Add the Community Preservation Act question on the November 3, 2020 election ballot	06/30/2020
2020-054	Refer possible adoption of Community Preservation Act to Environment and Sustainability Subcommittee	06/02/2020
2020-053	Approve Seasonal Hawker Peddler Licenses for Deer Ridge Group, LLC, DBA Refreshin' Concessions	06/02/2020
2020-052-001	Request Mayor to create inter-departmental group as Energy Task Force to consider energy efficiency measures	06/30/2020
2020-052	Refer Establishment of Sustainability Commission to Environment and Sustainability Subcommittee	05/19/2020
2020-051-001	Vote to appropriate funds associated with the Blackberry Pump Station for inspection services	06/16/2020
2020-051	Refer appropriation of mitigation funds 175 Millwood Street to Finance Subcommittee	05/19/2020
2020-050-001	Authorize transfer of funds relative to Loring Arena Electricity Account	06/02/2020
2020-050	Refer funds transfer for Loring Arena Energy Account to Finance Subcommittee	05/19/2020
2020-049	No vote taken - Refer reappointment of James Culhane to the Strategic Initiatives and Financial Oversight Committee (Council representative) to the Appointments Subcommittee	05/19/2020

Order Number	Orders by Topic	Meeting Date
2020-048	Refer the recommendation from the Planning & Zoning Subcommittee relative to Special Permits and Use Variances and the creation of a working group for further study based on a request from the Building Commissioner back to the Planning & Zoning Subcommittee	05/19/2020
2020-047	Refer proposed amendment to the Zoning Bylaw, Section VI. G. Variances to the Planning & Zoning Subcommittee	05/05/2020
2020-046-003	Authorize EDIC appropriation for FY'21	06/16/2020
2020-046-002	Authorize FY'21 Capital Budget	06/16/2020
2020-046-001	Recommendation of the Finance Subcommittee for the FY'21 Operating Budget, Compensation and Classification Plan, and FY'21 Capital Budget (second reading)	06/16/2020
2020-046	Refer the Mayor's FY'21 Operating Budget, Compensation and Classification Plan and EDIC funding to Finance Subcommittee	05/05/2020
2020-045	Approve waiver of the 120-day notice requirement relative to property at 89 Mount Wayte Avenue	05/05/2020
2020-044	Utility Petition – Water Street	05/05/2020
2020-043	Utility Petition – Edgell Road	05/05/2020
2020-042	Utility Petition – Edmands Road	05/05/2020
2020-041	Approve proposed amendment to Rule 9 of the Official Rules of the City Council	04/21/2020
2020-040	Approve the use of electronic signatures on licenses and other documents for the duration of the State of Emergency until July 1, 2020	04/21/2020
2020-039	Accept gifts of tangible personal property on behalf of City relative to COVID-19 supplies	04/21/2020
2020-038	Establish Tuesday, May 21, 2020 as public hearing date on Temporary Moratorium on multi-unit dwellings	04/21/2020
2020-037	Approve season Hawker Peddler License to Frosty Ice Cream Operators	04/21/2020
2020-036	Refer the proposal to change the Special Permit Grant Authority under MGL, Chapter 40a, Section 5 to become the City Council to the Planning & Zoning Subcommittee	04/07/2020
2020-035	Approve annual renewals of Second-Hand Articles, Junk and Old Metals Licenses	04/07/2020
2020-034-002	Referral of proposed repeal of Article V, Section B of Zoning Bylaw to Planning Board	07/21/2020
2020-034-001	Table the matter to repeal Article V. Section F of the Framingham Zoning Bylaw relative to Historic Reuse and ask the City Solicitor if it is appropriately before the City Council, and if it is, that the City Council continue with it at the next meeting	06/02/2020

Order Number	Orders by Topic	Meeting Date
2020-034	Refer proposed repeal of the Historic Reuse Bylaw to the Planning Board for review and required public hearing	03/29/2020
2020-033-002	Refer Temporary Moratorium on construction of multi-unit dwellings to Planning Board - Councilor initiative	05/19/2020
2020-033-001	Refer proposed temporary moratorium on multi-family dwelling units to Planning Board	04/21/2020
2020-033	Refer proposed temporary moratorium on multi-family dwelling units to Planning and Zoning Subcommittee	03/31/2020
2020-032-002	Approve funding for collective bargaining agreements for Librarians SEIU Local 888 and DPW 1156	07/21/2020
2020-032-001	Approve Collective Bargaining Agreement with FPSOA and petition to leave Civil Service	04/21/2020
2020-032	Refer collective bargaining agreements for Librarians, FPSOA and DPW 1156 to Finance Subcommittee	03/31/2020
2020-031	Refer proposed amendment of the Rules of the City Council RE correspondence and petitions to Ordinance and Rules Subcommittee	03/17/2020
2020-030	Send letter to Mayor as a reminder that the Mayor post vacancies for the Recodification Committee and include appropriate funding for it within the City Clerk's FY'21 Budget	03/17/2020
2020-029	Resolution supporting the Act Relative to Work and Family Mobility (Withdrawn)	03/17/2020
2020-028	Send a letter to the Mayor regarding funding for the Traffic Commission to fund traffic studies	03/17/2020
2020-027	Petition to the Legislative Delegation relative to modification of income eligibility limited for tax deferral programs	03/17/2020
2020-026-001	Temporary suspension of on-street parking meter fees for the duration of the local state of emergency	06/16/2020
2020-026	Support the temporary suspension of parking meter fees in downtown	06/16/2020
2020-025	Acknowledge receipt of request to withdraw application - National Rarities, Inc.	03/04/2020
2020-024	Approve annual livery licenses	03/17/2020
2020-023	Approve annual taxi permits	03/17/2020
2020-022	Refer proposed increase to the Retirement COLA to Finance Subcommittee	03/04/2020
2020-021-001	School Committee recommendation of proposed five-year lease of space at 73 Mt. Wayte Avenue (aka Perini Building)	03/04/2020
2020-021	Approve expenditure from the Handicap Parking Fine Account	03/04/2020
2020-019-001	Amend the General Bylaws, Article I, Section 5, 5.3 and 5.5 per recommendation of Finance Subcommittee (Postponed to June 30, 2020)	06/16/2020

Order Number	Orders by Topic	Meeting Date
2020-019	Refer proposed amendments to General Bylaws Article 1, Section 5.3 and Section 5.5 to Ordinance and Rules Subcommittee	02/25/2020
2020-018	Refer proposed Stormwater Ordinance to Finance Subcommittee	02/25/2020
2020-017	Refer proposed amendments to General Bylaws RE Demolition Delay Bylaw to Ordinance and Rules Subcommittee	02/25/2020
2020-016	Creation of Blue Ribbon Commission to assess and evaluate municipally-owned buildings	02/25/2020
2020-015	No action on proposed amendment to Zoning Bylaw Relative to Accessory Dwelling Units	02/25/2020
2020-014-001	Authorize the Mayor to research develop and enter contracts RE aggregation of electricity	06/30/2020
2020-014	Refer matter of alternate energy sources of municipal buildings to Environment and Sustainability Subcommittee	01/21/2020
2020-013-001	Refer potential increase of Zoning Board of Appeals members to Planning Board	03/04/2020
2020-013	Refer potential increase of Zoning Board of Appeals members to Planning and Zoning Subcommittee	02/04/2020
2020-012	No objection to AL Prime Gas and KENO To Go license	02/04/2020
2020-011	Utility Petition - Arthur Street	02/04/2020
2020-010	No action on petition for Grant of Location for Fay Road - Verizon and Eversource	03/04/2020
2020-009	Refer vacant property database to the Economic Development Subcommittee	01/21/2020
2020-008-024	Confirm Mayor's appointment of Blake D. Lukis as Division Head and Director of DPW	07/21/2020
2020-008-018	Refer Mayor's candidates for appointment or reappointment to the Cultural Council, EDIC, Historic District Commission, and Team Framingham Steering Committee to the Appointments Subcommittee	06/30/2020
2020-008-017	Refer reappointment of several Division heads to the Appointments Subcommittee	06/30/2020
2020-008-016	Confirm Mayor's appointment to Planning Board	06/16/2020
2020-008-015	Refer Mayor's appointment to the Planning Board to Appointments Subcommittee	06/02/2020
2020-008-014	Confirm Mayor's appointment to South Middlesex Regional Vocational School Committee	06/02/2020
2020-008-013	Refer Mayor's appointment to the South Middlesex Regional Vocational School Committee to the Appointments Subcommittee	05/19/2020

Order Number	Orders by Topic	Meeting Date
2020-008-012	Confirm Mayor's appointments to the Disability Commission, Fair Housing Committee, Loring Arena Advisory Committee and Police Advisory Committee, each for a term to expire on June 30, 2023, as follows; Andrew Cummings (Disability Commission), Brad Bonzey (Fair Housing Committee), Suzanne Brown (Loring Arena Advisory Committee), Carlos Wilder (Police Advisory Committee)	05/19/2020
2020-008-011	Refer the Mayor's Candidates for appointment to the Disability Commission, Fair Housing Committee, Loring Arena Advisory Committee, and Police Advisory Commission to the Appointments Subcommittee	04/21/2020
2020-008-010	Refer the reappointment of Division Heads to the Appointments Subcommittee	04/21/2020
2020-008-009	Refer the Mayor's appointment of Michael D. Dutcher as Fire Chief to the Appointments Subcommittee	04/21/2020
2020-008-008	Confirm Mayor's appointment to Elderly and Disabled Tax Fund Committee	04/21/2020
2020-008-007	Refer the Mayor's candidate for appointment to the Elderly & Disabled Tax Fund Committee to the Appointments Subcommittee	03/17/2020
2020-008-006	Confirm Mayor's appointment to Board of License Commissioners, Fair Housing Committee, and Keefe Tech School Committee	03/04/2020
2020-008-005	Refer candidates for appointment to Board of License Commissioners, Fair Housing Committee, and Keefe Tech School Committee to Appointments Subcommittee	02/25/2020
2020-008-004	Confirm Mayor's appointment to Agricultural Advisory Committee	02/25/2020
2020-008-003	Refer candidate for appointment to Agricultural Advisory Committee to Appointments Subcommittee	02/04/2020
2020-008-002	Confirm Mayor's appointment to various boards and commissions	02/04/2020
2020-008-001	Approve Mayor's appointments to Sign Appeals Board	01/21/2020
2020-008	Refer Mayor's candidates for appointment to the Board of Health, Board of License Commissioners, Historic District Commission, Human Relations Commission to the Appointments Subcommittee	01/21/2020
2020-007-004	Set date for Public Hearing on Temporary Moratorium on construction of multi-unit dwellings	05/19/2020
2020-007-003	Refer report of the Mayor's Bylaw Review Committee on Zoning Bylaws to the Planning Board	04/21/2020
2020-007-002	Refer report of the Mayor's Bylaw Review Committee on Zoning Bylaws to Planning and Zoning Subcommittee	04/07/2020
2020-007-001	Updated vote to refer report of the Mayor's Bylaw Review Committee on Zoning Bylaws to the Planning Board	02/04/2020
2020-007	Refer report of the Mayor's Bylaw Review Committee on Zoning Bylaws to Ordinance and Rules Subcommittee	01/21/2020

Order Number	Orders by Topic	Meeting Date
2020-006-001	Approve rescission of 4.6M of capital authorizations	02/04/2020
2020-006	Refer rescission of 4.6M of capital authorizations to Finance Subcommittee	01/21/2020
2020-005-002	Authorize appropriation of Uber Lyft rideshare funds for bus shelter	05/05/2020
2020-005-001	Refer appropriation of Uber Lyft rideshare funds for bus shelter to Finance Subcommittee	04/07/2020
2020-005	Refer appropriation of 15,000 dollars of Uber Lyft Rideshare funds to Finance Subcommittee	01/21/2020
2020-004-001	Authorize appropriation of 300,000 dollars of affordable housing funds	02/25/2020
2020-004	Refer appropriation of 300,000 dollars of affordable housing funds to Finance Subcommittee	01/21/2020
2020-003-004	Refer award of three-year lease agreement RE Perini Building to Finance Subcommittee	05/19/2020
2020-003-003	Deny authorization to enter into a purchase and sale agreement relative to property at 73 Mt. Wayte Avenue (aka Perini Building)	05/05/2020
2020-003-002	Refer authorization to enter into Purchase and Sale Agreement RE Perini Building to Finance Subcommittee	02/04/2020
2020-003-001	Refer five-year lease RE Perini Building to Framingham School Committee	02/04/2020
2020-003	Vote to take No Action on three-month extension of lease and authorize Mayor to exercise Clause 36d of lease	01/21/2020
2020-002	Review proposed amendments to the official Rules of the City Council	01/07/2020
2020-001	Refer the Report of the Mayor's Bylaw Review Committee to the Ordinance and Rules Subcommittee	01/07/2020
2019-116	Approve annual pool table permits	12/17/2019
2019-115	Utility Petition - Dudley Road	12/17/2019
2019-114-001	Vote to refer increase in ZBA membership to Planning Board failed	12/17/2019
2019-114	Refer matter of increasing Zoning Board of Appeals membership to Ordinance and Rules Subcommittee	11/19/2019
2019-113	Approve amendment to Plastic Bag Reduction Bylaw (also 2018-110 and 2018-110-001)	12/03/2019
2019-112	Authorize the Mayor to file special legislation re: Mary Dennison Park	12/03/2019
2019-111	Utility Petition – Lowther Road	12/03/2019
2019-110-001	Authorize appropriation of funds for Mary Dennison Park Renovation and Remediation	12/17/2019

Order Number	Orders by Topic	Meeting Date
2019-110	Refer Park and Recreation Appropriation request RE Mary Dennison Park to Finance Subcommittee	11/19/2019
2019-109	Approve Second-Hand Articles, Junk, Old Metals License for D'Mar Enterprises, DBA D'Mar Electronics	11/19/2019
2019-108	Appointment of members to Community Preservation Act Study Group	11/07/2019
2019-107	Property tax classification for the setting of the FY'20 tax levy	11/07/2019
2019-106	Authorize lease for Police Substation at 904 Waverly Street	11/07/2019
2019-105	Modify Article 41 vote at 2013 Annual Town Meeting to include more boards	12/03/2019
2019-104	Authorize Disability Commission to expend funds from the Handicap Parking Finne Account for increased police patrol of handicap parking spaces during the holiday season	11/07/2019
2019-103-001	Approve 3-year collective bargaining agreement Police Dispatchers (SEIU Local 888)	11/19/2019
2019-103	Refer collective bargaining agreement Police Dispatchers to Finance Subcommittee	10/29/2019
2019-102-001	Authorize supplemental funding for Mary Dennison Park Environmental Remediation and Design	12/17/2019
2019-102	Refer supplemental funding for Mary Dennison Park Remediation and Design to Finance Subcommittee	10/29/2019
2019-101	Approve Billiard/Pool Table license for Elks Club	10/29/2019
2019-100	Utility Petition - Concord Street	10/29/2019
2019-099-001	Authorize transfer of bond premium to cover project costs and reduce borrowing	11/07/2019
2019-099	Refer appropriation of prior year bond premium to offset capital project costs to Finance Subcommittee	10/15/2019
2019-098-001	Adopt central business district sidewalk usage ordinance	11/07/2019
2019-098	Refer central business district sidewalk usage ordinance to Planning and Zoning Subcommittee	10/15/2019
2019-097	Approve Police Advisory Committee Ordinance	10/29/2019
2019-096-001	Raise and appropriate mitigation funds RE 175 Millwood Street	10/29/2019
2019-096	Refer appropriation of mitigation funds for 175 Millwood St. to Finance Subcommittee	10/01/2019
2019-095	Adopt new official city seal for City of Framingham	10/01/2019

Order Number	Orders by Topic	Meeting Date
2019-094	Approve amended livery license for JFK Transportation relative to change in vehicles	10/01/2019
2019-093-001	Abandon and discontinue a portion of Carlson Road (FKA Duggan Drive)	11/07/2019
2019-093	Refer discontinuance of a portion of Carlson Road to the Planning Board	10/15/2019
2019-091-001	Refer General Bylaw amendment, Art. I, Section 5 preventing individuals from holding office simultaneously as both elected and appointed back to the Ordinance and Rules Subcommittee	12/03/2019
2019-091	Refer General Bylaw amendment regarding elected officials holding appointed positions to Ordinance and Rules Subcommittee	09/19/2019
2019-090-001	Establish Civil Fingerprinting Ordinance 2019	12/03/2019
2019-090	Refer proposed civil fingerprinting ordinance to the Ordinance and Rules Subcommittee	09/19/2019
2019-089-001	Accept Withdrawal of TIF Request relative to 59 Fountain Street	12/03/2019
2019-089	Refer tax increment financing agreement for 59 Fountain Street to Finance Subcommittee	09/19/2019
2019-088	Grant Seasonal Hawker Peddler License to Springers Wholesale Flowers	09/19/2019
2019-087-001	Approve budget transfer to fund the FY'20 portion of the MOA with FPOU	10/29/2019
2019-087	Refer budget transfer for FY'20 portion of MOA with Framingham Police Officers Union to Finance Subcommittee	09/19/2019
2019-086-001	Approve Memorandum of Agreement - Framingham Police Officers Union, August 2019	10/29/2019
2019-086	Refer memorandum of agreement relative to Framingham Police Officers Union to Finance Subcommittee	09/19/2019
2019-085	Grant of location for installation of conduit in Leland Street — Crown Castle	10/01/2019
2019-084	Grant of location for installation of conduit in Concord Street — Crown Castle	10/01/2019
2019-083-001	Further amend General Bylaws relative to Callahan Center solely for senior citizen programs	10/15/2019
2019-083	Amend General Bylaws relative to Callahan Center solely for senior citizen programs	10/01/2019
2019-082	Approve three handicap parking spaces in the downtown area	09/19/2019
2019-081	Approve parking restriction on Maynard Road and amend traffic rules accordingly	09/19/2019
2019-080	Grant of location for installation of conduit in concord street at Kendall Street - Nstar Electric dba Eversource Energy	10/01/2019

Order Number	Orders by Topic	Meeting Date
2019-079	Grant of location to install new traffic cabinet on Mt. Wayte Avenue - NStar Gas dba Eversource Energy	09/19/2019
2019-078-002	Vote to take no action on proposal to amend Zoning Bylaw relative to accessory dwelling units	02/25/2020
2019-078-001	Referral of accessory dwelling unit amendment to Zoning Bylaw to Planning Board	08/31/2019
2019-078	Refer new section of Zoning Bylaw for Accessory Dwelling Units to Planning and Zoning Subcommittee	08/13/2019
2019-077	Amend the General Bylaws – Article VIII, Section 4, Transient Vendors, Hawkers and Peddlers, Section 4.2 (first reading)	08/13/2019
2019-076	Approve Second-Hand Articles Junk Old Metals License for National Rarities, LLC	08/13/2019
2019-075	Approve annual hawker peddler license for Fernanco Vernal Juniper Hills Ice Cream	07/16/2019
2019-074-001	Approve payment of unpaid prior year bills	08/13/2019
2019-074	Refer review of unpaid prior year bills to Finance Subcommittee	07/16/2019
2019-073	Amend the Rules of the City Council	11/19/2019
2019-072-001	Adopt layout and sign Mylars and Reports-Fenwick Circle, Glenbrook Road, Kara Ann Drive, Lanes End, Lyman Way Extension, Tally Ho Lane, and Tomkins Lane	07/16/2019
2019-051-005	Approve funds for Economic Development Industrial Corporation – FY'20 Budget	10/01/2019
2019-045-001	Override Mayors veto of appointments ordinance	10/01/2019
2019-045	Appointment Ordinance - not signed by Mayor	08/13/2019
2019-036-001	Amend General Bylaws section V with new section 32 - Nuisance Noise Ordinance	10/29/2019
2019-036	Amend General Bylaws section V with new section 32 - Nuisance Noise Ordinance (first reading)	10/15/2019
2019-016-016	Approve Mayors appointments to various boards and committees	12/03/2019
2019-016-015	Approve appointment of Kevin Shea as Director of Planning and Economic Development Division	12/03/2019
2019-016-014	Refer Mayor's candidates for appointment to boards and commissions to Appointments Subcommittee	11/19/2019
2019-016-013	Refer Mayor's candidate for Planning and Economic Development Director to Appointments Subcommittee	11/19/2019
2019-016-012	Confirm/Reject Mayor's appointments to Zoning Board of Appeals	11/19/2019

Order Number	Orders by Topic	Meeting Date
2019-016-011	Refer Mayor's candidates for appointment to the ZBA to the Appointments Subcommittee	10/29/2019
2019-016-009	Refer Mayor's candidates for appointment to the Appointments Subcommittee	10/15/2019
2019-016-008	Approve Mayor's appointments to Cultural Council	10/01/2019
2019-016-007	Confirm Mayor's appointments to various boards, committees and commissions	09/19/2019
2019-016-004	Refer candidates for appointment to Appointments Subcommittee	08/13/2019
2019-008-001	Amend Livery License for Around Town Youth Rides LLC - New Driver and Vehicle Replacement	07/16/2019
2019-002-002	Amend composition of CPA Study Group by increasing membership to twelve	11/07/2019
2019-002-001	Establish community preservation act study group	10/15/2019
2019-001-001	Amend the Zoning Bylaw Relative to Village Zoning	07/16/2019

CITY CLERK DEPARTMENT

Staff

Lisa A. Ferguson, City Clerk

Emily L. Butler, Assistant City Clerk

Melanie Otsuka, Administrative Coordinator

Mission Statement

The Framingham City Clerk's Office is committed to providing competent, courteous and efficient service to our customers. We are dedicated to the thorough preservation of the City's vital records and historical documents for the benefit of future generations. We respect the right to vote as a fundamental civil right and will assure that all elections are conducted in a fair and open manner providing equal access to all citizens. Our office will operate in a modern, professional and automated environment, with an emphasis on our fiscal responsibility to the taxpayers of Framingham.

The City Clerk Department is accountable for the City's vital records. Responsibilities include but are not limited to: processing birth, death, marriage certificates; processing affidavits and amendments to vital records. In addition to vital records, the City Clerk is also responsible for the collection of fines for the Board of Health, Conservation Commission, Inspectional Services, Public Works, and Animal Control; issuing marriage, business and dog licenses and fuel permits; maintaining Going Out of Business inventory lists; maintaining all permanent Planning Board, Zoning Board of Appeals, Conservation and Public Way Access Permit applications, decisions and appeals; posting all public meetings and agendas in a location where they are available for viewing by the public twenty-four hours a day, seven days a week to ensure that Framingham complies with Open Meeting Law; processing minutes for all committees, boards and commissions; serving customers in person, online, by telephone and via mail. The City Clerk provides municipal employees and elected/appoint-

ed officials with summaries of the MA Conflict of Interest Law on an annual basis, maintains receipts from individuals and notifies the same individuals that online training and testing must be completed on a biennial basis.

On March 17, 2020, Mayor Yvonne M. Spicer announced that the Memorial Building and other city offices would close to the public. This was in direct response to the COVID-19 pandemic. Although City Hall was closed to the public, City Clerk, Elections and City Council staff continued to work either remotely or in the building. Many of the services were able to continue either through the mail or outside of the Memorial Building by practicing six feet of social distancing.

On June 1, 2020, phase I reopening enabled the City Clerk’s Office as well as the Treasurer/Collector’s Office to open to the public. The hours were limited to 10:00am – 1:00pm, by appointment only. The City Clerk’s Office worked within reason to accommodate public requests, keeping the safety and well-being of the staff and the public in mind. People that needed services were patient and understanding during this transitional reopening phase.

On June 15, 2020, phase II of the reopening expanded the City Clerk’s Office hours of operations to Monday – Thursday 9:00am – 3:00pm, Friday 9:00am- 1:00pm, by appointment.

On July 6, 2020, phase III reopening lengthened hours of City Clerk’s Office to the public without appointments Monday, Wednesday, Thursday 8:30am-4:00pm, Tuesday 8:30am-6:00pm, and Friday 8:30am-1:00pm. Due to the layout of the office, only one transaction at a time was allowed in the office. All others waited outside the office, maintaining six feet of social distance from others.

Vital Record Certificates Registered and Filed with the City Clerk

	Number of Births	Number of Deaths	Number of COVID-19 Deaths	Number of Marriages
July 2019	149	59	0	58
August 2019	123	65	0	58
September 2019	116	70	0	67
October 2019	124	57	0	58
November 2019	122	44	0	27
December 2019	115	59	0	36
January 2020	106	66	0	28
February 2020	117	66	0	36
March 2020	123	65	4	24
April 2020	116	117	44	1
May 2020	131	150	91	2
June 2020	138	59	16	33
TOTAL	1480	877	155	428

As the Chief Burial Permit for the City of Framingham, the City Clerk issued burial permits and registered a total of 155 COVID-19 related death certificates from March 2020 – June 30, 2020.

Financial Transactions

The following is a report of the financial transactions of the Office of the City Clerk, and is for the fiscal year beginning July 1, 2019 and ending June 30, 2020. All fees are retained by the City.

Records	\$130,645.30
Marriages	\$13,920.00
Dog Licenses	\$50,761.25
Business Certificates	\$22,480.05
Pole/Wire	\$360.00
Fuel Permits	\$1,630.00
Street Listing	\$134.00
Animal Control Fines	\$700.00
Dog Fines	\$50.00
Building Code Fines	\$26,900.00
Conservations Fines	\$0.00
Board of Health Fines	\$125.00
Miscellaneous	\$2,112.35
Extended Polling Hours	\$11,385.31
Total Receipts	\$261,203.26

I would like to thank and praise my small, dedicated staff for their hard work and helpful, professional and friendly attitudes. In March 2020, Massachusetts Governor Charlie Baker announced that we were considered essential workers and required to continue to provide services during the pandemic. Working together with our colleagues, we will continue to provide superior customer service even during trying times.

Respectfully submitted,

Lisa A. Ferguson
City Clerk

CITY SEAL DEVELOPMENT COMMITTEE

Members

Lisa A. Ferguson, City Clerk, Chair

Joel Winett, Vice Chair

Robert C. Levine, Clerk

Richard A. Finlay

Renan Pinheiro

Frederic Wallace, City Historian

Per the Home Rule Charter, the City Council created the Framingham City Seal Development Committee, chaired by City Clerk, to create and oversee a community-wide process to design a new seal or adapt the current seal for the City of Framingham. The designer of the city seal was Framingham resident, Paul Charbonneau.

The mission of the Framingham City Seal Development Committee was to create a new city seal that represents the essence of Framingham. Throughout our research and exploration, together with the community, we will reflect on Framingham's past, present, and future. We will consider a multitude of positive Framingham attributes including, but not limited to, its diversity and culture, opportunity, sense of community, history and landmarks, industry and economy, education, and arts and recreation.

The last time the seal was changed was in 1900. The committee sought public input into the design of the new seal. A public forum was held as well as an essay contest for all middle and high school students giving members of the community the opportunity to share what makes Framingham special, and ideas about the themes and imagery to be considered. The Seal Committee also developed and distributed an online and paper survey seeking input. The information was collected and evaluated. The committee had a great sense of the community's desires. Half those surveyed wanted to keep the seal the same with minor changes; the other half wanted an entirely new seal. Based on those results, the committee made the decision to develop two prototypes to recommend to City Council.

After 25 meetings held within 15 months, which included 15 rounds of review/revisions for Seal A and 20 rounds of review/revisions for Seal B, the committee voted on the final images to recommend to City Council. Both narratives were written by City Seal Development Committee member and City Historian, Frederic Wallace.

SEAL A



This seal contains six of the seven elements and/or milestones contained in the present seal:

- The outer circle represents braided straw, symbolizing Framingham's prominence as the first place in America where straw bonnets and hats were manufactured (about 1820);

- The word City simply replaces Town. The expression “INCORPORATED 1700” is replaced by three dates, 1662, 1700, and 2018, representing the founding of the town by Governor Thomas Danforth, the date of incorporation, and the date of adopting a city charter, respectively;
- An image of May Hall, symbolizing prominence in education;
- An image of tracks, as the spokes of a wheel, converging in the downtown, representing prominence in transportation;
- A shield with the words “May Hall & Normal School”; and
- Decorative laurels

The normal school system developed by Horace Mann here in Massachusetts in the 1830’s was the first group of schools in the United States, devoted to having uniform standards of training for teachers throughout the Commonwealth. Around 1850, the normal school campus at Lexington was outgrowing its available space there, and the Commonwealth put out a request for bids to relocate the campus. The Town of Framingham aggressively sought to be chosen. In addition to offering a tract of land (Bare Hill) they offered to help pay for the relocation. Framingham proved to be the successful bidder and soon a new campus was established here. For many years, the Town enjoyed the benefit of having student teachers from the normal school do their “in-class” training in Framingham public schools at no cost to the Town. May Hall was constructed around 1890 and was the pride of the community at the time of the Bicentennial. Today the community takes equal pride in the school, which has now become a university, offering degrees in a multitude of disciplines.

Framingham’s prominence in transportation continued in the 20th century when the Massachusetts Turnpike was constructed in the 1950’s. Framingham lobbied successfully to have two exits built within its boundaries, one on the east side of town and one to the west. This design guaranteed that Framingham would continue to develop a strong industrial/commercial element of its economy, linking us to Boston, New York state and beyond.

SEAL B



This seal consists of two concentric circles containing the following seven elements:

- The outer circle represents braided straw, symbolizing Framingham’s prominence as the first place in America where straw bonnets and hats were manufactured (about 1820);
- Our name, “FRAMINGHAM”, emblazoned in bold letters across the face;
- Above the name are three critical dates in the community’s history: 1662, the founding of the town by Governor Thomas Danforth, 2018 the date of adopting a city form of government, and 1700, our date of incorporation;
- Below the dates is an image of the Memorial Building in the downtown, symbolic of the “20th Century Framingham”;
- To either side of the Memorial Building are a series of flags, symbolizing the many nations of origin of our peoples;
- Below “FRAMINGHAM” are Interracial hands shaking (heart shaped), symbolizing this community’s brotherhood of ethnicities;
- Below is the phrase “CITY WITH A HEART”, in recognition of Framingham’s world-wide fame as the home of the Framingham Heart Study.

The heart study began in Framingham after the end of World War II, and continues today. It is a longitudinal health study now spanning three generations and more and is credited with producing many of the most important advances in cardiac medicine in the world over the last seventy years.

Within the inner circle and above FRAMINGHAM is an image of the Memorial Building in downtown Framingham. This building was one of two most favored structures chosen in the community wide survey. It is the iconic structure which greets newcomers to our city as they enter the downtown and is a tribute to the men and women of this community who have served in our armed forces throughout our nation's history. The eight columns of the building can be interpreted broadly as pillars of diversity. For example, each might represent one aspect of diversity such as: race, ethnicity, gender, LGBTQ+, age, religious belief, socio-economic status, or political belief.

Before taking a vote, each City Councilor expressed their gratitude to each of the members of the City Seal Development Committee for all the countless hours, dedication and commitment to ensure that their responsibilities and duties were carried out in a thorough and complete manner. There were many times in which the members did not always reach a unanimous consensus, but their passion and desire to honor the community's wishes is recognized and appreciated.

A unanimous vote of City Council was taken to accept Seal A as the new seal for the City of Framingham; 11-0-0.

Respectfully submitted,

Lisa A. Ferguson, City Clerk, Chair of the Framingham City Seal Development Committee

ELECTIONS DEPARTMENT

Staff

Lisa A. Ferguson, City Clerk

Emily L. Butler, Assistant City Clerk

Danielle Cersosimo, Election Coordinator

Three elections were held in fiscal year 2020. The City Preliminary was held for District 1 (Precincts 1 & 2), District 5 (Precincts 8 & 12) and District 8 (precincts 15 & 18) on September 17, 2020 with a 10.38% turnout. The total number of registered voters for the combined six precincts was 13,280. Total turnout was 1,378 voters.

On November 5, 2019, the City Election was held with a 18.49% turnout. The total number of registered voters was 39,001; total turnout was 7,211 voters.

On March 3, 2020, the Presidential Primary was conducted during the beginning stages of the COVID-19 global pandemic. The total turnout was 41%. The total number of registered voters was 39,594; total turnout was 16,330 voters (14,327 Democrats, 1,949 Republicans, 11 Green-Rainbow and 43 Libertarians). Early voting for the Presidential Primary occurred Saturday, February 24 – Friday, February 28. Any voter eligible to vote in Framingham was able to cast their vote early either at City Hall or the McAuliffe Branch Library.

Total turnout for early voting was 2,252 (1,331 at McAuliffe Library; 921 at City Hall). Due to the commitment and dedication of the citizens who served as election workers, the City was able to handle record turnouts flawlessly.



*Election Preparation for March 3, 2020
Presidential Primary at the Memorial Building*

Effective January 1, 2020, a new state law created a program for automatically registering eligible voters. The program is known as Automatic Voter Registration, and its purpose is to register voters automatically when applying for at the Registry of Motor Vehicles, MassHealth, and Health Connector agencies. The agencies are required to collect and electronically transmit the appropriate voter information to the Secretary of the Commonwealth as well as the local municipality. This created a significant increase in voter registration. According to the law, the City Clerk is required to send a notice of acknowledgement to the voter.

Election workers were classified as essential workers by Governor Charlie Baker in March 2020. During the global pandemic, the Election Department was extremely busy certifying nomination papers of candidates for state office, which included Senator in Congress, Representative in Congress, Councilor, Senator in General Court, Representative in General Court and Register of Probate. Certification of signatures for initiative petitions continued throughout the spring of 2020 as well. Although the federal census was postponed until September 30, 2020, the local census was delivered and processed in the spring of 2020.

The City Clerk applied for a grant for early voting totaling \$7,175.43 and received monies from the State Auditor and the Secretary of the Commonwealth totaling \$11,385.31.

Preparations for the fall elections, which included the State Primary and State/Presidential Elections began well in advance of the typical time frame. Election Laws were amended to allow vote by mail for the State Primary. The City received almost 15,000 vote-by-mail applications. Changes also included Early Voting in person for the first time for a State Primary. Voters were given the additional options to cast their ballots, and as a result in-person voter turnout on Election Day was significantly lower. The following safeguards will be in place during early voting and fall election days:

- A professional company that specializes in sanitization and decontamination services was retained to sanitize all polling locations prior to and after Election Day.
- Staffing from the professional company will be present at each polling location on Election Day from 6:00am – 9:00pm for the purpose of sanitizing high touch surfaces such as the check in table, voting booths, voting machines and marking devices.
- Sanitizing stations will be available at each polling location.
- All Election Workers, Police, and City Clerk staff will be wearing PPE that will be supplied by the Secretary of the Commonwealth or the City of Framingham.
- Plexiglass dividers will be placed on the check-in table, the warden table, and the greeter table.
- A greeter will be stationed at the entrance of each polling location to control the number of voters in the location and to ensure that voters are following proper social distancing.
- Voters must wear a mask while waiting in line and entering a polling location. We will have a small supply of masks for voters that do not have one.
- Signs and stanchions will be in place to safely direct voters in and out of the polling location.

By continuing our successful collaborative efforts with the Facilities Management Department, Department of Public Works, Mayor's Office, Police and Fire Departments, CFO and Purchasing Departments, School Department, and the Library, the Elections Department will continue to provide polling locations that are accessible, secure, and safe for voters that is within or in close proximity to their districts.

Respectfully submitted,

Lisa A. Ferguson
City Clerk

BOARD OF REGISTRARS

Members

Lisa A. Ferguson (Democrat), Ex-Officio, Chair & Clerk

Bruce C. Wester (Republican), Vice Chair

Linda A. Fields (Democrat)

Eng Cho (Republican)

The Registrars had a busy year overseeing three elections in the period of seven months, certifying initiative petitions and nomination papers during a pandemic and maintaining accurate lists of registered voters in the City.

City Election Official Results - November 5, 2019

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total
City Councilor At Large (2 seats) for 4 years																			
Blanks	283	299	260	191	290	165	156	328	79	43	233	145	163	86	161	91	117	152	3242
Gloria Pascual	244	254	315	270	312	162	247	291	81	73	269	127	178	115	126	52	107	151	3374
George P. King, Jr.	437	402	300	355	390	336	289	317	140	75	427	140	246	104	163	60	31	103	4315
Janet Leombruno	320	309	215	274	327	251	234	257	108	63	353	125	169	80	157	47	39	99	3427
Write-Ins	2	2	10	6	5	8	2	7	4	0	2	3	2	1	5	0	0	5	64
District 1 City Councilor (1 seat) for 2 years																			
Blanks	12	11																	23
Joseph C. Norton	256	292																	548
Christine A. Long	372	327																	699
Write-Ins	3	3																	6
District 2 City Councilor (1 seat) for 2 years																			
Blanks			7		18														25
Richard A. Finlay			176		244														420
Cesar G. Stewart-Morales			365		398														763
Write-Ins			2		2														4
District 3 City Councilor (1 seat) for 2 years																			
Blanks				103			99												202
Adam C. Steiner				433			361												794
Write-Ins				12		4													16
District 4 City Councilor (1 seat) for 2 years																			
Blanks							89		35										124
Michael P. Cannon							360		162										522
Write-Ins						12		9											21
District 5 City Councilor (1 seat) for 2 years																			
Blanks								15				6							21
Robert D. Case								354				109							463
Noval A. Alexander								230				155							385
Write-Ins								1			0								1
District 6 City Councilor (1 seat) for 2 years																			
Blanks										30	144								174
Philip R. Ottaviani, Jr.										94	473								567
Write-Ins										3	25								28
District 7 City Councilor (1 seat) for 2 years																			
Blanks													8	4					12
William Patrick Lynch													163	64					227
Margareth Basilio Shepard													208	123					331
Write-Ins												0	2						2
District 8 City Councilor (1 seat) for 2 years																			
Blanks															2				3
John A. Stefanini															186				295
Mario R. Alvarez															116				260
Write-Ins															2			1	3
District 9 City Councilor (1 seat) for 2 years																			
Blanks																8	5		13
Neidy L. Cuellar																62	59		121
Tracey Bryant																54	83		137
Write-Ins															1	0			1
District 1 School Committee (1 seat) for 2 years																			

City Election Official Results - November 5, 2019

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total
Blanks	167	161																	328
Beverly K. Hugo	469	465																	934
Write-Ins	7	7																	14
District 2 School Committee (1 seat) for 2 years																			
Blanks			137		159														296
Karen Foran Dempsey			406		497														903
Write-Ins			7		6														13
District 3 School Committee (1 seat) for 2 years																			
Blanks			43		35														78
Leslie C. Smart			158		144														302
Scott W. Wadland			346		285														631
Write-Ins			1		0														1
District 4 School Committee (1 seat) for 2 years																			
Blanks				104		53													157
Adam Lawrence Freudberg				350		147													497
Write-Ins				7		6													13
District 5 School Committee (1 seat) for 2 years																			
Blanks						163					69								232
Priscila Sousa						425					197								622
Write-Ins						12					4								16
District 6 School Committee (1 seat) for 2 years																			
Blanks										40	166								206
Geoffrey Norman Epstein										82	473								555
Write-Ins										5	3								8
District 7 School Committee (1 seat) for 2 years																			
Blanks													84	54					138
Tiffanie Dawn Maskell													292	135					427
Write-Ins													3	4					7
District 8 School Committee (1 seat) for 2 years																			
Blanks															7			4	11
Jessica Stefanini Barnhill															171			120	291
Jim Wade Hansen														124				131	255
Write-Ins														4				0	4
District 9 School Committee (1 seat) for 2 years																			
Blanks																17	18		35
Richard G. Baritz																43	63		106
William J. LaBarge																63	64		127
Write-Ins																2	2		4
Library Trustee (6 seats) for 4 years																			
Blanks	1528	1387	1393	1265	1515	1056	924	1535	473	307	1355	747	778	510	794	445	600	746	17358
Nancy Coville Wallace	410	440	339	353	432	306	314	370	132	78	426	157	260	118	189	58	60	149	4591
Annabel Dodd	387	403	324	356	416	281	327	334	126	81	404	144	243	105	164	49	46	131	4321
Eric Doherty	384	393	311	321	410	279	292	350	122	75	421	152	258	112	169	49	42	127	4267
Robert M. Dodd	385	394	298	325	391	272	318	330	122	75	419	134	232	97	169	44	35	120	4160
Janet L. Harrington	402	416	343	340	420	298	315	360	131	79	422	142	254	110	179	55	57	134	4457
William E. Wray	359	364	286	320	380	267	285	318	120	65	399	131	242	105	167	44	41	123	4016
Write-Ins	3	1	6	8	8	7	9	3	10	2	6	13	7	1	5	6	1	0	96
Cemetery Trustee (2 seats) for 4 years																			
Blanks	796	762	686	665	820	567	553	735	247	151	778	341	442	236	363	159	192	288	8771
Susan F. Silva	456	480	381	386	481	331	349	440	152	96	475	188	300	142	231	86	97	205	5276

City Preliminary Election Official Results - September 17, 2019

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total
District 1 City Councilor (1 seat for 2 years)																			
Blanks	0	0																	0
Joseph C. Norton	111	149																	260
Gerald L. Bloomfield	16	12																	28
Christine A. Long	165	145																	310
Write-Ins	3	4																	7
District 5 City Councilor (1 seat) for 2 years.																			
Blanks								1				2							3
Cheryl L. Gordon							45					34							79
Noval A. Alexander							114					72							186
Robert D. Case							240					56							296
Write-Ins							0					0							0
District 8 School Committee (1 seat) for 2 years.																			
Blanks															0				0
Jim Wade Hansen															25			40	65
Jessica Stefanini Barnhill															52			32	84
Leslie S. White-Harvey															36			22	58
Write-Ins															0			2	2
Total Voter Turnout	295	310					400					164			113			96	1378
Total Registered Voters	2794	3315					2530					1491			1611			1539	13280
Percentage	11%	9%					16%					11%			7%			6%	10.38%
A True Copy Attest: Lisa A. Ferguson, City Clerk																			
Winners are indicated in bold italics																			

Presidential Primary Official Results - March 3, 2020

Candidate	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total
Democratic																			
Presidential Preference																			
Blanks	5	1	0	0	1	2	2	1	1	2	4	2	3	0	5	1	1	0	31
Deval Patrick	5	4	3	1	2	3	3	5	1	2	3	2	2	2	6	1	4	3	52
Amy Klobuchar	16	31	10	9	19	8	13	16	5	8	15	0	7	4	9	1	0	1	172
Elizabeth Warren	261	310	252	321	211	240	268	258	161	101	275	134	184	113	104	47	23	80	3343
Michael Bennet	1	1	0	0	1	0	0	2	0	1	0	0	0	1	0	1	0	2	10
Michael R. Bloomberg	218	153	80	198	148	155	143	100	73	60	164	46	59	39	50	21	24	38	1769
Tulsi Gabbard	7	7	3	5	6	10	11	4	2	3	3	3	6	2	5	0	0	3	80
Cory Booker	0	0	0	0	0	1	0	0	0	0	0	0	1	2	0	0	0	0	4
Julian Castro	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Tom Steyer	3	7	4	7	4	8	3	1	5	3	2	2	2	3	8	0	0	1	63
Bernie Sanders	174	307	221	223	235	245	218	212	168	156	207	153	190	154	148	62	93	146	3312
Joseph R. Biden	417	523	377	444	445	396	377	354	231	151	460	152	207	101	172	60	43	111	5021
John K. Delaney	0	1	0	0	0	1	0	0	0	1	0	0	0	0	2	0	2	0	7
Andrew Yang	0	1	1	0	5	0	2	2	1	1	2	1	3	0	1	0	0	5	25
Pete Buttigieg	26	44	30	28	36	35	28	21	18	17	35	14	10	8	11	4	4	3	372
Marianne Williamson	0	0	0	2	0	0	2	0	0	0	1	0	0	0	0	1	0	0	6
No Preference	3	3	3	4	5	1	4	1	4	1	3	5	3	0	6	2	0	1	49
Write-Ins	1	0	0	1	1	1	0	0	0	0	0	1	2	0	0	0	1	1	9
State Committee Man																			
Blanks	345	392	279	417	347	305	291	201	153	148	328	141	141	101	125	61	70	96	3941
Jack Patrick Lewis	784	992	701	818	769	791	776	772	512	355	840	371	532	325	396	139	125	295	10293
Write-Ins	8	9	4	8	3	10	7	4	5	4	8	3	6	3	6	1	0	4	93
State Committee Woman																			
Blanks	223	287	195	280	242	208	215	184	118	109	236	111	122	80	88	61	59	78	2896
Karen E. Spilka	912	1099	786	960	873	890	854	788	548	393	928	400	555	346	432	140	135	314	11353
Write-Ins	2	7	3	3	4	8	5	5	4	5	12	4	2	3	7	0	1	3	78
Town Committee																			
Group	460	561	368	444	417	466	427	350	276	208	477	214	258	171	226	66	57	147	5593
Blanks	22018	26793	20005	25652	22507	20675	20823	20211	12901	9727	22557	9782	13370	8419	9526	4524	4511	7983	281984
Beverly K. Hugo	578	755	459	574	548	563	504	440	333	243	579	244	322	195	274	76	66	179	6932
Adam Lawrence Freudberg	494	622	402	514	480	528	476	388	307	224	526	234	295	181	254	70	65	160	6220
Rosamond Lang Hooper-Hamersley	486	587	389	464	435	488	457	372	286	228	499	220	275	180	243	68	59	158	5894
Barbara J. Fontes	491	636	413	484	490	517	468	384	294	227	523	230	290	186	260	78	74	170	6215
Larry E. Stoodt	503	598	386	517	440	497	474	378	284	225	506	225	278	176	242	68	61	166	6024
Jack Patrick Lewis	534	644	443	556	499	548	525	533	328	231	579	257	377	219	264	87	84	220	6928
Maria D. Robinson	570	713	441	574	533	579	563	433	327	252	596	267	318	194	277	76	73	177	6963
Lori B. Bornstein	513	628	412	534	486	507	496	419	309	246	576	237	293	182	253	69	62	166	6388
Craig Christopher Broyles	472	580	372	458	427	478	445	358	280	215	486	218	272	176	237	66	60	158	5758
Jeanne I. Bullock	497	639	430	487	497	507	465	387	290	230	519	225	287	185	251	71	65	156	6188
Robert D. Case	486	600	398	476	436	503	465	534	291	219	505	256	286	179	250	70	62	162	6178
Carmen A. Chico	495	603	399	487	461	496	461	377	288	232	515	233	298	190	257	75	78	171	6116
John P. Duffy	483	595	389	480	437	496	458	376	296	225	508	228	284	186	248	70	67	167	5993
Mary Kate Feeny	532	639	407	559	486	524	498	398	304	231	550	238	314	186	272	71	66	168	6443
Kurt W. Fusaris	476	604	389	464	468	491	448	364	278	214	489	220	277	176	235	67	59	157	5876
Jim Wade Hansen	482	588	387	464	435	487	448	368	282	213	495	220	276	177	252	70	59	173	5876
Gwendolyn Holbrow	489	610	383	473	453	490	455	379	285	227	537	225	289	182	253	66	61	160	6017
Michael R. Hugo	516	653	421	516	488	511	473	389	305	217	528	227	287	183	247	69	64	165	6259

Presidential Primary Official Results - March 3, 2020

Candidate	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total
Shahid Ahmed Khan	491	598	397	485	456	491	458	377	286	219	527	234	290	185	247	68	60	163	6032
Douglas W. Lawrence	473	585	372	465	432	483	453	364	279	220	498	219	272	180	242	68	61	153	5819
Barbara W. LeDuc	485	613	395	466	452	498	466	380	288	222	509	236	311	188	253	75	64	165	6066
Caraline R. Levy	506	621	400	518	476	496	474	392	297	234	535	249	287	182	245	72	63	162	6209
David P. Magnani	520	648	421	517	498	536	488	406	304	226	610	246	313	193	271	79	64	171	6511
Thomas F. Mahoney	487	595	400	473	444	504	460	413	299	217	504	224	281	186	252	72	61	159	6031
Kathleen T. McCarthy	507	620	414	493	464	503	487	397	295	243	540	235	305	192	254	72	72	165	6258
Amanda C. Northrop	485	601	394	492	446	484	460	381	283	220	509	225	281	180	243	69	63	155	5971
Joan Rastani	493	611	413	471	462	500	460	379	287	221	532	229	281	183	244	73	63	161	6063
Cindy L. Rubin	509	621	406	506	474	503	472	391	304	260	542	229	287	182	247	72	62	160	6227
Adam C. Steiner	546	660	421	623	520	532	559	403	308	227	547	243	301	183	246	71	61	164	6615
Cesar Geovanny Stewart-Morales	502	620	500	494	534	506	474	392	291	228	516	238	299	185	253	73	75	178	6358
James H. Stockless	487	612	405	497	469	518	460	387	303	214	506	230	286	181	238	68	57	165	6083
Margareth Basilio Shepard	492	611	405	484	468	501	468	400	293	227	517	236	333	216	268	78	66	173	6236
Cheryl Tully Stoll	588	715	448	650	556	586	531	433	343	246	612	260	355	196	272	72	67	175	7105
Parwez Wahid	489	590	390	496	440	487	462	367	283	221	514	225	284	183	245	68	62	163	5969
Melvin S. Warshaw	487	601	389	487	445	487	479	379	282	219	500	225	276	179	239	68	61	159	5962
Farooq Mohammed Karim-Mirza	28	76	40	50	53	35	42	31	17	20	34	21	35	19	21	6	12	18	558
Voter Democrat Turnout	1137	1393	984	1243	1119	1106	1074	977	670	507	1176	515	679	429	527	201	195	395	14327
Total Registered Voters	2858	3400	2511	2795	2754	2756	2598	2567	2047	1744	2908	1506	1952	1577	1651	1080	1307	1583	39594
Percent Turnout	40%	41%	39%	44%	41%	40%	41%	38%	33%	29%	40%	34%	35%	27%	32%	19%	15%	25%	36%
Republican																			
Presidential Preference																			
Blanks	3	2	0	1	1	2	1	1	0	1	2	0	2	2	2	0	0	0	20
William F. Weld	25	29	22	23	23	21	18	14	6	3	32	5	6	2	13	2	2	3	249
Joe Walsh	0	2	2	0	1	2	5	2	3	2	1	0	5	0	1	0	1	2	29
Donald J. Trump	140	150	97	136	145	135	110	101	93	38	151	50	64	40	39	30	14	55	1588
Roque "Rocky" De La Fuente	0	1	0	0	0	0	1	0	0	0	1	0	0	0	0	0	0	1	4
No Preference	1	3	1	1	3	6	1	3	0	4	4	2	0	0	3	0	2	2	36
Write-Ins	4	1	0	2	3	4	2	1	0	0	2	2	1	0	1	0	0	0	23
State Committee Man																			
Blanks	48	57	42	58	72	58	39	39	31	14	48	13	23	12	20	10	8	14	606
Martin A. Lamb	124	130	79	105	103	111	97	82	71	32	144	46	52	32	39	22	11	48	1328
Write-Ins	1	1	1	0	1	1	2	1	0	2	1	0	3	0	0	0	0	1	15
State Committee Woman																			
Blanks	12	21	13	15	16	17	14	11	12	8	13	5	9	6	7	4	3	3	189
Janet Leombruno	130	126	82	102	117	111	95	64	52	30	126	37	47	27	33	16	12	38	1245
Leda Arakelian	30	40	26	46	43	41	29	47	38	10	54	17	21	11	18	12	4	22	509
Write-Ins	1	1	1	0	0	1	0	0	0	0	0	0	1	0	1	0	0	0	6



POLICE DEPARTMENT

1 William H. Welch Way | 508-872-1212 | sdt@framinghamma.gov

MESSAGE FROM ACTING POLICE CHIEF RONALD BRANDOLINI

As a result of Joint Executive Order No. EO2020-005 from Mayor Yvonne M. Spicer and Retired Chief of Police Steven D. Trask, I am proud to announce that the Framingham Police Department has fully incorporated the principles identified by the “8 Can’t Wait” Campaign into the Department’s Use of Force and related policies. These comprehensive policy amendments were the result of a collaborative process involving the Department’s administration, subject matter experts, and the elected leadership of both police unions. The “8 Can’t Wait” can be identified throughout policy in bold lettering.



In March of this year, the Department updated and transformed its policy on the Prevention and Identification of Gender and Racial Profiling to a more comprehensive policy on unbiased policing. These policies are posted on the Department’s website, and the public is invited to review them.

The Framingham Police Department is currently exploring training opportunities, and we will ensure that all Framingham Police Officers are trained in key areas beyond the minimums required by the Municipal Police Training Committee. The Department has already trained officers in de-escalation, the recognition and prevention of implicit and explicit bias, diversity, and other related topics. The Department looks forward to expanding this training in the near future. The Department is firmly committed to addressing inequities and delivering exceptional police services through community partnership and engagement.

We are working closely with our mental health partners to expand the extremely successful Jail Diversion Program, which partners highly trained mental health clinicians with Framingham Police Officers to provide unparalleled on-scene crisis intervention, de-escalation, and crisis counseling. The Department initiated this overwhelmingly successful program in 2003, and it has been replicated by fifteen (15) Massachusetts police departments. This co-responder model has been nationally recognized as one of the most effective ways to address community mental health issues, and we look forward to further expansion and replication.

The replacement of the Civil Service System, over the next few months, will allow the Department to attract and hire extremely well qualified candidates and move us towards our goal of ensuring that the Framingham Police Department truly reflects our City’s diversity.

I would also like to remind residents that the Department has a commendation and complaint procedure which can also be found on the City’s website. All complaints will be reviewed, evaluated, investigated and addressed appropriately.

Rest assured, the Framingham Police Department is made up of a professional and hardworking group of men and women who take their jobs seriously and strive for excellence. The Department recently earned re-accreditation from the Massachusetts Police Accreditation Commission and we have been fully accredited since 2005. Accreditation represents a prestigious and significant achievement demonstrating the Department’s strong commitment to excellence in policing.

The Framingham Police Department has the reputation of being one of the finest police departments in Massachusetts. However, we realize that there is always room for improvement, and there can never be too much community partnership and engagement. We are looking forward to building on our successes and strengthening our partnerships so that we are fully responsive to the community’s needs and priorities. The Department looks forward to thoughtful conversations with the community.



Billable Activity	FY16	FY17	FY18	FY19	FY20
111F/Recovery	\$ 1,187	\$ -	\$ -	\$ 46,495	\$ 42,042
Alarms	\$ 70,075	\$ 131,573	\$ 64,650	\$ 55,500	\$ 38,051
Auction	\$ 641	\$ 797	\$ -	\$ 5	\$ -
Court Fines	\$ 93,149	\$ 48,768	\$ 19,512	\$ 18,700	\$ 13,163
Cruiser Detail Fee	\$ 67,868	\$ 18,675	\$ 122,494	\$ 138,188	\$ 134,375
Detail Admin Fees	\$ 246,381	\$ 168,873	\$ 201,702	\$ 271,920	\$ 224,012
Fingerprint Fees	\$ -	\$ 680	\$ 1,020	\$ 1,745	\$ 790
Fire Arms Permit	\$ -	\$ 1,225	\$ -	\$ -	\$ -
Gun Dealer Permit	\$ -	\$ -	\$ -	\$ -	\$ -
Hackney Licenses	\$ 2,490	\$ 2,430	\$ 3,155	\$ 420	\$ 1,230
Liquor Server	\$ 9,701	\$ 14,034	\$ 8,468	\$ 9,300	\$ 5,780
M/V Fines	\$ 114,682	\$ 97,120	\$ 101,420	\$ 81,516	\$ 67,753
Marijuana Fines	\$ 1,300	\$ 700	\$ 100	\$ 500	\$ -
Non Recurring Revenue	\$ 300	\$ 14,182	\$ 6,948	\$ 20,757	\$ 6,953
Parking Fines	\$ 190,375	\$ 286,168	\$ 244,440	\$ 214,640	\$ 253,659
Permit To Carry	\$ 10,025	\$ 10,125	\$ 10,438	\$ 10,263	\$ 8,313
Photos	\$ 1,149	\$ 305	\$ -	\$ -	\$ -
Report Fees	\$ 8,510	\$ 7,764	\$ 7,255	\$ 6,549	\$ 13,626
Subpoena Fees	\$ 2	\$ 31	\$ 14	\$ -	\$ -
Tow Fees	\$ 23,610	\$ 26,650	\$ 7,780	\$ 19,500	\$ 17,620
Grand Total	\$ 841,443	\$ 830,099	\$ 799,394	\$ 895,996	\$ 827,366



Mayor Spicer stands with new officers

ANIMAL CONTROL DEPARTMENT

Staff

Katherine J. MacKenzie, Director of Animal Control, Massachusetts Municipal Animal Inspector, 27 years of service

William C. Sage, Animal Control Officer, Massachusetts Municipal Animal Inspector, 26 years of service

Peter E Cunningham, PT Animal Control Officer, Massachusetts Municipal Animal Inspector, 2 years of service

Animal Control Officers work both in the field and in the office, managing calls for service, complaints, and inquiries. In addition to regular shifts, Animal Control Officers respond to off shift emergencies. The Animal Control Officers provide service to the citizens of Framingham. The Animal Control Officers provide care for the animals held by the Department 365 days a year.

Animal Control Officers prepare reports, participate in hearings, and appear in court as needed. The Animal Control Officers enforce both state laws and City by-laws. They respond to calls regarding domestic animals, livestock and wildlife. Framingham Animal Control Officers work cooperatively with many outside agencies such as the Massachusetts Department of Fish and Wildlife, Tufts Wildlife Center, Massachusetts Department of Environmental Police, Massachusetts Department of Agriculture, Division of Animal Health, the Massachusetts Society for the Prevention of Cruelty to Animals, and the Animal Rescue League of Boston. Animal Control Officers are responsible for all aspects of the Department, as the Animal Control Department does not employ administrative staff or kennel staff.

From January 1, 2019 through June 30, 2020, Animal Control Officers fielded and responded to more than 4,582 calls. This number does not reflect the calls for service that were made via email. The Animal Control Officers addressed more than 749 calls regarding wildlife. Most often, wildlife calls are concerning possible rabid, injured or nuisance animals. The Department fielded more than 938 canine and 170 feline calls. Along with livestock inspections, other calls for service addressed by the Animal Control Officers throughout the year totaled approximately 2,725, including kennel inspections, animal quarantines, animal bites, hearing requests, administrative calls, police assists, Health Department assists, Fire Department assists.

The Massachusetts Department of Agriculture, Division of Animal Health approves the appointment of municipal animal inspectors. The primary duty of the Animal Inspector has recently become rabies control in the domestic animal population. Municipal Animal Inspectors issue and enforce quarantines. In accordance with state law, all domestic mammals that bite a human or another domestic mammal must be quarantined for a period of ten days to determine the risk of rabies transmission. Domestic mammals that come in contact with, or are otherwise exposed to, the rabies virus must first be assessed to determine severity of risk. Depending on the vaccination status of the domestic mammal involved, it will be either quarantined or destroyed. The Animal Inspector must ensure that all animals, wild or domestic, which must be tested for rabies, are captured and euthanized. The head must be removed, and the specimen must be properly packaged properly and submitted to the State Rabies Lab for testing. Pets that may have been exposed to rabies through wounds of unknown origin or contact with a rabid animal are also quarantined.

Municipal Animal Inspectors are also responsible for livestock inspections and may be called to assist with domestic animal disease quarantines in the event of an outbreak. Livestock inspections are a census of the domestic animal population of the City and ensure that all of the animals appear to be in good health and free from disease, proper animal housing, and ample food and water are supplied. The annual livestock census, required by the Massachusetts Department of Agriculture, Division of Animal Health, is taken by the sworn Animal Inspectors of this Department. There are more than 56 different locations that keep livestock and fowl within the City of Framingham. Animal inspections are completed between

September 1 and December 31 each year. These inspections cover chickens, goats, turkeys, geese, ducks, sheep, horses, ponies, donkey, alpaca, llama, beef and dairy cattle, game birds, Guinea hens and peafowl.

Respectfully submitted,

Katherine J. MacKenzie
Director of Animal Control

AUXILIARY POLICE

The 16 dedicated officers of the Framingham Auxiliary Police completed another outstanding year of service to the community. For the past 78 years, the Auxiliary Police have been an active and vital component of the Police Department. The Auxiliary Police are one facet of community policing in the City, whereby members of the community volunteer to assist the Framingham Police Department in making Framingham a better and safer place to live and work.

The Auxiliary Police, under the guidance of Auxiliary Captain Marc Spigel, have a well-defined training program in which officers attend an academy for reserve police officers and are trained in first responder first aid and CPR/AED. Annually, the Auxiliary Officers keep their skills and certification current with field and in-service training. The result is a professional Auxiliary Police Organization that stands ready to assist this Department.

During the year, the Auxiliary Officers volunteer countless hours of their time to help make Framingham a better place to live and work.

You can see some of their volunteer efforts in action at community events such as Concerts on the Green, charitable road races, and child safety programs. As part of the Framingham Emergency Management Agency, Auxiliary Police Officers provide assistance at the Emergency Operations Center and emergency shelters as needed, and are trained in the National Incident Management System.

Advocates' Jail Diversion Program

The Advocates' Jail Diversion Program (JDP) enlists master's level Co-Response Clinicians to be physically embedded in the Framingham Police Department for over 80 hours a week between the hours of 7:30 am-11:30 pm. In FY'20, these Co-Response Clinicians provided support, resources, and services to over 782 individuals experiencing a psychiatric crisis or substance use disorder that members of the Framingham Police Department encountered.

During FY'20, a total of 122 individuals with behavioral health conditions were diverted from arrest by Framingham police officers and into treatment facilitated by the Co-Response Clinicians. The average percentage of those eligible for arrest diversion who were diverted is 87%. In addition to the benefit of diverting individuals in crisis from arrest, these diversions represent an estimated cost savings of \$307,440* to the criminal justice system (\$2,520 per arrest event).

Having JDP clinicians on scene with Framingham Police Officers also allows for on-scene de-escalation, assessment, and referral to community-based treatment. In FY'20, 199 individuals were diverted from unnecessary emergency room transports, which represent an estimated health care cost savings of \$796,000* (\$4,000 per ED diversion).

The Framingham Compassionate Addiction Recovery Education Service (CARES) continued operation during FY'20. The primary goal of Framingham CARES is to reduce the number and frequency of opiate overdose deaths in the Framingham community. This initiative has been developed to respond to individuals as soon as possible post opiate overdose/Narcan administration and connects them to appropriate treatment resources including Advocates' Recovery Coaches. Lessening the shame and stigma associated with substance use has been identified as a key tactic in helping those in need of assistance.

The Framingham Jail Diversion Program continues to be referenced as a best practice/gold standard in policing/behavioral health partnerships and has been successfully replicated across the Commonwealth and beyond.

*Formula cited in "Massachusetts Department of Mental Health Report on Pre-Arrest Jail Diversion Programs", presented by Dr. Deborah Pinals, Assistant Commissioner for Forensic Services, Massachusetts State House, October 6, 2009.

MISSION STATEMENT

The Framingham Fire Department is a group of dedicated professionals committed to assist and protect the citizens of Framingham. In addition to firefighting and public safety services, the Department provides efficient emergency medical care and advanced technical rescue services to the community. Through collaboration and education, our mission is to prevent possible disastrous incidents from occurring and to minimize damage to life, property, and the environment.

The Department employs the highly effective National Incident Command System in emergency operations. Planning for “all hazards” and “unified” command are two core principles. The Department’s highly skilled members provide emergency services and technical expertise for medical emergencies, hazardous material incidents, environmental emergencies, structural collapse, industrial accidents, specialized rope rescue and water rescue and recovery incidents.

The Framingham Fire Department experienced changes in FY’20 caused by the retirement of fourteen (14) personnel, sixteen (16) promotions, eight (8) new hires and two (2) military deployments.



Framingham Fire Station #2

Retirements: (years of service)

Fire Chief Joseph Hicks (32)	Firefighter Jerome Farias (32)
Deputy Chief Steven Magri (34)	Firefighter John Hedges (32)
Deputy Chief Brian Connolly (32)	Firefighter Helen Pruyn (31)
Deputy Chief Bradford Smith* (32)	Firefighter Banfield Nelson (26)
Lieutenant James King (32)	Firefighter Julio Feliciano (18)
Lieutenant Joseph Mazzola (32)	Firefighter Christopher Carvalho (16)
Firefighter William Cline (34)	
Firefighter Duncan Duval (32)	

*Active Duty Death

Military Deployments

Captain Ryan Sullivan Firefighter Edgar Cupertino

New Hires:

Firefighter Kevin Aguirre, Jr.	Firefighter Jose Gomez	Firefighter Joseph Segal
Firefighter Thomas Cunningham	Firefighter Michael Kennedy	Firefighter Michael Sweeney
Firefighter Sean Davis	Firefighter Isaac Rivera, Sr.	

Promotions:

Fire Chief Michael Dutcher	Captain Vincent Zanella	Lieutenant James Kellett III
Deputy Chief James Ahearn	Captain Wilfred Gingras	Lieutenant Trevor O'Leary
Deputy Chief Jose Lopez DeVictoria	Captain Nicholas McCue	Lieutenant Chad Sexton
Deputy Chief Bradford Smith	Captain Jose Rubio, Jr.	Lieutenant John Sulfaro
Deputy Chief Felix Torres	Lieutenant Guilherme Barroso	
Captain Joseph Ahearn	Lieutenant Joseph Curtis	

Total Alarms

The Framingham Fire Department responded to a total of 13,970 incidents in FY'20, of which 11,458 were calls for emergency service. The remainder includes inspections, investigations and code enforcement activity.

Highlights in Review

The Framingham Fire Department provides Fire, Rescue and Emergency Medical Services to those who live, work and travel through the community.

In FY'20, after 32 years of service to the Framingham Fire Department, Fire Chief Joseph Hicks retired. His actions in the realm of firefighter safety and wellness for the Department will be missed. The Mayor appointed Michael Dutcher, who has served the Department for 22 years, as the Fire Chief.

Although construction was substantially completed in FY'19, the new fire station in Saxonville, Framingham Fire Station #2, was officially put into operation on July 17, 2019. This station currently houses a fire engine and Paramedic-level ambulance 24/7. The Department is extremely grateful for the support of this project to replace a much-outdated station, and to provide a home for a full-time ambulance in this area of the City.

Total Emergency Calls

FY'20 Responses:	11,458
FY'19 Responses:	11,960
FY'18 Responses:	11,944
FY'17 Responses:	11,520



Factory Final Inspection – New Engine 2



*Mayor Spicer & Fire Chief Hicks
Fire Station #2 Ribbon Cutting*

In FY'20, the Department responded to 46 structure fires and there was approximately \$1,460,000 in property losses due to fire. We also responded to 445 cooking fires, 21 vehicle fires, and 92 outside fires which include brush, grass and mulch fires. Fires were the most serious of incidents, but the majority of all responses were medical and rescue emergencies. There were 7,603 medical responses.

Significant Structure Fires

8/27/19: 47 Agnes Drive – 1-Family Home

10/9/19: 8 Hancock Lane – 1-Family Home

1/2/20: 1321 Worcester Road – High-Rise
Condominium Building

1/12/20: 221 Central Street – 1-Family Home

1/20/20: 46 Swift Road – 1-Family Home

3/22/20: 37 Treeland Drive – 1-Family Home

4/21/20: 15 Weld Street – Condominium Building

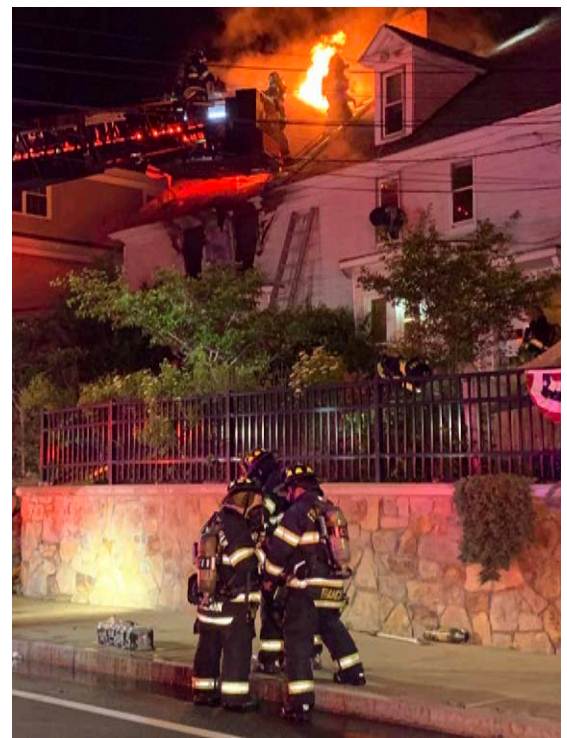
6/5/20: 15 Water Street – Apartment Building

6/6/20: 41 Hemenway Road – 1-Family Home

6/29/20: 43 Second Street – Condominium Building

Of the significant fires that occurred in FY'20, the fires at 15 Water Street, 46 Swift Road, and 1321 Worcester Road, stand out situationally. The fire at 15 Water Street started in the middle of the night in a 4-unit apartment building. After being delivered from the factory in January, this was the first time that the new Engine 2 was the first-arriving unit for a significant fire. Due to a delay in calling the Fire Department, the contents of the apartment, and the historic construction of the building, fire crews were met with a fast spreading fire that was producing very high heat. It was determined the fire was caused by an unattended lit candle. The fire at 46 Swift Road was tragically a fire fatal to the sole resident of the single-family home. Because the smoke alarm system had been disabled, the fire was not discovered by a passerby until hours after it started. It was determined that the fire was caused by a carelessly discarded cigarette. The fire at 1321 Worcester Road was a challenging fire with delayed Fire Department notification in an occupied high-rise condominium building. Upon arrival, the Fire Department was met with fire in a multi-story concealed mechanical shaft, as well as the concealed space above the uppermost floor. It was determined that the fire started in the exhaust system for the common laundry-room dryers on each floor, and quickly spread through the lint buildup in the system.

The Fire Department operated through a significant portion of FY'20 under the COVID-19 Pandemic. During this time, the Department continued to provide the same level of services to the Framingham community. Continuously implemented policies and procedures, advanced PPE procurement, increased training, and assisted the personnel in being free of any diagnosed cases. A shift in calls for service was also observed, where the nature of medical patients' illnesses was more severe than in recent years, in spite of fewer responses. The Department is very grateful for the community's support during these unprecedented times.



Water Street Fire – 6/5/2020



1321 Worcester Road Fire – 1/2/2020

Grants and Partnerships

The Fire Department was successful in obtaining some outside funding through grant awards from the Massachusetts Executive Office of Public Safety, the Massachusetts Department of Fire Safety, and private donations, and we will continue to seek additional outside revenue sources and grants. Some of these grants are listed below:

- SAFE-Student Awareness of Fire Education: \$6,963 public safety education
- Senior SAFE Grant - \$2,930
- Private Donations - \$18,000

In 2020, the Department received a \$63,984 Public Safety Municipal Staffing Grant award and a \$3,240 PPE Grant award, both from the Massachusetts Executive Office of Public Safety & Security. The funding was obtained to support overtime and PPE purchase costs incurred from hiring multiple new firefighters and temporary vacancies due to the unusually high number of recent retirements. Half of the award will be used in FY'20 and the remaining half will be used in FY'21.

The operation of the Fire Department is diverse and complex. We do more than simply respond to fires, rescues and medical emergencies. Because some of the incidents we

encounter are larger or more technical than the resources readily available to the Fire Department, we work collaboratively with various departments and agencies both in and outside of the City. Some of these regional partnerships include:

- MetroWest Medical Center
- Massachusetts Hazardous Materials Response Team
- Massachusetts Emergency Management Agency (MEMA)
- Massachusetts Bay Community College
- Massachusetts Fire District 14
- Regional Emergency Planning Committee (REPC)

Collaborative relationships with our neighboring communities and supporting agencies allow for shared resources and mutual aid assistance, ultimately improving public safety with minimal expense.

FIRE PREVENTION DIVISION

The Division of Fire Prevention is managed by a Fire Marshal, who supervises an Assistant Fire Marshal and two Fire Inspectors. This group attends professional training with the state Fire Marshal's Office. Professional memberships and ongoing education with the Fire Prevention Association of Massachusetts (FPAM), the International Association of Arson Investigators (IAAI), and the Massachusetts Department of Fire Services (DFS) assists with maintaining consistent, professional standards.

The Division's major areas of responsibility include fire code violation investigations, public safety education, construction plan review, fire code permitting, and fire cause determination.



*Firefighters Show Donated Masks for Covid-19 Pandemic
(w/ Lip Reading Windows)*

Other responsibilities include representation on the Traffic and Roadway Safety Committee, the Technical Review Permitting Team, the Code Enforcement Task Force, and the Interdepartmental Community Support Team. The Division collaborates with all Framingham Departments from the schools to public works.

The Assistant Fire Marshal assists with the Division's responsibilities and fills in with the Marshal's absence. The Assistant Fire Marshal works closely with the Building Department in permitting approvals. He schedules acceptance testing with fire protection contractors, conducts meetings with general contractors, engineers and property owners for proposed projects, and addresses any problems that arise during construction and final inspection.

The inspectors are responsible for reviewing fire permits and conducting the subsequently required inspections. Acceptance tests are a major area of responsibility in which the Fire Inspector witnesses the proper operation of fire and life safety systems prior to a new tenant or owner occupying a residential or commercial space. The inspectors are the "boots on the street" engaging with the community to promote and enforce safety interpretations and fire protection issues.

All of the Fire Prevention officials have some level of responsibility with the Schools. The SAFE grant is a major resource in providing public education in collaboration with the Framingham Public Schools' Superintendent's Office. The Fire Prevention Division and the Department look forward to continually improving this successful and cooperative venture.



Brewster Ambulance Fleet – Framingham Dedicated Units

A major goal of the Framingham Fire Department is emphasis on community risk reduction and prevention by conducting life safety education programs in the community. Seniors are identified to be at risk and remain a primary focus. The Callahan Senior Center and Framingham Housing are two major resources in assisting with elder safety. In FY'20, the Fire Prevention Division continued its campaign to conduct fire safety visits and install smoke alarms in seniors' homes at no cost. Several of Framingham's senior residents took advantage of this program.

In addition to hundreds of occupancy inspections, a summary of permit activity in FY'20 includes:

- 732 residential smoke detector permits
- 1,770 fire alarm system permits
- 589 sprinkler system permits
- 264 oil burner permits
- 117 flammable liquid storage permits
- 54 propane storage permits
- 91 welding permits

In FY'20, in collaboration with the Health Department, the Fire Department continued its program that utilizes the City's social worker to assist Framingham residents that call for 911 emergency services and exhibit propensity for hoarding, self-help deficiencies, or frequent non-emergency requests.

TRAINING AND EMERGENCY MEDICAL SERVICES DIVISION

Our motto is “Every day is a training day.” The Training Division is managed by a Deputy Chief and assisted by a Lieutenant assigned as the EMS Officer. Federal and state mandates dictate much of the required training. Personal protective gear, specialized tools and equipment, and technological advances place a strong demand on the Training Division. In addition, the Division is tasked with delivering a wide range of training to meet myriad recognized standards. Since training is performance-based, firefighters must demonstrate skill competence. Solid basic training is the primary objective and foundation for all training.

The Deputy Chief and EMS Officer are also safety officers for the Department. Reviewing accidents and injuries to provide insight and potential solutions is part of their responsibility in promoting safety.

The Emergency Medical Services (EMS) Officer acts as the liaison to local agencies, regional hospitals, state agencies, and the National Registry of Emergency Medical Technicians (NREMT).

The end of FY’20 marks the end of the first full year with Brewster Ambulance Service serving as the contracted ambulance provider for the City of Framingham. The City now has five full time ambulances operating at the Advanced Life Support level (Paramedic level). Along with a dedicated Paramedic supervisor, this is almost a double increase in such available services compared with previous providers. This allows for the staging of ambulances in all geographic regions of the City and will result in a decrease in medical response times for those in need.

A compliment to the Department is the fact that Framingham is a desired system to work in as an EMT. Amongst our peers, we are considered a professional, highly skilled public service organization that is looked upon as a resource and model for others to follow. We are proud to hold that reputation and assure it will continue.

On behalf of the Framingham Fire Department, I would like to thank the governing officials, businesses, and citizens for their assistance and support.

Respectfully Submitted,

Michael D. Dutcher, Fire Chief
Framingham Fire Department

ADMINISTRATION & FINANCE

The Administration & Finance Department provides for the consolidation of all administrative, financial, and human resources functions within the Department of Public Works (DPW). The Department strives to enhance the efficiency and accuracy of those functions within the Department through the use of professional practices.

The Department's core mission is to provide service and technical support to the major Departments within DPW: Highway, Sanitation, Lighting and Signals, Water, Wastewater, Engineering, and Fleet, as well as providing other City departments with information in a timely and accurate manner.

Department staff manages Water and Sewer utility billings for the City, servicing customers via telephone, mail, email, and in-person. Most Framingham residential customers are billed quarterly for water and sewer usage, while commercial, industrial, and high-volume customers are billed monthly. The Department issued 73,438 bills in FY'20. Currently, 637 customers are enrolled in the City's online automatic bill payment program, while an additional 3,751 manually pay their bill online. Department staff also administers the Water and Sewer Discount Program resulting in annual savings of \$139,500 for 744 eligible account holders. Staff also execute the Utility Abatement Policy, which adjusts water and sewer bills for errors and major leaks.

Department staff coordinates new staff hiring; manages payroll and personnel activities for approximately 170 DPW employees; processes thousands of vendor invoices; manages operating, enterprise, grant, and revolving fund budgets; processes walk-in scheduling requests for sanitation pickups; records fuel inventory activity and generates internal invoices for City departments drawing fuel from DPW's Western Avenue fuel pumps; processes over \$100,000 in revenue deposits; and coordinates state and federal reimbursements.

ENGINEERING AND TRANSPORTATION DEPARTMENT

The Engineering and Transportation Department is responsible for the planning, design, and construction of capital roadway and utility infrastructure projects; maintaining compliance with various state and federal programs such as National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Separate Storm Sewer System (MS4) permit; managing the City's Street and Trench Opening Permit programs; reviewing development and redevelopment plans to ensure roadway and utility changes conform to the City's construction standards; and inspecting modifications and expansions to the roadway, water, sewer, and stormwater infrastructure. The Department also provides technical expertise to the operational departments of Public Works; other City departments; various boards, committees, and commissions; maintains an extensive Geographical Information System (GIS), and is the custodian of a large collection of historical paper plans and documents.

Design Projects

FY'20 utility design work included water & sewer improvements in the Arlington Street area, the Blackberry Lane wastewater pumping station, water and sewer improvements along Central Street, the Edgell Road water pumping station, water improvements on Flagg Drive, the Flanagan Drive, and Garvey Road wastewater pumping stations, sewer and drainage improvements within Mary Dennison Park, and water and sewer on the westbound side of Worcester Road between Concord Street and the Natick town line.

Transportation design work included the intersection of Concord, Central, and Water Streets, the intersection of Edgell Road, Edmands Road, and Water Street, the intersection of Edgell Road and Central Street, the intersection of Fountain Street and Dudley Road, the Potter Road Bridge, the Union Avenue from Main Street to Concord Street.

Utility Construction Projects

Transportation construction projects in FY'19 included: the replacement of three culverts and roadway rehabilitation on Concord Street between School and Cherry Streets, rehabilitation of the Salem End Road Bridge, replacement of the retaining wall at 3 Sudbury Landing, and Phase II of the Dudley Road Multi-path.

Transportation Construction Projects

Transportation construction projects in FY'20 included the replacement of the Beaver Street Bridge, roadway rehabilitation on Concord Street between School and Cherry Streets, the widening of Marble Street (with new sidewalks and lighting), and rehabilitation of the Salem End Road Bridge.

Grants

The Federal Emergency Management Agency (FEMA) awarded the City a Flood Mitigation Assistance (FMA) grant for \$75,000. The FMA grant program is a nationally-competitive annual grant program that provides significant opportunities to reduce, minimize, or eliminate potential damages to property and infrastructure from natural hazard events. This project focuses on one of the more impacted neighborhoods near Walnut Street in northeast Framingham to better understand the specific flooding causes and ways to mitigate flooding.

The Massachusetts Executive Office of Energy and Environmental Affairs (EEA) awarded the City a Municipal Vulnerability Preparedness (MVP) program action grant in the amount of \$206,850 to complete the Walnut Street Neighborhood Flood Mitigation study. This project supports the FEMA grant flood mitigation efforts and addresses one of the high priorities of Framingham's Community Resilience Building Workshop and Multi-Hazard Mitigation Plan. The challenges of mitigating storm impacts in this neighborhood exemplify the need for a City-wide, long-term, sustainable stormwater program. Therefore, this project also proposes to assist the City with the development of a stormwater enterprise to provide a sustainable program and funding for the City's stormwater infrastructure.

In conjunction with the Community & Economic Development (C&ED) Division, the \$3,400,000 MassWorks grant for the reconstruction of the Nobscot intersection was received.

The Department supported statewide and regional stormwater coalitions in the award and implementation of over \$135,000 MS4 Municipal Assistance grants from the MassDEP. The grants resulted in Phase III of the statewide "Think Blue Massachusetts" public education campaign, which had over 13 million impressions on social media. The grant also provided free annual training for municipal staff as required by the MS4 permit.



DPW staff educating the community on the effects of water pollution.

The DPW was awarded a Community Grant from the Sudbury, Assabet, and Concord Wild & Scenic River Stewardship Council to purchase a 3D EnviroScope® Ecological Restoration (Wetland & Floodplain Management) model. The model provides a hands-on, interactive demonstration of the sources and effects of water pollution and ways to prevent pollution. DPW uses the model for classroom programs and at public events.

Preparedness, Permitting, and Support

Despite the COVID-19 pandemic, the U.S. Environmental Protection Agency (EPA) did not relax or extend any permit requirements. Framingham was still required to comply with the NPDES MS4 permit requirements for stormwater discharges from the public drainage system. The Department updated the City's Stormwater Management Plan (available on the Department's website), which summarizes the City's plan for complying with the permit requirements. The Department submitted the first annual report for the new permit to EPA and MassDEP, which provides a summary of compliance efforts. For compliance with Year 2 of the permit, the Department updated the City's drainage system mapping; completed Stormwater Pollution Prevention Plans for City facilities, conducted outfall inspections, coordinated annual training; conducted site inspections to ensure erosion and sediment control compliance at construction sites; and continued public education and outreach.

In FY'20, the Department led a working group consisting of staff and members of the Conservation Commission, Planning Board, Department of Public Works, and the Mayor's Office to conduct a careful review of existing bylaws and regulations and drafted a proposed new stormwater ordinance to meet new permit requirements. The proposed "Stormwater Management and Erosion Control Ordinance," which was presented to the City Council in February 2020, consisted of two fundamental components. One addressed the NPDES MS4 permit's new, more stringent requirements for new development and redevelopment. The other component of the ordinance would have authorized the City to create a stormwater enterprise.

In March 2020, the ordinance was referred to the City Council's Finance Subcommittee. The ordinance was put on hold as the City began to adapt to the unexpected financial burdens resulting from the COVID-19 pandemic. The City leadership decided to defer a potential new stormwater enterprise and associated fee to better support our local families and businesses during this unprecedented time. The stormwater enterprise authorization has been removed from the draft ordinance.

The Department continued to be actively involved in the Central Massachusetts Regional Stormwater Coalition (CMRSWC), a group of communities working to manage municipal stormwater and to meet the requirements of the MS4 Permit. The Department also continued to take an active role in the Massachusetts Statewide Municipal Stormwater Coalition. The City's Senior Stormwater & Environmental Engineer was selected to serve as the chair of both the regional and statewide organizations. In this role, she presented at an EPA New England Soak up the Rain webinar on December 5, 2019, titled "Working Together: Collaborative Stormwater Management in Central Massachusetts." On January 9, 2020, she co-presented on maximizing the effectiveness and efficiency of public outreach efforts about stormwater pollution at the statewide, regional, and local levels for the National 303(d)/TMDL webinar series hosted by NEIWPCC. She also co-presented a session titled "NPDES MS4 Permit: How are Municipalities Complying with Permit Requirements?" at the Massachusetts Association of Conservation Commissioners' Annual Environmental Conference on February 29, 2020.

Department personnel presented on stormwater at several City public events, including the Keefe Technical High School's STEM week, Framingham State University's STEM week, 5th grade classroom programs at Potter Elementary School and King Elementary School, Coburnville-Tripoli neighborhood meeting, and City



Council meetings. The Department had intended to support additional public events in the spring and summer 2020, such as Framingham's Earth Day festival, Girls Scouts of Eastern Massachusetts Annual STEM conference at FSU, and Riverfest, but these events were canceled due to the COVID-19 pandemic.

The Department conducted an annual inspection of the Saxonville Flood Damage Reduction System (a.k.a. Saxonville Levee) with the US Army Corps of Engineers (USACE). The Department prepared semi-annual reports and managed capital improvements identified by the USACE to maintain the system's efficiency.

Upon request of the Traffic Commission, the Department provided professional opinions on rules, regulations, and standards in regards to roadway street signage, speed limit regulations, and school zoning layouts. The Department also provided staff and resources in the cataloging and inventorying of the City's Sign Inventory, which will be used to update the City's Traffic Rules and Orders. The Department also worked on coordinating with an outside consultant to prepare reports in regards to safety improvements along several corridors within the City.

The Department continued to provide City GIS support, including assisting the field capture and update of the City's traffic sign inventory at more than 7,500 field locations with necessary hardware, software, mapping, and field work. Other initiatives include developing and maintaining GIS data layers of roadways with bicycle lanes to support the City's Bicycle and Pedestrian Plan, and providing web-based mapping tools of food and donation information to support the City's COVID-19 information outreach response. The maintenance and update of the City's GIS layers included the addition of changes from 12 Capital projects, including the Indian Head Heights Water Storage Tank, Fountain Street Utility Improvements, Dudley Road Multi-Use Path, Lanewood Street Siphon, and Hollis Street Redundant Water Main projects. Working with a consultant, the GIS staff has added a municipal drainage catchment GIS layer, a requirement for NPDES MS4 compliance, as well as developing GIS tools and methods for outfall inspection and sampling.



Lastly, in FY'20, the Department conducted 900 total inspections primarily of private work within the right-of-way or involving public infrastructure. These inspections ranged from single-family residence water/sewer connections to large scale projects such as private utility gas main installations or private developments. Noteworthy items include 59 Fountain Street, 175 Millwood Street, and 266 Waverly Street multifamily residential housing projects, the Flagg Drive Middle School, and the 130 Worcester Road hotel and restaurant project. The permitting work included over 800 Street and Trench Opening Permits, 43 Public Way Access Permits, and a review of 241 plan submissions. The survey staff conducted 285 survey projects and record research.

The permitting and inspection staff initiated a new field automation tool. The administrative staff responded to 160 record requests, including 38 formal public records requests.

The administrative staff continued the file digitizing program and supplemented metadata on thousands of scanned archived files. In FY'20, the staff entered metadata for 2,370 scanned files.

FLEET, FACILITIES, AND COMMUNICATIONS DEPARTMENT

The Fleet, Facilities, and Communications Department provides critical support services to various public works programs and also provides vehicle and equipment maintenance support to other agencies within the City. The Department is responsible for the development and implementation of professional fleet management standards and practices; the design and procurement of all public works vehicles and equipment; providing standardized maintenance management practices for all Public Works facilities including water, wastewater, and pumping stations; and the technical management of the telecommunications network that provides a critical service component to the Department's Emergency Management Response Plan.

The Department continues to be one of three major equipment and materials cache sites for the Northeast Homeland Security Regional Advisory Council (NERAC). The Department is responsible for staging, maintaining, and distributing equipment and materials for the NERAC cache.

The Department also manages the acquisition and distribution of over 300,000 gallons of gasoline and diesel fuel to all City departments that utilize the DPW's fueling system.

Fleet Management

In FY'20, the Department procured the following specialized pieces of equipment and vehicles: four (4) 11,000 gross vehicle weight (GVW) cab and chassis trucks with service bodies and plows; one (1) 15,000 GVW multi-purpose dump rack truck with a plow; two (2) sidewalk tractors; one (1) heavy-duty street sweeper; and two (2) 68,000 GVW 10 wheel dump trucks. When purchasing these items, the Department utilizes several contracts to obtain the best pricing available. Fleet Services continues to take advantage of multiple state contracts, the National Joint Powers Alliance (NJPA), and the U. S. Communities Government Purchasing Alliance.

This past winter was the 13th season that the Fleet Services Technicians set up a temporary service facility on the north side of the City during snow and ice events. This continues to work well in providing the technicians a closer proximity to make repairs while reducing a vehicle's time out of service that would occur if returning to the Western Avenue facility on the south side of the City.



DPW staff maintains the City's snow and ice fleet.



A fleet welder prepares shoes for a sidewalk tractor.

Facility Maintenance

The oil/water separators at Western Avenue and the Recycling Drop-off Center (RDC) continue to be inspected quarterly and pumped out in compliance with per the Massachusetts Department of Environmental Protection (MassDEP) regulations at a minimum annually or sooner if needed. The Department continues to perform full load tests on the emergency/

standby generators at both the Western Avenue and Henry Street facilities. Tests are conducted quarterly to ensure proper operation along with a semi-annual maintenance program. The annual fire sprinkler inspection was performed at the Western Avenue facility.

The Spill Prevention Control and Countermeasure Plans (SPCCP) continue to be reviewed annually to ensure accuracy. This plan outlines the Department's Response to an uncontrolled release of hazardous materials and includes the City's pumping stations and the RDC.

The fleet department also maintains the Watson Place flood control levee pumping station. With diesel-powered pumps and generators, this facility must be "turn-key" in the event it is called upon.

HIGHWAY DEPARTMENT

The Highway Department is responsible for the maintenance and repair of the City's roadways, sidewalks, stormwater utilities, and public shade trees. The Department responds to emergency events such as hurricanes, high winds, and heavy rainfall events. Response to these events is critical to the protection of life and property. The Department is also responsible for the resulting debris management.

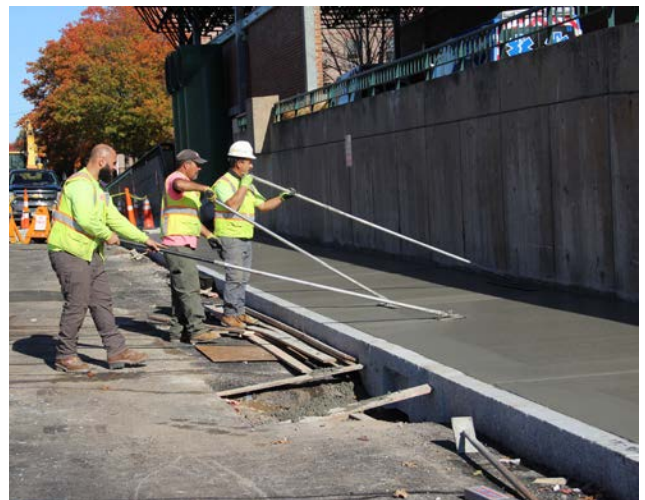


Prepping for salt spreading in the winter

Pavement Management Program

Roadway projects regularly undertaken by the Highway Department consist of the replacement or upgrade of roadways through rehabilitation or surface treatment, and roadway appurtenances for adherence to current regulatory standards. Upgrades include new pavement markings, street signage, sidewalks, granite and bituminous curbing, ADA compliance handicap ramps, and curb-cut control measures. Drainage improvements are undertaken when possible in conjunction with roadway projects.

The Department continued to integrate and manage the use of specialized contracted equipment in conjunction with in-house resources to complete road maintenance operations. In FY'20, the program performed road rehabilitation on over two centerline miles of roadway, sidewalk rehabilitation on two and a half miles of sidewalk, emergency repairs, preventative maintenance, and the filling of approximately 11,000 potholes.



Pouring sidewalks on Evergreen Street

Snow and Ice Management Program

The Snow and Ice Program is one of the most critical public safety responsibilities charged to the Department of Public Works. Management of this operation requires the integration of City resources with plowing contractors in response to an extensive number of uncontrollable factors to successfully mitigate the impact on residents and all those traveling through the City.

The Department is responsible for providing safe roadways and sidewalks both during and after snow and ice events. These operations include anti-icing and de-icing, plowing, and snow removal from 237 centerline miles of public roadway, 40 municipal parking facilities, 84 miles of sidewalks, 166 crosswalks, 190 cul-de-sacs, 11 school paths, 31 school crossing-guard stations, and all student drop-off areas. The Department also distributes and fills 52 sand barrels located on hills throughout Framingham for resident and vehicular use.

The Department has integrated the City's GIS with an Incident Command Structure to manage each event. The Department also installed Global Positioning System (GPS) units into de-icing and some plowing equipment. The purpose of this strategic effort is to provide a high level of accountability while applying the appropriate amount of resources to each weather event. In an effort to be fiscally responsible, the Department has developed a strategy to focus on main roads with greater speeds and higher traffic volumes, while utilizing a measured response on secondary roads, making them safe and passable. Material spreader trucks are equipped with a computerized distribution system that operates according to ground speed to ensure the uniform application of de-icing materials.

Stormwater Management Program

The stormwater system consists of more than 200 miles of surface and subsurface drainage systems, over 10,000 catchbasin and manhole structures, and more than 630 drainage outfalls. During FY'20, 315 manholes and catchbasin structures were adjusted, rebuilt, or repaired; over 8 miles of drain line was cleaned, and 2.5 miles was inspected utilizing closed-circuit television equipment. Additionally, the Department performed multiple drainage system repairs, including the Salem End Road culvert, the Singletary Road culvert, the Johnson Street culvert, and outfall, Beaver Street drain line, and Kendall Ave drain line.

Deficiencies in the stormwater system throughout the City are a major source of unscheduled overtime and emergency repair costs incurred by the City. To maintain compliance with the U.S. Environmental Protection Agency's NPDES Stormwater Permit, a vigorous year-long effort is made to clean all City-owned catchbasins utilizing in-house resources to remove and dispose of silt, sand, and debris. In FY'20, 6,533 catch basins were cleaned in accordance with the permit, and over 860 tons of material was disposed of as a result of this effort. Additionally, the second year of the NPDES permit required the Department to inspect Water Quality Best Management Practices (BMPs). Department personnel researched, inspected, and in some cases, were able to clean installed BMPs throughout the system.

The Department prioritizes capturing sand and debris before it enters the stormwater system. Therefore, the Department has put an aggressive street sweeping program in place, including the daily sweeping of main streets, weather permitting, and the annual City-wide street sweeping program, which was delayed this year due to the operational challenges presented by the COVID-19 pandemic. The Urban Street Sweeping Program encompasses approximately four designated urban areas and consists of 30 miles of roadway, which is swept monthly from April to November. The Department installed



Cleaning one of the 10,000 catchbasins maintained by the Framingham DPW.

3-hour parking restrictions to allow for more efficient street sweeping operations. Overnight sweeping of the streets in the Downtown Business District minimizes the entry of materials into the system and provides a clean environment. Parking is restricted during overnight hours to allow for the sweeping of over seven miles of roadway each night.

The Department is responsible for the maintenance, inspection, and operation of the City's Saxonville Flood Levee System, consisting of 2,500 feet of earthen dikes, 1,340 feet of concrete floodwalls, 1000 feet of channel realignment, a pump station, interior drainage, and a vehicular flood gate.



An aggressive streetsweeping program is a key part of the City's comprehensive stormwater plan.

Traffic Systems Management Program

The Department manages the maintenance, fabrication, and placement of the City's regulatory, advisory, and street signage; steel-beam safety guardrails; installation of new and annual maintenance of existing pavement markings; and the work zone safety program for Department operations. Other responsibilities include the advance planning of roadway traffic management during infrastructure improvements; posting street-by-street "no parking" signage to advance street sweeping and snow removal operations efficiently; installing and/or replacing hundreds of regulatory and advisory signs; responding to Police, Fire, and other safety-related roadway issues requiring emergency traffic management, and assistance for scheduled events.

The Department also manages the annual painting of 85 miles of yellow centerline, 54 miles of white edge line, and over 726 crosswalks, 792 stop bars, and over 600 arrows and symbols throughout the City. The Department is responsible for the signage and pavement marking upgrades made in conjunction with the Annual Road Program.

Tree Warden & Forestry Management Program

Framingham was named a Tree City USA again in 2019 for the 29th consecutive year. The Department is responsible for the promotion, preservation, and enhancement of the shade tree environment through the application of best management practices and public education campaigns. Additionally, the Department is responsible for managing the maintenance of the City's estimated 10,000 public shade trees and for the development of a Public Shade Tree Program for the community. The Department plans an annual Arbor Day celebration, which is usually held in conjunction with the Parks Department, the Keefe Tech School, and private contractor volunteers. Unfortunately, this year's event was canceled due to the COVID-19 pandemic.

Statutory requirements to maintain minimum clearance over the 225 centerline-mile roadway network is a primary and recurring function of the Department. In FY'20, over 63 miles of pruning was completed to provide clearance and safe travel lanes. Additionally, the City works in conjunction with Eversource to ensure that its line-pruning practices are appropriately managed. The City's shade trees require routine maintenance to prevent them from becoming a liability for the City. The tree crew performs monthly surveys to identify hazardous and diseased trees and takes corrective action to minimize the damage. The Department responds during severe weather events and provides cleanup and removal of storm debris.

The Tree Warden conducts frequent hazard tree assessments, prescribes treatment, oversees removals, and participates in public hearings on issues related to trees within the Public Right of Way. The Department routinely responds to residents' inquiries and requests for tree related services. In FY'20, personnel performed 178 hazard tree removals and planted 41 trees. Tree work, including removals, was put on hold during the COVID-19 pandemic in order to focus on other operational needs.

In FY'20, the Department initiated a set-back planting program where trees are planted on private property per the request of the homeowner and provide the benefits of shade trees to the community.

Vegetation Management Program

The Department oversees the City's vegetation management program that is permitted annually by the Massachusetts Department of Agricultural Resources Pesticide Bureau. The Department uses best management practices to control unwanted curbside vegetation growth. Additionally, a landscape crew maintains approximately 80 various locations that require consistent mowing, mulching, weeding, and watering. The Department has successfully undertaken roadside mowing with in-house resources this year.

Sanitation Department

The Sanitation Department is responsible for managing the City's solid waste; overseeing the curbside solid waste and recycling programs; containerized collections at condominiums and municipal facilities; as well as the Recycling Drop-off Center (RDC) on Mount Wayte Avenue and the Yard Waste Drop-Off on Dudley Road.

In FY'20, the Department fielded requests from residents to exchange their recycling carts, usually to increase capacity, totaling approximately 600 exchanges, drop-offs, or other issues resolved. There were 6,294 stickers sold, providing access to the RDC. In addition to the difficult to manage waste collected at the RDC, the center collected 400 tons of segregated recyclables. Through fees collected for services, approximately \$215,000 was generated for the City's FY'20 General Fund. Overall, revenue has decreased from FY'19 due to recycling commodities requiring more funding for disposal rather than generating revenue.

The Department managed the collection of refuse and recycling from over 17,000 stops, including the tipping of approximately 36,000 recycling and refuse carts per week. A total of nearly 5,320 tons of curbside recyclables and approximately 13,500 tons of curbside refuse was collected.

The Department provided special curbside collections for brush, leaves, and Christmas trees totaling ten weeks. The Department is then responsible for managing collected waste, including processing and hauling for disposal. The Department offered a Household Hazardous Waste Day to residents at no additional cost. Over 400 residents attended the event.

With global solid waste recycling markets declining, the Department has strived to implement programs to manage fluctuating costs. The Department has worked aggressively to research and develop new waste management techniques that



One of 41 trees planted by DPW this year, on Concord Street.



One of the 36,000 carts DPW picks up each week.

will decrease costs and improve efficiency. The Department has increased inspections of recycling carts and containers to reduce contamination and avoid fines from disposal vendors. The Department has also worked to provide outreach and educational opportunities through the schools and community groups, as well as improved web and mobile applications.

In FY'20, the Department obtained an annual sustainability grant from the MassDEP and was awarded \$35,000.

In light of the COVID-19 pandemic, the Department has prioritized cross-training employees to ensure continued curb-side collection of trash and recycling. The RDC was closed in the Spring, and bulky item collections were delayed until additional COVID-19 safety measures were put in place.



Scene from this year's Household Hazardous Waste Day



DPW staff makes presentation at the King Elementary School.

LIGHTING AND SIGNALS DEPARTMENT

The Lighting and Signals Department is responsible for the operation and maintenance of the Framingham Fire Department (FFD) and DPW communication systems, municipal fire alarm system, City-owned traffic, pedestrian and school zone signals; street lighting; speed feedback signs; the public safety network, the wireless mesh network; and DPW technology services.

Municipal Fire Alarm

The Department maintains 106 miles of fire alarm/communication cable, and 917 fire alarm boxes strategically located throughout the City that report directly to FFD dispatch. Of the 917 boxes, 586 are master boxes that protect individual properties, and 331 are street boxes. During FY'20, approximately 3,355 feet of fire alarm cable was installed for new master/street boxes and to replace the failed/deteriorated cable. Verizon poles are utilized to carry fire alarm cabling throughout the City. Staff transferred fire alarm cable from existing Verizon poles to newly installed ones at 86 locations.

The Department worked jointly with the FFD's Fire Prevention Unit to review fire alarm plans submitted to their Department. In addition, the Department attended meetings with contractors for new interior



DPW staff installing some of the 3,355 feet of the new fire cable this year.

fire alarm and master box installations. Both departments worked together to perform interior system acceptance testing in new and existing buildings.

Traffic Signals

Traffic signals control 51 intersections. Also, three intersections are controlled by flashing signals and two 30 MPH S-curve signs. Staff responded 251 times to intersections for signals not working properly, including signal heads turned, signals burnt out, damage from motor vehicle accidents, repairs, preventive maintenance, and investigations.

20 MPH School Zone Signals

There are 28, 20 MPH School Zone Signals. Of the 28 signals, six are solar-powered. The Department installed two new solar school zone signals on Water Street for the George P. King Elementary School. Staff responded 103 times for signals not working properly, including timing adjustments, signals burnt out, repairs, installation, and preventive maintenance.

Pedestrian Crossing Solar Signals

The Department installed ten new pedestrian crossing solar signals and accepted four additional signals, bringing the citywide total to 58 signals. When properly utilized, a rapid flash beacon will activate. Staff responded 19 times to various signals for maintenance and damage.

Street Lighting

There are 5,170 streetlights throughout the City. Staff responded 103 times for the investigation of malfunctioning streetlights and installed 425 feet of aerial wire to replace failed/deteriorated cable. Seventeen street lights were transferred from existing Verizon poles to newly installed ones at various locations.

Public Safety Wireless Network

The Department is responsible for operations and maintenance of the City's wireless mesh network system, which is made up of 620 radio nodes. Additionally, there are 24 intersections with cameras throughout the City, which operate on the network and require a level of maintenance and sporadic repair.

WATER DEPARTMENT

The Water Department is responsible for protecting public health, safety, and the environment by the distribution of a public potable water supply and the provision of fire suppression service to Framingham's residential and commercial users.

The Department provides for the operation and maintenance of and repairs to the water distribution infrastructure that includes: 265 miles of water main, 18,000 service connections, six tanks storing a total of 8.8 million gallons of potable water, four water pump stations that distribute water to residents from the Massachusetts Water Resources Authority (MWRA) aqueduct, and three booster water pump stations that ensure adequate water pressure throughout the system. The Department is responsible for approximately 2,200 hydrants; 6,100 valves, 21,000 meters, and 2,900 backflow preventers, which are tested twice annually.

The Department reports on water usage on a calendar year basis, and for 2019, an average daily water usage of 5.60 million gallons per day was purchased from the MWRA.

Average Daily Water Usage (Million Gallons per Day)

2015	2016	2017	2018	2019
6.44	6.12	5.67	5.75	5.60

The 2019 water usage follows a trend being observed by drinking water system operators throughout Massachusetts, where their municipalities are exhibiting a decrease in annual water usage from previous years. Water conserving plumbing fixtures and household appliance efficiencies are partially attributable to this decrease. Also, the Water Department continues to place a significant emphasis on reducing water losses by identifying and repairing leaks in the distribution system by performing an annual leak detection survey of the entire distribution network of pipes and hydrants. In FY'20, the leak detection program found and subsequently repaired three leaks with a total potential water loss of 54,720 gallons per day. Through this effort, and in conjunction with the extensive infrastructure improvement projects completed, the City has reduced its average daily water usage by approximately 800,000 gallons per day since 2015.

The last four months of FY'20 have shown a further decrease in average daily water usage. Much of this decrease is attributable to the shutdowns of businesses, industries, and other non-residential water consumers due to the COVID-19 pandemic that began in March 2020 and continued through June.

The Department has continued the practice of identifying and implementing capital improvement projects of limited scope from design through construction, utilizing in-house engineering and operations staff. This practice not only provides the City with significant cost savings over contracting for these services but is also used as a tool for continually training employees. In FY'20, approximately 1,030 feet of water infrastructure and associated appurtenances were replaced using this approach on Lindberg Road and Hampshire Road.

In addition to construction activities, 159 excavations were required for the repair of water system issues throughout the year. To ensure proper hydrant operation, 51 hydrants were repaired, and 40 hydrants were replaced. Further, the Department responded to 676 first response calls for customers in need of immediate assistance.

In FY'20, Department staff completed 522 meter installations, performed 4,404 backflow device tests, and installed 34 new backflow devices.

The Department performed approximately 936 bacteriological tests on a regular interval throughout the year to ensure the quality and protection of the City's drinking water. The City maintained continuous compliance throughout the year with the Environmental Protection Agency's standards related to bacteria testing (Total Coliform Rule). Furthermore, the Department collects drinking water samples from 15 homes annually, which are subsequently analyzed for their lead and copper content. The U.S. Environmental Protection Agency has set the action level for lead in drinking water at 15 parts per billion and copper at 1.3 parts per million, the level that triggers corrective actions to be undertaken by the water supplier. The results of the sampling program have once again successfully demonstrated compliance with these water quality standards.

The Department also has an ongoing program to upgrade the monitoring and control capabilities at our water storage tanks and pumping stations.



One of 51 hydrant replacements performed this year, this one on Old Worcester Road.

WASTEWATER DEPARTMENT

The Wastewater Department is responsible for the collection and transportation of wastewater to the Massachusetts Water Resources Authority's (MWRA) collection and treatment facilities in a manner that is regulatory compliant, economical, and safe to support the public health and sanitation of the City's nearly 70,000 residents.

The Department provides for the maintenance of, and repair to, wastewater collection infrastructure that consists of 226 miles of gravity mains, 18 miles of force (pressure) mains, 43 pump stations, 6,600 manholes, and over 40 miles of cross-country sewer-line easements. Wastewater is conveyed from Framingham to the MWRA, which is charged with the transport and treatment of wastewater from its 43 member communities.

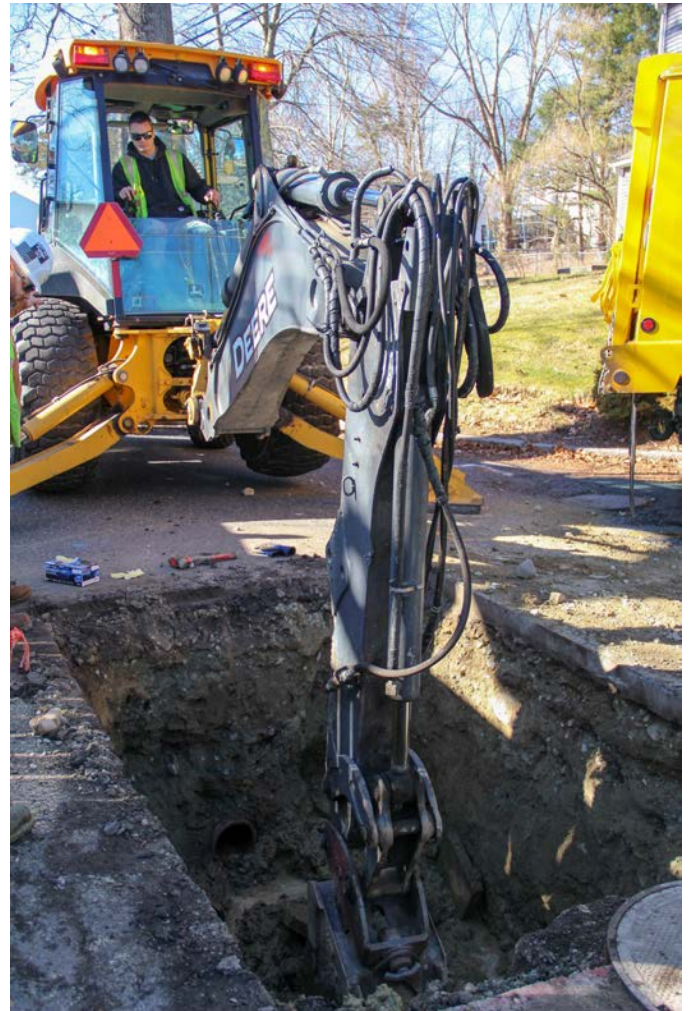
The Department reports on wastewater generation on a calendar year basis, and for 2019, the average daily collection of wastewater was 6.71 million gallons per day. The highest monthly average day flow occurred in April, with 9.02 million gallons per day. The increase in flow is attributable to extraneous infiltration and inflow sources, such as: leaking mains and service connections; roof and area drains; and sump pump discharges that contribute additional flows to the base sanitary flow conveyed by the wastewater collection system. The Wastewater Department continues to aggressively pursue the identification and removal of infiltration and inflow sources through its Capital Improvement Program and by rehabilitation and replacement of sewer mains and manholes by Wastewater Department staff.

As noted in last year's report, Framingham's capital improvement programs were substantially under-funded for decades, and, consequently, critical infrastructure experienced ever-increasing incidents of failure. Throughout the 20th century, the wastewater infrastructure was extended to include service to an area

of increasing development; however, the funding for maintenance and repair did not keep pace with the capital needs of the existing and expanding system. As a consequence, the Department was historically engaged solely in performing unscheduled maintenance and was unable to devote resources to perform critical preventative maintenance and capital improvement to the system. This issue was underscored by the issuance of an Administrative Consent Order (ACO) and Notice of Noncompliance by the Massachusetts Department of Environmental Protection (MassDEP) in 2007.

The ACO required Framingham to undertake major sewer construction and rehabilitation projects over several years with the primary focus of addressing system capacity deficiencies and alleviating reoccurring sanitary sewer overflows, a violation of State and Federal law. The last specifically identified construction project from the ACO was completed on schedule before the end of 2013. However, the ACO included several other requirements including maintaining staffing levels, implementation of a Supervisory Control and Data Acquisition (SCADA) system to remotely monitor and control pumping stations, and an Inflow Removal Plan to identify and remove extraneous flow sources, such as roof and area drains and sump pumps, that are illegally connected to the wastewater system.

The Department also faces the continuing challenges of managing the level of hydrogen sulfide that Framingham is authorized to discharge to the MWRA system. Hydrogen sulfide generation causes nuisance odor, corrosion, and deterioration problems



Sewer main break repairs being performed by the Wastewater Department.

in sewers, which, when left unchecked, can lead to catastrophic system failures. The Department has implemented measures to mitigate the generation of sulfide, including; biochemical dosing at several wastewater pumping stations and points in the collection system; ongoing collection system cleaning and inspection; daily pump station maintenance and inspection; and enforcement of grease interceptor requirements at food establishments. In addition, the MWRA requires the Department to routinely sample and test for sulfide at several collection system locations. In FY'20, the results of the hydrogen sulfide sampling were below the allowable limit and complied with the City's MWRA discharge permit.

Similar to the Water Department's efforts, the Wastewater Department has also embraced the practice of identifying and performing capital projects of limited scope from design through construction utilizing in house staff. In FY'20, approximately 2,710 feet of wastewater infrastructure and associated manholes were replaced using this approach on Brigham Road, Robertson Road, Salem End Road, Grace Street, Conant Road, Leigh Street, Parker Road, and the Londonderry Road cross country easement. Department staff rehabilitated 45 additional manholes at various locations. The Wastewater Department also coordinated and managed the rehabilitation of 1,905 feet of sewer mains in various locations utilizing the City's on-call rehabilitation contractor.

In addition to construction activities, 121 excavations were required for the repair of wastewater system issues throughout the fiscal year. Department staff responded to 1,438 first response calls for customers in need of immediate assistance.

The Department also completed a closed-circuit TV (CCTV) video inspection of approximately 20 miles of sewer main. The conditions were documented using a remotely controlled camera unit that traveled through the pipe and a standardized reporting format for future reference. These inspections have identified infiltration and inflow sources, areas of the system that have structural failures or less severe defects that require repair, replacement, or continued monitoring.

The Department continues to upgrade its wastewater pumping facilities, including electrical, mechanical, HVAC, and remote monitoring and control improvements at various facilities.

To ensure the protection of the City's infrastructure, both departments belong to Dig Safe and are required to mark out all water and wastewater infrastructure in locations where excavations are proposed. In FY'20, Department staff responded to 4,287 Dig Safe requests.



New Fuller Middle School

HUMAN RESOURCES DEPARTMENT

The Office of Human Resources is responsible for coordinating the recruitment, selection, appointment, and promotion of all district employees with the goal of maintaining a dynamic and efficient staff who are committed to providing outstanding educational programs. Diversity among teachers undoubtedly advances the academic achievement of students. Compliance obligations establish the baseline; as a District, Framingham Public Schools are committed to achieving, developing, and maintaining a workforce reflective of the rich racial, linguistic, and cultural diversity of our students. Framingham Public Schools aims to teach our children, and ourselves, to be culturally proficient and inclusive in order to live, learn, and work together in a vibrant and diverse world. Our goal is to reflect the diverse community we serve and create a great place to work for everyone by embracing the individual skills, perspectives, and experiences our people bring to the workplace and harnessing these for high performance and improved service delivery. We want our employees to feel included, valued and respected and to have access to equal opportunities, which supports full participation at work. The Office of Human Resources is dedicated to the goal of building a culturally diverse and pluralistic faculty committed to teaching and working in a multicultural environment and seeks to retain the diverse talent in our workforce and support our people to maintain a long and productive working career.

The Office currently consists of an Assistant Superintendent for Human Resources, an Assistant Director of Human Resources, an HR Manager, three HR Generalists, and an Administrative Assistant. The team in the Office of Human Resources processes all the HR-related needs of the district, including compliance with state and federal regulations and compliance with contractual requirements. The Office processes all hires, terminations, leaves, salary changes, stipends, reimbursements, retirements, longevity payments, etc. This year, due to COVID-19, the Office also began processing EFMLA and EPSLA. In addition, the Office collaborates with all departments, offering support and guidance to managers with supervision and evaluation, establishing hiring practices and procedures, ascertaining faculty qualifications, listening to staff

concerns and contractual grievance hearings, conducting investigations, negotiating contracts, maintaining personnel files, creating job descriptions, collaborating with and acting as a conduit to payroll, etc. In response to COVID-19, the Office of Human Resources drafted the District's COVID-19 Plan in collaboration with other departments. We aspire to be a friendly customer-focused staff, and our goal is to meet the needs of each of our customers, the employees of Framingham Public Schools. As such, we send out frequent communications, engage in MyHr Tours to different buildings, update our website regularly, and this year the Assistant Superintendent for HR has begun weekly virtual office hours.

The trend in the Office has been to establish efficiencies through human resources information technology ("HRIS"). TalentEd is now used to keep personnel records and supervision and evaluation forms and documents, as well as to hire employees. We have expanded the Frontline system through which we manage absences to keep accurate time for hourly employees and thereby diminish the liability of the district under the Fair Labor Standards Act.

Our budget for 2020-2021 continues to be mainly focused on the recruitment and retention of staff as well as the maintenance and proliferation of our HRIS.

OFFICE OF TECHNOLOGY

The Office of Technology (OT) oversees and supports technology for approximately 1,900 district staff members and 9,500 students across 17 sites. OT provides a wide breadth of services to address technical issues, digital security, networking, data, state reporting, digital curriculum support, and professional development. OT also supports many community and after-school programs. The district continues to invest in Chromebooks as the primary student learning device.

In the midst of the pandemic, the Office of Technology helped the district shift to an online learning model. This involved the use of many online resources and Chromebooks distributed to families at home. For the school year 2020-21, the school will be fully 1:1.

DEPARTMENT OF HEALTH AND WELLNESS

The Department of Health and Wellness (H&W) supports the work of nurses, social workers, school counselors, and psychologists. The Department promotes the district's academic mission by supporting the social, emotional, cognitive, and physical growth and development of its diverse students and the greater school community.

Encouraging our students' physical, social, emotional and behavioral growth through the creation of supportive learning environments is essential to their school and life success. Efforts during the 2019-2020 school year were focused on the rollout of robust social emotional learning (SEL) programming at the elementary level. *Responsive Classroom*, *Second Step SEL*, and *Zones of Regulation* along with a character theme of the month were introduced. Through the review of data during the intensive SEL planning process, a need was identified to develop a Code of Character, Conduct, and Support. The goal of this project is to create a guiding document that provides educators with the tools necessary to provide restorative supports and interventions that assure our students will thrive academically, behaviorally, and emotionally. The first phase of this three part process began in January 2020.

This past year saw the expansion of H&W to include a Social Emotional Mental Health Team (SEMH) to two clinical assistants who joined the team of a clinical psychologist, a board certified behavior analyst, and a special educator to provide consultation to schools in the areas of child clinical psychology, applied behavior analysis, special education, program development and management, and staff training.

During the 2019-2020 school year, the district benefited from collaborations with and support from several community and state stakeholders in support of student health, wellness, and academic success. These included:

- An earmark from the Massachusetts Senate President, Karen Spilka [D-Framingham], targeted to support social emotional learning and increasing access to mental health services. These funds helped support the implementation of the comprehensive social emotional learning program at the elementary level. In addition, with this funding, the district consulted with *Engaging Schools* to begin a systematic process to assess, refine, and implement with integrity, a district Code of Character, Conduct, and Support (CCCS) that is respectful, fair, restorative, accountable, and viable.

- The *Comprehensive School Health Services* received funding through the MA Department of Public Health in the form of a four-year competitive grant directed to providing mental health support for students. This funding has allowed the district to expand BRYT/Bridge programming (focused on students returning from hospitalization for mental health issues) to Cameron Middle School.
- *Systems for Student Success 336* from the Massachusetts Department of Elementary and Secondary Education provides funding to partner with Wayside Youth and Family Network to co-locate a full-time clinician to support the district's bridge programs in school year 2020-2021. These funds will also increase student access to behavioral/mental health and therapeutic services. In addition, Wayside will provide a part-time master's-level clinician to deliver outpatient services to youth during the school day and the after-school program, run therapeutic groups for identified youth at risk, provide consultation to school personnel, and offer parent support seminars. This clinician will provide services at one-two identified schools.
- *Early Childhood Social -Emotional Learning Implementation Project*: funded by the MetroWest Health Foundation. Year three of this three-year grant concluded funding for planning and implementation of programs focused on social emotional learning at the elementary level.

OFFICE OF TEACHING AND LEARNING

The Office of Teaching and Learning led the district curriculum review for several content areas in FY'19, including: Grades K-5 History and Social Science, Grades 6-12 English Language Arts (ELA) and Grades 9-12 Science, and continued this work for 6-12 World Language and 6-12 History/Social Science. While curriculum work was halted as a result of COVID-19, substantial progress was made, particularly with the 6-12 ELA review. Curriculum review will resume again in the fall of 2020. Additionally, the 8th grade Algebra 1 and high school Algebra 1 courses went through a curriculum review and alignment so that students in 8th grade and the high school will follow the same scope and sequence beginning with the 2020-2021 school year. Adoption of a new textbook was adopted as part of this review. During the 2019-2020 school year, Grades 6-8 mathematics teachers began implementing their new curriculum, aligned with the new Ready Math resource. In addition, grades 6-8 Technology Education teachers were able to successfully plan a COVID-friendly curriculum for the 2020-2021 school year. This new curriculum will allow students to continue building their coding skills but will move away from robotics and instead focus on video creation and editing. In this way, regardless of the learning model (remote, hybrid, or in-person), the curriculum will be preserved and students will learn the necessary skills.

Student attendance and chronic absenteeism remain a high priority concern. In collaboration with the Office of Technology, the Office of Teaching and Learning established structures to support schools in identifying students with attendance concerns. Through the creation of an alert symbol in our student information system, as well as monthly data meetings between school administrators and district leaders, we were able to create systems for providing more targeted interventions for students at risk. During the school closure due to COVID-19, the Office of Teaching and Learning, in collaboration with the Office of Technology, created an engagement tracking system to ensure school staff had the information they needed to best support students who were struggling at home.

During 2019-2020, the district supported our elementary and middle schools in the use of the iReady diagnostic tool for all students, as well as the iReady instructional component to provide math and reading interventions for students. The diagnostic assessment was administered in the fall and winter, however the spring diagnostic assessment was cancelled due to the school closure. The results of this diagnostic provided data to teachers and administrators about students' strengths and areas in need of intervention. The iReady instructional platform provided targeted lessons for students based on their diagnostic results. Students received instruction on the platform 30-45 minutes per week.

In coordination with the Director of Fine and Performing Arts, the Health and Physical Education Department Head, and the Office of Health and Wellness, elementary school schedules were created that focused on time on learning, consistent academic and specials blocks and a devoted time and curriculum to Social Emotional Learning. We have implemented a consistent schedule across all nine elementary schools to provide all students with equal access to specials. Similarly, at the middle school level, we created a consistent schedule so all students have the same opportunities for academic blocks, specials, interventions, and enrichment experiences.

At the middle school level, school and district administrators increased teacher collaboration across the three schools (Cameron Middle School, Fuller Middle School, Walsh Middle School). Curriculum meetings, department head meetings, and other trainings solidified the foundation of this work. When schools closed due to COVID-19, this professional collaboration strengthened even further. As a result of these professional relationships, the District was able to create a single remote learning calendar per grade level each week, thus improving the consistency of learning experience for all students.

At the high school level, the Office of Teaching and Learning invested in training in Universal Design for Learning (UDL) for 30 staff members. This training provides teachers with the understanding, skills, and tools needed to remove barriers to students' learning. The district will continue to offer training in UDL during the 2020-2021 school year.

The Office of Teaching and Learning established monthly classroom visit rounds in which all middle and high school administrators and department heads observed classrooms at the secondary schools. These 3-hour sessions provided opportunities for calibration of expectations and deeper understandings of high quality instruction. In elementary schools, district and school based teams participated in classroom visit rounds with specific opportunities geared towards calibration of the Vice Principal cohort.

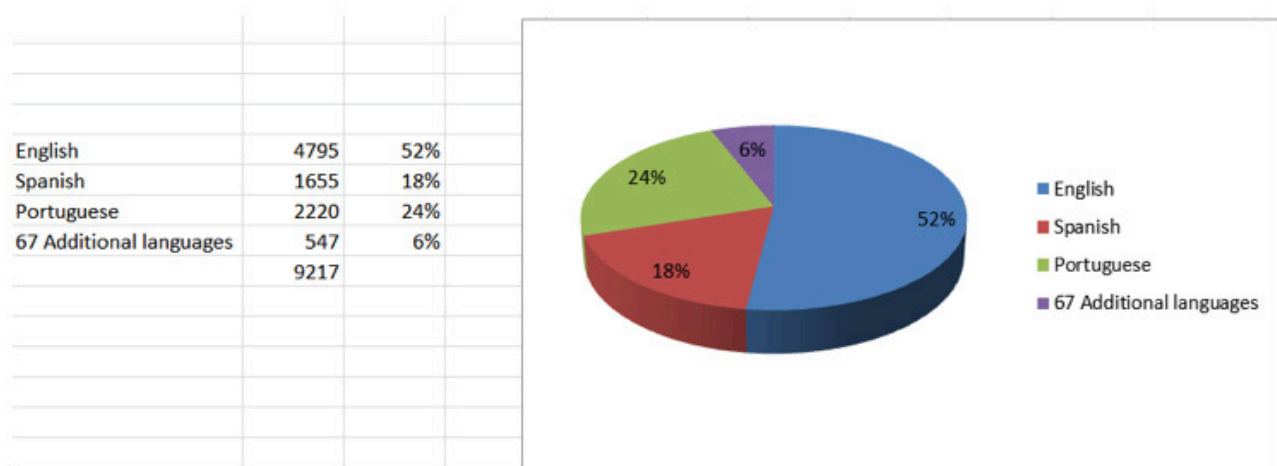
The Office of Teaching and Learning supported a variety of professional development opportunities for staff. This training included Universal Design for Learning, analyzing data and looking at student work, Racial Equity in the Classroom, giving effective feedback, and components of high quality instruction. The Office of Teaching and Learning continued to support new Advanced Placement teachers attending the College Board's AP Institutes, as well as new administrators attending Research for Better Teaching's *Analyzing Teaching for Student Results* course to ensure all evaluators have received training in supervision and evaluation.

The Office of Teaching and Learning implemented an intentional plan of support for teachers and schools as we transitioned to a remote "crisis learning" model in the spring. Coaches, department heads and administrators worked collaboratively with the Office of Teaching and Learning to provide consistency in experiences for students that considered low technology, no technology and technology based options for tasks that were aligned to the standards. This same group planned for student needs as we forecasted the return in the 2020-2021 school year.

BILINGUAL EDUCATION DEPARTMENT

A major focus of our department this past year continued on aligning our department goals to the FPS District Strategic Plan in High Leverage Goal #2.2 (Expand opportunities for Bilingualism and Biliteracy) and 3.0 (Improve Communication with Stakeholders and Families). Please see the June 2020 Bilingual newsletter and the Bilingual 2019-2020 Curriculum updates for a compilation of events in the Bilingual Dept.

We welcome our diverse student population to our schools. Close to 26% of the total district students are English learners and come from over 67 countries and speak approximately 67 languages in addition to English.



In FY'20, we:

- Expanded the Dual Language Portuguese Bilingual Program to grade 2 at Potter Road. Grade 3 DL has been added for the 2020-2021 school year.
- Planned for the DL Portuguese Program at Wilson Elementary School. Monthly meetings held at Wilson which included administrators, staff, community members and Framingham Teacher Union representation. Research on Dual Language was presented at staff meetings and communicated to all staff via monthly newsletters. Wilson DL program started at grade K and grade 1. Expansion to grade 2 is planned for 2020-2021.
- Implemented the ESL Scope and Sequence for K-5 English learners. For the 2020-2021 school year, full implementation is planned for K-12 ESL Curriculum.
- Collaboration with the Office of Teaching and Learning to provide consistency and transparency of instruction, assessment, and professional development.
- Supported professional development for teachers, staff, and families on Dual Language philosophy and methodology at all dual language schools. Welcomed Dr. Jose Medina to the district in August, 2020 for three-day PD.
- Partnered with MABE (Multistate Association for Bilingual Education) to provide professional development on bilingual dual language program shifts at Brophy and Wilson. Many of our teachers from our DL schools attended summer institutes on Portuguese Language and Culture, DL Coaching and Sheltering Instruction for students in DL programs.
- Continued to expand and support the secondary DL Spanish Program, by developing a three-strand pathway towards biliteracy in Spanish, which include greater opportunities for internships, independent studies, taking Advanced Placement (AP) Spanish Language in grades 10 and/or 11, and dual enrollment at Framingham State University (FSU) and MassBay Community College.
- Supported the Cultural Exchange Visiting Teacher Program. Framingham Public Schools hired twelve teachers from Spain and one teacher from Brazil to work across program levels and schools.
- Supported 17 educators in year three of the PROPELL Federal Grant.MASTER's in ESL program through a partnership with FSU.
- Implemented and awarded the State Seal of Biliteracy (SEAL) Language Opportunity Coalition (LOC) and FPS certificates to 239 students at FPS in grades 5, 8 and 12 who met the state, LOC and/or district requirements for their proficiency along the biliteracy continuum in two or more languages.

SPECIAL EDUCATION DEPARTMENT

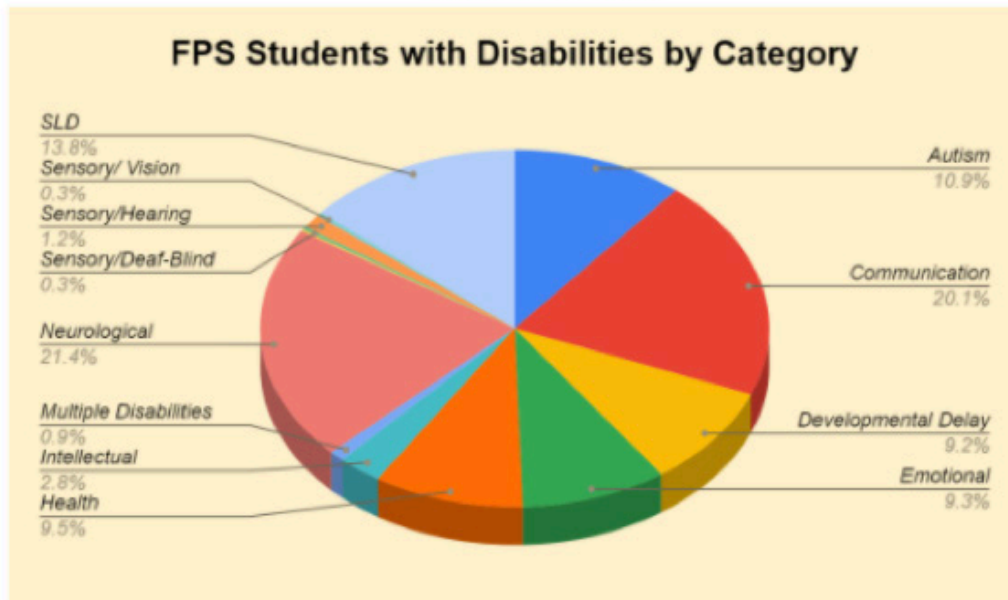
The Special Education Department goals this past year included improving communication and case management, compliance and consistency with Individual Education Programs (IEPs) and Team meetings, increasing professional development for staff, inclusive practices and co-teaching, and program oversight and development.

In June, 2020, 2,054 students with disabilities (1,837 in-district and 217 out-of-district) were receiving special education services including therapy only, partial inclusion, full inclusion, and substantially separate. In addition to services by special educators, we also provide speech and language therapy, occupational therapy, physical therapy, adaptive physical education, orientation and mobility, visual impairment support, applied behavior analyst support, and audiological consultation.

We are always looking to create more programs in our schools that meet the needs of our growing special education populations. The noticeable increase in referrals for special education students who are preschool age (3-5 years old) has required additional classrooms to be added at Juniper Hill School.

One specific disability we continue to see an increase in autism. As a result, we are adding a small autism program at Brophy Elementary School, and we are adding a second classroom at King Elementary School for the 2020-2021 school year.

Special Education District-Wide Disability Overview



Our PreK-5 program for students with intensive multiple disabilities expanded to Cameron Middle School in SY'18. Next year, our current eighth graders will be starting at the high school. We are excited about the further expansion of the program at FHS for the upcoming school year. While there are financial benefits to creating internal programming, it is in the best interest of the children and families to continue to be part of our school community. The addition of this substantially separate classroom at FHS will be the third substantially separate classroom we have added over the past three years at the high school.

Increasing staff's training in reading instruction is essential in meeting the needs of our students. Six special educators participated in either the Wilson Reading Level 1 certification or the Orton-Gillingham certification this year. Becoming certified in Orton-Gillingham and Wilson reading requires a year-long commitment and the special education teachers were invested and worked very hard to complete the certification requirements.

Landmark School in Beverly, Massachusetts is an American school for students in grades 2-12 with language-based learning disabilities such as dyslexia and executive function disorder. Landmark School consulted and worked with our middle school Language Based Learning Disabilities (LLD) staff this past year at Walsh Middle School. This consultation will continue in the 2020-2021 school year, with an added focus on creating consistencies in our programming for students who are transitioning from McCarthy Elementary School to Walsh Middle School.

PARENT INFORMATION CENTER

The Parent Information Center (PIC) is devoted to registration and school assignment for all students who attend Framingham Public Schools. In order to fulfill PIC's mission of providing students and families with a one stop shop that offers enrollment and placement services for all qualified students into Framingham Public Schools, staff members of PIC work closely with other departments in the district including: Office of Bilingual Education, Special Education, Transportation, Health Services, Food Services, Technology, and district leadership. In addition, PIC also works closely with Framingham preschools, head start, daycare centers as well as community-based agencies. Along with the support of other departments, PIC provides the following services: acting as the face of the Framingham Public Schools to new and existing families enrolled in the school district and providing critical resources and information to all families; registration and placement for all students from preschool - grade 12; processing student transportation applications and transportation fees; process-

ing student transfer requests; processing placements for English Language Learner and Special Education students; notary service for residency affidavits; McKinney-Vento Homeless designation and state reporting; and enrollment reports and projections.

The McKinney Vento Homeless Education Assistance Act (1987) is a federal law that ensures immediate enrollment and educational stability for homeless children and youth. Framingham Public Schools has a McKinney Vento Homeless Education Liaison. The local liaison serves as one of the primary contacts between homeless families and school staff, district personnel, shelter workers, and other service providers. The liaison coordinates services to ensure that homeless children and youth enroll in school and have the opportunity to succeed academically. The homeless liaison assures expedited support and placement to families covered under this act by providing immediate school placement based on the best interest of the student; immediate transportation assistance; immediate assistance with locating required registration documents before and after placement; and support with community resources to help meet the student and family needs. Parents/guardians and unaccompanied youth are fully informed of all transportation services, including transportation to and from the school of origin, and are assisted in accessing transportation services. The liaison is also responsible for collaborating and coordinating with the State Coordinators for the Education of Homeless Children and Youth, and with community and school personnel responsible for providing education and related support services to homeless children and youth.

In School Year 2019-2020, we:

- Registered 2,107 students
- Continue using the online student registration system called Registration Gateway
- Registered BLOCKS preschool students
- Identified 791 McKinney-Vento Homeless Students
- Assisted families with diverse questions and concerns

DEPARTMENT OF FINE AND PERFORMING ARTS

The Fine and Performing Arts Department staff continues to focus on and support equity in programming, scheduling, and curriculum K-12 in Framingham Public Schools. Along with discipline specific awards and recognition, the K-12 staff worked closely to integrate social emotional learning strategies into every arts lesson. Professional development for our teachers included Social Emotional Learning and Arts Education as well as Culturally Relevant Literature in Art Classrooms. The schedules at the middle schools were aligned to provide equitable access to arts classes across the district, and the elementary schedules were revised to include SEL blocks to be facilitated by art, music and physical education teachers. We are positioned to use our strong arts programs and staff to build positive relationships and climates in all of our schools.



Highlights of the 2019-2020 school year in review:

Music

Continued to expand the grade five band program: 80% of our grade five students are now taking band lessons. We presented a band concert at the Holiday Tree Lighting, and concerts were held at all elementary schools with their partner middle schools (Curriculum and Instruction). Expanded our grade five string program to include Barbieri, Stapleton and McCarthy (Curriculum and Instruction). The Framingham High School Marching Band continued to be recognized for

their excellence in musicality, performance and production values by NESBA at championships (Family and Community Engagement). One FHS student participated in the District Music Festival, one at the All State Festival (Curriculum and Instruction); and 16 students from Cameron were nominated to the Central Mass Honors Band (Family and Community Engagement).

Visual Art

Scholastic Awards: 10 Honorable Mentions, 3 Silver Keys, 4 Gold Keys. This is two more gold key awards than we received the previous year (Curriculum and Instruction). At the K-12 Visual Arts Show at the Framingham Public Library during the month of March, over 700 pieces of student art were on display and over 500 hundred visitors attended our opening reception (Community Engagement). Many members of the arts faculty participated in a faculty art show at the Amazing Things Art Center in Framingham (Community Engagement).

Dance

Framingham High School continues to offer Dance in the Performing Arts Department. We now provide Introduction to Dance classes and Advanced Choreography classes. These courses can also fulfill a Physical Education requirement for juniors and seniors. (Curriculum and Instruction)

Theatre Arts

In March, METG festival were cancelled due to COVID-19 school closings. FHSDC's production of Mary Zimmerman's *Argonautika* had made it to the semifinal level before the closing. Each middle school presented a musical; Cameron M.S. - *Frozen*, Walsh M.S. - *Matilda*, and Fuller M.S. - *Lion King Jr.* In an attempt to reach out to the broader community, both Cameron M.S. and Fuller M.S. included students in grades K-5 in their casts. Framingham High School entered several competitions. Students were recognized for playwriting by METG, and Trinity Rep (Curriculum and Instruction); The Framingham High School Drama Company presented *Les Miserable* to sold out houses (Community Engagement).

Donna Wresinski, Director of Fine and Performing Arts, K-12 was selected by the Massachusetts Commission on the Status of Women as one of the Commonwealth Heroines of 2020.

THE OFFICE OF COMMUNITY RESOURCE DEVELOPMENT (CRD)

The Office of Community Resource Development (CRD) serves as a facilitator for the Framingham Public Schools in providing multifaceted, comprehensive, and holistic learning opportunities to all students through programming that addresses social and emotional development and provides academic support that complement the school day.

During FY'20, CRD expanded the Explorers program for BLOCKS, McCarthy, and Stapleton. In total, CRD now oversees 13 Before and After School Programs, four vacation week programs, and six summer programs. Annually, the department manages over 1,500 students attending before and after school per day and over 600 students during the summer. As a result of COVID-19, CRD pivoted to provide remote learning programs. The programs supported over 300 students during the spring and summer months. Lastly, CRD partnered with over 30 organizations to enhance family engagement, learning opportunities and overall programming. Find us online at www.fpscrd.org.

OFFICE OF EQUITY, DIVERSITY, AND COMMUNITY DEVELOPMENT(EDCD)

The mission of the Office for Equity, Diversity, and Community Development (EDCD) is to advance inclusive practices in all aspects of the Framingham Public Schools. ED CD recognizes the inherent dignity in all people and values inclusion of perspectives and culture in our district while working to eliminate bias and discrimination from impeding success for all.

EDCD envisions a school district where:

- Equity is infused across the curriculum
- Adults live in a constant state of reflection and practice
- Staff is representative of the student body
- Affinity groups reflect the cultural breadth and wealth of the Framingham community
- All perspectives are respected
- Everyone matters; meaning they are valued and add value
- The physical plant and grounds reflect values of inclusion

The FY'20 school year marked the inaugural year of the Framingham Public School's Office of Equity, Diversity and Community Development (EDCD). In July of 2018, Dr. Robert A. Tremblay established the EDCCD and appointed Joseph Corazzini to the position of Assistant Superintendent of Equity, Diversity and Community Development. The district was able to create the position at a cost savings to the district by merging two previous positions: Assistant Superintendent and Executive Director of Family and Community Engagement. The EDCCD oversees the following departments: Adult ESL, BLOCKS Pre-School, Community Resource Development, the Early Childhood Alliance of Framingham, and the Parent Information Center. Additionally, the role of the office is to spearhead the districts work on equity, lead diversity and inclusion efforts, and to conduct investigations related to bias, hate or discrimination.

EDCD Highlights for the FY'20 school year include:

- Formalization of an Equity plan for the district.
- Review of existing district policies and practices.
- Partnered with the MetroWest College Planning Center to secure \$750,000 to launch our Early Start College Pathways program with Framingham High School, Milford High School, Framingham State University and MassBay Community College.
- Facilitated professional development and school based support related to equity, diversity and inclusion.
- Updated reporting forms for bias investigations.
- Engaged national consultant to work with the district on equity.
- Participated in a year-long cohort sponsored by the Department of Elementary and Secondary Education to ready district leaders to launch culturally responsive teaching work in their districts. The sessions were facilitated by Zaretta Hammond, a nationally renowned teacher educator and education author.
- Partnered with the Racial Equity Sub-Committee and parents to develop an equity RFP for the district.
- Conducted school based investigations.
- Developed a parent listening tour to engage families on critical issues related to education that they wish to discuss in places they feel most comfortable.
- Attended over 15 teacher recruitment fairs.
- Developed marketing and communication to publicize our services to the school district.
- Reviewed research requests for the district.

MEDIA AND COMMUNICATIONS OFFICE

The Media and Communications Office provides families, staff, and the wider Framingham community with transparent, helpful, inspiring, timely, and relevant information. This is in the form of district-to-home messaging, public-facing communication channels such as the Framingham Public Schools website and social media accounts, media relations, as well as providing communications-related training opportunities for Teachers, Administration, and Staff.

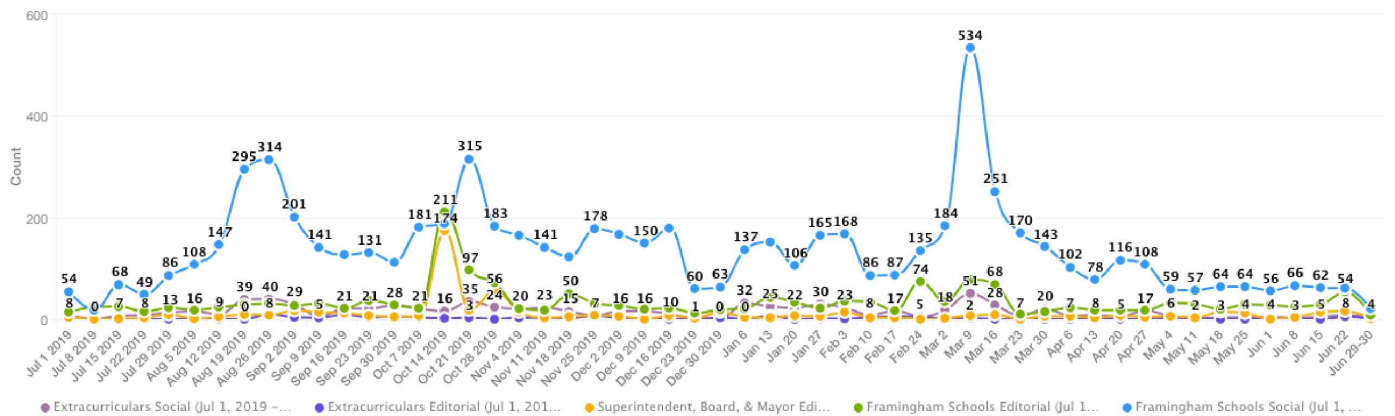
In addition to supporting every department and school within Framingham Public Schools with planned and real-time communication requests, the Media and Communications Manager also seeks to pursue their own initiatives as it relates to adopting modern tools, managing the district's presence and reputation, increasing video content, building partnerships within the City, and showing thought-leadership beyond our district boundaries.

Framingham Schools Editorial
Reach (#): 682,897,401 / 100%

682.90M

There are necessary learning opportunities both sought and provided from the Communications Office. Opportunities to grow our knowledge base, expand into new capabilities, connect with other K-12 communications professionals, and engage in communications-related conversations are paramount to ensuring that the Framingham Public School District is not living in a vacuum, but supporting, cultivating, and, in some cases, leading the charge for surrounding districts. One-on-one support, PD for secretaries, teachers, and administrators, and group training sessions have been provided as it relates to social media, website maintenance, and Blackboard Connect Ed.

Jul 1, 2019 - Jun 30, 2020



The office and team of one had many documented accomplishments in FY'20. Some of these notable items include:

- Continued improvement in branding and user experience for public-facing Framingham Public Schools content.
- Significantly increased fan/follower growth across all social media channels YOY: 28% Twitter, 46% on Facebook, 107% on Instagram.
- Distributed 44 Press Releases contributing to a maximum possible reach of more than 682M.
- Media exposure from Social Media for the 2019-2020 School Year saw spikes in August (FHS Mural Painting), October (Arts Matter Day), and March (COVID-related messaging and resource information).
- Website enhancements and oversight of Webmasters with improvements to be continued in the 2020-2021 school year.

- Expanded the Kindergarten Assignment Notification process by automating ‘Welcome Packets’, saving countless hours of work.
- Pursued and utilized Zoom to host Virtual Kindergarten Tours for five of our elementary schools. I also trained Principals to execute these live, virtual events.
- Expanded knowledge and experience with Zoom to offer real-time translation into American Sign Language, Spanish, and Portuguese - improving accessibility to live, virtual events hosted by district staff.
- Executed full collaboration and support for City events like the Halloween Event and Christmas Tree Lighting.
- Established a sensory-friendly event which further established community partnerships and encouraged inclusion for FPS families and the broader community (Sensory-friendly performance of Disney’s Frozen, Jr.).
- Launched several opportunities to increase two-way communication and stakeholder feedback on topics like the 2020-2021 Calendar, Homework Policy, Staff Communication Preferences, as well as, incorporated feedback gathered via email and social media.
- Revamped and digitized the Distribution of Material process, as well as the Back to School Kit to ensure accessibility for our stakeholders.
- Hosted one unpaid FSU student intern to assist with project-based learning opportunities.
- Ongoing partnership with FEC-TV and Media and Production students at FHS to increase video capabilities, including countless Facebook Live videos from in-person events to improve accessibility for hosted community events.
- Consistent and transparent promotion of the Fuller Middle School Building Project with updates and collaboration with Consigli Construction.
- Revamped the form and process for capturing and tracking students’ photo consent status.
- Created a Strategic Communication plan to document the duties and processes of the Media and Communications Office (90% complete).
- Continued with the co-chair position of the K12PRiMA Professional Learning Network as a means to build thought-leadership in and outside of Framingham.
- Expanded communication tools and usage for teachers.

BUILDINGS AND GROUNDS DEPARTMENT

The Buildings and Grounds Department currently maintains 16 school-owned buildings comprised of 1,655,076 square feet of building space and 265 acres of grounds, including athletic playing fields, paved driveways, walkways, parking lots and wooded areas.

The Department employs 65 custodians, 11 maintenance personnel, five office support staff, a maintenance foreman, and a director. Department objectives are as follows: adhere to safety and health standards, provide cleaning and maintenance inside and outside of building structures, ensure security of buildings, plan for and monitor efficient use of buildings, provide year-round maintenance of grounds.

In addition to routine maintenance and cleaning of all buildings, the Buildings and Grounds Department oversees and coordinates the following: all applicable federal, state, local and district inspections including City of Framingham building inspections, fire alarm inspections and elevator inspections which are performed annually.

We are pleased to report we are working with the Massachusetts School Building Authority (MSBA) in building a new Fuller Middle School with an approximate occupancy time frame of 2021-2022. We have contracted TBA Architects to perform a pre-feasibility study for the Hemenway School to determine if it would be more feasible to renovate or replace the school at its current location, or to find another location for a new Hemenway School.

The remaining schools have either had significant repairs done or additions added that have prolonged their useful life. The district has a 20-year Capital Plan for all of its schools, and we will be guided by that plan as well as by the conditions that exist or emerge in our buildings. The district has been supported in its efforts to maintain and upgrade all of our buildings through the City's capital budget process. The capital budget for the schools has allowed the district to extend the useful life of our buildings as evidenced by the number of schools that are 50 years old or older that have not been renovated. This year's FY'20 capital budget request for \$3,785,277 has allowed us to continue our efforts to keep our buildings safe, sound, and functional from security to ADA compliance issues to exterior envelope repairs.

It is important to note that a long-term 20-year capital facilities plan is utilized in planning for the future needs in the district. So for FY'21, we will still follow the long range plan and request funding for capital projects that require priority status such as exterior envelope, paving/stormwater, HVAC, and security that will allow us to continue to maintain and upgrade our buildings.

The following is a description of the projects completed in FY'20:

- **District:** Buildings and Grounds maintains a warranty contract with Weatherproofing Technologies Warranty Renewal Program for FPS facilities, and that work is ongoing. New classroom furniture was purchased for the addition of a new 5th grade class at the King Elementary School.
- **Framingham High School:** Added new ADA compliant signage. Installed a new A/C split system in the head end room and installed a herb garden bed. Waiting for estimates for repairs to the parking lot.
- **Walsh Middle School:** Replaced and rewired new fans. Upgraded the cameras throughout the school.
- **Fuller Middle School:** Roof repairs ongoing. Upgraded cameras throughout the school. Groundbreaking ceremony was held on June 18th. Started digging up the parking lot and renovating the parent drop-off and bus lanes.
- **Cameron Middle School:** Roof repairs ongoing. Upgraded cameras throughout the school. Repainted several classrooms.
- **Barbieri Elementary School:** Upgraded cameras throughout the school. Added rubber surfacing to the playground area. Added new compliant signage. Changing out of lighting sensors ongoing. Installed replacement ADA compliant bathroom partitions. Roof leaks are ongoing.
- **Brophy Elementary School:** Upgraded cameras throughout the school. Installing new ceiling tiles in the corridors during Phase 2. Added new compliant signage.
- **Dunning Elementary School:** Upgraded cameras throughout the school. Refinished the gym floor. Replaced counter-tops, faucets, and gang toilets, and installed replacement ADA compliant bathroom partitions.
- **Hemenway Elementary School:** Upgraded cameras throughout the school. Put out an RFQ for a pre-feasibility study to be done to determine the possible future use of the school or to rebuild somewhere else.
- **Juniper Hill School:** Upgraded cameras throughout the school. Roof leaked in the library which created major damage. Had to put out an RFQ for a contractor for repair. Classic Construction and Development Corp. has been awarded the contract to perform the work of the architects' recommendation for remediation.
- **King Elementary School:** Upgraded cameras throughout the school. Repaired stairs. Ordered furniture for the new 5th grade class. Repaired leak in elevator pit. Vendor inspected and found the pit to be dry, and we will now move to state inspection on August 22nd.
- **McCarthy Elementary School:** Upgraded cameras throughout the school. Relocated the existing playground to the back side of the building. Installed replacement ADA bathroom partitions. Added more parking spaces for parent drop-off, and rerouted bus pick up and drop off to allow for additional parking. SOI for Accelerated Roof Repair program will be resubmitted in January 2021.

- **Potter Road Elementary School:** Repaired front entrance to the stairs. Upgraded cameras throughout the school. Retro-fitted lights to LEDs. (600) Installed ADA compliant signage. Removal of asbestos flooring in process. Replacing all new carpeting in 24 classrooms.
- **Stapleton Elementary School:** Upgraded all new cameras throughout the schools. Retro-fitted lights to LEDs. (300) Installed ADA compliant signage.
- **Thayer Campus/Alternative High School, Lawrence Street:** Painted front entrance and repaired both entrance canopy roofing. Upgraded cameras throughout the school. Installed replacement ADA bathroom partitions.
- **Transportation Building:** Maintenance ongoing.
- **Wilson Elementary School:** Upgraded cameras throughout the school.
- **Farley Middle School:** Renovated pool area. Replaced hot water heater. Installed replacement ADA bathroom partitions.

Seven schools in the district were open and being used for summer programs over the summer. Most summer programs began on 7/19 and ended on 8/25. They were: Barbieri for SPED, Dunning for SPED, FHS for Summer School, July for Metrowest Girls Camp, Blocks for SPED, King for Summer Scene, Walsh for Parks and Rec and adult basketball and church permit, Woodrow Wilson has Parks and Rec and basketball at the end of the summer.



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library.public@framinghamma.gov

The Framingham Public Library continued to innovate and grow collections and services, diversify and expand programming, expand technology, and build and develop community partnerships in FY'20. The year took an unexpected and challenging turn in March as we faced the COVID-19 pandemic, but the Library staff, with support from City partners, quickly regrouped, planned, and delivered remote library services including programming, access to electronic collections, connection to live library help, plus an array of special services to support our community during this health crisis.

THE SPARK LAB AT THE FRAMINGHAM PUBLIC LIBRARY



The community's hub for meeting, learning, enrichment, and connection, the Main Library saw several new developments in FY'20. Most notably, on September 21, 2019 thanks to the Framingham Public Library Foundation's fundraising efforts, the Library's makerspace, the Spark Lab at the Framingham Public Library, opened its doors to the public. The space offers access to materials and instruction to make and create for all ages. From sewing machines, knitting needles, and yarn, to professional graphic design software, a large format printer and a 3D printer, the Spark Lab at the Framingham Public Library has something for everyone. Since that opening day, our team has developed a schedule of monthly programming to offer access to the space, the materials, plus instruction and creative projects for all ages.



CHILDREN'S SERVICES AT THE CHRISTA MCAULIFFE BRANCH LIBRARY

The bustling McAuliffe Branch continues to be a destination for great materials, great programming, and great service, all in a beautiful, inviting space. The Branch welcomed a new full-time Children's Librarian, Jillian Holmberg, who, working with Branch staff and under supervision from Supervisor of Children Services, Lucy Loveridge, has boosted our programming and engagement tremendously. Between August and December of 2019, the Branch saw an increase of 126% in the number of programs offered and 277% in the number of attendees. January and March saw an even bigger increase of 300% more attendees at Branch Children's programs. This has been a fantastic addition to the already stellar services offered by the McAuliffe Branch Library staff.

BOOKMOBILE ON THE ROAD

Operating out of the Main Library, the Library's Bookmobile, unveiled in April of 2019, launched its official regular schedule in the Summer of 2019 with destinations throughout the City including senior housing, neighborhoods stops, parks, and special events. That first summer alone saw nearly 800 visitors to the Bookmobile. A Library Branch on wheels, the Bookmobile is a complicated operation encompassing collection development, scheduling, community outreach, and programming. Our first Supervisor of Bookmobile services, Thomas Samblanet, was hired in December to deliver the best in mobile Library services to the City of Framingham. Since then, the schedules, collections and services have grown to encompass visits to all the schools during the school year in addition to our many locations throughout the City.

cozy up to your next fall read
 on Framingham Public Library's
BOOKMOBILE
 Announcing the Bookmobile Fall Schedule:

Check the schedule on the back to see all of our stops.

Thanks for all your enthusiasm and feedback. We had an amazing Summer! The Bookmobile is back on the road for Fall so check the schedule for some new stops and our old haunts, and keep up with us on social media and on our website for special event stops and any changes to the schedule!



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FRAMINGHAM BOOKMOBILE December & January Schedule

DECEMBER 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 3:30-4:30pm Pelham Apartments	3 10:30-11:30am 21 Rose Kennedy Ln. 4:15-5:15 King School	4 11am-12pm Carmel Terrace 4pm-4:30pm Hoops and Homework Club	5 9:30-11am Brookdale 4-4:30pm 22 Arsenal Rd.	6 10:30-11:30am Hastings House 4-4:30pm Hoops and Homework	7
8	9 10:30-11:30am 317 Morris St. 4:30-4:30pm Rushy School	10 4-4:30pm Barbieri School	11 10:30-11:30am Bethany Hill Place 2pm-3pm McCarthy School	12 9:30-11am Shillman House 4:15pm-5:15pm Stapleton School	13 10:30-11:30am Bayberry Hill Estate 2-3pm Kavanaugh Village 3:30-4:30pm Woodrow Wilson	14
15	16 3:30-4:30pm Pelham Apartments	17 10:30-11:30am 21 Rose Kennedy Ln. 4:15-5:15 King School	18 11am-12pm Carmel Terrace 4pm-4:30pm Hoops and Homework Club	19 9:30-11am Brookdale 4-4:30pm 22 Arsenal Rd.	20 10:30-11:30am Hastings House 4-4:30pm Hoops and Homework	21
22	23 10:30-11:30am 317 Morris St.	24 Christmas Eve Day	25 Christmas Day	26 9:30-11am Shillman House	27 10:30-11:30am Bayberry Hill Estate 2-3pm Kavanaugh Village	28
29	30 3:30-4:30pm Pelham Apartments	31 10:30-11:30am 21 Rose Kennedy Ln.				

Always check our website for changes to the schedule, new stops, and special events!

- SCHEDULED STOPS**
- Bethany Hill Place
 - Pelham Apartments
 - Carmel Terrace
 - Brookdale Assisted Living
 - McCarthy Elementary School
 - Hoops and Homework at Pusan Road
 - Shillman House
 - Hastings House
 - 115 Cochituate Road
 - Saxonville Village
 - Boys and Girls Club
 - 21 Rose Kennedy Lane
 - Barbieri Elementary School
 - Brophy Elementary School
 - Stapleton Elementary School
 - Woodrow Wilson Elementary School
 - Bayberry Hill Estate Apartments
 - 317 Morris Street
 - 22 Arsenal Road

JANUARY 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 New Year's Day	2 9:30-11am Brookdale 4-4:30pm 22 Arsenal Rd.	3 10:30-11:30am Hastings House 4-4:30pm Hoops and Homework	4
5	6 10:30-11:30am 317 Morris St. 4:30-4:30pm Rushy School	7 4-4:30pm Barbieri School	8 10:30-11:30am Bethany Hill Place 2pm-3pm McCarthy School	9 9:30-11am Shillman House 4:15pm-5:15pm Stapleton School	10 10:30-11:30am Bayberry Hill Estate 2-3pm Kavanaugh Village 3:30-4:30pm Woodrow Wilson	11
12	13 3:30-4:30pm Pelham Apartments	14 10:30-11:30am 21 Rose Kennedy Ln. 4:15-5:15 King School	15 11am-12pm Carmel Terrace 4pm-4:30pm Hoops and Homework Club	16 9:30-11am Brookdale 4-4:30pm 22 Arsenal Rd.	17 10:30-11:30am Hastings House 4-4:30pm Hoops and Homework	18
19	20 Martin Luther King Day	21 4-4:30pm Barbieri School	22 10:30-11:30am Bethany Hill Place 2pm-3pm McCarthy School	23 9:30-11am Shillman House 4:15pm-5:15pm Stapleton School	24 10:30-11:30am Bayberry Hill Estate 2-3pm Kavanaugh Village 3:30-4:30pm Woodrow Wilson	25
26	27 3:30-4:30pm Pelham Apartments	28 10:30-11:30am 21 Rose Kennedy Ln. 4:15-5:15 King School	29 11am-12pm Carmel Terrace 4pm-4:30pm Hoops and Homework Club	30 9:30-11am Brookdale 4-4:30pm 22 Arsenal Rd.	31 10:30-11:30am Hastings House 4-4:30pm Hoops and Homework	

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EXCEPTIONAL PROGRAMMING AND LEARNING OPPORTUNITIES

Building on already excellent programming, including concerts, lectures, and book discussions, FY'20 saw an emphasis on experiential learning opportunities at both City libraries and for all ages. From candle making, journaling, knitting clubs, to adult crafting and adult coloring, the Framingham Public Library is providing a place for exploration, creativity, and connection. In addition to these, we broadened our partnership with Framingham State University, building on the relationship that brings us Adventures in Lifelong Learning by offering an Entrepreneurship Workshop with Mark Hardie, Director of FSU's Innovation Lab. Main Library Children's staff have also been busy boosting programming by introducing Sunday Celebrations, a series of special events at the Main Library just for kids and families. We look forward to building diverse, impactful programming in the years to come.

TECHNOLOGY

The Technology Department saw both the addition of high-end equipment, and a return to rudimentary practices in FY'20. New tech for the Spark Lab at Framingham Public Library included a high-powered PC built with the CAD designer in mind, a large format printer, four iPad Pros, and a Smart TV with conferencing capability. The Technology Department also purchased 30 new Chromebooks and 10 new hotspots. These Chromebooks will be used by the Literacy Department and the Homework Center for virtual tutoring services. The hotspots will circulate through the community. Chromebooks are managed virtually using a Mobile Device Management interface, new to the library. More new software includes the Curbside Pickup management tool and a PC Reservation system that allows the community to schedule time in which to visit the library for a PC appointment. Technology started the calendar year with plans to overhaul the Library's entire technology infrastructure from servers to workstations. However, the COVID-19 Pandemic caused the library to shift gears and learn how to work remotely with existing technology. Staff learned how to use the full capabilities of the Google Suite productivity line in order to conduct meetings, share documents, and continue to provide services to the community in a collaborative environment.

ORGANIZATIONAL CHANGES

The Library celebrated the careers of three exceptional professionals and wished them well in their retirements. Jenny Allen of our Borrower Services Department had served the Framingham Public Library for 18 years when she retired in November of 2019. Jean MacLennan served as our Assistant Supervisor of Acquisitions and worked with the Library for 20 years. Kelly Sprague retired as our Supervisor of Borrower Services after 29 years with the Framingham Public Library. Each of these professionals brought tremendous talent and unique skills and served the Library and its community with dedication. We thank them for their service.

SUNDAY CELEBRATIONS

Don't miss our monthly Sunday Celebrations for families in the Main Library Costin Room. One Sunday a month, Oct-May at 2pm.

<p>COSTUME SWAP Oct. 20 @ 2pm, Have an outgrown costume or one in good condition that you just aren't using? Drop off your gently used costume(s) of any size before the program! Then, come grab one that's new to you at our Costume Swap. Plus Special Storywalk at 1:30 and 3pm Come join together for a walk around the Library to read our fall title, <i>Creepy Carrots</i> by Aaron Reynolds! Snack provided afterwards.</p>	<p>DINOMAN Nov. 17 @ 2pm Come take an unforgettable trip through the Mesozoic era with Dinoman's life-size inflatable dinosaurs.</p>	<p>TRIVIA BROTHERS Dec. 15 @ 2pm Interactive trivia for families. Big screen, big speakers, two hosts with lots of personality and no boring questions.</p>	<p>ACROBAT Jan. 5 @ 2pm Come learn about Chinese culture, history and acrobatics right before the Chinese New Year.</p>
<p>TREVOR THE GAMES MAN Feb. 23 @ 2pm This multiple award-winning entertainer will host a show featuring stilt walking and cooperative games.</p>	<p>CIRCUS ARTS WORKSHOP March 29 @ 2pm Learn how to juggle scarves, balls, clubs, and spin plates with Marvelous Marvin who has been performing children's theatre for over 25 years. He uses circus arts to educate and entertain audiences.</p>	<p>AUTHOR MARK PARISI April 26 @ 2pm Author of <i>Marty Parris</i>. This interactive, humor-filled presentation will include funny cartoons, live drawing, a book reading as well as writing and drawing tips. Use your individuality to create art. Recommended for grades 2-7.</p>	<p>FLYING HIGH DOGS May 17 @ 2pm Mike Pizzaz is a multiple world finalist and world record holder in K-9 Frisbee and the current #1 Professional K-9 Frisbee performer in the world. This family friendly act includes a variety of Frisbee and other tricks with four of the most athletic border collies on the planet.</p>

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COLLECTIONS

Staff have been busy growing innovative, relevant collections in FY20. Our Library of Things, which began as a single telescope has grown to nearly 200 nontraditional items from Wi-Fi hotspots, to crochet kits, to musical instruments, to toolsets, and everything in between. This extremely popular collection allows the Library to offer items and devices that promote access to technology, enrichment, outdoor activities, and educational opportunities that may be cost prohibitive to some or simply impractical to purchase. The collection allows our patrons to “try it before you buy it,” learn a new musical instrument, borrow a bike lock when you arrive at the Library, try out a telescope or a professional digital camera, or borrow camping equipment—all just a sampling of what the collection offers. The

Seed Lending Library is another example of an unusual “collection,” one that benefits the local environment and encourages residents to get out and plant something. These collections, plus our ever-growing collection of electronic resources, complement our physical music, videos, and of course books, the cornerstone and foundation of our collection. And to prove that what is old becomes new again, the Library has responded to the revival of LP records as an in-demand item by growing that collection as well.



SERVICES THAT IMPACT OUR COMMUNITY

The Framingham Public Library is proud and committed to supporting programs that make a difference in people’s lives. Literacy Unlimited helped 332 students learn English, held 12 conversation classes a week, and offered Citizenship Classes at two levels in 2019. The program offers one on one tutoring by volunteers who have undergone comprehensive tutor training.

The Homework Center which supports Framingham students at all levels, offers several enrichment programs throughout the year including an annual Spelling Bee, Math Camp, Coding Club, and Essay Contest. We are pleased to announce that this year the Homework Center received the Outstanding School Partners Award from the Framingham School Committee!

FRIENDS OF THE LIBRARY

The Friends of the Framingham Library continued to make an enormous positive impact on Library services in FY20. Thanks to their tireless efforts--monthly book sales, fundraising events, and thousands of volunteer hours each year--the Library receives indispensable support for collections, programming, and special projects and services. This year we thank the Friends especially for supporting the Spark Lab at the Framingham Public Library, providing free and discounted Museum Passes to the community, and supporting the Library Journal Writers Group fundraiser.

LIBRARY TRUSTEE NEWS

FY20 saw some transition on the Library Board of Trustees. Maria Barry stepped down as Trustee. Though we are sad to see Maria go, we are so grateful for her service on the Board. She remains active in the Friends of the Framingham Library. After Liz Fidler’s departure, we welcomed Heather Klish as Library Trustee. Heather brings wonderful energy and her experience as a systems librarian at Tufts University to the Board. She currently serves as Vice Chair of the Board of Trustees. Thank you to Eric Doherty for his years of service as Chair of the Board. Eric stepped down and Elizabeth Roy was elected to take his place. We are also very pleased to welcome Annabel Dodd as a member of the Board of Trustees as of January 2020.

THE LIBRARY AND COVID-19

On Friday, March 13, 2020 in response to the COVID-19 pandemic, the Framingham Public Library was asked to close its doors to the public. Before FPL staff left the Library on that day, we had a 26-page Work From Home plan created and ready to implement. On Monday, March 16, 2020 that plan went into effect. To keep track of our activities and our work we created a shared calendar, planned regular weekly meetings, and developed a Work From

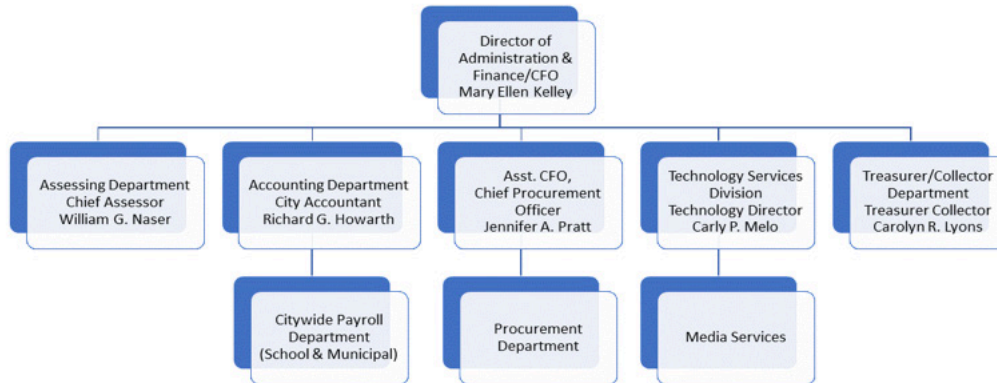
Home Spreadsheet in which all our activities are logged. The staff set to work planning virtual programming, developing outreach to seniors, putting together information guides to access electronic books, movies, music, and databases. We set up Live Chat on our website, started a YouTube channel, and developed new, relevant programming. Library Technology Staff collaborated with City Technology Staff in order to build a remote call center. Library staff executed over 7,000 well-being phone calls to Framingham Seniors over the course of Phase One and Phase Two when this demographic was most isolated. Upon completion of that project, the Call Center assumed responsibility for the City Info Line, and worked with the Department of Public Health and the Mayor's Office to set up a call center, create a mailer, and repurpose our book drops as facial covering donation sites. Finally, in June, we were able to begin offering Curbside Pickup of Library Materials. Despite these challenges, we have learned that the public library is more critical than ever and that working together in the spirit of creativity and partnership, there is no challenge we cannot overcome.

GRANTS AND DONATIONS

The Library pursued and received several grants and donations in FY20 to support programs and initiatives. To support the 2020 National Census, the Library applied for and received a \$10,000 grant from the Office of the Massachusetts Secretary of State to support outreach and counting activities. Additionally, we were awarded \$4643 from the Framingham Cultural Council to support Framingham Public Library Summer Reading, Young Adult Department enrichment program, and Summer Jazz Concerts. Other donors and grantors include DCU Federal Credit Union, Crystal Nails, Trader Joe's, and Wegman's. We are so grateful to our donors and grantors for their support.

Administration and Finance Division

The Administration and Finance Division is composed of five departments: Accounting, Assessing, Purchasing, Technology Services, and the Treasurer/Collector.



OFFICE OF THE CHIEF FINANCIAL OFFICER/DIRECTOR OF ADMINISTRATION & FINANCE

Fiscal Year 2020 presented a number of unique challenges as we approached the final quarter of the fiscal year. The first three quarters of the fiscal year revenues were on track to meet benchmark estimates with the exception of water and wastewater rate revenue, which was seeing a slight decline at the higher end commercial revenue. Most of the impact on general fund revenues will be felt in FY'21. Real estate, excise and personal property taxes were paid at general the same percentage as a non-pandemic year, or 99%. Overall, general fund revenues were collected at 98.6% of benchmark estimate, or \$4.09 million less than the budgeted amount. Departmental permits for programs and building permits were the primary shortfalls. The major concern was the rate revenue for water and wastewater services. Once effect of the pandemic was to shut down one of the major consumers of this service: restaurants. Restaurants are high users and therefore pay higher rates per unit. The revenue impact for FY'20 is a shortfall of \$6.28 million. We have seen an increase in domestic consumption (non-commercial), and with the reopening there has been a slow recovery of commercial usage.

In December 2019, the City issued bonds for \$27.79 million at a total interest cost of 2.075% via the municipal bond process. The City received an excellent credit report, which affirmed our Aa2 rating, prior to the bond sale. In June 2020, the City issued short term borrowing notes for a total of \$48.3 million (so-called BANs, bond anticipation notes, as they will be replaced by bonds in December 2020) at a very low net interest cost of 0.336% (one-third of one percent). For both borrows, the City received a very high number of competitive bids: 12 bidders in December, including five major investment banks; and six bidders in June, including three major investment banks. Our approach to addressing financing and investment of our capital and operating budgets has enhanced our access to the municipal bond market.

The City expects to close FY'20 with a modest surplus, even considering the expenses of the COVID-19 pandemic. Almost all of the added expense is covered by either FEMA reimbursement or CARES Act funds that have been allocated to states that have reallocated a portion to local governments. The City's allocation for FY'20 and FY'21 is \$6.447 million. We have used \$1.478 million in FY'20 and will request the drawdown of the remaining funds as we get further along in FY'21. General Fund revenue is \$4.2 million less than budgeted, but expenditures are also \$4.2 million less than budgeted prior to the reallocation of expenses to the CARES Act and FEMA funding. The revenue and expenditure position for the Enterprise Fund is less optimistic. Because there was a beginning balance in the fund to start FY'20 and expenditures are less than budgeted, the fund is expected to be \$2 to \$2.5 million in the negative for the end of FY'20. An enterprise fund can carry a negative balance for three years before revenues need to be adjusted to close the balance. FY'21 revenues for July and August have so far proved to be above benchmark. We also anticipate there will be some federal or state funding made available to either offset expenditures or restore revenue during FY'21.

The Stabilization Fund maintained its 5% funding amount with the FY'20 appropriation. The FY'20 ending balance is expected to more than \$17 million once interest earnings are accounted for. The Capital Stabilization Fund has decreased

from over \$10 million to \$2.3 million due to the appropriation of \$8 million, as planned, to the Fuller School replacement project and the addition of interest income from FY'20 earnings. The OPEB Trust Fund of \$7 million is estimated to increase slightly due to investment income.

The revenue and expenditure reports included in the appendix provide the year end result for fiscal year 2020. This year the reports include the FY'20 revenue results as of September 16, 2020, and expenditure reports for City departments as of September 14, 2020, and School Department as of September 14, 2020. Technically the fiscal year is not complete, as revenue is accrued and receivable up to the end of September. Expenditures can be reclassified to revolving accounts and federal and state grants as allowed. In this particular fiscal year, the reclassification of expenditures to the CARES Act funding received by the state for FY'20 is ongoing both for School accounts and for City accounts. In addition, the City qualifies for FEMA reimbursement for direct emergency expenditures such as sanitizing buildings, installing plexiglass to protect against the spread of the virus, and the purchase of PPEs. Remote working supplies and equipment, and remote learning supplies and equipment is not FEMA eligible and is covered by the CARES Act funding. A COVID-19 specific expenditure report is included in the Appendix with the expenditure reports.

The Departments that make up the Administration and Finance Division are often overlooked as they do not perform functions in direct contact with citizens. However, financial flexibility and quality control provided by the Departments described below allows the City to focus on service to the public and maximizing financial resources. As operational partners to all the front line, direct citizen service departments, it is our goal to enable those departments to focus in their work knowing they are well supported financially and technologically. Collectively, the Department Heads in the Administration and Finance Division have more than 130 years of professional experience in their respective fields.

Mary Ellen Kelley, CFO/Director of Administration and Finance:
mek@framinghamma.gov – (508) 532-542

Jennifer Pratt, Asst. CFO/Chief Procurement Officer:
jap@framinghamma.gov – (508) 532-5425

Richard G. Howarth, Jr., City Accountant:
rgh@framinghamma.gov – (508) 532-5413

William G. Naser, Chief Assessor:
wgn@framinghamma.gov – (508) 532-5415

Carolyn R. Lyons, Treasurer/Collector:
crl@framinghamma.gov – (508) 532-5430

Carly P. Melo, Director, Technology
cp@framinghamma.gov – (508) 532-5829

CITY ACCOUNTING DEPARTMENT

The Office of the City Accountant is responsible for ensuring that all expenditures of the City conform to the requirements of Massachusetts General Laws, City Council ordinances and Grantors, and do not exceed City Council ordinances or grant authorizations. The Office also accounts for all financial transactions of the City – receipts, expenditures and payroll – in conformance with generally accepted accounting principles and the Uniform Municipal Accounting System promulgated by the Commonwealth of Massachusetts'

Accounting Department Staff

Richard Howarth	City Accountant
Nancy Lomas	Assistant City Accountant
Dawn Divito	Payroll Administrator
Jennifer Atwood	Payroll Coordinator
Alyssa Cunningham	Payroll Coordinator
Shirley Tibbert	Accounts Payable Specialist
Kelly Lanefski	Administrative Assistant 3
Stephanie Galli	Administrative Assistant 3
Lauren DiGiandomenico	Payroll Specialist

Department of Revenue. It then makes this accounting information available to (1) the City’s municipal program managers to facilitate their management of program budgets, (2) independent auditors who must opine on the financial condition of the City, (3) state and federal agencies for use in generating financial information for program and policy development, (4) credit rating agencies for their use in assessing the City’s fiscal stability and creditworthiness, and (5) Residents.

For Fiscal Year 2020, the Department processed over 10,350 purchase orders and certified funds availability for over 375 contracts; set up 84 grants and processed 77 amendments; processed over 1,100 employee reimbursements; added over 2,000 vendors; and reviewed over 39,700 invoices and issued over 15,800 accounts payable checks. In addition, 566 new employees were added and 541 employees were terminated.

The Top Ten Vendors Paid During Fiscal 2020

1. US Bank	\$70,683,607	6. Durham School Services LP	\$5,693,576
2. Group Insurance Commission	\$39,789,057	7. Newport Construction Corp.	\$5,333,716
3. Framingham Retirement System	\$16,563,764	8. Mass Clean Water Trust	\$3,989,341
4. Consigli Construction Co., Inc.	\$15,706,624	9. RJV Construction Corp.	\$3,917,727
5. Keefe Technical School	\$9,172,858	10. Van Pool Transportation, LLC	\$3,905,837

TECHNOLOGY SERVICES DIVISION

Carly Premo Melo, Director

The Technology Services Division is committed to providing the highest level of service possible while being fiscally responsible. Goals focus on maintaining a stable, up to date network and end-user environment that enables and enhances user productivity. Additionally, we look to leverage technology wherever possible to streamline and automate processes. Below are some of our Division’s top accomplishments for the year.

Data Services and Development

Alan Holt, Asst. Director/Development

Anthony Sylva, Programmer/Analyst

Heidi R. Bryce, Manager/Applications Services

Charles Duross, Public Safety Systems Administrator

Permits and Licenses

- 19,000 new permits were issued during the year – about 10% more than last year. The system is used by the Building, Fire, Planning, Board of Health, Conservation, Zoning, Police, City Clerk, and Public Works Departments.
- The volume of online applications and payments for permits increased 25% to 5,500. Online applications and payment are available 24 hours a day, obviating the need to come to City Hall.
- Currently 270 different types of permits, licenses, and case types are tracked in the system. The records are maintained by 12 different departments. The system interfaces with the City’s GIS, Assessor records, state licensing authorities, the City’s document management system, and DigSafe.

- Some of the new applications implemented this year include dog licensing, common victualer (restaurant), school food service, supermarket food service, tobacco/marijuana accessories, and a new food service inspection tool.

eForms, eDocuments, and City Operational Data

- The city uses Laserfiche Forms for online permit applications. It is also used to streamline internal processes and eliminates excessive paperwork. eForms are used in the Building Department, Police Department, Fire Department, Public Works, City Clerk, License Commissioners, and Purchasing.
- The City also uses Laserfiche for electronic document processing and archiving. The number of eDocuments stored in the archive has grown about 20% since last year, to over 770,000 consisting of over 1 billion pages, organized in over 145,000 folders. If the content was printed, it would create a stack of pages over 100 miles high!
- The system has over 120 City employees who add content every day. Public documents are accessible through the Online Archive on the City's website.
- The City also makes copies of finance data and operating metrics available to the public through the Transparency Center, located on the main page of the City website. Data can be accessed in formats that can be used by spreadsheet tools. Information includes salary, revenue, expenses, public safety activity, permitting activity and property assessment.

APPLICATION SERVICES

Application Services is responsible for the ongoing support of the City's financial management system, Munis, used by more than 270 School and City employees, and Munis Employee Self Service (ESS), accessible to all employees; and Granicus Legislative Management, which manages agendas and minutes for all City Board, Councils, and Committees and are visible to the public via the Web Portal with 100+ active meeting groups represented.

Munis/ESS

- Provided ongoing technical support for both Munis and ESS.
- Launched two mobile apps – Munis MyWork and ESS Mobile.
- Modified ESS to allow user management of select contact information to decrease data-entry burden on Human Resources/Payroll staff.
- Expanded Munis-user reference library and added ESS documentation for employees.

Legislative Management

- Provided ongoing technical support.
- Facilitated the publication of background materials to the Portal for public access and transparency.

PUBLIC SAFETY

Public Safety is responsible for supporting key information technology applications and related technologies utilized by the Police and Fire Departments and for ensuring critical public safety systems function efficiently and effectively on a 24/7 basis.

- The City uses SharePoint service for Police, Fire, and Municipal services. The systems were upgraded to the latest version, adding tools for Microsoft Office automation.
- The rollout of replacement Fire apparatus computers was completed.
- Upgrades were applied to Fire and Police incident and records management software.

NETWORK AND USER SERVICES

James V. Schiavone, Asst. Director/Support

Robert Becker, Network Technician

Todd Coutu, Helpdesk Technician

Network and User Services are responsible for the ongoing support services of the City's Fiber network, servers and desktop devices; messaging, security and WIFI; Help Desk support, setup and training, email, Internet, hardware and software support, inventory maintenance, policy and licensed software audits for all City Departments; City-wide VOIP, voice and video conferencing. User Services is also responsible for PC, printer and software upgrades and maintenance; City meeting equipment and presentation assistance to City administration, departmental staff, boards, and committees.

COVID-19 RESPONSE

The COVID-19 global pandemic significantly changed our focus for a large portion of the last half of the fiscal year. We had previously created a Disaster Recovery group and had identified similar scenarios. Because of the investment in technology the City has made, we had the tools in place to quickly enable remote access for large-scale WFH (work from home) employees with limited to no disruptions. Applications including Jabber, NetMotion, and WebEx were widely deployed; not only to City employees but to School and Library as well to improve critical communications with students and elderly residents. In conjunction with Library staff, a 411 Information Line was created and staffed to answer non-emergency calls for the City; this line averages 100 calls per day. In addition to our Webex deployment, we set up a City Zoom account, providing licenses for public meetings, and worked with Media Services and the Mayor's staff for streamlined Zoom administration for all meeting bodies.

Additionally, we provided pilot remote building inspection capability. Our staff was instrumental in a widespread laptop deployment - reimaging a large number of laptops to be deployed in addition to purchasing and deploying new ones. Remote support was available for all systems and applications, and we were able to provide the same level of service to our users.

Additional Accomplishments:

- Cyber security – continued with monthly cyber security training program for all City employees. Implemented additional levels of monitoring and security to continue to protect all City technology assets.
- Radio infrastructure upgrade – Multi-department project in process. This complex project began this year; it includes several departments and various vendors and is the final contract process. Work will begin in early FY'21.
- Anti-Virus (AV) migration - Migrated from previous AV that was not working correctly to Cisco Amp to better protect City assets.
- Streamlined deploying and repairing systems via fully automated deployment of Windows 10 to any computer inside the City network.
- Improvements in employee self-service allowing for end user installation for most software applications needed.
- Moved and installed equipment (computers, phones, wireless access points and printers) from the old fire station to the new fire station.

User Services Support Statistics

478 Desktops

287 Laptops

62 Tablets

New desktops – 79

New laptops/tablets - 91

2503 helpdesk tickets created – average 209/month

Active Users: 962

- 652 City users
- 143 School (Munis) users
- 167 Service/vendor accounts

- Installed Cisco Umbrella, allowing for inspection of DNS requests to increase our cyber security protection.
- Working with Facilities, we researched all major MFP (multi-function printer) providers and negotiated a contract with Xerox for the replacement of all City MFPs; installed secure printing and business continuity rules to help control printing costs.
- Assisted with a closed IP camera system at Police HQ including cells and sally port areas.
- Budget reductions: In response to forced budget cuts due to the pandemic, we reached out to each of our vendors asking for them to absorb some of the cuts on their maintenance renewal costs. Most vendors accommodated the request.

Email	Inbound
Allowed	1,812,554
Blocked	3,243,051
Total	5,055,605
Email	Outbound
Sent	441,685
Encrypted	1,679

Network Statistics

Fiscal Manager, Kimberly Estivale

The Fiscal Manager is responsible for managing the Department's finances. This includes preparation of the annual operating and capital budgets, generating budgetary transfers and adjustments, tracking expenses, and producing budgetary reports. The Fiscal Manager also tracks software expiration dates and is responsible for managing contract renewals. Kim frequently corresponds with vendors for various reasons such as quote requests, invoice matters, purchase order processing, and monitoring contract statuses.

Administrative Assistant, Jennifer Nall

Jenn is a valuable asset in managing the day to day operations of the Technology Services department. Her duties include attendance tracking, payroll, processing departmental bills, and overall office management. Additionally, Jenn processes the Citywide telephone bills for both VOIP and traditional phone lines. Jenn is also responsible for the management of the onboarding process of new equipment ordered by all City departments.

MEDIA SERVICES

The mission of the Government Channel is to serve the community as a valued resource by providing timely news and events to inform Framingham residents on City programs and services. We do this by producing video coverage of public meetings, developing original series, and displaying important City announcements on our municipal electronic bulletin board. The Government Channel is dedicated to delivering programming that supports the various City departments' goals and objectives and makes local government proceedings more accessible to the public.

Network Statistics

Total network sites = 58

New network sites:

- Edgell Grove Cemetery
- Gates Street Sewer Station
- Salem End Sewer Station
- Pleasant Street Sewer Station
- Cochituate @ Whittier Signals
- Facilities Management Office

Total servers - 119 (including 16 VMware hosts)

IP cameras = 262

Maintained an industry accepted 5 9's of availability (99.999%) during normal business hours

Examples of FY'20 City programming and production support that the Government Channel has completed to that end include:

- ArtWeek Comes to Framingham
- Callahan Senior Center Lectures
- Coronavirus Updates
- Cultural Council Awards
- DPW neighborhood construction meeting(s)
- Framingham Police & Fire promotions ceremonies
- Holiday Tree Lighting (28th annual)
- Housing Assistance program
- Human Relations Commission presentation
- Inauguration Day Ceremonies
- Indian Head Water Storage Tank Replacement Ribbon Cutting
- Irving Street Groundbreaking Ceremony
- Live election night analysis
- Loring Arena Grand Re-Opening
- Mass DOT Project presentation
- Mayor's Community Conversation
- Memorial Day Observance Ceremony
- MWRTA services and updates
- Nixon Road public hearing(s)
- Open Meeting Law & Public Records Training
- Parks and Recreation programming updates
- Pride Flag Raising Ceremony
- Public library monthly lectures series
- Team Framingham Boston marathon programming
- September 11th Observance Ceremony
- Shop with a Cop
- State of the City Address
- Veterans Day Observance Ceremony
- US Navy Holiday Season Concert
- Veterans Day Observance Ceremony
- Voter education, public service announcements
- Water & sewer rate hearings

In addition to these community events, the Government Channel also carried regular live coverage of the Board of Health, Board of Licensing Commission, City Council Meetings, City Council Subcommittee Sessions, Disability Commission, Planning Board, School Committee, Traffic Commission, and Zoning Board of Appeals.

The recurring coverage of these and other public sessions are an essential component of the channel lineup that gives residents instant access to Framingham government both on their cable system and via the internet. The Department produced over 325 separate programs throughout the year.

The media department played an active role in pivoting to remote meeting capabilities due to the Coronavirus health pandemic and City Hall closure. Live public meetings continue to broadcast over cable television and the internet without interruption despite the restrictions on in-person meetings. Department staff worked to quickly and reliably reconfigure our technology capabilities for teleconferencing broadcasts to meet these fast-changing service needs and deliver City programming to residents throughout unprecedented times.

The Government Channel can be viewed on Comcast channel 99, RCN channel 13/HD 613, and Verizon channel 42. Programming schedules and live streaming capabilities are available on the city's website by accessing the government channel portion of the department directory or at www.framinghamtv.com.

The Government Channel, through its programming, is compiling complete and accurate public records for the City of Framingham. These video recordings provide an enhanced ability to assess the accuracy of official print records of meeting minutes. All programming is available to the public upon request; all of our programming is also available via streaming video on demand for internet viewing.

Respectfully submitted,

Ron J. Rego, Director of Media Services

PURCHASING DEPARTMENT

The Department's goal is to ensure that purchases of goods and services made by City and school departments maximize the value of available funds while operating in strict compliance with procurement laws and regulations of the Commonwealth. Located within the Finance Division, the Department includes a Procurement Administrator, Amy Putney, who has been with the Department since 2013 and employed by the City since 2004. The Procurement Administrator reports to the Assistant CFO, Jennifer Pratt, who has been employed by the City since 2001 and holds the designation of Chief Procurement Officer since 2014. The Chief Procurement Officer and Procurement Administrator hold certification as Massachusetts Municipal Public Purchasing Officials (MCPPO) awarded by the Commonwealth of Massachusetts Office of the Inspector General.

The Chief Procurement Officer oversees the Department and is responsible for procuring goods and services for City and school departments using best practices for procurement and per established laws, ordinances, and city policies. The Chief Procurement Officer is responsible for the purchase of property and casualty insurance for the City as well as all bids and contracts. The Department manages real property acquisitions and dispositions, including leases involving municipal buildings. The Chief Procurement Officer reviews individual transactions of any amount from all departments. Department of Public Works Capital procurements are conducted by the City Engineer, Assistant Director of Public Works, and Capital Procurement Administrator, all of whom hold MCPPO certification. Contracts for these purchases are reviewed and approved by the Chief Procurement Officer.

In FY'20 the Department continued to streamline procurement processes by moving to electronic platforms for managing procurements and contracts, bidding opportunities and the contract signature process. These improvements enhanced the capacity of the Department to educate and assist departments with contracting services, purchasing commodities and contract administration. These electronic platforms also allowed our Department to continue business during shutdowns due to COVID-19. Regular fiscal year services included conducting bids, awarding contracts, and coordinating with the Mayor and Division Heads for contract approvals and management. The Department provided technical assistance to City and school departmental staff and managers in the use of statewide and collaborative contracts and compliance with purchasing laws and regulations.

The Purchasing Department has worked closely with all City and school departments during their efforts on various capital projects authorized in prior fiscal years including parks improvements, safety improvements for school buildings, and a citywide public safety radio project. Purchasing assisted departments with necessary/emergency COVID-related purchases to ensure compliance with relevant laws and regulations. In FY'20 the purchasing department awarded 106 City contracts with an approximate value of \$6.6 million, 125 school contracts with an approximate value of \$7.7 million, and 69 public works contracts with a value of approximately \$18.8 million. Additionally, the Department awarded 49-unit price, on-call, or revenue contracts.

During FY'21 the Department will continue to use technology as a tool to improve processes such as contract administration and record retention and enhance our vendor outreach and diversification for bidding opportunities.

ASSESSORS

General Scope and Function

The Department of the Board of Assessors is comprised of three appointed Board members and eight full time staff employees: Chief Assessor, Commercial Assessor, Office Manager, four Field Assessors and one Customer Service Representative.

The Office of the Board of Assessors is a value-based department. The Assessors are primarily responsible for determining the full and fair cash value of all real and personal property within the municipality.

Other duties of the Department include: administer motor vehicle excise tax, compile and submit the annual Tax Rate Recapitulation to the Department of Revenue in conjunction with the Town Accountant, abate/exempt/defer taxes, defend

established values on abatement applications and at Appellate Tax Board hearings, maintain tax assessment maps, and oversee the City's overlay reserve account (an account established to fund abatements, exemptions, and unpaid taxes for the respective fiscal year).

Tax law intends for each taxpayer to pay an equitable share of the tax burden in proportion to the value of the property or asset. This is known as *ad valorem* tax, or according to value tax. It is important to note that Assessors do not raise or lower taxes, nor do the Assessors set rate of taxation (tax rate). These determinations are made with the assistance of assessment values, but are decisions made outside of the scope of the Assessing Department.

Fiscal Year 2020 – Interim Value Year

Fiscal year 2020 was an interim year for the City of Framingham.

The Assessing Department does the following for value adjustments for this type of fiscal year:

- **Real Property** - Review, analyze, and if necessary, adjust current value assessment levels using primary source data such as sales within the City for residential properties, and sales and income and expense information returns for commercial and industrial property. Review of secondary source data is also used. Secondary sources are local builders, local real estate agents, subscription services, and sale and assessment information from other towns or cities.
- **Personal Property** – Review, analyze, and adjust asset values based on *Form of List* asset returns. Assets are placed in the assessment system based on replacement cost and depreciated using schedules based on asset type.

In addition to the above analysis, the Department does the following: continues with annual cyclical inspections of both real and personal property accounts, adjusts assessing map, updates real property per building permit inspections, updates website, processes abatement applications, processes personal exemption applications, processes tax deferral applications, and motor vehicle abatement applications. The culmination of the real & personal property analysis, is the submission of the real property sales and statistical work, to the Department of Revenue Division of Local Services for value approval.

These actions and valuations occur every year, with the fifth year being a different tax year type, known as a certification year, essentially, an assessing audit performed by the Department of Revenue (DOR) DLS. Assessors review market information and adjust values according. Consequently, one of the main duties of the DOR Bureau of Local Assessment is to review and approve each municipality's property values each year, to ensure that values are at full and fair market value; and uniform valuation and industry standards are meeting or exceeding DOR assessment standards.

Residential properties are generally valued and adjusted based upon market sales that occurred in calendar year 2018. Commercial & Industrial properties are generally valued and adjusted based upon the following: market rental income, market rental expense, market vacancy rates, and area income capitalization rates in calendar year 2018. Personal property is generally valued and adjusted based upon: asset description, condition, replacement cost new, year purchased and asset depreciation schedule, as of the assessment date.

Tax Rate Summary

The total amount to be raised through taxation (tax levy) is calculated after all other sources of revenue and total expenses for the town are known. The levy for fiscal year 2020 was **\$196,153,144.14**. The Department of Revenue approved the following tax rates: **\$14.98** per 1,000 of value for residential properties, and **\$32.30** per 1,000 of value for commercial, industrial and personal property properties.

Property Class	FY2020	
	Assessed Valuation	Percent of Total Valuation
Residential	8,152,699,384	78.1%
Open Space	—	—
TOTAL RES. & OS	8,152,699,384	78.1%
Commercial	1,620,756,141	15.5%
Industrial	344,244,880	3.3%
Personal	326,816,545	3.1%
TOTAL CIP	2,291,817,566	21.9%
TOTALS	10,444,516,950	100.0%
<i>RE EXEMPT VALUE</i>	<i>1,219,279,290</i>	—

Summary

Real Estate

The real estate market in Framingham saw increasing values in FY'20. Residential, commercial and personal property values all saw varying percentage increases.

A public hearing was held on November 7, 2019 and continued to November 17, 2019 in which the City Council chose a dual tax rate with a tax shift away from the residential base and onto the commercial, industrial, and personal tax base. The DOR then approved the tax rates as previously stated.

Other items

- Motor Vehicle Excise Tax: \$8,573,024 in tax dollars
- Real Estate Tax Exemptions granted: 271 applications, \$262,588 in tax dollars
- Real Estate Tax Deferrals granted: 5 applications, \$23,983,47 in tax dollars
- RE Abatement applications granted: 35 applications, \$174,156 in tax dollars

Website (www.framinghamma.gov) Please feel free to call, email, or visit the office if you have any questions regarding your property value or the assessment process.

Respectfully submitted,

William G. Naser, MAA
Chief Assessor

TREASURER/COLLECTOR'S DEPARTMENT

The Treasurer/Collector's office works diligently to meet the requirements of the laws and all of the needs of the City's residents. We are an office of seven employees that strive each day to provide the best customer service to all of our residents.

One of our main duties in the Treasurer's Office is to collect the quarterly Real Estate and Personal Property payments. For FY'20 we mailed out 20,679 in Real Estate bills for a total of \$186,688,647.20. For Personal Property we mailed out 1,174 bills for a total of \$10,556,174.57. Our collection rate is around 99.8% for Real Estate and Personal Property. We also collect the Water/Sewer bills that the Department of Public Works mail out weekly. Yearly we mail out 58,653 excise bills, in 2019 we billed \$8,8110,361.44 and collected \$7,082,076.80.

Additional duties of the Department are to collect, verify, and deposit all monies that are received in from all departments within the City. This includes all credit card transactions for Real Estate, Personal Property, School Department, Water/Sewer, Excise and Parking, and all City departments such as Fire, Board of Health, Building and Wire, Police, HR, and City Clerk.

As the Treasurer it is my responsibly to determine the cash needs of the City and to ensure that sufficient liquid assets are available to pay current obligations. All of the City's money that is not required to be kept liquid for purposes of distribution is invested in order to obtain interest on the money at the highest possible rate reasonably available. In the past few years, the interest rates have been low but are starting to rise, and the banks are now becoming more competitive with their rates.

In 2020 the City received \$1,150,260.14 in interest for the year. The City has on average a daily balance of \$80 to \$120 million in all of the bank accounts. This amount varies throughout the year due to collections and payments of receipts.

The City's Bond Rating is currently at Aa2 with a stabilized outlook issued by Moody's Rating Service. This rating is the third highest rating in their system. Moody's cited the City's financial position with stable cash balances, a sizeable and expanding tax base with above average wealth indicators and manageable debt and pension burden as positive credit factors.

The City issued a BAN in June 2020, which was awarded to Bank of America Merrill Lynch in the amount of \$48,316,081 with a net interest cost of 0.3360% with a premium of \$220,804.49.

The City issued a Bond in December 2019, awarded to Robert W. Baird & Co. in the amount of \$24,515,000, with a premium of \$ 2,791,948.34 and a net interest rate of 2.07555%.

The City also received from the MWRA \$1,546,000 of which \$1,159,500.00 was in the form of a grant, and \$386,500.00 was in the form of an interest-free loan for the Union Ave/SSES Phase 6 project.

On average the Department has put between 95 to 100 accounts into Tax Title per year for an estimated amount of \$335,900 for non-payment of taxes, but we also send out 20,679 bills per quarter, the amount of accounts that go into Tax Title is relatively low in a City of this size. In 2019 there were \$2,027,632 in tax title for all years, and the collection was \$1,118,258.

The City held one public auction this year, and that was the foreclosed property 24 Wayside Inn Road. The winning bid for this property was \$775,000 with \$691,758.31 in proceeds to the City after all fees were deducted. For FY'21 there are four anticipated public auctions.

The Treasurer/Collectors' staff is well trained and is cross-trained to ensure a timely delivery of services to residents, especially through peak periods of activity.

The mission of the Framingham Division of Public Health (the Division) is to equitably protect and promote the health of the diverse populations that live, learn, work, and play in the City of Framingham. We seek to support and enhance health through strong leadership, high quality services, culturally competent health education, and collaboration with diverse local and regional partners. The first eight months of FY'20 included standard public health operations. In March 2020 the COVID-19 pandemic emerged and dominated our work. Please see the COVID-19 section of the Annual Report for more information about our activities between March and June 2020.

LEADERSHIP & GOVERNANCE

The Division of Public Health includes four main service areas: Environmental Health, Community Health, Public Health Nursing & Emergency Preparedness, and Administration. Under the leadership and supervision of the Director of Public Health, the Division hosted 13.5 municipally funded full time equivalent (FTE) positions, 1.5 FTE grant funded positions, and five independent contractors.

The Board of Health (BOH) is a three-member appointed body that provides policy direction to the Division. In fiscal year 2020 BOH members included Gillian Carcia, JD (Chairwoman), David W. Moore, MD (Vice Chairman), and Laura T. Housman, MPH, MBA (Secretary). In FY'20, the BOH adopted three health regulations: a revised regulation for the Minimum Standards for the Keeping of Animals, a revised regulation for food establishments based on risk categories, and a regulation restricting the sale of tobacco products and smoke accessories.

Environmental Health

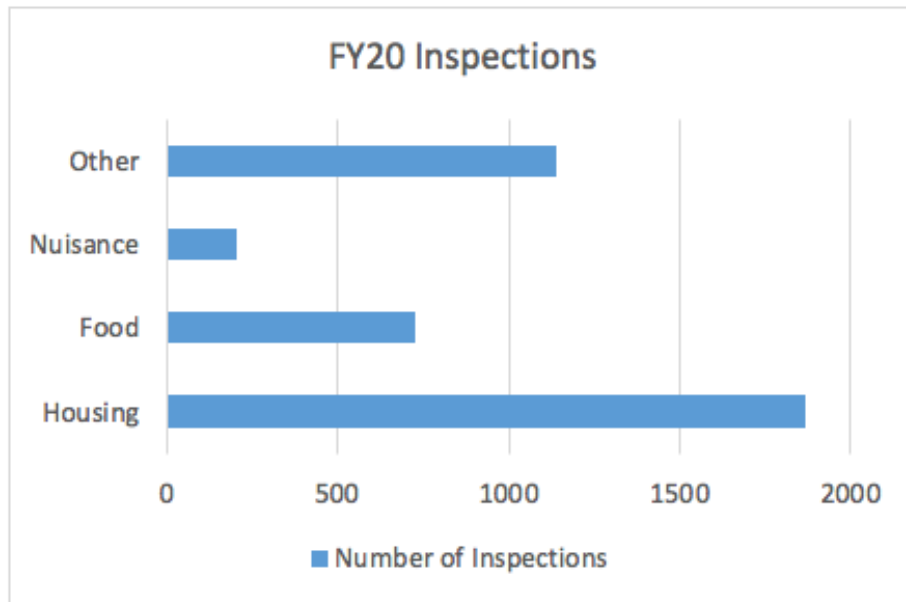
The Environmental Health section of the Division regulates and protects many aspects of environmental health for the City of Framingham. Much of our regulatory actions are mandated by state and local laws and regulations. Our team of Public Health Inspectors, led by the Environmental Health Manager, carried out the operations of this section of the Division. In FY'20 the Health Department received grants from the Food & Drug Administration and the Association of Food & Drug Officials for staff training and risk-based assessment of food establishments. In an effort to increase food safety knowledge and reduce inspection violations, the Environmental Health staff offered training to food establishments in English, Spanish, Portuguese and Chinese.

Permits & Inspections

Between July 2019 and March 2020 our team conducted nearly 4,000 initial inspections and follow-up reviews and over 115 plan reviews for new and/or renovated establishments. We inspected and permitted restaurants, commercial kitchens, farmer's markets, food trucks, recreational camps, septic systems, tanning salons, tattoo parlors, public and semi-public swimming pools, public beaches, bodywork establishments, keepers of farm animals, tobacco retailers, and marijuana establishments. We also offered lead paint testing, promoted smoke-free housing, conducted pre-rental housing inspections, and coordinated mosquito control efforts. Our inspectors responded to complaints related to housing, trash, rodents, beavers, odor, noise, dust, hoarding, and food-borne illness. In March 2020 we transitioned to virtual and phone-based inspections due to COVID-19. We conducted in-person inspections only when it was necessary and safety precautions were in place. There were an additional 175 complaints addressed between March 15-June 30 2020, 85 of which were related to noncompliance with COVID-19 guidance.

Hoarding

In FY'20 we continued the long-term deployment of our Community Intervention Specialist (CIS) to the Framingham Fire Department. The CIS offered case management, referrals, and support to Framingham residents with hoarding disorder as a part of the FFD's responding team. Our Environmental Health staff worked with the CIS and other City departments as needed to address hoarding cases.



Environmental Justice and Major Contaminated Sites

Portions of South Framingham meet the definition of Environmental Justice Areas. In this district, we work closely with Massachusetts Department of Environmental Protection (MassDEP) to advocate for the appropriate and timely remediation of three main contaminated sites – the Mary Dennison Park, General Chemical Corporation properties on Leland Street, and EverSource property on Irving Street. In FY’20 the Health Department hired an Environmental Protection Officer to lead efforts in this area. The Division also contracted with Bois Consulting Services for additional technical support. Work at these sites included:

- Mary Dennison Park: The Health Department worked with the Department of Parks, Recreation and Cultural Affairs to advise and provide comments on the remediation and redevelopment plans for the park. We also provided oversight for a portion of the Beaver Street bridge replacement project that was completed within the boundaries of the park.
- Eversource: The Health Department continued review and comment on the assessment and remediation activities conducted at the 350 Irving Street Site. A small portion of the Eversource site extends into the Beaver Street bridge replacement project work area. We provided review and oversight for work in this area to protect the City and public’s interests related to known contamination. When previously unknown contamination was encountered on City property during the bridge replacement, we provided information to MassDEP that led to a determination of Eversource being designated as the Potentially Responsible Party and therefore being responsible for cleanup of the contamination.
- General Chemical: The Health Department continued to review and comment on assessment and remediation activities conducted at the 133-135 Leland Street site. We worked with MassDEP to hold public meetings related to significant remediation activities planned for the site in spring 2020. These activities were postponed due to COVID and are now scheduled for spring 2021. We continue to work with legal representation of the former General Chemical Corporation to facilitate the removal of the abandoned houses associated with the site.
- Cedar Woods: The Health Department is working with Planning and Community Development on the assessment and possible improvements at the City owned open space known as Cedar Woods. This is one of the few remaining large public open spaces south of Waverly Street.

Community Health

The Division continues to seek and invest more resources on improving the health outcomes of our residents through community health initiatives. In FY'20, we continued three main programmatic areas: addressing the ongoing opioid crisis and other substance use issues, healthy aging, and a community engagement project. We also began health equity training for Division leadership and staff. This section of the Division was led by the Assistant Director of Public Health.

Substance Use Prevention and Intervention

Framingham continues to advance efforts in substance use prevention, intervention and recovery supports. In FY'20 the Framingham Health Department:

- Initiated a Post Overdose Support Team (POST) program in partnership with the Police Department, Fire Department, and community organizations. The POST program offered individuals and families access to naloxone, harm reduction education and connection to treatment services following an opioid overdose emergency.
- Co-chaired the Framingham Youth Development Coalition with the Police Department and worked with members to promoted positive youth development strategies across agencies.
- Continued collaboration with Boston University School of Medicine to educate health care providers about best practice guidelines for prescribing opioids to pediatric populations. In FY'20 more than 700 medical professionals participated in the online training module.
- Coordinated the MetroWest Health Department Naloxone Program serving Framingham, Ashland, Hudson and Natick. Since April 2018 more than 600 individuals have been trained in how to recognize and respond to an overdose, and more than 40 businesses were equipped with life-saving Narcan.
- Hosted a Legislative Breakfast (January 2020) to explore innovative regional and state efforts improve behavioral health services. The event was organized by the MetroWest Opioid Coalition, a group led by the Framingham Health Department.

Healthy Aging

With funding from the MetroWest Health Foundation, our Age & Dementia Friendly Coalition continued to meet to share resources and for older adults. In FY'20 coalition members conducted community education on dementia, and on health care and end of life choices to over 100 residents and community groups.

Community Engagement

In FY'20 the Voices of the Community project was implemented. This project is funded by the MetroWest Health Foundation with a technical assistance grant from Metropolitan Area Planning Council. FY'20 activities were focused on listening to and learning about the priorities of residents in the project area; two census tracts in southeast Framingham. Residents living in this part of Framingham experience substantial disparities in social and health outcomes when compared to more affluent neighborhoods in the City. The project team interviewed over 200 residents in Portuguese, Spanish and English. Several themes emerged from the interviews:

Residents reports many positive characteristics of their neighborhood:

- Sense of peace and tranquility
- Sense of community
- Appreciation for local businesses
- Job opportunities
- Nearby health care facilities
- Nearby parks and recreation areas

When asked what they would change about their neighborhood, residents reported:

- More programs for youth to keep them focused on positive activities
- Additional efforts to address substance use/abuse and homelessness and the accompanying safety concerns
- More public transportation options
- Increased access to health insurance and affordable health care services
- More affordable housing

In FY'21 the Health Department will work to bring the findings back to residents and consider action steps.

Professional Development: Health Equity Training

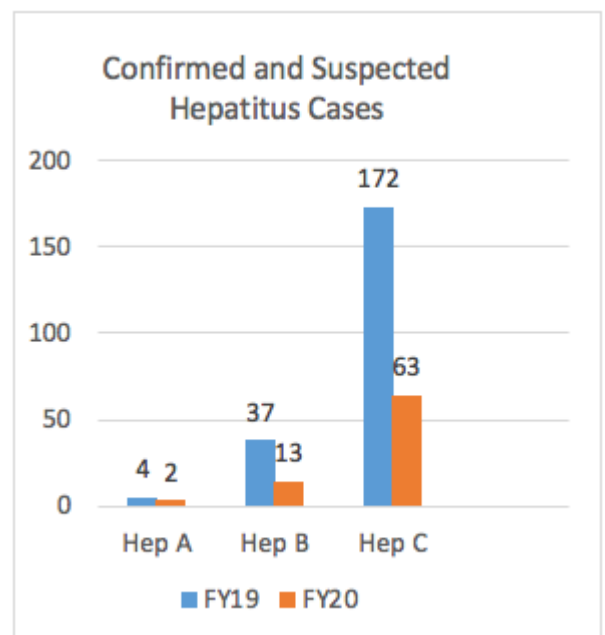
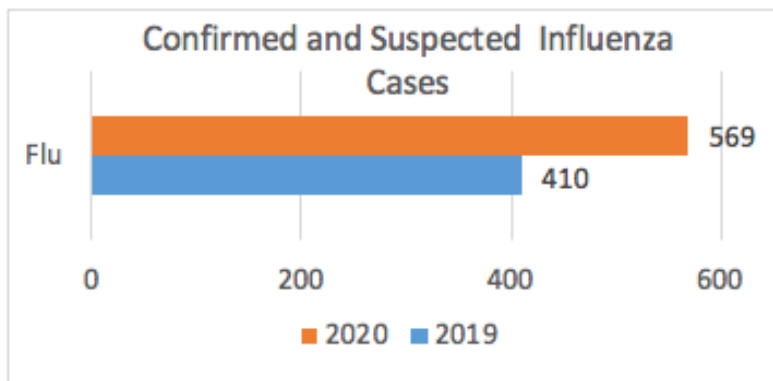
In FY'20 the Health Department received grant funding for a health equity consultant to offer a series of workshops to Board of Health members, leadership and staff. The workshops provided the historical context for health inequities, and explored the structural and systemic root causes that impact public health.

Public Health Nursing & Emergency Preparedness

In FY'20, the Division opened a stand-alone Office of Public Health Nursing at 113 Concord St. in downtown Framingham. The location is easily accessible, and provides much needed space for residents to access services. The Office of Public Health Nursing houses our Chief Public Health Nurse, a part-time public health nurse, nursing student interns, our Regional MRC Coordinator, and a part-time administrative assistant. In FY'20, we continued to provide a variety of public health nursing services in order to comply with state law and the needs of our diverse population. Major activities included communicable disease control, immunization/clinic services, emergency preparedness and oversight of medication and sharps kiosks. In FY'20 the Framingham Health Department was awarded a grant from the Massachusetts Department of Public Health to explore a regional shared-service model for public health nursing services. The planning team was facilitated by the Metropolitan Area Planning Council and included the nearby municipalities of Ashland, Holliston, and Hudson. Further exploration and feasibility tests will continue in FY'21. The Health Department was also awarded and grant from Framingham FORCE to offset the costs of sharps disposal.

Communicable Disease Control

Disease Surveillance is conducted on all reportable diseases, clusters, and outbreaks for trends, mapping, and health education. There were 815 cases of reportable diseases in FY'20, not including cases of tuberculosis. Confirmed and suspected cases of hepatitis declined markedly compared with FY'19. This may be the result of delayed or unavailable health care services between March and June 2020.



Many health care providers closed or transitioned to virtual care as the COVID-19 pandemic unfolded, and it is widely reported across the state and nation that people delayed care and treatment that they would have otherwise received. There was an increase in reported flu cases in FY'20 compared with FY'19.

With the onset of COVID-19 in March 2020 our public health nursing services shifted dramatically to case investigation, contact tracing, isolation, and quarantine monitoring; and technical assistance to businesses, schools, organizations and residents.

Nursing Clinic and Immunizations

The Office of Public Health Nursing provided a total of 3,108 vaccinations in FY'20. This included 1,963 flu shots and 1,145 other immunizations, the majority of which were required vaccines for school-aged children and adolescents. Flu clinics were held for City employees and residents at a variety of locations in September and October 2019. Between July 2019 and January 2020 there were ten hours per week of public clinic hours offering a range of services including child/adolescent/adult immunizations, health screenings, health education, agency referral and more. Compared with FY'19 there was a reduction in the total number of vaccinations based on two main factors; in January 2020 our Chief Public Health Nurse was out of the office due to medical leave, and in March 2020 the COVID-19 pandemic required a suspension of all in-person clinic visits.

Emergency Preparedness

The Chief Public Health Nurse oversees the administration of the Framingham Medical Reserve Corps (MRC); a group of more than 200 medical and non-medical volunteers who provide emergency support/response for the City of Framingham. Activities, training, deployments and drills are fundamental to the success of the MRC in Framingham. The major FY'20 MRC deployments included:

- Summer Concert Series
- Farmers Markets
- Flu Clinics
- Movie Night
- Operation Stand Down
- Drug Take Back Day
- First Aid Tent requests (5)
- Monthly sharps and prescription medication management

One of the largest MRC deployments, the Boston Marathon, was postponed due to COVID-19.

Administrative Services

Our administrative staff continued to offer high quality office support to our staff, and friendly customer service to the residents and business community. They handled incoming complaints, inquiries, and requests, as well as the issuance of permits for the Division. They completed essential tasks including payroll, accounting and purchasing for the Division. The section of the Division was staffed by our Office Manager and the Administrative Assistant.

Respectfully submitted,

Samuel S. Wong, PhD
Director of Public Health



Public Health
Prevent. Promote. Protect.

Capital Projects and Facilities Management Division

FACILITIES MANAGEMENT DEPARTMENT

The Capital Projects & Facilities Management Department (CPFM) is responsible for the general maintenance, repairs, renovations, improvements and day-to-day operations of public facilities and parking lots owned by the City of Framingham. The Department oversees and maintains 19 City-owned buildings (607,630 sq. ft.), the Waverly Street and Hollis Court commuter parking lots, Pearl Street Garage, both Centre & Downtown Commons, and parking meters located throughout the downtown area. Our mission is to provide facility solutions and services to every challenge in a collaborative, efficient and innovative manner while continuing to be fiscally responsible.

Capital Projects & Facilities Management Staff

Director	1	Electrician	1
Deputy Director	1	Plumber	1
Project Manager	2	Carpenter	1
Operations Manager	1	Maintenance Supervisor	1
Sustainability Coordinator	1	Building Maintenance Worker	4
Financial Analyst	1	Building Facilities Manager - Libraries	1
Administrative Assistant	1	Custodian - Libraries	.80

FY'20 Operating Budget: \$2,534,748

FY'20 Revenue Collected: \$381,189

FY'20 Accomplishments

- Processed roughly 500 help desk tickets in FY'20. Tickets are submitted by employees from all departments including, Police, Fire, Libraries, Council on Aging, and all departments located in the Memorial Building. Tickets submitted are for general assistance or issues related to electrical, plumbing, HVAC, ID badges, room set-ups, office reconfiguration, janitorial, and any other miscellaneous requests.
- Coordinated and issued over 40 event permits for the use of various locations such as Nevins Hall, Cushing Chapel, Centre Common, Downtown Common, and the front plaza outside of City Hall.
- Issued over 30 banner permits for display on Edgell Road, Concord Street, Union Avenue, and Mt. Wayte.
- Continued to coordinate with City Clerk's office on deployment of all voting equipment, and the setup of polling locations.
- Continued to serve our 24/7 public safety buildings, which include Police Headquarters and five fire stations.
- Installed 146 smart meters throughout downtown area.

Energy Initiatives & Grants

In FY'20, the Department made significant progress in its mission to conserve energy, reduce greenhouse gas emissions, and cut energy costs to benefit taxpayers.

Partnering with the Parks, Recreation, and Cultural Affairs Department, Framingham Public Schools (FPS), and the Framingham Fire Department, CPFM successfully utilized \$211,045 of Green Communities Competitive Grant Funding from the Department of Energy Resources (DOER) alongside \$192,517 in incentives to complete 11 energy efficiency projects across municipal facilities including LED retrofits, HVAC renovations, mechanical insulation, and variable frequency drive

implementation projects. In total, these projects are expected to reduce energy costs by \$33,500 in addition to avoiding 115.49 metric tons of carbon dioxide equivalent (MtCO₂e) emissions annually. With its projects completed, CPFM applied for additional Green Communities funding for FY'21 to assist the schools in saving more energy.

In addition to the Green Communities Program, CPFM engaged in significant efforts to improve energy efficiency across the municipal building portfolio. Beginning in early FY'20, CPFM collaborated with the FPS to enroll four schools in demand response programs, resulting in more than \$15,805 in improvements to facility energy management systems at no cost that will provide these facilities with tools to reduce greenhouse gas emissions during peak demand periods. In late 2019, CPFM also coordinated a \$10,533 Boiler Tune-up Program with Eversource to enhance the energy efficiency of school heating plants at no cost to the City. Awarded \$12,500 in funding for a Municipal Energy Technical Assistance (META) Grant, CPFM also completed two retro commissioning scoping studies to help reduce energy use at Framingham High School and Barbieri Elementary School, and began working with FPS to implement the opportunities identified. Working on them into FY'21, CPFM was awarded an additional \$12,500 to complete similar studies for the Memorial Hall, Police Department Headquarters, and Fire Station Headquarters

Outside of its municipal facilities, improving the efficiency of the municipal fleet and local transportation was another priority for the City. To aid in this effort, CPFM and the Metropolitan Area Planning Council (MAPC) earned funding from the DOER to investigate opportunities to supplement its fleet with electric and hybrid-electric vehicles. Through the EversourceEV Make Ready Program, CPFM coordinated with Planning and Community Development as well as Parks, Recreation, and Cultural Affairs to install the City's first public-facing EV charging station at Farm Pond Park for residents and visitors with the capital cost entirely covered by Eversource. Utilizing this same program, CPFM is currently working to implement an additional four EV charging stations for the Framingham Public Schools.



Boiler Tune-up Program



EV Charging Station at Farm Pond Park

Community Based Energy Initiatives

CPFM also invested efforts into supporting the greater Framingham community. Beginning in September 2019, CPFM coordinated with Eversource and the Mayor's Office to launch a Mainstreets Small Business Program that brought over \$2.5 million in rebates and incentives to local small businesses to help them invest in LED retrofits, mechanical insulation, and other energy-saving projects. In addition to reducing the operating expenses of participating small businesses, these upgrades have helped to improve the comfort of their customers and employees while enhancing local sustainability. As of January 2020, invoiced and contracted projects through this initiative are projected to result in annual energy savings of

over 2.8 million kWh and 30,700 therms, avoiding over 1,100 MtCO₂e emissions in the community each year (equivalent to the CO₂ emissions of 127 average homes' annual energy use). Building off the success of this program, the City applied and earned designation as a pilot community for the Mass Save Municipal Partnership Program that will help residents and small businesses save energy and cut costs over the course of 2020.

COVID-19

In the winter of FY'20 a national emergency was declared in the United States concerning the COVID-19 outbreak. Our Division, along with all other city departments, rapidly responded to the pandemic to ensure the safety of the general public and all employees. CPFM worked closely with the Mayor's Office and the Health Department to engage in preventative measures to reduce the risk and exposure of the COVID-19 outbreak. CPFM administered cleaning requests from potential exposures using in-house staff to decontaminate affected areas and buildings. In addition to these cleaning procedures, CPFM secured orders and implemented preventative measures of the following:

- Ordered and maintained inventory of all PPE equipment.
- Ordered and maintained inventory of EPA registered COVID cleaning supplies.
- Ordered and maintained inventory of all janitorial supplies.
- Ordered and dispersed plexiglass for all public facing departments.
- Maintained a rigorous sanitation protocol for all facilities.

COVID-19 has changed how public facilities interface with the general public. CPFM will continue to maintain the current sanitation protocols and procedures to ensure the safety of all our facilities for City employees and the general public.

Finally and most importantly, I would like to thank the Health Department for their continued assistance during the pandemic and I would like to express my sincere gratitude to my staff for going above and beyond their required job responsibilities and for their continued dedication during this time.

CAPITAL BUILDING PROJECTS

Projects Completed

Main Library Floor Replacement - the main lobby floor inside of the Lexington Street Library was lifting, and the prior existing floor system lost its bond to the existing concrete deck. The new floor was installed and completed in December of 2019.

Memorial Building Roof Repairs - the Memorial Building roof was leaking in front of the main hall and Veterans Memorial area. The roof was recoated and repairs were made to prevent extensive damage. The roof repairs were completed in the Summer of FY'20.

Memorial Building Skylight Repairs - the skylights in the main front area of Memorial Building were leaking and causing water infiltration into the Veterans Memorial Hall area. This project began in the summer of FY'20 and will be completed by fall of FY'21.

Feasibility Studies

Memorial Building, Danforth, Pearl Street Garage

The Memorial Building, Danforth, and Pearl Street Garage feasibility study was completed in the fall of FY'20. This study was conducted to provide the City with a current cost analysis for reuse scenarios which include municipal space, private space and demolition scenario options.

Perini Building

The Perini Building feasibility study was completed in the fall of FY'20. The study included the analysis of the existing systems and infrastructure and recommendations for code required improvements.

Fire Station #1 Feasibility Study

The feasibility study for Fire Station #1 was put on hold in the Spring of FY'20 due to COVID-19. CPFM was in the process of setting up interviews with firms who had submitted RFQs but had to cancel due to outbreak of the pandemic. The feasibility study will review the present condition and space of the existing fire station and also examine the ability to consolidate dispatches from police and fire. The study will also provide us with any future savings and efficiencies if we are able to consolidate dispatches. We will begin to process of setting up interviews in FY'21.

Design Projects

Main Library Accessible Ramp Project

An architectural services firm was chosen by CPFM for a complete package of the Design Development, Design, and Construction Administration for the new ADA compliant Entrance at the Main Library Pearl Street Entrance. This project began in FY'20 and was put on hold in the spring and summer months due to the pandemic. CPFM anticipates a complete set of construction documents in the fall of FY'21.

In closing, CPFM will continue to apply for grants to offset the capital expenditures for the 20-year long range plans.

Respectfully submitted,

James J. Paolini

Director of Capital Projects & Facilities Management



HUMAN RESOURCES DEPARTMENT

The Human Resources Division consists of the Department of Human Resources and the Department of Veterans Services.

Human Resources

The mission of the Human Resources Department is to provide a broad range of efficient and effective Human Resources services, consistent with community expectations, to enhance the quality of life for the residents of the City, and to ensure that the City continues to be a desirable place to live, work and do business by attracting and retaining a diverse, productive and safe work environment that creates a workforce committed to excellence.

The Department has a range of responsibilities related to past, current, and future employees. The Department is responsible for overseeing the recruitment and hiring process of new employees for all City positions, in accordance with state and federal laws, and established City policies and procedures. In addition, the Department maintains the City's job analysis and compensation plans; drafts, revises, and interprets the City's personnel policies and procedures; plays a key role in negotiating and interpreting all collective bargaining agreements; fosters harmonious, engaged, productive labor and employee relations; performs cost and staffing analysis; assists in employee development and training; maintains and analyzes employee benefit packages; and oversees employee appreciation programs.

Additionally, the Department administers all Family and Medical Leave Act (FMLA) leaves of absence for City employees, manages active City and School employee and retiree benefits and City and School workers' compensation, and coordinates the unemployment insurance programs.

In FY'3320 there were a number of changes to state and federal laws due to the pandemic. The new Families First Coronavirus Response Act, which provides emergency sick leave for employees and expanded paid Family and Medical Leave Act to all employees who worked 30 days, was very confusing and impacted several other laws as well as City policies. Human Resources staff had to learn quickly revise policies and coordinate with all departments.

Employee/Labor Relations

In FY'20 we reached settlement of three-year contracts with the Framingham Patrol Officers Union, the Framingham Police Superior Officers Association, Service Employees International Union, Local 888 Librarians Union, and Laborers'

Human Resources Staff

Max Bastos	Benefits Assistant
Judy Caron	Human Resources Generalist/Analyst
Susan Embree	Division's Administrative Assistant
Richard Lamb	Workers' Compensation & Safety Coordinator
Renan Pinheiro	Financial Coordinator
Robin Tusino	HR Benefits Manager
Dolores Hamilton	Division Head

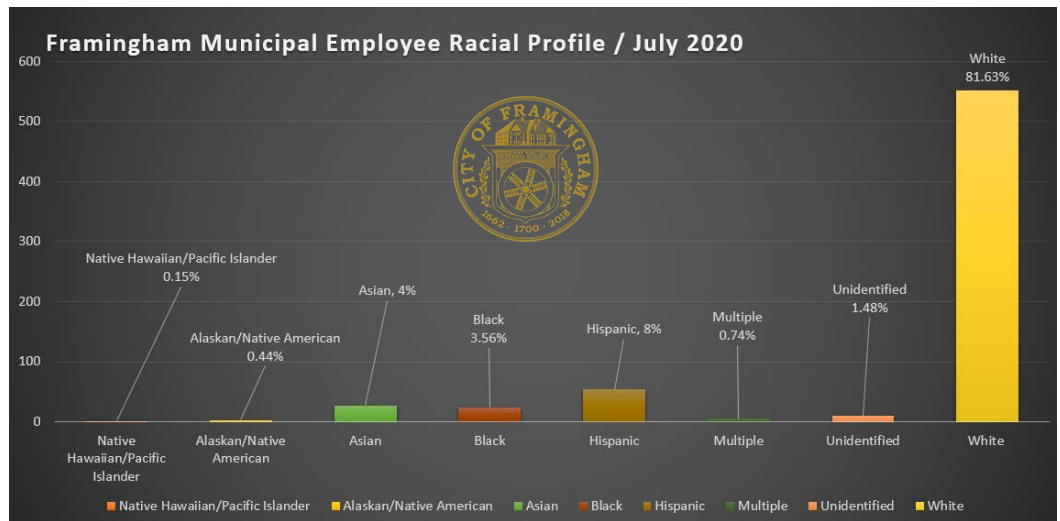


Human Resources Staff

International Union of North America, Local 1156, Public Works employees Collective Bargaining agreements. We began successor negotiations with our remaining unions but paused due to the pandemic. Bargaining will commence with the eight other local unions shortly. As part of our staff development/succession planning, nine staff members attended a ten-week Effective Leadership Development training program. Eighty-three of our senior managers and senior staff have completed this program over the last five years. The Department processed six grievances and resolved all six. The Department investigated five claims of discriminatory harassment complaints regarding age, race and gender, two were resolved, two are pending, and one is moving to the MCAD process.

Employment

Our Human Resources Generalist/Analyst, Judy Caron, coordinates the employment and recruitment process for all City departments, excluding Public Safety. We advertise, review employment applications and resumes, interview the candidates, verify their backgrounds including education and experience, and conduct pre-employment background checks. We received 824 applications online in FY'20. We continue to expand our use of electronic applicant tracking.



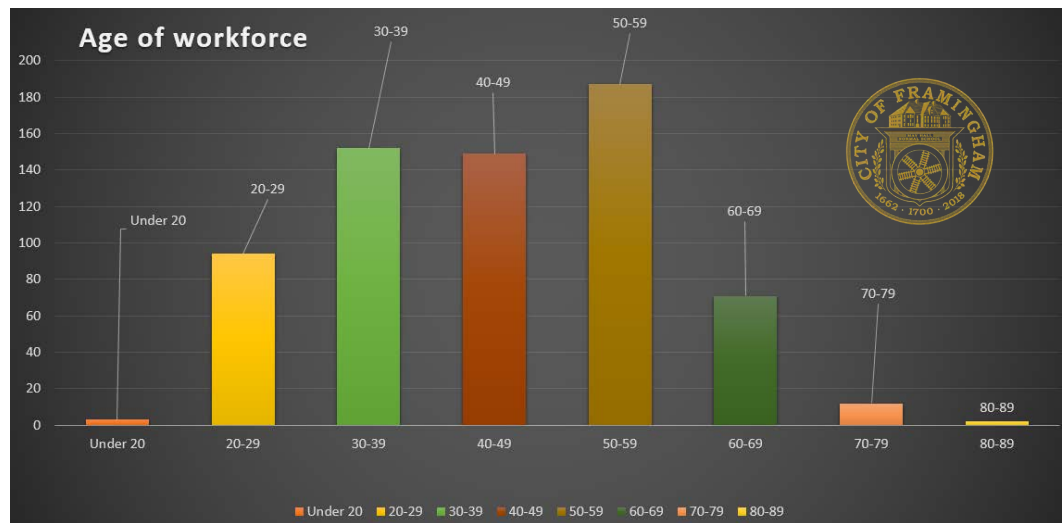
This system created efficiencies in recruitment, hiring and onboarding of candidates, provided hiring managers access to candidate resumes and applications immediately upon receipt, and ultimately decreased time for filling vacancies. We continued advertising with the Professional Diversity Network to support recruitment of a diverse candidate pool, as well as Massachusetts Municipal Association jobs, Dice, and Indeed, as well as discipline specific sites such as N.E. Waterworks, Mass Health Officers Association, and the American Public Works Association. In FY'20 we hired 95 full-and 24 part-time employees, significantly less than prior years due to the pandemic. We conducted 144 CORI/SORI background checks on employment candidates. Our HR Generalist/Analyst also coordinates the Department of Transportation, Commercial Drivers' License random drug and alcohol testing program. In FY'20, there were 57 random drug/alcohol tests. Judy administers the City Family Medical Leave Act (FMLA) policy and ensures legal compliance with the FMLA law. In FY'20, Judy managed twenty-seven (27) FMLA leaves. She is also involved with employee counseling and conducted 21 exit interviews in FY'20. We continue to expand and diversify our recruitment networks to increase our candidate pool. As of June 30, 2020, we have 1,465 potential applicants automatically receive our job postings.

Benefits

The benefits staff is responsible for administering all employee benefits including 12 active employee health plans and six retiree Medicare plans. In FY'20, the staff administered health insurance for 1,726 active City and School employees, 1,214 retirees, and 159 survivors of retirees. They administered two dental plans covering 1,763 active City and School employees, as well as 938 retirees. The City life and supplemental insurance program has five vendors covering 3,247 active City and School employees as well as retirees. The staff processed 37 life insurance claims in FY'20. In FY'20, Benefits staff held its annual open enrollment period entirely remotely with City, School and retirees.

The Benefits staff also conducts orientation for new City employees. In FY'20 the staff conducted 76 orientations and created a video for orientation once the pandemic shut down City Hall. The Benefits staff counsels all employees (school and City) who

are retiring to ensure a smooth transition of benefits from an active employee to a retiree, meeting with 23 City and School department employees regarding their pending retirements. In addition, the Benefits Manager counsels retirees who are turning 65 on the Medicare and supplemental insurance process, and ensures that all necessary forms are completed. Benefits staff works closely with all active former and retired City and School employees.



The Benefits Assistant, Max Bastos, assists with day-to-day benefit administration including orientation, enrollment and disenrollment of employee benefits, and resolution of insurance issues. A major responsibility is ensuring compliance with the Consolidated Omnibus Budget Reconciliation Act or COBRA for City and School employees. In FY’20, Max processed COBRA notifications to City and School employees. Max also does monthly audits of our insurances to make sure enrollments and deductions are correct and we are being billed accurately.

Workers’ Compensation & Safety

The Department’s Workers’ Compensation and Safety Coordinator, Richard Lamb, oversees safety and workers’ compensation program for City and School Department employees, including reviewing accidents, coordinating medical claims, lost work time, light duty, and return to work programs. The position also runs the Safety Committee for both the City and the School Department. The Human Resources Department’s continuing goal is to create a culture of safety for all City employees, including School employees, starting with new employee orientation. We provided safety training to each City employee’s first day, and 34 employees attended safety orientation in FY’20. We also added COVID-19 training for all new employees. In FY’20 four employees attended a virtual driver re-training program, and 16 attended CPR and basic first aid from the Department of Public Works Division. The City, as of February 1, 2019, is covered by OSHA, and 13 employees attended OSHA Safety for Public Sector employees training. Reported injuries were down this year from 110 in FY’19, to 72 reported in FY’20, 17 were lost time claims.

Administration and Social Media

The Financial and Translations Coordinator, Renan Pinheiro, assists with budget preparation, tracking accounts, coordinates payment of all Department bills including health insurance, workers’ compensation, unemployment and other departmental bills. This position is responsible for the Department accounts receivables, directly billing employees, retirees, and surviving spouses for their portion of the health insurance benefits premiums. This position is also in charge of the Department’s webpage and social media. He is multi-lingual and helps with translation services, including job postings.

The Division’s Administrative Assistant, Susan Embree, provides excellent customer service, greeting each visitor to the Department, making them feel welcome and assisting them in any way possible, whether it’s finding directions, walking someone to the right department or helping them fill out a job application. The position provides administrative support to the Division, orders supplies, coordinates monthly meetings with benefit vendors and notices to employees. This position also plans and coordinates special projects such as employee training and development programs, Employee Appreciation Events, the Annual Tree Lighting, City Hall Trick or Treat night, and other special events. Public Records requests dominated FY’20. Susan continued training and

became an expert for the Division as the Public Records Access Officer (RAO). She worked closely with the state and is well versed in the laws and is very familiar with the City software, FoiaDirect. In FY'20 we processed 15 public record requests averaging 17 documents per request.

Respectfully submitted,

Dolores Hamilton,
Director of Human Resources

VETERANS' BENEFITS AND SERVICES

The Mission of the Department is to aid, assist, advise, and advocate for Veterans and their dependents regarding their rights to benefits and services.

Framingham Veteran Services went to Framingham State University to answer questions with students about filing for compensation with the Veterans Administration. Multiple community outreach events were conducted at Veterans homes for seniors who are unable to come to the office. Spoke at Senior Centers about our Chapter 115 program and how to file for compensation with the Veterans Administration. In addition, the staff has conducted outreach programs at the Shillman House, and at the Library.

On September 21st the Framingham Veteran Services Office was instrumental in the naming of Fred Murphy Square on the corners of Winthrop and Waverly Streets. Fred Murphy was a Framingham native and a World War I veteran who was killed in action.

On November 11, 2019 at the Memorial Building, the Veterans Day Ceremonies included a presentation a Medal of Liberty to Gold Star families from the City of Framingham, on behalf of the Commonwealth of Massachusetts and Governor Charlie Baker. The City presented eight Medals of Liberty to the next of kin of service men and women from the Commonwealth killed in action or who died in service while in a designated combat area in the line of duty, or who died as a result of wounds received in action.

In preparation for Memorial Day, over 4,700 flags were placed on the graves of Veterans in Framingham's seven cemeteries. Special thanks to all of enthusiastic volunteers, including the Boy Scouts and Girl Scouts.

Due to COVID-19 restrictions, this year our annual Memorial Day program was cancelled. We are looking forward to a robust Veterans Day program in November where we will be presenting over a dozen Medals of Liberty to Gold star families.

Respectfully Submitted,

Craig Sullivan
Veterans Service Officer



Annual Tree Lighting

Veterans Staff

Craig Sullivan

Veterans Agent

Mark Lupisella

Assistant Veterans Agent

BUILDING DEPARTMENT

STAFF:

Michael A. Tusino, Director

Fred Bray, Deputy Director

Mark Elsner, Electrical Inspector

Suellen Seta, Code Enforcement

Paul L.M. Kelley, Code Enforcement

Stephen DeMarco, Local Inspector

Joanne Panarelli, Code Enforcement

Mark Dempsey, Access Compliance Insp.

James Murphy, Local Inspector

Mark Shahood, Plumbing-Gas Inspector

Edward Clinton, Plans Examiner

Steve Bedard, Assist. Sign Officer

Rebecca Nau, Code Enforcement

Vincent Sarnosky, Local Inspector

Michelle Fletcher, Administrative Assistant

Dackerson Isma, Administrative Assistant

FY 2020 Operating Budget: \$1,117,922

Fiscal Year 2020 Fees Collected: \$2,974,406

This fiscal year has continued to be very busy despite the second half of the year being dominated by COVID-19. The pandemic forced us to work remotely with minimal office coverage for March, April and May, yet inspections and permits were acted on in a timely manner. I'd like to thank our Inspectional Services staff that kept up with a busy construction season during this difficult pandemic.

The focus of the Department continues to be the pursuit of the highest quality of public service by responding to concerns as they arise, to follow up on previous concerns, maintain a record of property activities reviewed by inspectors and investigators, and be responsive to consumer protection. Building, Electrical, Plumbing, and Gas Inspectors conducted 13,560 inspections Citywide this year.

The mission of the Building Department is to provide knowledge and service regarding local, state, and federal codes and standards in a manner that supports our commitment to the safety of the public and to the integrity of the department. We willingly participate in programs of continuing education to keep our staff informed of the latest technology and requirements within the building trades industry as well as customer service and computer literacy.

Code Enforcement (nuisance properties) is a large part of this department, in FY'20 we had 1000 cases, and 962 were resolved. Code Enforcement Inspectors conducted 3,428 inspections and made 88 court appearances.

It has been a pleasure working with Mayor Yvonne Spicer and her administration as well as our City Council. I am looking forward to further building relationships and working together to make Framingham a great city to live and work.

Respectfully submitted,

Michael A. Tusino

Michael A. Tusino, CBO
Director/Building Commissioner

The following is a list permit activities for FY'20:

Five Year Record of Building Activity in Framingham

<u>Number of Permits Issued</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Single Family Dwellings	59	82	44	31	39
Two Family Dwellings	24	57	16	34	1
New Commercial Buildings	34	19	8	19	8
Alterations & Additions	2,860	2,894	3,421	2,933	3,079
Total Building Permits	2,977	3,052	3,489	3,017	3,127
<u>Estimated Cost of Construction</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Residential	19,326,072	62,983,340	141,205,926	42,294,789	42,477,836
Commercial	46,534,855	61,962,176	43,720,886	263,265,224	97,888,134
Total Valuations	65,860,927	124,945,516	184,926,812	305,560,013	140,366,070
<u>Fees Received and Turned Over to General Fund</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Building Permits	2,163,467	2,039,631	2,598,631	3,890,684	1,758,968
Sign Permits	15,719	10,806	12,704	18,335	17,619
Wire Permits	249,523	469,223	504,969	592,207	669,611
Plumb. & Gas Permits	220,874	174,989	207,831	451,382	528,208
Total Fees	2,649,583	2,694,649	3,324,135	4,952,608	2,974,406

WEIGHTS AND MEASURES DEPARTMENT

In compliance with Section 34, Chapter 98, General Laws of the Commonwealth, I am submitting the Annual report of the Department of Weights & Measures for the period of July 1, 2019 to June 30, 2020.

The Weights and Measures Department operates as the City's "Consumer Protection Agency". The Department is mandated by the General Laws of the Commonwealth of Massachusetts to at least annually test, certify or condemn all weighing and measuring devices in the City, including scales, weights, gasoline/diesel meters, fuel oil meters, taxi meters, pharmacy balances, counting devices, etc., to ensure their accuracy of weight, measurement, or count.

The Department also enforces the Motor Fuel Sales Act, Item Pricing, Unit Pricing, and Electronic Pricing (scanning) laws and regulations. In addition, the Department conducts numerous random inspections to ensure compliance with City, State and Federal regulations. The Department continues to investigate a wide range of consumer/business complaints during the year and issues non-criminal tickets for violations under the 1998 Consumer and Merchant Protection Act. The Department goal and focus is to keep a level playing field for both the consumer and merchant.

From a revenue standpoint the Weights & Measure Divisions collected the following revenue:

**FOR CALENDAR YEAR 2019 -
\$74,915.00**

**FOR FISCAL YEAR 2020 -
\$70,290.00**

The Department also levied \$15,300 in violations in FY'20.

We look forward to continue working with Mayor Yvonne Spicer and her Administration as well as our City Council.

Respectfully Submitted,

James DeMeo
Sealer of Weights & Measures

INTRODUCTION

The Division of Planning and Community Development (DPCD) is mandated by the Charter to consolidate three entities: Community and Economic Development Division, Planning Board, and Conservation Commission. Though not formally reorganized yet, DPCD has been operating as a consolidated group since 2018. This report includes information from all DPCD activities, including a combined budget in FY'20 reflecting another step toward full integration. The DPCD undertakes a wide variety of projects focused on protecting and enhancing the quality of life for Framingham residents and the community at large, while promoting greater opportunities to make Framingham a desirable place to live, shop, work, learn, and invest.

The projects are multi-dimensional, ranging from promoting homeownership and strengthening the City's tax base to providing policy analyses and pursuing mission-related grants. The Division includes several distinct disciplines including Planning and Economic Development, Permitting, including Conservation Commission, Planning Board, Zoning Board of Appeals, Historic District Commission and the Historical Commission; and Community Development. While each requires different functions, staff coordinates closely with each other and with other departments & divisions, boards, committees, and the public.

In December 2019, the Mayor appointed the first ever Director of the new DPCD, Kevin Shea. Mr. Shea brings over 35 years of planning, economic, and community development experience to this role.

PLANNING AND ECONOMICALLY DEVELOPMENT

This function concentrates on sound planning to promote economic development and support our residential neighborhoods. The Department pursues and manages mission-supporting grants while also providing staff support to City advisory and regulatory committees. The staff coordinate closely with Permitting Boards and Department of Public Works and Parks & Recreation staff on all relevant planning issues. The staff supports the implementation of key plans including the Land Use Master Plan, updated by the Planning Board in 2014, the Housing Plan (updated in 2014), the Open Space and Recreation Plan, the Strategic Economic Development Plan (EDIC 2015), the Southeast Framingham Brownfields Study (2016), the Bicycle and Pedestrian Plan (2017), and Historic Preservation Plan (2017).

The Division is committed to encouraging appropriate economic development, to grow the tax base, and to contribute to the fiscal health of the City. The Division promotes the development of major parcels for (re)development throughout the City. Staff engage with businesses with expiring leases, monitor property available for sale and lease, and respond to questions from individuals and businesses interested in locating in Framingham. Staff members participate in interdepartmental teams that review development proposals to facilitate the project through the various review processes. Staff members also serve as a "front door" to City resources, connecting property owners, existing businesses, and prospective businesses with other municipal departments.

Irving Street Park Crowdfunding

Using a technical assistance grant from MassDevelopment in FY'19, the team wrapped up a successful crowdfunding campaign through a partnership with state agency MassDevelopment and crowdfunding platform Patronicity. With an intensive effort, the team met the goal of raising \$50k in two months in order to unlock a 100% match from MassDevelopment.



Downtown Revitalization

Building on planning efforts dating to 2009, the Planning Department coordinates and supports several efforts to promote revitalization and Transit Oriented Development (TOD). The Planning Department continued to work with other departments on permitting and other downtown business issues. In Summer 2019, the Alta Union House, the first major residential structure built in downtown in decades, opened to new residents. In addition, in Spring 2020, a new Brazilian Steakhouse called the Framingham Station opened in the historic H.H.Richardson train station in downtown and a new restaurant named Kous Kous opened on Hollis Street.



Downtown Framingham, Inc. (DFI)

DPCD supports DFI, a non-profit organization focused on building business, community, and culture through the Main Street America model. During FY'20, the Community Development Department provided DFI with \$54,500 in grant funding through the Community Development Block Grant (CDBG) program. Department staff participates in public Board of Directors meetings and meets regularly with Courtney Thraen, DFI's Executive Director, to ensure coordination with P&CD efforts and policies. In FY'20, DFI assisted 120 local businesses and thousands of residents. DFI helped launch six new businesses and regularly promoted downtown businesses through individual storytelling and collective offerings to heighten foot traffic and encourage local spending through its numerous activities, including cultural tours and signature events. Follow DFI on Facebook, Twitter, and Instagram or visit their website: www.downtownframinghaminc.org.

DFI engages in a range of promotional, real estate, business support, and placemaking efforts every year. In January 2020, DFI completed its annual Business Climate Survey, revealing positive trends in employment, sales revenue, safety, and economic multiplier effects. From 2018 to 2019, overall downtown business revenues grew 20 percent. Forty-six percent of surveyed businesses indicated they would hire even more employees in 2020, and 46 percent enjoyed economic ripple effects from nearby businesses hosting arts and entertainment events. All businesses reported that they had repeat customers, and 91 percent of businesses reported that they had many customers who walked or biked to their shops. DFI also supported eight downtown arts and entertainment venues through weekly newsletter blasts on their offerings prior to COVID-19. To promote downtown, DFI launched a new downtown shopping map and a new commercial vacancies list and hosted a Commercial Real Estate Open House (February 2020). DFI also raised funds to host two downtown ambassadors in Burkis Square in July and August 2019, earning respect from shopkeepers due to increased sales and customer comfort as they walked and shopped through the area. Additional placemaking efforts included: placing a mural at Dream Team Barber Shop at 57 Franklin Street in partnership with the Framingham Public Schools

In response to COVID-19, DFI assisted 12 businesses with SBA, EIDL, and PPP loans, distributed over 400 free face masks and 80 bottles of sanitizer, and frequently communicated a wide range of financial and material resources to help overcome negative business impacts of COVID-19. DFI also assisted nine businesses in completing applications for sidewalk café seating, merchandise displays, and on-site patios in response to COVID-19.

Technical Review Team

The Planning team continues to support a multi-departmental approach to ensuring timely and efficient project permitting. The team, including representatives of all permitting parties (Planning Board, Inspectional Services, etc.), meets with project proponents to identify permitting requirements, identify issues, and track timely resolution.

Brownfields

Framingham has a number of brownfields sites, defined as “properties containing - or potentially containing - hazardous substances, pollutants or contaminants that complicate the property’s refinancing for expansion or redevelopment.” Brownfields are typically underutilized and are a blighting influence on their surroundings, whether or not contamination exists. These properties have the potential to generate new property tax revenue once hazards are abated or it is established that they are not contaminated.

Since 2008, the Department secured and administered four EPA grants totaling \$1,100,000 to identify, abate, and eventually redevelop brownfields. In 10 years, 18 Phase I Assessments, eight Phase II Assessments, four cleanup plans, and 14 Preliminary Environmental Studies have been conducted under these grants. Several properties have been converted into valuable community assets, such as the Cochituate Rail Trail, Pratt Street Community Garden, and Christa McAuliffe Branch Library, as well as new transit-oriented development apartments on the Central Business District.

Cultural District Designation

The Department has been actively supporting an effort to establish a state-recognized “Cultural District” around the Centre Common for several years. Once led by the late Rep. Chris Walsh, a state-recognized district will highlight cultural resources clustered in the area, including the History Center, Danforth Museum, FSU, and the historic architecture of the buildings. In FY’20, the Planning staff continued active leadership in this effort, including submitting the application to the Mass Cultural Council, organizing a public reception for the Cultural Council visit and providing ongoing administrative support to the organizing committee. On January 28, 2020, the Framingham Centre Common Cultural District was designated as the Commonwealth’s 49th Cultural District. The newly formed 501(c) 3 non-profit has a new board of directors and continues to grow.

More info can be found at www.framinghamma.gov/culturaldistrict
The organization web page is: <https://framinghamcentrecommon.org/> and
on Facebook at /FramCentreCommonCulturalDistrict



During a Site Visit in November 2019, Mass Cultural Council Director, Anita Walker, meets with a standing room only crowd about why they want to see the Framingham Centre Common designated as a state Cultural District.

Photo Credit: Joel Winnett.

Open Space

The DPCD staffs the Open Space & Recreation Implementation Working Group (OSRIWG), which is charged with implementing the 2013 Open Space and Recreation Plan (OSRP). The OSRIWG – with staff from other City Divisions and Departments – meets regularly to discuss opportunities to advance the Open Space Priority List. After a successful kick off in May 2019, in FY’20 the team began its update the Open Space Master plan. The plan is due by the close of calendar year 2020.

Bicycle and Pedestrian Planning

PCD recognizes the need for a comprehensive approach to supporting bicycle and pedestrian access throughout the City. Planning staff continues to implement the Bicycle and Pedestrian Plan and advocated for City investment in alternative transportation infrastructure.

Bruce Freeman Rail Trail

The Department manages the planning process to develop the Framingham portion of the proposed 35-mile rail trail that will ultimately extend from Lowell to Framingham. The Department, at the direction of Mayor Spicer, is working with Sudbury staff and leadership to continue efforts to the purchase of the property.

Subsidized Housing Inventory (SHI)

PCD monitors the City's status on the Commonwealth's SHI to ensure the state accurately and fully accounts for Framingham's subsidized housing. The City's share of its housing stock designated as affordable remains in excess of 10%. This limits the applicability of Chapter 40B Comprehensive Permits (subsidized housing development that is not subject to municipal Zoning Codes). The State SHI lists Framingham with 27,443 housing units, with 2,871 or 10.5% affordable. As new multi-unit projects open in Framingham the number of affordable units will increase. The new Alta Union House (55 Concord) includes 20 affordable units, the Buckley Apartments (480 Franklin Street) includes 21 affordable units and the soon to open Modera project (266 Waverly) includes 27 affordable units.

Grants and Access to Funding

PCD tracks and aggressively pursues grant opportunities that support Framingham's economic development and enhance our high quality of life. This year, PCD, partnering with DPW, played a key role in securing a \$3.4 million MassWorks grant for the intersection improvements proposed as part of the revitalization of Nobscot Village.

Link to Municipal, Regional, and State Organizations

The PCD Director and staff represent the City through a host of associations, working groups, and committees including but not limited to the following: MetroWest Chamber of Commerce; Metropolitan Area Planning Council (MAPC); MetroWest Regional Collaborative; MetroWest Economic Research Council Advisory Board; MetroWest Moves; Framingham Community Partnership; Greater Callahan Initiative; 495/MetroWest Partnership; Transportation Improvement Program (TIP); Brownfields Coalition of the Northeast; and the MetroWest Life Sciences Network (newly formed through efforts of CED Staff and EDIC).

The Department also maintains strong contacts with many state entities, including the Massachusetts Office of Business Development, MassDevelopment, and the Massachusetts Department of Housing & Community Development.

Economic Development Industrial Corporation (EDIC)

The EDIC is charged with creating a proactive capacity to execute activities supporting the Economic Development Strategic Plan. Based in part on the Economic Development Self-Assessment Tool it sponsored in 2012, the EDIC undertakes a number of critical activities based on available funding. In FY'20, the Mayor reappointed two members and appointed two new EDIC members. EDIC members who served in FY'20:

- Doug Lawrence, Chair, Manufacturing Member
- Dan Rao, Vice Chair, Real Estate Member

- Ronda Andrews, Municipal Government Member
- Andrew D’Amico, At-Large Member
- Anthony James, At-Large Member
- George Matook, Industrial Development Member
- Angela Randolph, Finance Member

Biographies of the members can be found on the City’s EDIC website at <https://www.framinghamma.gov/3074/EDIC-Member-Bios>

EDIC Budget

Since FY’16, Framingham government funded the EDIC through a Special Purpose Account, providing flexibility in executing its marketing plan and other activities. As of June 30, 2019, the status of each account is as follows:

FY	Budget	Expended to Date
FY ‘18	\$127,500	\$127,500
FY ‘19	\$24,850	\$18,737
FY ‘20	\$113,000	\$80,096

In FY’20, the EDIC began its contract with Seven Letter (formerly O’Neill and Associates), after an 11-month hiatus. Their work since 2015 included publishing a monthly newsletter, hosting business events, and increasing the City’s social media presence among the region’s businesses, developers, and influencers.

EDIC activities

During FY’20, because of staff turnover and new board members, many of the functions described here were reduced in scope but continue to be implemented as funds and staff capacity allows. The EDIC continued to support City membership in the Metrowest Chamber of Commerce, the 495/Metrowest Partnership, MassEcon, and NAIOP, providing Framingham with access to regional & statewide development networks. In addition, here are some other key initiatives undertaken during FY’20:

- **Strategic Planning.** Starting in FY’19 and finishing in FY’20, the EDIC worked with Consultant Judi Barrett of the Barrett Planning Group to undertake an assessment of the EDIC, its enabling legislation, and the current context in which it operates.
- **New Enabling Legislation.** Based on the findings of the Strategic Planning effort, the EDIC has started to draft new enabling legislation to clarify its powers and support a more pro-active development capacity.

EDIC Marketing

The EDIC leads efforts to market Framingham’s assets and businesses with a goal of encouraging companies and individuals to invest, create jobs, work, and live in the City. After engaging, Seven Letter, the first product was an updated marketing plan to guide outreach and marketing for the next three years. Planning team staff executed the promotion program with the support of Seven Letter. Marketing channels, through which the EDIC shares information and positive stories about business success and quality of life to a growing target audience, include:

- The EDIC’s marketing website - www.chooseframingham.com. In FY’20 there were 16,093 visits with 20,763 unique page views. This is an increase of over 30%.
- Traditional media engagement. In FY’20, Planning staff had limited access to the consulting team for lack of funding and did not do any traditional media outreach.

- [A monthly email](#) newsletter reaching almost 2,300 regional business & development leaders. The newsletter shared 65 positive stories highlighting Framingham’s business location strengths.
- [A Twitter account - @Choosefram](#) – with 2,000+ followers is up 4% since last year.
- [A Facebook page](#) with over 895 followers as of June 2020, up 17% since last year.

Promotional Events

These staff-intensive activities highlight Framingham’s strengths while helping build relationships with business leaders and influencers. The EDIC did not host any events in FY’20, but it should be noted that for the first half of the fiscal year, the Division did not have the marketing team under contract yet and for the second half of the year, the team was unable to host events because of the COVID-19 crisis.

ZONING BOARD OF APPEALS (ZBA)

The ZBA is an appellate board and acts as a permit granting authority, under M.G.L. c. 40A for variances, special permit applications, appeals by aggrieved parties of administrative determinations, and Comprehensive Permit petitions under M.G.L. c. 40B. The Framingham ZBA performs the following functions:

- Hears and interprets appeals relative to denied building permits or other determinations of the Building Commissioner.
- Reviews petitions for Special Permits and Variances (deviation from the Framingham Zoning By-Law only if a “substantial” hardship arises from soil, shape, or topography of the property).
- Reviews sign appeals and variance requests, pursuant to the Framingham General By-Laws, Article VII.
- Reviews and serves as the permit granting authority for Comprehensive Permits for affordable housing projects pursuant to M.G.L. c. 40B.

During FY’20, the ZBA was comprised of three full voting members and three associate members: Philip R. Ottaviani, Jr., Chair; Susan S. Craighead, Vice-Chair; Stephen E. Meltzer, Clerk; Edward “Ted” Cosgrove, Associate (Mr. Cosgrove also serves as the Chair for sign cases); Joseph Norton, Associate; John “Rick” McKenna, Associate. Associate members serve as voting members for sign cases. Staff for the ZBA included Sam Scoppettone, AICP, Planner.).

The ZBA is the designated Special Permit Granting Authority for designated uses and considers appeals for relief from the Zoning By-Law and Sign By-Law. In granting Special Permits or Variances, the ZBA must find that proposed activity is consistent with the intent of the By-Laws. FY’20, the ZBA received 42 petitions for administrative appeals, variances, special permits, findings, and sign appeals; issued 40 decisions; and held monthly meetings.

Petition Type	Decisions*	New Petitions
Variances	19	22
Use Variances	2	1
Area Variances	11	13
Sign Variances	7	7
Findings (Sec. 6)	6	7
Special Permit	10	10
Appeals	4	6
Sign Appeals	0	0

*Decisions include those for cases filed prior to the reporting period and exclude those for new petitions that were decided later.

COMMUNITY DEVELOPMENT DEPARTMENT

The Community Development Department (CD) manages the Community Development Block Grant (CDBG) and Home Investment Partnership Act (HOME) grants allocated to the City by the U.S. Department of Housing and Urban Development (HUD). Funds subsidize projects, programs, and services primarily benefitting low- and moderate-income persons earning 80% or less of area median income. Program and service categories include downtown improvements, public services, public facilities improvements, code enforcement and housing rehabilitation. Two full-time and one part-time positions staff CD.

Community Development Committee:

Beverly Good (Chair), Delmy Valentin (Vice-Chair)

Karen Duffy, Richard Baritz, Jacob Binnall

FY'20 CDBG & HOME Budgets:

	Budget	Spent	Percent Utilized*
Home	\$244,200	\$404,194.98**	173%
CDGB	\$556,287	\$701,069.8**	99%

*These are federal entitlement funds and unexpended funds can carry over. Previous years' funds, as well as a small amount of Program Income (\$20,000 for FY'19), are often utilized for program activities in a following fiscal year.

** Unspent funds from previous year were spent during FY'20.

Listed below are major FY'20 accomplishments to date:

- Continuance of CD's membership on the Regional McKinney-Vento Committee. The Framingham Public Schools convenes this group every other month to assess the needs of the area's homeless student population and to assist in the provision of services.
- Focus on discussing and promoting the health of older adults. The CD team shared and identified challenges, best practices, and strategies around improving the health and well-being of older adults as a member of the Age-Friendly Coalition.
- COVID-19 Response. In March 2020, the CD team created two new programs – one for small business owners and one for rental assistance – to respond to the impacts of the COVID-19 crisis on the community.
- Consolidated Plan. HUD requires the City to submit a Consolidated Plan every five years. Work on the 2020 plan began in Fall 2019. The CD Staff also participated in activities related to the HOME Consortium Consolidated Plan.

In FY'20 major CDBG-funded initiatives included:

Housing Rehabilitation Assistance Program (HRAP)

The HRAP program provides comprehensive and emergency repairs to homes of income-eligible homeowners. For 2020, the Department approved two projects. But unfortunately, due to COVID19, only one project is currently being worked on. The other project will start in FY'21.

Code Enforcement and Neighborhood Improvement

CDBG funds assisted the Inspectional Services Department in assessing code violations in South Framingham. There were approximately 450 units cited for code violations in 2020. The program resolved 450 of 425 violations, with \$65,000 expended.

Public Facilities Improvements

CDBG funds supported public facility improvements at the Waushakum Bathhouse. CD provided \$50,000 to fund a study by Parks and Rec to make the bathhouse ADA compliant. Construction for the bathhouse will be done in future years.

Economic Development and Façade/Sign Improvement Program

CD contracts with DFI to provide technical assistance to downtown businesses, as well as manage the Sign & Façade program. Program funds help merchants create new façades that maximize business identification and improving the appearance of the downtown commercial district. No funds were expended for sign and facades due to COVID-19.

Supporting Community Non-Profits Assisting Framingham Residents

In 2020, 10 public service agencies serving primarily low- and moderate-income residents received CDBG funds. The pressing needs addressed by the agencies included food insecurity, after-school and enrichment programs for area children and young adults, as well as ESL, citizenship course delivery, and literacy services to new immigrants and low-literacy adults. The program invested grant programs serving approximately 1,100 beneficiaries, with \$84,429 expended.

COVID Response

- *Emergency Income Payment Program (EIPP)*
With unexpended funds from prior years, the CD established the EIPP to help alleviate the effects of COVID-19 on residents. Funds can be used to assist residents with either two months of future rent or mortgage payments and utility payments. CDBG funds cannot be used to pay for debt. The city assisted 31 households for a total of \$99,013.79 expended.
- *Small Business Grant*
The CD allocated the rest of unexpended funds to assist small business affected by COVID19. Grants were capped at \$10,000 to assist businesses with funds to cover expenses incurred during the pandemic when they experienced a loss of revenue. 24 businesses were assisted for a total of \$232,026.24.

These programs will be recapitalized with CARES Act funding in FY'21.

HOME Program

Framingham is a member of the WestMetro HOME Consortium with 13 other member municipalities comprising of Newton (as lead community), Belmont, Brookline, Concord, Framingham, Lexington, Natick, Needham, Sudbury, Waltham, Watertown, and Wayland. The communities do not qualify to meet the \$500,000 threshold to receive HOME funds directly. Thus, they band together as contiguously located governments to participate in the HOME Investment Partnerships Program (HOME) program. Working collaboratively, they create affordable housing, provide rental support, and issue down payment assistance to their residents. Find below Framingham's accomplishments to date in 2020 using HOME funds.

Subsidized Housing Support

While there were not any new projects approved during FY'20, CD did close out two projects at 73-75

Hollis Street and the Tribune Apartments. The Hollis Street project provides 55 affordable units, many of which as single room occupancy. The City expended \$424,000 to this project.

The work supported by HOME and private funds highlights non-luxury housing improvements complementing new, transit-oriented developments in the downtown. Through a formally recorded affordable housing restriction, the project adds 55 units of affordable housing in Framingham. The program committed \$424,000 in HOME funds to support this project. The Tribune Apartments, a 53-unit apartment complex for low-income seniors and persons with disabilities was also closed out. The development, entirely subsidized by Section 8 vouchers, is located in downtown Framingham. The program committed

\$179,023 to Phase 1, and \$160,485 for Phase 2, supporting additional rehabilitation work on the property.

Framingham uses a portion of its HOME funds for a Tenant-Based Rental Assistance (TBRA) program that solely pays for security deposits and first or last month's rent. The program committed \$34,754.55, to assist 22 renters through TBRA.

PLANNING BOARD

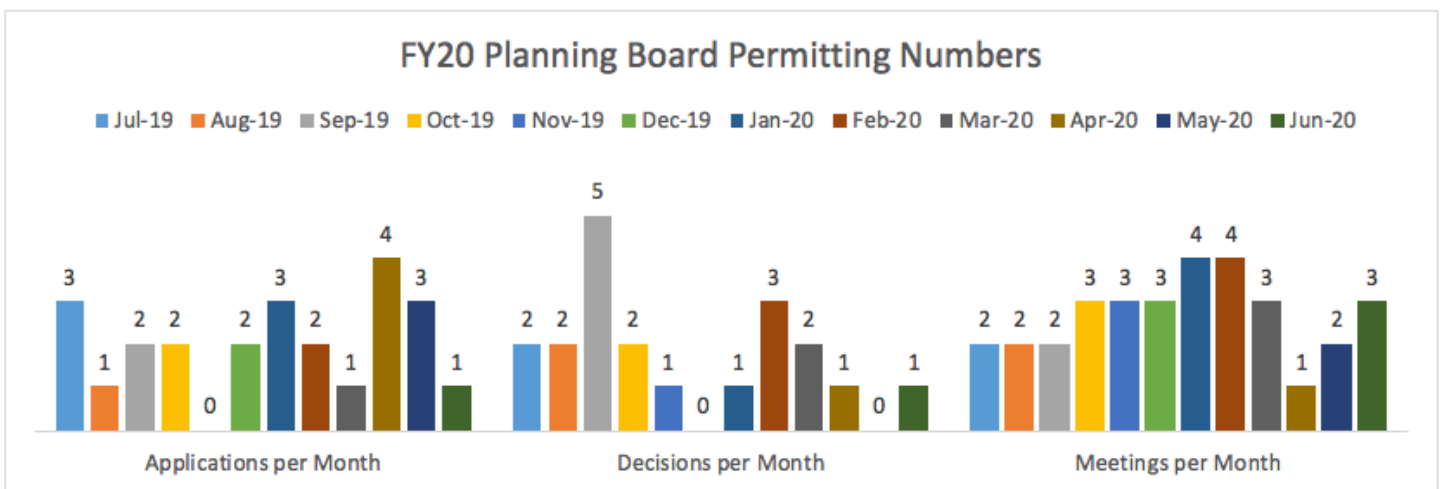
The Planning Board serves as the authority for short- and long-term land use planning efforts and is solely responsible for the development, maintenance, and implementation of the Master Land Use Plan. In addition, the Planning Board is responsible for the development of zoning regulations and the recodification of the Framingham Zoning By-Laws; maintenance of the Rules and Regulations Governing the Subdivision of Land in Framingham; review, permitting, and conformance of development projects; and collaboration with various municipal departments. Throughout the year, the Planning Board performs the following tasks:

- Land use permitting and decision making;
- Development of zoning that enables progress towards implementation of the Master Land Use Plan and other plans;
- Serves as the authority for all land use applications and regulations;
- Ensures a predictable land use permitting process that is responsive to commercial and residential property owners while enforcing local ordinances and protecting the interests of the Framingham community;
- Responsible for drafting amendments to the City's Zoning Ordinances, various land use regulations, and the Framingham Master Land Use Plan.

During FY'20, the Planning Board was comprised of five members, (Kristina Johnson, Chair; Joseph Norton, Vice-Chair; Shannon Fitzpatrick, Clerk; Aaron Bober; and Thomas Buie). Administrator Amanda Loomis served until December 2019 after which Nathaniel Eames, Associate Planner, staffed the Planning Board.

Land Use Permitting

The Framingham Planning Board (FPB) is responsible for the review and permitting of land use application projects that are consistent with the Zoning By-Law and the Master Land Use Plan, while meeting the goals set forth in the Framingham Permitting Handbook (also known as Plan-Build-Grow). In FY'20, the FPB granted 20 decisions for applications (Site Plan Review, Special Permits, Subdivisions, Public Way Access Permits, and Modifications to Scenic Roadways); received 24 applications; held 32 meetings; conducted conformance review for 30 active development projects; and had seven development projects receive occupancy permits. A breakdown of monthly numbers can be viewed in the graph below.



Zoning By-Law and Zoning Map Amendments

Amend the Rules and Regulations Governing Subdivision of Land in Framingham

On November 25th, 2019, the Framingham Planning Board held a public hearing to consider an update to *Rules and Regulations Governing the Subdivision of Land in Framingham*. Such amendments to these regulations included an update to the document to be consistent with the transition in government and the Framingham City Charter. Aaron Bober moved that the Planning Board approve the Rules and Regulations Governing the Subdivision of Land in Framingham. Kristina Johnson seconded the motion. The Planning Board voted in favor of the motion 4-0-0. The motion passed.

Accessory Dwelling Units – Amendment to the Framingham Zoning Bylaw/Ordinances

The Framingham Planning Board held a series of public hearing to consider an amendment to the Framingham Zoning Bylaw/Ordinances by amending the Definitions (Section I.E), amending the section on Accessory Uses (II.G), and to add a new Section V.P for the regulation of Accessory Dwelling Units. On January 9th, 2020, Shannon Fitzpatrick moved that the City Council take no further action on this article and indefinitely refer the bylaw back to its originator. Aaron Bober seconded the motion. The Planning Board voted in favor of the motion 3-0-0. Motion passed.

Master Land Use Plan

The Framingham Planning Board continues to monitor implementation of the Master Land Use Plan. In FY'20 the Planning Board considered an amendment to the Master Land Use Plan. Such amendments to these Regulations include an update to the document to be consistent with the transition in government and the Framingham City Charter and an update based on recent completion of items. On December 19, 2019, Joseph Norton moved that the Framingham Planning Board approve the amendments to the Master Land Use Plan. The Planning Board voted in favor of the motion 5-0-0. The motion passed. At the same hearing, on December 19, 2019, Joseph Norton moved that the Planning Board approve the hiring of a peer review for the publishing of the Master Land Use Plan. The Planning Board voted in favor of the motion 5-0-0. The motion passed.

CONSERVATION DEPARTMENT

The Conservation Department is comprised of both professional staff and the Framingham Conservation Commission (CC), all of whom are responsible for implementing local, state, and federal wetland laws, managing close to 500 acres of conservation land, and engaging the public in conservation efforts. Conservation Department reviews proposed and ongoing municipal, private, commercial, and industrial projects to determine if they fall under the jurisdiction of local, state, and federal wetland laws. Other duties include managing conservation land owned by the City, overseeing the Framingham Land Stewardship Program, directing the Nuisance Aquatic Vegetation Management Programs, and providing education and outreach to residents.

The Conservation Department works to:

- Enforce the Wetlands Protection Act (WPA) as it relates to jurisdictional properties in Framingham, along with wetland permitting and conformance review (approximately 50% of Framingham is jurisdictional under the WPA and local Bylaw);
- Manage close to 500 acres of conservation land, which includes improvement or conservation projects through a seasonal Land Management Crew (due to budget constraints caused by the pandemic, the seasonal conservation crew was cut from the budget and no crew was hired for the 2020 season);
- Manage, treat, and eradicate aquatic & terrestrial invasive species through the Nuisance and Invasive Aquatic Vegetation Management Programs;

- Monitor and treat Waushakum Pond, Learned Pond, Gleason Pond, Norton Pond, Mohawk Pond, and Farm Ponds; as well as the 1.3-mile ponded section of the Sudbury River, and help to facilitate other invasive species management projects;
- Work with Planning and Parks and Recreation Staff to update the Open Space and Recreation Plan (OSRP) with the next update due at the end of 2020 and provide input and planning in the review of open space parcels proposed for protection;
- Secure grants for land acquisition and conservation restrictions to provide protection for future habitat lands and future generations of the Framingham community to enjoy.

During FY'20, the Conservation Commission was comprised of seven members, (Bob Bois, Chair; Sam Bade, Vice Chair; Bill Merriam; Jennifer Forman Orth; Thomas Liveston; Temitayo Akinbola; and Priya Gandbhir). Staff for the Conservation Department included Robert McArthur, Conservation Administrator; Jonathan Niro, Assistant Conservation Administrator; and Amber Carr, Communications and Land Stewardship Coordinator).

During FY'20, the CC processed various permits under the Wetlands Protection Act and the local Wetlands Protection Bylaw. The CC held 25 public meetings and performed approximately 300+ site visits and inspections in support of Conservation Department permitting efforts.

Permit Type	Quantity Processed
Inter-departmental Reviews of applications (Building Permits, Planning Board Permits, and Zoning Board of Appeals Permits)	51
Notice of Intent	37
Abbreviated Notice of Resource Area Delineation	1
Request for Determination of Applicability	21
Emergency Certification	0
Minor Plan Change	1
Permit Extensions	8
Amended Order of Conditions	1
Certificate of Compliance	27
Notice of Violation	5
Enforcement Order	5
Administrative Approval	18

In addition to permitting, the Conservation Department worked on multiple long-range planning projects, conservation of land, and educational efforts all to support the mission of the Division. Some of these efforts have been affected by and tempered by the pandemic, however the Conservation Department will continue its planning efforts moving forward. Some of these efforts are listed below.

Long Range Planning Efforts

- Conservation Master Plan: Completed the Conservation Master Plan (CMP) for all properties under the ownership and/or care of the CC, along with specific plan elements for Cedar Woods Reservation. Had included specific budget requests for signage, kiosks, etc. outlined in plan. With COVID-19 cuts to the budget, we will work toward identifying funding in order to move forward with elements of the CMP. We have not had a second public meeting regarding the recommendations from the CMP or specific projects and will work to segment the Plan into doable goals and objectives for the short term.



Millwood Project Site Walk

- Open Space and Recreation Master Plan: Commencement of the Open Space and Recreation Plan update, which is due by December 2020.
- Stormwater Ordinance and Regulations: As part of the Stormwater Management Working Group, developed a Stormwater Ordinance that will go before the City Council in the fall of 2020 with Regulations to follow.

Conservation Land Management

- Conservation Restrictions: 0 Pleasant St and 152 Grove St: Boundary marking of these parcels and others was scheduled for the Seasonal Conservation Crew for the summer of 2020, but will now take place in 2021.
- Land Acquisition: Working with the Sudbury Valley Trustees, secured a grant for the protection of 50 acres off of Wayside Inn Road that the SVT will hold in fee and the Conservation Commission will hold a conservation restriction on.

Land Management Crew

The Land Management Crew (Crew) was comprised of a diverse, six-person seasonal conservation crew in 2019. Posting for hiring of the 2020 Crew was underway when the pandemic and budget constraints lead to the loss of the Crew for the season. Typically, the Crew completes specific projects related to regular management of invasive species, trail clearing, litter picking, property monitoring, and maintenance. The absence of the seasonal land management crew has been missed as public calls report downed trees, overgrown trails, broken bridges and boardwalks, etc. We look forward to having our Crew back for the summer of 2021 to get caught up on differed maintenance to our Conservation Lands.



The 2019 Summer Conservation Crew constructing a boardwalk at 936 Central Street.

Nuisance and Invasive Aquatic Vegetation Management Program

- Water Chestnut Treatment
Treatment of invasive water chestnut on the ponded section of the Sudbury River entered its fourth year this season. The first three years have brought a reduction of coverage.
- Invasive Aquatic Vegetation
CC has treated six Framingham ponds (Waushakum, Farm, Learned, Gleason, Norton, and Mohawk Ponds) for nearly 20 years. Due to rare species habitat in Waushakum and Farm Ponds, a botanical study was performed on Waushakum and Farm Ponds where a rare plant species that appears in only nine locations throughout the state has been confirmed. The summer of 2020 marked a return of treatment to Waushakum Pond and the first treatments of the Farm Ponds in five years. A follow up botanical study will be completed later in the season. We will be coordinating with Natural Heritage and Endangered Species Program upon completion of the botanical study to plan for future treatments of both Waushakum and Farm Ponds. Regular treatments of Gleason, Learned, Mohawk, and Norton Ponds have continued each season.
- Long Term Treatment Efforts
Through lobbying efforts of the Conservation Department, the Massachusetts Department of Conservation & Recreation will begin invasive species treatment of Stearns Reservoir this season.



Education and Outreach

- Educational Outreach Events

Each year the Conservation Department provides information about land management, conservation, and environmental education at various events. In FY'20, the Department participated in the SuAsCo Wild and Scenic River Stewardship Council's RiverFest. Other events such as Earth Day and the Department's individual walks were cancelled due to the pandemic.

HISTORICAL COMMISSION AND HISTORIC DISTRICT COMMISSION

The FY'20 budget devoted \$41,000 to support the work of the Historical Commission and the Historic District Commission.

Historical Commission (HC)

Historic preservation planner Jennifer Doherty continues to serve as Historical Commission staff undertaking various initiatives and managing all administrative duties.

The HC had 12 meetings in FY'20. A total of four requests for demolition were reviewed under the City's demolition delay bylaw (General Bylaws Article V, Section 21), covering all buildings greater than 75 years old; no demolition delays were imposed.

The HC received a Massachusetts Historical Commission Survey & Planning Grant, the third consecutive year we have been awarded a grant. The HC worked with preservation consultant Zachary Violette to document commercial and institutional buildings in South Framingham, documenting approximately 80 historic resources in the area.

Current HC Members include:

Paul Silva, Chair

Frederic Wallace, Vice Chair

Lynne Damianos, Clerk

Lewis Colten

Susan Kennedy

Thomas Schuetz

Kevin Swope

Historic District Commission

Historic preservation planner Jennifer Doherty continues to serve as HDC staff undertaking various initiatives and managing all administrative duties.

The HDC held 9 meetings in FY'20. The HDC reviews all changes to the exterior of a property visible from a public way in the City's six local historic districts (General Bylaws Article VII, Section 5). The HDC held five public hearings for various projects in FY'19.

Current Members include:

Stephen Greeley, Chair

Ted Grenham

Susan Bernstein

James Kubat

Paul Charboneau

Andrew Mackin

Julie Ferrari

Kathy Michalski

Henry Field

Ken Nowell

Amy Finstein

Paul Silva

PARKS & RECREATION COMMISSION

Joan Rastani served as Chairwoman with Commissioners Kathy Hauck, Dave Gudejko, Joseph Kaufman, and Robert Berman.

Mary Dennison Park

The goal of the newly design Mary Dennison Park is to create an updated, vibrant park that meets the social, physical, and economic needs the community in this environmental justice neighborhood. Park elements have been designed with stormwater drainage in mind. Park amenities will include a softball field (natural turf), multiuse field (synthetic turf), volleyball court, walking paths, playground for ages 4-7 and ages 8-12, basketball courts, splash pad, skate spot, and fitness equipment. Also included in the plan is a pavilion with restrooms, concessions, utilities, and storage, and parking for 110 vehicles.

The City continues to work in cooperation with the Massachusetts Department of Environmental Protection (DEP) and former property owner, Avery Dennison Manufacturing Company, to create an appropriate remediation plan for the contamination at the Mary Dennison Park. The planned environmental remediation of Mary Dennison Park consists of excavation of contaminated soil to be disposed of at licensed facilities, remediation of one area of sediment in the brook, reusing some soil from north side area of the park, installing a protective liner on top of the remaining soil, covering the protective liner with clean soil/backfill, constructing park amenities on top of the clean soil. This remediation has been designed to comply with the remediation stormwater wetlands regulations. The final remediation plan is being subject to review by the DEP. The City Council's approval is contingent on the funding per settlement and principal between City of Framingham and Avery Dennison.

The City received estimates on the remediation, construction, and utility work for Mary Dennison Park, and the Parks and Recreation Commission recommended to City Council to appropriate funds for the Mary Dennison remediation and renovation by a 5-0 vote. The City Council voted unanimously to approve funding for Mary Dennison Park: \$697,391 to complete Phases II and III of the park remediation, and \$19.7 million for park remediation, utility work, and park construction and utility work. Phase IV remedy implementation and preliminary design documents have been submitted to DEP. The next steps include meeting with DEP official to finalize the recommended remediation, secure OPM (Owner's Project Manager) for the project, and finalize the park remediation and renovation bid package.

150 Irving Street Park

A new park design was created for a pocket park at 150 Irving Street utilizing a phased approach to bring costs down. In cooperation with the Community and Economic Development Department, a fundraiser through the Patronicity Grant and Crowdfunding campaign received matching funds from businesses and the community to transform this vacant lot into a pocket park. In collaboration with the Schools, DPW, local contractors, and our Parks crew, we worked to line up in-kind services that will also bring the cost down on the project. A design workshop was held on October 20, 2019 at the Tribune Apartments meeting room, where approximately 30 residents attended and were able to generate four conceptual plans that were then refined to one phased plan to be built in FY'20. The plan calls for excavation of soil and installation of fencing, a pad, electrical, irrigation, landscaping, pergola, benches and a path. Work is expected to be completed before winter 2020.

Additional Projects

Electrical efficiencies were achieved throughout the Division by working with Facilities Management and the Green Communities Grant Program. New LED light fixtures were installed at the Maintenance Building and the Bowditch Administration Office. Framingham installed their first municipal EV station located at Farm Pond Park. The goal of the Farm

Pond Electric Vehicle Charger proposal is to provide two chargers located at Farm Pond Park playground parking lot. Equipment and installation are covered through a grant program and coordinated through the Sustainability Coordinator. The City will be responsible for the electricity and maintenance warrantee. These costs will be offset by fees collected for the use of the chargers.

Jim Snyder presented the recommendations by City Council to make a non-binding resolution to make the beaches free and accessible.

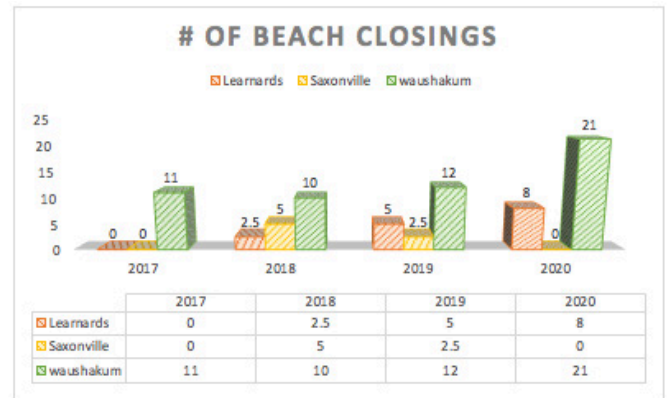
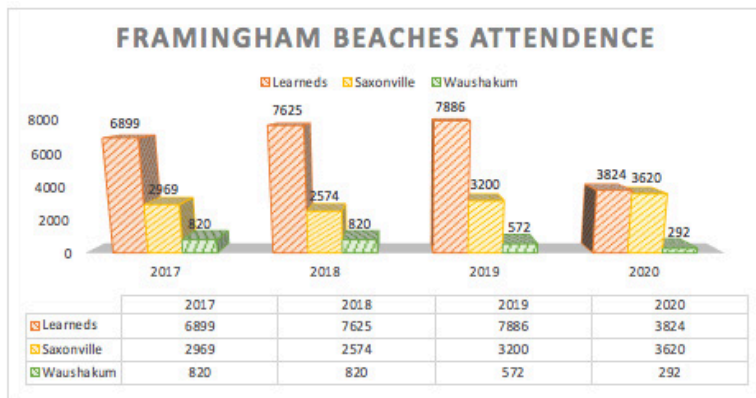
Motion made by Commissioner Gudejko and seconded by Commissioner Berman to open all three beaches, as presented, for the 2020 Summer Season with the limited funding available and to return to full funding for the beaches next year. Vote: 3-0 in favor.

RECREATION DEPARTMENT

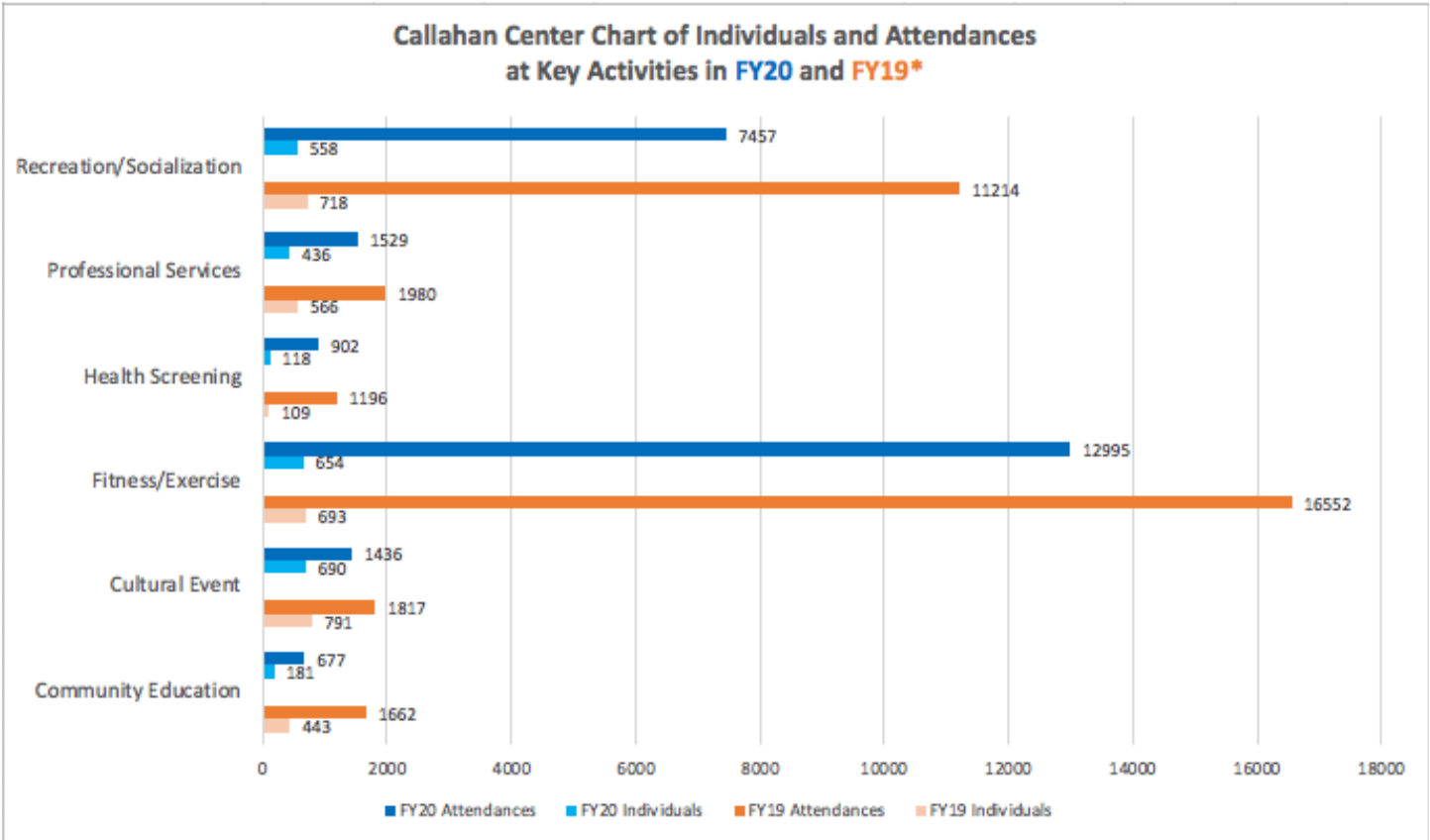
The Recreation Department provides over 300 programs geared towards a varied population. Services are provided through a combination of user fees and public tax dollars. In FY'20 more than 20,605 participants of all ages were formally registered in one of the Recreation programs.

Grants that enhanced our 2019 programs included the Department of Conservation and Recreation Park Pass, and the United States Department of Agriculture Food and Nutrition free breakfast and lunch for the Department's Special Needs Summer Program. Friends of Framingham Recreation provided numerous scholarships for Recreation Programs and Beach Tags to families in need.

The City Beaches were visited by 11,658 individuals during the season from June 20-August 15, 2019. Learneds Pond had 7,886, Saxonville Beach had 3,200 & Waushakum Beach had 572 visitors. (Waushakum was closed for 11 days due to poor water quality)



Category	FY20 (7/1/19 - 6/30/20)	FY19 (7/1/18 - 6/30/19)	Variance
Total Programs:			
Total Number of Programs	262	309	(47)
Total Number of Registrations	18,022	22,185	(4,163)
Total Number of Staff	374	409	(35)
Total Number of Special Events	5	8	(3)
Total Number of Program Hours	4,011	4,617	(606)
Recreation Comments:			
Staff # includes volunteers			
* Number decreased due to COVID19			

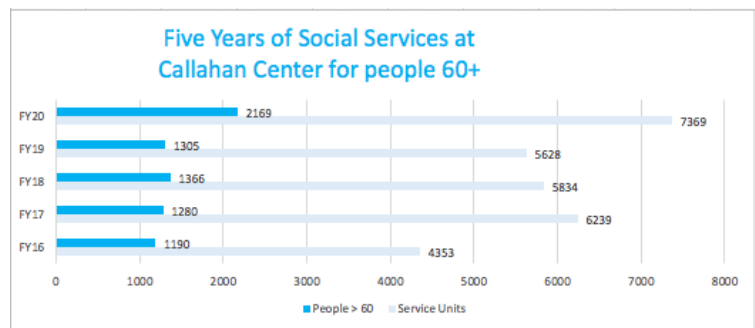


*The above data does not include all categories of activities. These are the significant ones with more than 600 attendances throughout the year. FY20 attendances are less, following COVID-19 shutdown. However, number of individuals served increased.

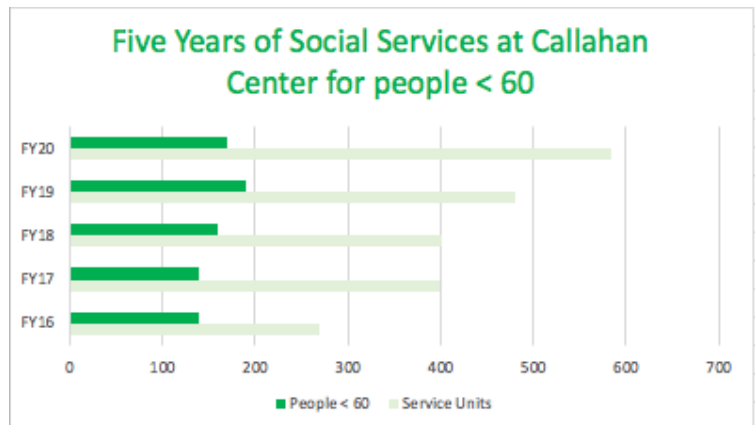
For the tenth year, we managed the “Friday Night Concerts Series on the Center Common”. Sounds from Larry Bee & the Buzz, Classic Grove, Tom Nutile, Alan & the Alligators, Dwayne Haggins, Local Freight, Back Pages, and Little Red & the Riders provided entertainment to over 7,000 patrons throughout the season. We are grateful to the many sponsors who made this possible. A special thank you to the Framingham Auxiliary Police for being there weekly and DPW for providing additional lighting.

Summer of 2019 programing was very successful. Summer Recreation Centers had 339 students participate at Walsh School and the Academy Building at Cushing Park. The 195-member summer swim team celebrated an undefeated season, winning first place at the A Regional Championships. Tennis, soccer, skateboard and other clinics showed increases in registrants.

The Department sponsored many special events this year with the assistance of the Friends of Framingham Recreation. The highlights included Pumpkins in the



In FY20, additional outreach efforts by additional staff followed COVID-19.



Park, the 9/11 Remembrance Ceremony, Santa's Lil' Sports, and Family Fun & Movie Night featuring "Jungle Book". For the first time, movie night was moved indoors to the Callahan Center due to the threat of EEE. The Framingham Frosty Fest, which was new this year, featured free skating, an Ice Sculpture and s'mores.



Recreation Department Response to COVID-19

In March of 2020, the world was shaken with the COVID-19 Pandemic. We were faced with the largest challenge of our careers: the adaptation of our programs in the face of a global pandemic. All recreation programming came to a screeching halt. Special Events such as the Egg-citing Egg Hunt, Adaptive Skating, adult trips & the Swim Team Banquet were cancelled days before the events. Over 800 refunds were processed for programs that were scheduled to run during the Spring Season. Guidelines were changing on a daily basis. A hands-on team approach became implementing on-line programming. Zoom became a household word. "A Playdate with Anthony" was created by the Recreation Staff. This included 70 different social media posts that were designed to keep families active and connected. These daily posts consisted of virtual trips, family games, crafts and educational activities.

COVID Recreation by the numbers:

- March 20 – June 26 – Posted 70+ daily family activities on Social Media (Play date with Anthony)
 - Total of 141,512 Views on Facebook
 - Total of 29,036 Views on Instagram
 - Combined Total of 170,548 Views
- Assisted with the delivery of meals/ groceries to those in need
- 829 refunds processed for Spring programs that were cancelled.

- Offered three free beaches to Framingham Residents from July 1 - August 9, 2020
 - 1,046 Free Family Tags Issued to Framingham Residents
 - 6,756 Total Visitors
- 42 Summer Recreation Programs offered (not including beaches)
 - Programs ran July 6 – Sept 4, 2020
 - 24 had full registrations
 - 367 Participants (Class size was reduced due to COVID-19 restrictions)
 - All followed COVID-19 Guidance for Adult Sports Supervised Youth Sports Leagues, Summer Sports Camps – Phase II that was released from the MA Executive Office of Energy & Environmental Affairs on June 3, 2020.
- Ordered & Posted over 284 COVID related signs in our City parks and beaches (Cost \$7,928, six A-Frames, 262 Color-plast signs, and 16 reflective signs)



We continue to monitor the pandemic and follow guidelines from the Health Department, and we will continue to adapt a new track of programming for the residents of Framingham.

We would like to thank Mayor Spicer, City Councilors, City departments, and community volunteers for their continued support and dedication. Without their assistance, we would not be successful in offering quality programs to the residents of Framingham.

We welcome input from residents and we value both your feedback and involvement in our programs.

PARKS MAINTENANCE DEPARTMENT

The Parks Maintenance Department continues to provide the best maintenance practices for all the City's athletic facilities and park properties following industry standards and practices. Well maintained and safe activity areas are necessary for all our user groups of various levels of competition. This department is committed to providing well-maintained facilities through a multi-level maintenance program and by using a coordinating field scheduling program. We continue to advise a non-overuse policy to prevent maintenance issues and to ensure continued use in the multi seasons that many sports are now requiring.

Our maintenance program works to establish turf through an aeration, fertilization, seeding irrigation, and proper mowing techniques. We monitor our soil conditions and provide necessary nutrient applications of fertilization in the most cost-effective way. This continues to benefit all of our turf areas throughout the City.

The demand to provide additional practice and game field facilities continues and is still a major challenge for the City. We lost several areas of athletic field space with ongoing projects. Fuller Middle School, Mary Dennison, and the Walsh complex project have taken much-needed athletic fields out of use for the time being. This has also been complicated with the inability of use at some of the other locations due to school times. These construction limitations, facility unavailability, and bussing have compounded the over-use of facilities and the decline in turf quality. This is still a major problem and concern for this department. Accomplishing best field maintenance practices, the rotating of fields, and limiting overuse has become more difficult. We are faced with the challenge of not having enough space for all our field permit requests. We continue to see a growing increase in participation of many formerly seasonal sports requesting field permits for multiple seasons such as lacrosse, soccer, cricket, and baseball. We have been trying to address these issues through our long-range planning, but timing and funding have become factors in the COVID-19 environment. We are addressing the need of future field space by using a synthetic surface as an option. Until some of the projects come to fruition, we will continue to be asked to provide more use on areas that are already seeing heavy use. This overuse of our current natural turf fields accelerates the need to shut them down for costly renovations, while limiting the availability of fields to user groups in the spring.

The Parks Maintenance Department continues to provide support to the athletic programs of two high schools, Framingham High and Keefe Vocational High School. Other schools that rely on our department for a portion of their athletic program needs are, Framingham State University, MassBay Community College, and the Learning Center for the Deaf. In addition to school athletics, the Department provides scheduling and facilities for hundreds of other user groups from the Framingham community.

Our site-based management program at the Bowditch facility has been limited due to the ongoing pandemic. I cannot see this continuing at any other facilities due to limited resources we currently have.

Our working relationship with Keefe Technical School ended due to COVID-19. We did have a successful fall /winter interaction with the students, however. The Edgell Grove Cemetery maintenance program highly benefited from the use of the labor that was provided. Our partnership with the various labs has provided a beneficial relationship with the City, and hopefully when things change, we will be able to get back to this collaboration. The use of the labor provides access to cost effective, professionally supervised electrical, carpentry, plumbing, and metal fabrication, while affording students the benefit of practical “real world” learning experiences in a commercial setting. We will continue to use the student co-op program to prepare qualified students for the labor force by providing real-life job skills when we are able to.

Our tree maintenance program continues with additional monies to carry on our removal program; we are concentrating on risk trees throughout our properties. With increased funding, we have been able to keep up with the work demand and reduce liability from falling trees and limbs on both public and private property. We have been increasing our pruning schedule to help maintain the life and quality to the trees on our many properties. The Citywide beautification program has been limited due to lack of necessary resources it requires.

This past year we hosted high school graduation. It was limited due to COVID-19.

Parks staff has been working to improve 150 Irving Street into a pleasant neighborhood park. With help from the Public Works Department we were able to install fencing. We have contracted out the site work, along with the cement pad and circular wall. We added tree plantings and will be adding decorative pavers and irrigation with our talented, in-house staff.

We continue to give support and resources to other City departments including the School Department, Building Services, Library, Public Works, Board of Health, Conservation, Police, and Fire. We would like to thank all of the City departments for the cooperation they have provided throughout the year. It would be very difficult for us to achieve the success we have without their help.

I would like to thank all our volunteers and volunteer groups that helped us with some of our projects last year and hope that we will be able to continue these partnerships once the COVID-19 situation ends.

Parks Department Response to COVID-19

COVID-19 has impacted the Department in profound ways. Closures of parks and services began taking effect in mid-March 2020 and some are still in effect as of this report. Regular meetings with the Mayor and division heads were held to stay in constant contact as to the status and severity of the pandemic. Precautionary measures are being followed throughout the Department, and open space and parks are open with social distancing guidelines and signage. Barricades have been erected to close the skatepark, and basketball rims/backboards were removed during the City’s COVID-19 peak times. In addition, we worked closely with the Health Department to revise our field and facility permitting process to include COVID-19 safety



protocols for players, coaches, and spectators. Our Department continues to monitor and adjust programming in conjunction with other departments utilizing the Governor's safety guidelines.

Cemeteries

The cemeteries overseers' duties changed as Edgell Grove Cemetery was incorporated into the division. The original Cemeteries Commission still consist of a three-member board appointed by the Mayor. The Charter calls for the Cemetery Trustees to take responsibility for Edgell Grove Cemetery, plus the Edwards Cemetery, Main Street Cemetery, and Old South Burial Grounds. The three original cemeteries have Leone's Landscaping in their third year of a three-year contract for the ground's maintenance. This is their second three-year contract. We are satisfied with the service they have been providing, but the contract will need to be re-bid at the end of the fiscal year. Due to the limited supply of grave sites, the moratorium on the general sale of new lots is still in effect. The fee schedule for cemetery-associated activities remained the same. The Parks Maintenance staff continues to support the cemetery staff by performing grave openings and interment of cremations at the cemeteries. We continue to receive requests for historical records associated with the cemeteries and are able to use an electronic database to promptly respond to the majority of most inquiries.

The merging of the Edgell Grove Cemetery into the Department is ongoing. The Parks staff and administration have been working with Edgell Grove staff to update them on proper operating procedures, billing, purchasing, and other City policies. During the transition, a number of projects were identified and prioritized to increase safety and to preserve buildings. A building assessment report was completed, identifying the conditions and needs for the five on-site buildings. The planned removal of a large brush and leaf dump was accomplished, along with a tree assessment and a contract for at-risk tree removal and stump grinding. A plan was created to install a gas line to provide heat to the maintenance building and to retrofit the house service. A five- and twenty-year Capital Improvement Plan was also created to address the concerns at the site, other buildings, and equipment currently being used at the site.

Loring Arena

This year was the 56th year of operation for Loring Arena. To start, as with every year the ammonia compressor system was completely rebuilt by the Arena Director. The staff repainted all of the locker rooms, and patched and fixed all of the dents, holes, and scratches in the walls throughout the entire rink. The staff also completed painting the stairs, railings and risers throughout the rink. New netting was installed on all of the hockey nets. The Arena staff serviced the mechanical rooftop units. In addition to annual maintenance, the Arena staff prepared the rink for the Grand Opening celebration.

September 16, 2019 Loring Arena held a Grand Opening. The Grand opening included visits from the City's Mayor, City Council members, former Selectmen, Parks and Recreation staff as well as Arena staff. A highlight of the event was a visit from the first-ever Arena manager, Dick Rodenhiser, who displayed his gold medal from the 1960 Olympics. Free community skating was offered to the public as well as a scrimmage by Framingham High Schools Boys and Girls Hockey teams. Framingham Youth Hockey as well as Framingham State University Hockey teams held team skills. With the building now complete, Loring Arena was on track to have its most successful year until the shutdown due to COVID-19. Though a large amount of rental time was cancelled due to the shutdown, Loring Arena still generated more than its expected revenue.

In November, 2019 the Loring Arena Director worked with the O'Leary family to honor Matt O'Leary, who came though the Framingham Youth Hockey program and Framingham High School. In honor of Matt, the family gave a donation of



\$12,000 to finish the conference room with audio and visual equipment. This was an important upgrade, as it is used by the public for meetings, Framingham State Hockey, Framingham High boys and girls, and Framingham Youth Hockey. In memory of Matt a plaque will be installed in the conference room.

All of the teams that came to play at Loring throughout the season were impressed by the building and ranked it top in the state, and judged it as having the most premier ice surface in the country.

Framingham High School hosted their annual holiday party, which was a huge success. There was an incredible turnout for the event. In addition to the holiday party, the FHS Boys Hockey team also hosted their annual hockey tournament right after Christmas. The tournament is a 2-day event in which FHS went on to win. The first game was won in overtime and the second was won in overtime in a shootout. This was an exciting moment for Framingham, which draws an exceptional crowd.

During the winter months, the Arena Director worked in getting the MIAA to host their tournament games at Loring. Loring was chosen to host seven games of the tournament. The top ranked high school hockey teams in the state play in these games. These games included the largest crowds hosted by Loring since the new building was completed. The tournament drew crowds upwards of 2,875 people for each game – there was not an empty seat in the building, and at some points was at standing room only. Loring proceeded with these games until COVID-19. The last high school game played at the Arena was March 11, 2020.

Due to COVID-19, the arena closed for all activities on March 13, 2020. Loring Arena kept its ice in order to have the heating system cleaned and serviced, which requires a lift being brought out onto the ice. In addition, a crane was brought in to replace two 23-year-old dehumidifiers. The current dehumidifiers were replaced due to parts and refrigerant no longer being available. Due to COVID-19 we lost four-weeks of revenue at approximately \$40,000 each starting March 12th to April 11, 2020. On April 3, 2020 the rink was shut down for the season and annual building maintenance to begin.

Professional cleaning companies, combined with staff, have performed routine maintenance and cleaning of the equipment on a regular basis.



Council on Aging

The Mission Statement of the Council on Aging is to: “Improve the healthy aging of a broader segment of the 55 and older population of Framingham by solidifying collaborations in the community to actively reach out to underserved groups by race, ethnicity, gender, sexual orientation and those with health conditions that otherwise limit their connection to the center.”

Successes in FY’20

- Callahan Center van provided 77 people with 1,638 rides from July through the March shutdown.
- Reached 74 LGBTQ seniors as part of the second year of a collaboration with four other Councils on Aging in Metrowest, funded by an Older Americans Act grant and administered by BayPath Elder Services.
- Recruited and trained two Census Outreach workers (bilingual in Spanish and Portuguese) to connect with area faith-based organizations to improve response rate to the 2020 Census.
- Attendees began using the Callahan Fitness Center in October.
- Recruited and trained two more Transition Navigators as part of the pilot Discovery Center to encourage more civic engagement, resulting in a database of 62 local organizations in need of volunteers. Connected 23 people 55+ with this project and matched six of them with volunteer positions in Framingham.
- Started airing monthly show on AFTV, “Frank & Mary in Framingham”, featuring services and programs of Callahan Center and other aging network providers.
- Responded to requests from women from the Middle East, Africa and South Asia to have weekly social program at Callahan Center.
- Volunteers in Minor Home Repair assisted twelve older adults with 21 repair projects.
- More than 1,939 people made 30,460 appearances at Callahan Center programs.
- More than 2,339 people received more than 7,953 units of social services.
- 1,113 Volunteers contributed 11,735 total hours, or FTE six positions.
- Distributed and mailed masks to more than 2,000 older adults.
- Delivered emergency food and toiletries to older adults in need.
- Started offering programs via Zoom to keep older adults engaged.



Mayor Spicer & 100 yr old Sarah Camarata



Initiatives for FY'21

- Expand transportation services to locations beyond Framingham with BayPath CARES Act funds in collaboration with Tommy's Taxi.
- SNAP outreach to increase usage among seniors to reduce food insecurity.
- Add programs to Access Framingham TV to reach people 55+ lacking Internet access.
- Expand use of website and social media to communicate to the public.
- Pursue MWHF grant re: social isolation or emotional resilience.



Council on Aging Department Response to COVID-19

The Callahan Center staff have been working with the seniors and reaching out doing wellness checks. Council on Aging staff have also been partnering with other departments to help fulfill food and toiletries shortages along with distributing a mailer through the Library to citizens 60+. Masks have been made and distributed by some of the seniors that have benefited emergency service personnel and assisted living facilities residents and staff members. Staff is heavily involved with Meals on Wheels organization and other groups to provide food.

- Staff mobilized to contact more than 2,000 participants in our database by phone to ensure they were aware of resources to assist, and to ensure their needs were being met.
- Collaborated with Mayor's office to mail postcards to more than 13,000 households of people 55+, alerting them to emergency call numbers and resources.
- Collaborated with volunteer crafters, DPH, and the Framingham Public Library to distribute and mail more than 1,500 reusable face coverings to people 55 and older who could not pick them up at the Center or at other locations.
- Collaborated with City, YMCA and Friends of Callahan to provide emergency supplies of paper goods and cleaning supplies to older adults in need.
- Collaborated with Daniel's Table to provide frozen meals to 11 older adults in need.
- Presented session on Frank and Mary in Framingham on Access TV in May about the coronavirus and resources available.
- Continuing to provide monthly Frank and Mary in Framingham show on Access TV via Zoom connection to inform public about programs and services for older adults.
- Provided drive-by lunch pick-up at TJ's for volunteers with 20+ hours of volunteering.

- Provided Taxi Subsidy to nine people in need of transportation to medical appointments.
- Matched 11 volunteers with 12 older adults for weekly telephone calls.
- Staff members received training on how to use Zoom and other platforms.
- Providing several activities via Zoom: Sports Fanatics, Bridge, Mindful Meditation, Zumba, Chair Yoga.
- Social Services staff helped people apply for unemployment, and those facing homelessness to access emergency services.
- Social Services staff responded to an increased number of people with anxiety about the pandemic.
- Included in newsletter: Instructions for how to use Zoom and programs accessible by phone for those lacking Internet access.
- Rescheduled numerous Cultural Council programs to be presented via Zoom.
- Providing several support groups via Zoom or other platforms: Bereavement, Grandparent Support, Low Vision Support, Parkinson's Support, Continuing Connections program.
- In collaboration with Parks & Rec, offered outdoors aerobics class at Bowditch.
- Offered AARP tax preparation in July with strict protocols in place to prevent virus spread for those in critical need due to owing taxes or returns partially in progress.
- Continuing to arrange SHINE appointments by phone.
- Returned to arranging Metrowest Legal Services appointments by phone.
- Staff and volunteers were trained to offer Zoom training to people unfamiliar with it.
- Council on Aging Board hosted a Zoom session to determine needs of older adults.
- Council on Aging Board hosted a Zoom session with other providers of services to older adults to determine unmet needs and resources available.
- Director appeared on Mayor's Community Hour in July to inform people about response to COVID-19 and programs and resources available.
- Resumed van service in August with strict protocols in place for social distancing, wearing masks, and sanitizing high touch areas.
- Applied for and received grant to encourage more usage of SNAP among 60+ population.
- Applied for and received grant from BayPath Elder Services to provide taxi rides to locations beyond Framingham's borders.
- Friends of Callahan seeking updated emails to enhance communications to members.

Introduction & Overview

Christopher J. Petrini of Petrini & Associates, P.C. (“P&A”) is pleased to provide the FY’20 Annual Report of the Office of the City Solicitor. P&A operates the Office of the City Solicitor in accordance with Article II, Section 5 of the General Bylaws and Article III.3.e of the Framingham Charter. Christopher J. Petrini was appointed City Solicitor by Mayor Yvonne Spicer in February 2018, and previously served as Town Counsel from 2011 until his appointment by Mayor Spicer in 2018. P&A represents the City in litigation and appears on behalf of the City before all courts and administrative agencies of the Commonwealth. In addition, we serve as a liaison and a resource to various special counsel and insurance counsel representing the City in a variety of legal matters. We also attend meetings of boards, committees and commissions of the City as necessary. P&A drafts legal documents for City officials, boards and commissions upon request, and reviews legal contracts, deeds and agreements to which the City is a party. We provide advice and opinions to the Mayor, City Council, and various boards, committees, commissions, division heads and department heads in accordance with the City bylaws and the City’s Policy on Access to City Solicitor and Confidentiality of Attorney-Client Communications.

Over the past several years, this office has handled the City’s significant volume of litigation with efficiency, focus and positive results. Included in Section II of this report is a comprehensive list describing the status of cases that were active between July 1, 2019 and August 30, 2020, as required by Article II, Section 5.8 of the General Bylaws. Included in Section III of this report is a Budgetary Overview section that summarizes the revenue, mitigation and avoided expenses that this office helped achieve for the City in FY 2020.

FY’20 Report on Status of Framingham Cases

In accordance with Art. II, Sections 1.5 & 5.8 of the General Bylaws, below is a list of the Framingham cases that were active between July 1, 2019-August 30, 2020. Included is the case name, type of case, and a brief description of the case with the FY’20 activities and FY’21 activities through August 30, 2020 summarized in the last column on the right. This section is divided into three parts. Part A summarizes cases that are handled by this office, Part B summarizes cases handled by special counsel or insurance counsel, and Part C summarizes School Department cases of which we are aware. (P&A does not serve as full school counsel to the School Department but rather assists with specific matters upon request.)

Office of City Solicitor Cases

MATTER	TYPE	STATUS
39 Grant Property Holdings, LLC v. Framingham Planning Board, et al. (One Grant St.)	Zoning	This is an appeal of the Planning Board’s issuance of a decision dated June 14, 2018 granting Howard One Grant, LLC’s applications for Site Plan Approval and a Special Permit for use of the property at One Grant Street. The complaint also names as a defendant Howard One Grant, LLC, which as the permit grantee is the real party in interest. The Plaintiff and co-defendant served discovery requests upon the Planning Board, and the City Solicitor’s office worked with the Planning Board to prepare responses to such discovery. The parties in interest are attempting a negotiated resolution of the dispute.

MATTER	TYPE	STATUS
58 Exchange v. Framingham Planning Board (601 Old Connecticut Path)	Zoning	This action is an appeal of the Planning Board's July 12, 2019 Site Plan Review approval decision respecting property located at 601 Old Connecticut Path. The City filed a Notice of Appearance in the case. The successful applicant will be principally responsible for defending this case. The parties in interest are continuing to seek a negotiated resolution of the matter.
Bicalho v. ZBA and City of Framingham (243 Howard St.)	Zoning	This is an appeal of the Zoning Board of Appeals' December 11, 2018 decision denying an application for a special permit for property located at 243 Howard Street. The Plaintiffs also requested that the Court declare that "a transmission repair business remains an allowed use at the Property." The City filed a separate action seeking enforcement of zoning bylaw violations against the Plaintiffs. The two matters have now been consolidated. The parties have largely completed discovery and the City anticipates filing a motion for summary judgement.
Bicalho v. ZBA and City of Framingham (91 Grant St.)	Zoning	This is an appeal of the Zoning Board of Appeals' May 8, 2019 decision denying the Plaintiffs' appeal of the Building Commissioner's decision that Bicalho was operating an unlawful automotive business at 91 Grant Street. The Plaintiffs also has requested that the Court declare that auto repair remains an allowed use at the Property. Further discovery and a summary judgment motion are the anticipated next steps in this case.
Capital Group Properties, Inc. and Millwood Residential LLC v. ZBA	Zoning	In August 2020 the Developers filed an appeal in Middlesex Superior Court of the ZBA's July 2020 decision upholding the Building Commissioner's decision to decline to issue further building permits due to the Developer's failure to comply with the requirements of the June 18, 2018 Planning Board Special Permit Decision. The case is in its early stages.

MATTER	TYPE	STATUS
City of Framingham v. Yaro Enterprises (1 Clark's Hill)	Code Enforcement	This is an action brought in the Housing Court by the City Solicitor at the request of the Inspectional Services Department ("ISD") against the owner of the commercial property located at 1 Clarks Hill. The City sought enforcement of building code violations and an injunction prohibiting further construction work at the property without proper building permits. The parties avoided the need for an injunction when the defendant agreed to the City's requested relief in a stipulation that was filed with the court. Shortly thereafter the property was sold. As part of this settlement, the City Solicitor's Office successfully collected \$22,000 in Inspectional Services Dept. fines that had accrued. The new owner of the property has acknowledged its obligation to apply for building permits prior to commencing work. The City Solicitor's Office will continue to monitor this matter.
City of Framingham v. Seriac (20-21 Concord Terr.)	Code Enforcement	This is an action brought in the Housing Court by the City Solicitor at the request of ISD against the owners of the property for failure to maintain the condition of the property in accordance with applicable sections of the nuisance bylaw. The parties entered into a settlement agreement, whereas the property owner agreed to the City's requested relief, but the owners failed to comply. The matter is presently scheduled for a hearing on the City's Motion to Enforce Settlement Agreement.
City of Framingham v. Martins (33 Cherry Road)	Code Enforcement	This is an action brought in the Housing Court by the City Solicitor at the request of ISD against the property owner for failure to maintain the condition of the property in accordance with applicable sections of the zoning and nuisance bylaws. The parties entered into a settlement agreement, but the owner failed to comply. The matter is presently scheduled for a hearing on the City's Motion to Vacate Dismissal and File Amended Complaint.

MATTER	TYPE	STATUS
City of Framingham v. White (117 Beacon Street)	Code Enforcement	This is an action brought in the Housing Court by the City Solicitor at the request of ISD against the property owner for failure to maintain the property in accordance with applicable sections of the nuisance bylaw. The parties entered into a settlement agreement, but the owner failed to comply. The matter is presently scheduled for a hearing on the City's Motion to Enforce Settlement Agreement.
COVID-19 Response	Advising Mayor and City Departments and Boards and Commissions	In FY'20, the City Solicitor assisted and advised the Mayor, City departments and boards and commissions, often on a seven day a week basis, in responding to many legal questions arising from the City's response to the COVID-19 pandemic.
Cumberland Farms v. Framingham Board of Health, et al.	Challenge of Board of Health Regulations	This case was brought by Cumberland Farms against a number of Massachusetts towns and cities (Barnstable, Billerica, Framingham, Sharon, Somerville and Walpole) challenging newly adopted regulations that restrict the sale of flavored tobacco/nicotine products to adult-only stores. The City is working cooperatively with the other municipalities to defend the case and cumulative expenses. Due to changes in the law at the state level, the defendant municipalities filed a Motion to Stay with the court, which was allowed. This matter is now stayed, but still pending. The City Solicitor's Office will continue to monitor this matter.
Filippova v. Fram ZBA (273 Prospect St.)	Zoning	This action is an appeal of a Zoning Board of Appeals decision overturning the Building Commissioner's approval of a building permit for an amateur radio tower. The City Solicitor's office entered a Notice of Appearance and Answer in this action and is actively defending this permit denial. The parties filed Cross-Motions for Summary Judgment in August, 2020 and are awaiting a hearing date from the court.

MATTER	TYPE	STATUS
Framingham Police Officers Union & City of Framingham (MUP-18-6704)	Labor	This matter concerns an allegation of unfair labor practices where Framingham Police Officers Union (“FPOU”) alleges that the City retaliated against Officer Matthew Gutwill for filing and litigating a grievance and for engaging in concerted activity through his union by declining to appoint him to various positions since he was disciplined in December 2016. The City denies the allegations. A hearing was held before the Department of Labor Relations over 3 days between January 2020 and August 2020. The parties are presently in the process of submitting post-hearing briefs.
Framingham Police Officers Union Single Vacation Days Grievance (AAA Matter)	Labor	This matter concerned a grievance by FPOU of an alleged change in working conditions regarding the taking of single vacation days by members of the union. The City denied the grievance and the Union submitted a demand for arbitration. The arbitration was stayed and then dismissed by the FPOU as part of the parties’ agreement on a contract covering FY 2019-21, which was approved by the City Council in the fall of 2019. This matter is now closed.
Framingham Police Officers Retroactive Pay Grievance (AAA Matter)	Labor	This matter concerned a grievance by the FPOU regarding an alleged violation of the collective bargaining agreement in the timing of retroactive pay to union members after the City Council approved the FPOU JLMC award. The City denied the grievance and the union submitted a demand for arbitration. The arbitration was stayed and then dismissed by the FPOU as part of the parties’ agreement on a contract covering FY 2019-21, which was approved by the City Council in the fall of 2019. This matter is now closed.
Framingham Police Superior Officers Association Clothing Allowance Grievance (AAA Matter)	Labor	This matter concerned a grievance by the FPOU regarding the interpretation of language in the collective bargaining agreement relative to the clothing allowance benefit. The City denied the union’s grievance. The FPOU submitted a demand for arbitration. An arbitration hearing was held April, 2019 and both parties submitted post-hearing briefs. In July 2019, the Arbitrator issued an award in favor of the City denying the union’s grievance. This matter is now closed.

MATTER	TYPE	STATUS
Jordan's Furniture v. Planning Board, et al. (130 Worcester Rd.)	Zoning	This matter involves an appeal by Jordan's Furniture of the ZBA's decision granting Soniya Hotel, LLC's request for site plan review and special permits in connection with a proposed development project at 130 Worcester Road. The complaint also named as a defendant Soniya Hotel, which as the permit grantee is the real party in interest. In accordance with G.L. c. 40A, the ZBA filed a notice of appearance in lieu of an answer on February 28, 2018. The parties in interest have been negotiating to resolve the matter. The court action has been dismissed -- without prejudice -- which allows the parties to resume the litigation if they are unable to settle the dispute. The City Solicitor's Office will continue to monitor this matter.
Lewis v. Zoning Board of Appeals (10 Campbell Rd.)	Zoning	This case involved an appeal by a property owner challenging the Zoning Board of Appeals' September 13, 2016 decision affirming the determination of the Building Commissioner that the property is illegally operating as a lodging house. A settlement was reached whereby the occupancy of the property was capped, and the owner agreed to install hard-wired smoke/CO detectors. This matter was dismissed in January 2020 and is now closed.
Lupachino & Salvatore, Inc. v. City of Framingham	Construction	This matter concerns claims arising from the renovation of Loring Arena between 2016-2018. The General Contractor alleged claims against the City for alleged extra work that was unpaid by the City, while the City counterclaimed for various issues with the work which the General Contractor failed to address. The parties recently reached a settlement and are in the process of exchanging project closeout documentation, after which the lawsuit will be dismissed.
Manelis v. City of Framingham	Administrative Appeal	This case concerned an appeal under G.L. c. 30A, s. 14 stemming from the City's denial of a parking ticket appeal in July 2019. The parties filed cross-motions for judgment on the pleadings and the Court ruled in favor of the City, dismissing the claim in a decision issued in July 2020. This matter is now closed.

MATTER	TYPE	STATUS
One Ohm Corp. et al. v. Framingham Board of Health	Challenge of Board of Health Regulations	This matter constitutes a challenge by a group of Framingham retailers to the Board of Health's regulations adopted in April 2019 that restrict the sale of flavored tobacco/nicotine products to adult-only stores. Recent changes in the law at the state level effectively made the plaintiffs' claims moot and they accordingly agreed to dismiss the action in January 2020 without prejudice, which allows the plaintiffs to resume the litigation if circumstances so warrant. This matter is now closed.
Ray v. Planning Board et al (655 Cochituate Rd.)	Zoning	This case involves an appeal of the Planning Board's approval of Innovative Flower, LLC's application for modification of a minor site plan review decision for the property located at 655 Cochituate Road. The matter is scheduled for a pretrial conference with the court in November 2020.
Rossen v. Planning Board (1062 Grove St.)	Land Use/Zoning	The Plaintiffs in this matter are appealing a 2019 Planning Board limited site plan review permit with conditions authorizing the construction and operation of an indoor marijuana cultivation facility at 1062 Grove St., Eastleigh Farms. This case is in its discovery and motion practice phase.
Roy, et al. v. Capital Group Properties, LLC (175 Millwood St./818 Grove St.)	Zoning	This case was an abutters' appeal of the Planning Board's June 19, 2018 decision allowing special permits and site plan approval with conditions for a 129-unit development project at the former Millwood Golf Course at 175 Millwood Street and 818 Grove Street. The parties in interest reached a settlement and the action was dismissed in December 2019. The matter is now closed.
Roy, et al. v. Framingham Conservation Commission (175 Millwood St./818 Grove St.)	Wetlands	This case was an abutters' appeal of the Conservation Commission's August 2018 order of conditions allowing Capital Group Properties' 129-unit development project at the former Millwood Golf Course at 175 Millwood Street and 818 Grove Street. The parties in interest reached a settlement and the action was dismissed in December 2019. The matter is now closed.

MATTER	TYPE	STATUS
Tocci v. Lopez, et al. (138 Leland St.)	Zoning	This action is an appeal of a decision of the Zoning Board of Appeals which overturned a decision of the Building Commissioner, thereby allowing the use of property located at 138 Leland Street for an auto towing business. The City Solicitor's office entered a Notice of Appearance and Answer in this action. The successful applicant will be principally responsible for defending this case and has filed a motion to dismiss, which is scheduled for a hearing in September 2020.

Special Counsel/Insurance Defense Counsel Cases

Below is a list of significant cases that presently are being handled by special counsel or insurance defense counsel.

MATTER	TYPE	STATUS
Butler v. Framingham	Civil Rights	This matter concerned claims by Deborah Butler against the City and Mayor Spicer arising from her non-selection to the Veterans Council. The City's insurer, Travelers, assigned the case to defense counsel. The City filed a motion to dismiss, which was allowed by the Court in September 2019. This matter is now closed.
Chaney v. City of Framingham et al	Civil Rights	This matter concerns claims of alleged civil rights violations stemming from a November 2014 arrest by Framingham Police Department officers. The matter was assigned for defense to the law firm of Pierce Davis & Perritano by the City's insurer, Travelers. The matter was removed to U.S. District Court by the Defendants. The City and individual defendants filed a motion for summary judgment which was granted in part and denied in part. The matter was scheduled for trial but the trial has been postponed due to the COVID-19 state of emergency.

MATTER	TYPE	STATUS
Crupi v. City of Framingham	Tort	This matter concerns a claim for personal injury for an alleged accident at the Framingham High School. Travelers, the City's insurer, has assigned the Law Offices of Steven B. Stein to defend the City. This matter is awaiting a final pre-trial conference which has been delayed until October 2020 due to the COVID-19 state of emergency.
Framingham v. Purdue Pharma LP et al. (Opioid Litigation)	Tort	This matter concerns claims by the City for damages and injunctive relief against the pharmaceutical manufacturers, distributors, board members and executives who caused the national opioid epidemic, which resulted in damages to the City. The City is represented in this matter by Scott+Scott Attorneys at Law LLP, along with local counsel Anderson & Kreiger LLP. The City's complaint was consolidated for discovery purposes with cases filed by other Massachusetts cities and towns in the Business Litigation session of the Massachusetts Superior Court. The Court denied motions to dismiss by all of the Defendants and stayed discovery against Framingham while cases by Boston and Springfield proceed to trial as bellweather cases. Discovery is ongoing in those cases with no anticipated trial date at this time.
Gutwill v. City of Framingham et al	Employment/ Civil Rights	This federal lawsuit involves claims of whistleblower retaliation and alleged violations of Section 1983 against Framingham and former Police Chief Ferguson by FPD Officer Matthew Gutwill, who alleges he was removed from his assignment as a DEA Task Force Officer in retaliation for filing a complaint regarding another officer. Framingham and Chief Ferguson deny the plaintiff's allegations. Framingham's insurer, Travelers, assigned the case to the law firm of Pierce, Davis and Perritano to defend the Town and Chief Ferguson in this matter. The Court allowed the motions for summary judgment in favor of the City and Chief Ferguson. The decision was appealed to the United States Court of Appeals for the First Circuit, where the parties are in the process of filing briefs.

MATTER	TYPE	STATUS
Hurley v. City of Framingham et al	Employment	This case concerns a claim for alleged disability discrimination and retaliation by a former DPW employee. The matter was initially filed at MCAD in May 2019, but in August 2019 was withdrawn to file an action in Superior Court, and subsequently removed to the federal district court. This matter has been assigned by Travelers for defense by the law firm of Litchfield Cavo. Discovery is ongoing.
Jean v. Framingham (2018 EEOC matter)	Employment/ Civil Rights	This case concerned an EEOC charge of discrimination arising from alleged discrimination pertaining to the contemplated reorganization of the Community & Economic Development Division. The City denied any discrimination occurred. The City's insurer assigned the defense of this matter to the law firm of Jackson Lewis, which submitted a position statement on the City's behalf. The EEOC dismissed the Charge in May 2019. This matter is now closed.
Jean v. Framingham (2020 MCAD matter)	Employment/ Civil Rights	This case concerns a charge of discrimination with MCAD pertaining to the termination of a former employee. The City denies any discrimination occurred. The City's insurer assigned the defense of this matter to the law firm of Jackson Lewis, which in the process of responding to the charge.
Rivera v. Town of Framingham et al	Tort	This matter concerns a claim for personal injury stemming from a motor vehicle accident involving a Framingham Police Department vehicle in March 2016. This matter was assigned by Travelers to the Law Offices of Steven B. Stein for defense. Discovery is ongoing.

MATTER	TYPE	STATUS
Slattery v. City of Framingham et al	Employment/ Civil Rights	This federal lawsuit involves claims of whistleblower retaliation and violations of 42 U.S.C. section 1983 against Framingham, former Police Chief Ferguson, and then-Deputy Police Chief Trask by Kevin Slattery, a former Framingham Deputy Police Chief who retired in April 2017. Slattery alleges that he was retaliated against for alleged whistleblower complaints he made while serving as a Deputy Police Chief. The City and former Chief Trask deny the allegations. Framingham's insurer, Travelers, assigned the law firm of Pierce, Davis and Perritano to represent the Town and the two individual defendants in this matter. The Defendants filed a motion for summary judgment in December 2019, which is awaiting a hearing date.
Stuart v. City of Framingham et al	Employment/ Civil Rights	This federal lawsuit involves claims of whistleblower retaliation and violations of 42 U.S.C. section 1983 against Framingham and Assistant to the Chief of Police Brian Simoneau by Vincent Stuart, a former Framingham police officer who was terminated in February of 2017 for wrongful conduct. The plaintiff alleges that he was retaliated against for making a complaint regarding Mr. Simoneau to the Chief of Police. Framingham and Mr. Simoneau deny the allegations. The Town's insurer, Travelers, has assigned the law firm of Pierce, Davis and Perritano to represent the Town and Mr. Simoneau in this matter. The Court granted summary judgment in favor of the City and Mr. Simoneau on all claims in January 2020. The matter has been appealed to the United States Court of Appeals of the First Circuit and the parties are in the process of filing briefs.

MATTER	TYPE	STATUS
Tinsley v. City of Framingham et al.	Civil Rights	On May 27, 2012, Framingham Police Officers arrested Tinsley for Assault and Battery of a Police Officer, Resisting Arrest, Disorderly Conduct, and Carrying a Dangerous Weapon. He was convicted of all counts and sentenced to 18 months. He appealed his convictions and lost at the Appeals Court (Rule 1:28). On May 12, 2014 he filed a 1983 Excessive Force Suit against Framingham Police Officers Dinis Avila, Joe Godino, Jim Green, Jason Lurie, and Greg Reardon, as well as the City and FPD. After the Plaintiff's criminal conviction was upheld, insurance defense counsel filed a motion for summary judgment on the grounds that his criminal conviction was dispositive because it showed beyond a reasonable doubt that he assaulted the officers and resisted arrest. Summary judgment was granted for the defendants and the plaintiff appealed the decision to the Appeals Court. The Supreme Judicial Court transferred the case to its docket, where the parties have filed briefs and the Court has taken the matter under advisement. A decision is expected in FY 2021.

School Department Cases (Of Which City Solicitor Is Aware)

Below is a summary of cases of which this office is aware involving the Framingham School Department. This office does not serve as general school counsel for the School Department and provides these summaries for informational purposes based on information known to us. These cases are being handled by insurance counsel or Boston-based Morgan Brown & Joy, Labor counsel to the School Department.

MATTER	TYPE	STATUS
Dobson v. Framingham Public Schools	Discrimination	This case concerns a racial discrimination claim by a former School Department employee. The matter was filed at MCAD in March 2019, and withdrawn and filed in federal district court in April 2020. The School Department is being defended in the matter by School Labor Counsel, Morgan, Brown & Joy. We understand this matter is still pending.

Budgetary Overview

As in past years, I would like to conclude this report with a brief discussion of budgeting and legal expenses. In FY'20 this office continued its positive track record of procuring new revenue for the General Fund or helping to avoid the imposition of additional costs upon the City. The services provided by the Office of the City Solicitor have resulted in monetary benefits to the City that has resulted in direct revenue, mitigation and avoided expenses approximately double Framingham's FY'20 appropriation of \$765,000.

Below is a chart summarizing the revenue, mitigation and avoided expenses achieved in FY'20 by the efforts of the Office of City Solicitor working with other departments, boards or commissions, or through the substantial assistance of the City Solicitor.

FY'20 Revenue, Mitigation and Avoided Expenses

(Also reported are amounts received from Ashland to date in FY2021 for sewage transport)

Matter:	Description:
Payments Received from Ashland for sewage transport in FY 2020 (and to date in FY2021) <i>\$1,045,136.90</i> (Revenue)	Payments received in FY'20 for sewage transport under the February 13, 2004 Decision issued by the Department of Telecommunications and Energy, and pursuant to the January 1, 2007 IMA between Ashland and Framingham. Prior to the DTE Decision and the subsequent 2007 IMA between Framingham and Ashland, Framingham had received only \$5500 per year from 1964-2003 under a 1963 Intermunicipal Agreement with Ashland. To date Framingham has received over \$14 million dollars in payments from Ashland (\$14,218,409.20) under the successful 2004 Decision and the 2007 IMA.
Pelham Apartments and Framingham Housing Authority Trash Collection <i>\$300,000</i> (Avoided Expense)	By a favorable summary judgment ruling achieved in the Pelham litigation, Framingham ceased trash collection at the 550 units at the Pelham Apartments in approximately 2004, which results in avoided expenses estimated at more than \$100,000 per year. For the same reason, Framingham ceased trash collection at approximately 1,000 units owned by the Framingham Housing Authority, thus realizing additional savings of approximately \$200,000 per year. These savings amount to approximately \$300,000 per year on an annual recurring basis without adjusting upwards for inflation.
Calvao, et al. v. Town of Framingham <i>\$175,000</i> (Avoided Expense)	As a result of the United States Court of Appeals for the First Circuit's March 17, 2010 decision affirming the District Court's decision allowing the Town's Motion for Summary Judgment with respect to the Town's establishment of a 24-day work period under 29 U.S.C. 207(k), the Town has avoided liability to date for approximately \$1,500,000 in damages, in view of the federal law that often allows for double damages and attorney's fees to be assessed against parties found to have violated the Fair Labor Standards Act. Additionally, Framingham has to date avoided the need to pay FLSA overtime to officers who work more than 40 hours per week (CBA overtime is paid), thus saving the City approximately \$175,000 per year on an annual basis.
City of Framingham v. Yaro Enterprises (One Clark's Hill) <i>\$22,000</i>	City Solicitor successfully helped ISD collect \$22,000 in fines and penalties in FY'20.
TOTAL FY 2020: \$1,542,136.90	

While we cannot promise that the revenue, mitigation and avoided expenses achieved in FY'20 will continue at the same level in the future, we will continue to exercise creativity, diligence, and our best legal skill to address the litigation that does arise as we advocate on behalf of the best interests of the Mayor, the City of Framingham, its boards, commissions and officials, and its taxpayers.

Conclusion

In closing, the attorneys and staff at Petrini & Associates, P.C. wish to thank the Mayor and the residents of the City for the opportunity to serve as your City Solicitor.

Respectfully submitted,

Christopher J. Petrini
Petrini & Associates, P.C.
City Solicitor

FY2020 Revenue and Expenditure Reports

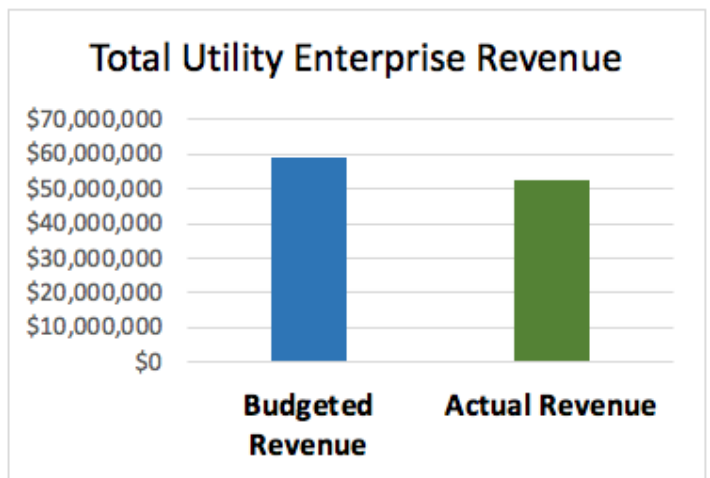
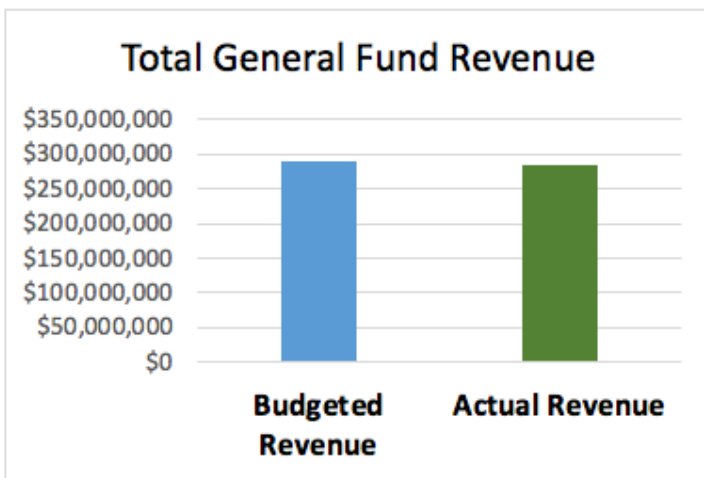


FY2020 Revenue and Expenditure Reports

The reports that follow are two separate quarterly expenditure reports: one for the School Department and one for all other appropriations for spending through September 13th and 14th. The revenue report is for revenue recorded through September 16, 2020. This is not the complete year end, as revenue is allowed to be accrued through the end of September. School Department and City (which is everything other than School Department) reports are summarized for personnel and operating expenditure line totals and total for each department.

School Department Quarterly School Budget Report is organized by the School “responsibility centers” or RCs. This report is organized to provide the School Department with an easy to read report that will assist the Administration in completing the School End-of-the-Year report for the state Department of Elementary and Secondary Education (DESE).

Three notes related to these reports: (1) Included in the available balance of the City Expenditure Report is the tax overlay account of \$1,900,000. The overlay amount must be subtracted from the available balance as the account is a reserve for tax abatements filed in FY’20 and will be carried over into future years. The available balance, or “turn back” in the General Fund is \$4.2 million at this point in time. (2) The School available balance of \$3.6 million is expected to be reclassified to zero with expenditures originally made from the state Circuit Breaker account. The balance of the Circuit Breaker account will then be carried forward into FY’21 and available for expenditure in FY’21, supplementing the FY’21 School budget.



**CITY OF FRAMINGHAM
FISCAL YEAR 2020
QUARTERLY REVENUE REPORT**

CITY DEPARTMENTS Category Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
122 - Mayor										
Licenses & Permits	264,000	264,000	6,545	177,640	62,660	1,640	248,485	-	15,515	94.1%
Other Departmental Revenue	7,300	7,300	300	415	700	-	1,415	-	5,885	19.4%
Non Recurring Miscellaneous	50,600	50,600	50,000	-	-	50,000	100,000	-	(49,400)	197.6%
Total Local Receipts	321,900	321,900	56,845	178,055	63,360	51,640	349,900	-	(28,000)	108.7%
Total Mayor	321,900	321,900	56,845	178,055	63,360	51,640	349,900	-	(28,000)	108.7%
161 - City Clerk										
Licenses & Permits	112,542	112,542	15,062	17,819	46,524	9,746	89,151	-	23,391	79.2%
Fees	150,600	150,600	38,016	30,342	34,402	28,019	130,779	-	19,821	86.8%
Other Departmental Revenue	-	-	-	50	93	-	143	-	(143)	- %
Fines and Forfeits	25	25	-	-	-	50	50	-	(25)	200.0%
Non Recurring Miscellaneous	-	-	771	535	675	131	2,112	-	(2,112)	- %
Total Local Receipts	263,167	263,167	53,849	48,746	81,695	37,946	222,236	-	40,931	84.4%
Total City Clerk	263,167	263,167	53,849	48,746	81,695	37,946	222,236	-	40,931	84.4%
133 - Chief Financial Officer										
Non Recurring Miscellaneous	157,970	157,970	217	-	48,520	-	48,737	-	109,233	30.9%
Net Metering Credit	475,396	475,400	230,861	95,796	47,834	173,039	547,530	-	(72,130)	115.2%
Total Local Receipts	633,366	633,370	231,078	95,796	96,354	173,039	596,267	-	37,103	94.1%
Total Chief Financial Officer	633,366	633,370	231,078	95,796	96,354	173,039	596,267	-	37,103	94.1%
135 - Town Accountant										
Non Recurring Miscellaneous	-	-	-	-	-	33,877	33,877	-	(33,877)	- %
Total Local Receipts	-	-	-	-	-	33,877	33,877	-	(33,877)	- %
Total Town Accountant	-	-	-	-	-	33,877	33,877	-	(33,877)	- %
141 - Assessors										
Fees	9,000	9,000	3,150	1,845	1,835	1,405	8,235	-	765	91.5%
Total Local Receipts	9,000	9,000	3,150	1,845	1,835	1,405	8,235	-	765	91.5%
Total Assessors	9,000	9,000	3,150	1,845	1,835	1,405	8,235	-	765	91.5%

**CITY OF FRAMINGHAM
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145 - Treasurer Collector										
Personal Property tax	10,881,375	10,556,174	3,028,304	2,508,729	2,809,011	2,079,873	10,425,917	-	130,257	98.8%
Real Property tax	185,601,198	185,596,970	46,707,387	45,929,114	46,494,734	43,620,100	182,751,334	-	2,845,635	98.5%
Pro Forma Taxes	-	-	-	-	5,780	-	5,780	-	(5,780)	- %
Tax Liens	-	-	111,842	161,084	1,014,687	132,474	1,420,087	-	(1,420,087)	- %
Total Property Tax Revenue	196,482,573	196,153,144	49,847,533	48,598,927	50,324,212	45,832,447	194,603,118	-	1,550,025	99.2%
Motor Vehicle Excise	8,573,024	8,573,024	968,389	541,337	4,169,908	2,729,995	8,409,628	-	163,396	98.1%
Other Motor Vehicle Excise	-	-	4,118	3,342	2,977	2,023	12,459	-	(12,459)	- %
Penalties & Interest	970,439	970,439	204,693	376,254	274,265	104,706	959,919	-	10,520	98.9%
Pay in Lieu of Taxes	657,949	657,949	300	-	75,331	299,950	375,581	-	282,368	57.1%
Tax Deferral	3,002,494	3,002,494	802,193	1,068,762	691,960	311,311	2,874,226	-	128,268	95.7%
Parking Charges	2,085	2,085	265	160	1,400	110	1,935	-	150	92.8%
Fees	38,841	38,841	11,975	11,225	10,150	13,775	47,125	-	(8,284)	121.3%
Other Departmental Revenue	342	342	61	70	136	93	359	-	(17)	104.9%
Investment Income	296,534	296,534	217,835	171,440	113,698	63,526	566,499	-	(269,965)	191.0%
Maynard Debt Service	146,218	146,218	141,053	-	-	-	141,053	-	5,165	96.5%
Non Recurring Miscellaneous	39,958	39,958	3,224	(69)	174	37	3,365	-	36,593	8.4%
Total Local Receipts	13,727,884	13,727,884	2,354,106	2,172,520	5,339,998	3,525,525	13,392,149	-	335,735	97.6%
Total Treasurer Collector	210,210,457	209,881,028	52,201,639	50,771,447	55,664,210	49,357,972	207,995,267	-	1,885,761	99.1%
152 - Human Resources										
Other Departmental Revenue	200	200	-	-	-	-	-	-	200	- %
Non Recurring Miscellaneous	1,732	1,732	-	11,039	-	-	11,039	-	(9,307)	637.3%
Total Local Receipts	1,932	1,932	-	11,039	-	-	11,039	-	(9,107)	571.4%
Total Human Resources	1,932	1,932	-	11,039	-	-	11,039	-	(9,107)	571.4%
155 - Technology Services										
Non Recurring Miscellaneous	100	100	-	-	6,375	50	6,425	-	(6,325)	6424.7%
Total Local Receipts	100	100	-	-	6,375	50	6,425	-	(6,325)	6424.7%
Total Technology Services	100	100	-	-	6,375	50	6,425	-	(6,325)	6424.7%
171 - Conservation										
Fines and Forfeits	800	800	-	-	-	-	-	-	800	- %
Non Recurring Miscellaneous	-	-	-	-	-	-	-	-	-	- %
Total Local Receipts	800	800	-	-	-	-	-	-	800	- %
Total Conservation	800	800	-	-	-	-	-	-	800	- %
173 - Zoning Board										
Fees	20,950	20,950	5,150	3,650	5,250	1,600	15,650	-	5,300	74.7%
Total Local Receipts	20,950	20,950	5,150	3,650	5,250	1,600	15,650	-	5,300	74.7%
Total Zoning Board	20,950	20,950	5,150	3,650	5,250	1,600	15,650	-	5,300	74.7%

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175 - Planning Board										
Licenses & Permits	7,150	7,150	700	1,600	3,300	3,700	9,300	-	(2,150)	130.1%
Fees	52,562	52,562	16,247	7,006	8,485	7,255	38,993	-	13,569	74.2%
Non Recurring Miscellaneous	-	500,000	515,000	-	330	-	515,330	-	(15,330)	103.1%
Total Local Receipts	59,712	559,712	531,947	8,606	12,115	10,955	563,623	-	(3,911)	100.7%
Total Planning Board	59,712	559,712	531,947	8,606	12,115	10,955	563,623	-	(3,911)	100.7%
192 - Building Services										
Licenses & Permits	600	600	175	-	150	25	350	-	250	58.3%
Parking Charges	158,290	158,290	34,177	82,285	67,401	14,984	198,848	-	(40,558)	125.6%
Rentals	166,816	166,816	42,569	42,569	42,569	42,569	170,277	-	(3,461)	102.1%
Other Departmental Revenue	323	323	155	141	168	134	598	-	(275)	185.1%
Non Recurring Miscellaneous	10,959	10,959	-	2,619	4,444	-	7,063	-	3,896	64.4%
Total Local Receipts	336,988	336,988	77,077	127,615	114,732	57,712	377,136	-	(40,148)	111.9%
Total Building Services	336,988	336,988	77,077	127,615	114,732	57,712	377,136	-	(40,148)	111.9%
199 - Non Departmental										
Premium on Borrowing	-	4,119	1,030	1,030	1,030	1,030	4,119	-	-	100.0%
Free Cash	4,702,209	4,887,009	1,360,352	1,175,552	1,175,552	1,175,552	4,887,009	-	-	100.0%
Transfers	845,326	845,326	77,261	98,164	133,634	71,511	380,570	-	464,756	45.0%
Total Other Financing Sources	5,547,535	5,736,454	1,438,643	1,274,746	1,310,216	1,248,093	5,271,698	-	464,756	91.9%
Total Non Departmental	5,547,535	5,736,454	1,438,643	1,274,746	1,310,216	1,248,093	5,271,698	-	464,756	91.9%
210 - Police										
Licenses & Permits	66,183	66,183	22,405	12,758	15,743	(3,313)	47,593	-	18,590	71.9%
Fees	437,902	437,902	112,180	122,630	85,909	69,704	390,423	-	47,479	89.2%
Other Departmental Revenue	9,300	9,300	1,820	2,140	1,820	-	5,780	-	3,520	62.2%
Fines and Forfeits	315,356	315,356	85,830	90,291	99,038	59,415	334,574	-	(19,218)	106.1%
Non Recurring Miscellaneous	67,252	67,252	718	43,817	2,210	2,250	48,995	-	18,257	72.9%
Total Local Receipts	895,993	895,993	222,953	271,636	204,720	128,056	827,366	-	68,627	92.3%
Total Police	895,993	895,993	222,953	271,636	204,720	128,056	827,366	-	68,627	92.3%
220 - Fire										
Licenses & Permits	206,075	206,075	92,475	44,225	26,020	17,080	179,800	-	26,275	87.2%
Fees	10,700	10,700	4,500	400	400	-	5,300	-	5,400	49.5%
Other Departmental Revenue	13,025	13,025	5,059	3,250	-	17,800	26,109	-	(13,084)	200.5%
Non Recurring Miscellaneous	165,101	165,101	-	601	302	-	903	-	164,198	0.5%
Total Local Receipts	394,901	394,901	102,034	48,476	26,722	34,880	212,112	-	182,789	53.7%
Total Fire	394,901	394,901	102,034	48,476	26,722	34,880	212,112	-	182,789	53.7%

**CITY OF FRAMINGHAM
FISCAL YEAR 2020
QUARTERLY REVENUE REPORT**

CITY DEPARTMENTS Category Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
241 - Building Inspector										
Licenses & Permits	4,184,824	4,184,824	742,724	877,312	494,233	556,042	2,670,310	-	1,514,514	63.8%
Other Departmental Revenue	766	766	-	-	268	-	268	-	498	35.0%
Fines and Forfeits	3,905	3,905	25,650	100	850	300	26,900	-	(22,995)	688.9%
Non Recurring Miscellaneous	285	285	-	12	-	-	12	-	273	4.2%
Total Local Receipts	4,189,780	4,189,780	768,374	877,424	495,351	556,342	2,697,490	-	1,492,290	64.4%
Total Building Inspector	4,189,780	4,189,780	768,374	877,424	495,351	556,342	2,697,490	-	1,492,290	64.4%
244 - Sealer of Weights & Measure										
Fees	67,050	67,050	14,925	19,410	6,485	11,545	52,365	-	14,685	78.1%
Non Recurring Miscellaneous	1,300	1,300	345	205	845	-	1,395	-	(95)	107.3%
Total Local Receipts	68,350	68,350	15,270	19,615	7,330	11,545	53,760	-	14,590	78.7%
Total Sealer of Weights & Measure	68,350	68,350	15,270	19,615	7,330	11,545	53,760	-	14,590	78.7%
292 - Animal Control										
Fees	2,450	2,450	540	310	383	220	1,453	-	997	59.3%
Other Departmental Revenue	-	-	-	-	50	-	50	-	(50)	- %
Fines and Forfeits	725	725	500	100	100	-	700	-	25	96.6%
Total Local Receipts	3,175	3,175	1,040	410	533	220	2,203	-	972	69.4%
Total Animal Control	3,175	3,175	1,040	410	533	220	2,203	-	972	69.4%
300 - Commonwealth of Massachusetts										
State Aid	63,474,028	64,309,476	15,564,423	17,181,631	15,736,424	15,772,452	64,254,930	-	54,546	99.9%
Total State Aid	63,474,028	64,309,476	15,564,423	17,181,631	15,736,424	15,772,452	64,254,930	-	54,546	99.9%
Other Motor Vehicle Excise	209,640	209,640	-	-	-	219,209	219,209	-	(9,569)	104.6%
MCI Host Community Reimb.	94,805	94,805	-	94,106	-	-	94,106	-	699	99.3%
Medicare Subsidy	146,247	146,247	-	-	68,963	-	68,963	-	77,284	47.2%
Total Local Receipts	450,692	450,692	-	94,106	68,963	219,209	382,278	-	68,414	84.8%
Total Commonwealth of Massachusetts	63,924,720	64,760,168	15,564,423	17,275,737	15,805,387	15,991,661	64,637,208	-	122,960	99.8%
312 - Workers Comp										
Non Recurring Miscellaneous	77,111	77,111	21,790	6,798	54	15,226	43,868	-	33,243	56.9%
Total Local Receipts	77,111	77,111	21,790	6,798	54	15,226	43,868	-	33,243	56.9%
Total Workers Comp	77,111	77,111	21,790	6,798	54	15,226	43,868	-	33,243	56.9%
314 - Group Insurance										
Fees	1,051	1,051	315	605	-	-	920	-	132	87.5%
Total Local Receipts	1,051	1,051	315	605	-	-	920	-	132	87.5%
Total Group Insurance	1,051	1,051	315	605	-	-	920	-	132	87.5%

**CITY OF FRAMINGHAM
FISCAL YEAR 2020
QUARTERLY REVENUE REPORT**

CITY DEPARTMENTS Category Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
399 - Tax Recap Items										
Appropriation Voted After Recap	-	167,296	-	-	-	-	-	-	167,296	- %
Total Other Financing Sources	-	167,296	-	-	-	-	-	-	167,296	- %
Total Tax Recap Items	-	167,296	-	-	-	-	-	-	167,296	- %
411 - Engineering										
Fees	62	62	15	25	4	-	44	-	18	71.0%
Total Local Receipts	62	62	15	25	4	-	44	-	18	71.0%
Total Engineering	62	62	15	25	4	-	44	-	18	71.0%
421 - PW Administration										
Licenses & Permits	10,625	10,625	3,200	1,600	800	1,200	6,800	-	3,825	64.0%
Other Departmental Revenue	26,087	26,087	2,553	1,435	4,590	1,603	10,180	-	15,907	39.0%
Non Recurring Miscellaneous	-	-	-	-	-	40	40	-	(40)	- %
Total Local Receipts	36,712	36,712	5,753	3,035	5,390	2,843	17,020	-	19,692	46.4%
Total PW Administration	36,712	36,712	5,753	3,035	5,390	2,843	17,020	-	19,692	46.4%
433 - Sanitation										
Sanitation Service Charges	288,505	288,505	71,415	46,548	74,247	22,654	214,863	-	73,642	74.5%
Total Local Receipts	288,505	288,505	71,415	46,548	74,247	22,654	214,863	-	73,642	74.5%
Total Sanitation	288,505	288,505	71,415	46,548	74,247	22,654	214,863	-	73,642	74.5%
440 - Sewer Enterprise										
Utility Rate Revenue	29,293,356	29,293,356	6,391,209	6,685,630	5,522,589	6,028,850	24,628,278	-	4,665,078	84.1%
Lien Revenue	-	-	6,867	26,015	457,981	33,202	524,064	-	(524,064)	- %
Total Utility Rate Revenue	29,293,356	29,293,356	6,398,075	6,711,645	5,980,570	6,062,052	25,152,342	-	4,141,014	85.9%
Sewer Fees	1,621,700	1,621,700	1,095,407	556,540	25,660	1,255,960	2,933,567	-	(1,311,867)	180.9%
Sewer Penalties/Interest	175,595	175,595	32,734	3,433	37,817	81,673	155,657	-	19,938	88.6%
Total Local Receipts	1,797,295	1,797,295	1,128,141	559,973	63,477	1,337,633	3,089,224	-	(1,291,929)	171.9%
Sewer Indirect Cost Reimb	1,645,850	1,645,850	411,463	411,462	411,463	411,463	1,645,850	-	-	100.0%
Debt Service	94,047	94,047	94,046	-	-	-	94,046	-	1	100.0%
Investment Income	3,874	3,874	-	-	-	80	80	-	3,794	2.1%
Misc Non Recurring Revenue	51,290	51,290	-	-	219	-	219	-	51,071	0.4%
Premiums From Sale of Bonds	-	-	-	-	-	-	-	-	-	- %
Town Vehicle Employee Reimburse	203	203	58	-	67	59	184	-	19	90.6%
Total Other Financing Sources	1,795,264	1,795,264	505,566	411,463	411,749	411,601	1,740,379	-	54,885	96.9%
Total Sewer Enterprise	32,885,915	32,885,915	8,031,783	7,683,080	6,455,795	7,811,287	29,981,945	-	2,903,970	91.2%

**CITY OF FRAMINGHAM
FISCAL YEAR 2020
QUARTERLY REVENUE REPORT**

CITY DEPARTMENTS Category Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
450 - Water Enterprise										
Utility Rate Revenue	23,195,872	23,195,872	5,173,840	5,850,485	4,108,265	4,870,924	20,003,515	-	3,192,357	86.2%
Lien Revenue	-	-	5,218	24,433	302,752	26,424	358,826	-	(358,826)	- %
Total Utility Rate Revenue	23,195,872	23,195,872	5,179,058	5,874,918	4,411,017	4,897,348	20,362,341	-	2,833,531	87.8%
Sewer Fees	117,385	117,385	31,671	16,112	22,943	56,082	126,808	-	(9,423)	108.0%
Sewer Penalties/Interest	127,800	127,800	23,740	35,223	29,348	19,592	107,903	-	19,897	84.4%
Total Local Receipts	245,185	245,185	55,411	51,335	52,291	75,674	234,711	-	10,474	95.7%
Water Indirect Cost Reimb	1,776,388	1,776,388	444,097	444,097	444,097	444,097	1,776,388	-	-	100.0%
Betterment Transfer	650,000	650,000	-	-	-	120,225	120,225	-	529,775	18.5%
Investment Income	11,155	11,155	3,488	633	-	230	4,351	-	6,804	39.0%
Misc Non Recurring Revenue	2,300	2,300	-	-	-	440	440	-	1,860	19.1%
Total Other Financing Sources	2,439,843	2,439,843	447,585	444,730	444,097	564,992	1,901,404	-	538,439	77.9%
Total Water Enterprise	25,880,900	25,880,900	5,682,054	6,370,983	4,907,406	5,538,013	22,498,456	-	3,382,444	86.9%
511 - Board of Health										
Licenses & Permits	109,598	109,598	6,135	60,380	34,114	5,720	106,349	-	3,249	97.0%
Fees	350	350	-	-	-	-	-	-	350	- %
Other Departmental Revenue	700	700	100	550	160	50	860	-	(160)	122.9%
Fines and Forfeits	125	125	-	-	125	-	125	-	-	100.0%
Non Recurring Miscellaneous	145	145	-	100	28	50	178	-	(33)	122.4%
Total Local Receipts	110,918	110,918	6,235	61,030	34,426	5,820	107,511	-	3,407	96.9%
Total Board of Health	110,918	110,918	6,235	61,030	34,426	5,820	107,511	-	3,407	96.9%
541 - Council on Aging										
Non Recurring Miscellaneous	-	-	-	-	100	-	100	-	(100)	- %
Total Local Receipts	-	-	-	-	100	-	100	-	(100)	- %
Total Council on Aging	-	-	-	-	100	-	100	-	(100)	- %
543 - Veteran's Services										
Non Recurring Miscellaneous	2,001	2,001	-	-	-	-	-	-	2,001	- %
Total Local Receipts	2,001	2,001	-	-	-	-	-	-	2,001	- %
Total Veteran's Services	2,001	2,001	-	-	-	-	-	-	2,001	- %
610 - Library										
Library Fines	36,650	36,650	8,398	7,596	6,867	1,519	24,380	-	12,270	66.5%
Non Recurring Miscellaneous	1,083	1,083	-	125	82	-	206	-	877	19.1%
Total Local Receipts	37,733	37,733	8,398	7,721	6,949	1,519	24,586	-	13,147	65.2%
Total Library	37,733	37,733	8,398	7,721	6,949	1,519	24,586	-	13,147	65.2%

**CITY OF FRAMINGHAM
FISCAL YEAR 2020
QUARTERLY REVENUE REPORT**

CITY DEPARTMENTS Category Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
650 - Parks & Recreation										
Other Departmental Revenue	929	929	271	226	226	207	929	-	-	100.0%
Boston Marathon Parking	64,900	64,900	-	-	66,500	(66,500)	-	-	64,900	- %
Total Local Receipts	65,829	65,829	271	226	66,726	(66,293)	929	-	64,900	1.4%
Total Parks & Recreation	65,829	65,829	271	226	66,726	(66,293)	929	-	64,900	1.4%
680 - Arena										
Licenses & Permits	7,900	7,900	9,400	-	4,250	-	13,650	-	(5,750)	172.8%
Arena Revenue	456,045	456,045	7,615	192,990	184,235	81,163	466,003	-	(9,958)	102.2%
Other Departmental Revenue	55,926	55,926	-	-	48,806	6,250	55,056	-	870	98.4%
Non Recurring Miscellaneous	3,020	3,020	100	1,550	500	183	2,333	-	687	77.2%
Total Local Receipts	522,891	522,891	17,115	194,540	237,791	87,595	537,041	-	(14,150)	102.7%
Total Arena	522,891	522,891	17,115	194,540	237,791	87,595	537,041	-	(14,150)	102.7%
Total CITY DEPARTMENTS	346,792,454	348,154,692	85,118,615	85,389,431	85,685,071	81,115,659	337,308,776	-	10,845,916	96.9%

**FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2020
QUARTERLY SCHOOL BUDGET**

9/14/2020
9:34:18AM
Through Period 13

Department Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	361,080	361,080	97,340	82,573	73,777	92,330	346,021	-	15,059	95.8%
Operating	62,748	62,748	40,941	8,356	26,120	16,996	92,413	-	(29,665)	147.3%
Superintendent (960)	423,828	423,828	138,282	90,929	99,897	109,326	438,434	-	(14,606)	103.4%
Personnel	229,338	229,338	45,739	58,231	67,426	81,657	253,053	-	(23,715)	110.3%
Operating	181,500	181,500	12,270	10,158	25,791	67,950	116,170	-	65,330	64.0%
Assistant Superintendent (961)	410,838	410,838	58,009	68,390	93,217	149,607	369,223	-	41,615	89.9%
Personnel	583,260	583,260	124,832	148,656	135,759	166,079	575,326	-	7,934	98.6%
Operating	493,808	493,808	178,084	95,768	165,740	135,881	575,472	-	(81,664)	116.5%
Business Administration Dept (970)	1,077,068	1,077,068	302,916	244,424	301,499	301,960	1,150,799	-	(73,731)	106.8%
Personnel	2,599,905	2,599,905	270,779	626,940	563,745	914,714	2,376,178	-	223,727	91.4%
Operating	398,580	398,580	78,411	147,535	73,640	112,824	412,410	-	(13,830)	103.5%
Human Resources Department (965)	2,998,485	2,998,485	349,190	774,475	637,385	1,027,539	2,788,588	-	209,897	93.0%
Personnel	95,261	95,261	20,168	25,333	21,992	27,989	95,482	-	(221)	100.2%
Operating	5,900	5,900	309	615	2,512	-	3,436	-	2,464	58.2%
Grants Development (968)	101,161	101,161	20,477	25,947	24,504	27,989	98,918	-	2,243	97.8%
Personnel	12,000	12,000	323	-	-	-	323	-	11,677	2.7%
Operating	370,000	370,000	43,050	43,050	86,100	86,100	258,300	-	111,700	69.8%
Media Services-School (979)	382,000	382,000	43,373	43,050	86,100	86,100	258,623	-	123,377	67.7%
Personnel	100,790	100,790	23,663	30,116	25,814	33,128	112,721	-	(11,931)	111.8%
Operating	79,127	79,127	39,207	18,084	27,804	98,918	184,014	-	(104,887)	232.6%
Safety & Security (976)	179,917	179,917	62,870	48,200	53,618	132,046	296,734	-	(116,817)	164.9%
Personnel	91,800	91,800	19,038	24,231	20,769	28,468	92,506	-	(706)	100.8%
Operating	50,871	50,871	16,568	26,211	200	325	43,303	-	7,568	85.1%
Communications (978)	142,671	142,671	35,606	50,441	20,969	28,793	135,809	-	6,862	95.2%
Total ADMINISTRATION	5,715,968	5,715,968	1,010,723	1,345,857	1,317,189	1,863,360	5,537,128	-	178,840	96.9%

**FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2020
QUARTERLY SCHOOL BUDGET**

9/14/2020
9:34:18AM
Through Period 13

Department Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	875,598	875,598	163,112	187,896	207,558	217,746	776,313	-	99,285	88.7%
Operating	1,140,562	1,140,562	430,267	364,097	79,772	156,084	1,030,219	-	110,343	90.3%
Curriculum Services (963)	2,016,160	2,016,160	593,380	551,993	287,330	373,830	1,806,532	-	209,628	89.6%
Personnel	1,131,058	1,131,058	164,287	269,812	249,760	398,940	1,082,799	-	48,259	95.7%
Operating	129,600	129,600	10,957	65,093	19,967	3,256	99,273	-	30,327	76.6%
Bilingual Education (962)	1,260,658	1,260,658	175,244	334,905	269,727	402,197	1,182,072	-	78,586	93.8%
Personnel	125,455	125,455	27,561	32,273	29,882	35,139	124,855	-	600	99.5%
Adult ESL (989)	125,455	125,455	27,561	32,273	29,882	35,139	124,855	-	600	99.5%
Personnel	449,202	449,202	47,749	160,860	108,141	131,122	447,872	-	1,330	99.7%
Operating	146,548	194,998	15,243	66,186	13,341	2,822	97,593	-	97,405	50.0%
Fine Arts Dept (997)	595,750	644,200	62,993	227,046	121,482	133,944	545,464	-	98,736	84.7%
Personnel	77,723	77,723	9,339	32,687	28,017	28,017	98,060	-	(20,337)	126.2%
Operating	20,512	20,512	430	1,894	22,340	1,011	25,675	-	(5,163)	125.2%
Gifted & Talented (994)	98,235	98,235	9,769	34,580	50,358	29,028	123,735	-	(25,500)	126.0%
Total EDUCATION	4,096,258	4,144,708	868,946	1,180,797	758,779	974,138	3,782,659	-	362,049	91.3%

**FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2020
QUARTERLY SCHOOL BUDGET**

Department Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	2,177,630	2,177,630	681,533	441,374	411,837	646,512	2,181,256	-	(3,626)	100.2%
Operating	2,461,550	2,461,550	453,412	1,298,720	295,566	198,347	2,246,046	-	215,504	91.2%
Special Education Department (980)	4,639,180	4,639,180	1,134,945	1,740,095	707,403	844,859	4,427,302	-	211,878	95.4%
Personnel	150,000	150,000	5,533	35,868	39,654	24,760	105,815	-	44,185	70.5%
Operating	768,000	768,000	123,812	157,588	208,769	135,418	625,588	-	142,412	81.5%
SPED Services (982)	918,000	918,000	129,344	193,456	248,424	160,178	731,402	-	186,598	79.7%
Operating	33,550	33,550	-	15,547	3,471	8,402	27,419	-	6,131	81.7%
Psychology Services (991)	33,550	33,550	-	15,547	3,471	8,402	27,419	-	6,131	81.7%
Personnel	40,000	40,000	6,284	4,139	6,250	1,200	17,872	-	22,128	44.7%
Operating	9,788,046	9,788,046	1,367,759	2,849,312	2,580,850	3,170,759	9,968,680	-	(180,634)	101.8%
Tuition-Out District Placement (981)	9,828,046	9,828,046	1,374,043	2,853,450	2,587,100	3,171,959	9,986,552	-	(158,506)	101.6%
Operating	272,886	272,886	675	116,134	113,790	19,393	249,991	-	22,895	91.6%
Occupational Education (983)	272,886	272,886	675	116,134	113,790	19,393	249,991	-	22,895	91.6%
Total SPED	15,691,662	15,691,662	2,639,007	4,918,682	3,660,187	4,204,791	15,422,667	-	268,995	98.3%

**FRAMINGHAM PUBLIC SCHOOLS
 FISCAL YEAR 2020
 QUARTERLY SCHOOL BUDGET**

Department Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	351,014	351,014	65,343	77,985	78,092	90,832	312,253	-	38,761	89.0%
Operating	5,987,357	5,987,357	21,327	1,124,114	2,365,937	2,365,974	5,877,352	-	110,005	98.2%
Transportation Department (973)	6,338,371	6,338,371	86,670	1,202,099	2,444,029	2,456,806	6,189,604	-	148,767	97.7%
Total TRANSPORTATION	6,338,371	6,338,371	86,670	1,202,099	2,444,029	2,456,806	6,189,604	-	148,767	97.7%

**FRAMINGHAM PUBLIC SCHOOLS
 FISCAL YEAR 2020
 QUARTERLY SCHOOL BUDGET**

Department Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	1,290,891	1,290,891	230,599	285,167	281,013	362,769	1,159,548	-	131,343	89.8%
Operating	1,469,423	1,469,423	497,906	197,441	339,210	790,249	1,824,806	-	(355,383)	124.2%
Technology Department (974)	2,760,314	2,760,314	728,505	482,608	620,223	1,153,018	2,984,353	-	(224,039)	108.1%
Personnel	-	-	-	-	-	-	-	-	-	- %
Operating	81,000	81,000	22,703	28,979	18,738	7,748	78,168	-	2,832	96.5%
Library/Media (977)	81,000	81,000	22,703	28,979	18,738	7,748	78,168	-	2,832	96.5%
Total TECHNOLOGY SERVICES	2,841,314	2,841,314	751,207	511,587	638,961	1,160,766	3,062,521	-	(221,207)	107.8%

**FRAMINGHAM PUBLIC SCHOOLS
 FISCAL YEAR 2020
 QUARTERLY SCHOOL BUDGET**

Department Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	4,898,805	4,898,805	1,084,470	1,108,612	1,112,042	1,444,061	4,749,185	-	149,620	96.9%
Operating	4,221,702	4,225,566	622,584	1,039,784	1,074,439	1,155,597	3,892,404	121	333,041	92.1%
Building & Grounds Department (971)	9,120,507	9,124,371	1,707,054	2,148,396	2,186,481	2,599,658	8,641,589	121	482,661	94.7%
Total BUILDINGS & GROUNDS	9,120,507	9,124,371	1,707,054	2,148,396	2,186,481	2,599,658	8,641,589	121	482,661	94.7%

**FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2020
QUARTERLY SCHOOL BUDGET**

Department Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	109,700	109,700	25,052	19,075	26,275	30,355	100,757	-	8,943	91.8%
Operating	35,822	35,822	10,748	4,377	1,848	3,990	20,963	-	14,859	58.5%
School Committee (966)	145,522	145,522	35,800	23,452	28,123	34,345	121,720	-	23,802	83.6%
Operating	-	-	-	-	-	68,189	68,189	-	(68,189)	- %
School Food Services (972)	-	-	-	-	-	68,189	68,189	-	(68,189)	- %
Operating	568,802	568,802	143,746	167,271	145,004	114,199	570,220	-	(1,418)	100.2%
Copier & Printers (975)	568,802	568,802	143,746	167,271	145,004	114,199	570,220	-	(1,418)	100.2%
Personnel	691,308	691,308	40,353	203,201	193,132	210,452	647,138	-	44,170	93.6%
Operating	361,085	361,085	81,334	109,644	192,491	65,791	449,261	-	(88,176)	124.4%
Athletics Department (993)	1,052,393	1,052,393	121,687	312,845	385,623	276,244	1,096,398	-	(44,005)	104.2%
Personnel	944,798	944,798	115,438	225,172	202,485	235,614	778,709	-	166,089	82.4%
Operating	146,226	146,226	39,606	37,106	36,846	7,413	120,971	-	25,255	82.7%
Health Services (964)	1,091,024	1,091,024	155,045	262,278	239,331	243,026	899,680	-	191,344	82.5%
Personnel	466,293	466,293	61,312	88,914	102,573	157,537	410,335	-	55,958	88.0%
Operating	161,080	161,080	3,078	13,753	449	90,475	107,755	-	53,325	66.9%
Community Resource (986)	627,373	627,373	64,390	102,666	103,022	248,012	518,091	-	109,282	82.6%
Personnel	445,245	445,245	93,626	95,395	96,947	116,738	402,706	-	42,539	90.4%
Operating	55,950	55,950	43,546	3,988	958	3,116	51,608	-	4,342	92.2%
Parent Information Center (995)	501,195	501,195	137,172	99,383	97,905	119,854	454,315	-	46,880	90.6%
Personnel	16,500	16,500	1,269	4,442	3,808	6,981	16,500	-	-	100.0%
Operating	38,630	38,630	1,615	18,499	14,699	2,983	37,797	-	833	97.8%
Physical Education (992)	55,130	55,130	2,884	22,942	18,507	9,964	54,297	-	833	98.5%
Personnel	377,574	377,574	36,500	17,025	4,500	(58,025)	-	-	-	- %
Operating	128,071	128,071	-	-	-	-	-	-	69,580	- %
Undistributed School Costs (999)	505,645	69,580	36,500	17,025	4,500	(58,025)	-	-	69,580	- %
Total GENERAL SCHOOL	4,547,084	4,111,019	697,224	1,007,862	1,022,015	1,055,808	3,782,910	-	328,109	92.0%

**FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2020
QUARTERLY SCHOOL BUDGET**

Department Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	19,457,753	19,581,899	1,737,437	5,262,053	4,534,407	7,550,834	19,084,730	-	497,169	97.5%
Operating	293,000	293,000	47,659	50,504	48,479	33,933	180,575	-	112,425	61.6%
Framingham High School (910)	19,750,753	19,874,899	1,785,096	5,312,557	4,582,886	7,584,766	19,265,305	-	609,594	96.9%
Personnel	772,799	772,799	54,096	188,529	159,736	283,929	686,291	-	86,508	88.8%
Operating	5,400	5,400	829	189	3,537	229	4,785	-	615	88.6%
Alternative HS Thayer Campus (911)	778,199	778,199	54,925	188,718	163,274	284,158	691,075	-	87,124	88.8%
Total HIGH SCHOOLS	20,528,952	20,653,098	1,840,021	5,501,275	4,746,160	7,868,924	19,956,380	-	696,718	96.6%

**FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2020
QUARTERLY SCHOOL BUDGET**

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Department Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	6,666,251	6,601,038	571,936	1,751,908	1,512,112	2,577,753	6,413,710	-	187,328	97.2%
Operating	26,767	26,767	3,725	9,273	1,871	3,500	18,369	-	8,398	68.6%
Cameron Middle School (920)	6,693,018	6,627,805	575,661	1,761,181	1,513,983	2,581,253	6,432,078	-	195,727	97.0%
Personnel	6,534,325	6,627,199	595,038	1,861,125	1,619,233	2,713,944	6,789,339	-	(162,140)	102.4%
Operating	30,110	30,110	1,973	12,779	998	-	15,750	-	14,360	52.3%
Fuller Middle School (921)	6,564,435	6,657,309	597,011	1,873,903	1,620,231	2,713,944	6,805,089	-	(147,780)	102.2%
Personnel	8,820,709	8,878,417	774,967	2,426,130	2,121,663	3,628,533	8,951,293	-	(72,876)	100.8%
Operating	29,900	29,900	3,167	9,680	7,801	2,980	23,628	-	6,272	79.0%
Walsh Middle School (922)	8,850,609	8,908,317	778,135	2,435,809	2,129,464	3,631,513	8,974,921	-	(66,604)	100.7%
Total MIDDLE SCHOOLS	22,108,062	22,193,431	1,950,806	6,070,894	5,263,678	8,926,710	22,212,088	-	(18,657)	100.1%

**FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2020
QUARTERLY SCHOOL BUDGET**

Department Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	6,532,669	6,532,669	537,355	1,779,834	1,517,898	2,521,946	6,357,033	-	175,636	97.3%
Operating	39,200	39,200	15,437	11,014	3,578	907	30,936	-	8,264	78.9%
Barbieri Elementary School (930)	6,571,869	6,571,869	552,792	1,790,848	1,521,476	2,522,853	6,387,969	-	183,900	97.2%
Personnel	4,713,735	4,651,388	382,714	1,286,829	1,095,643	1,853,748	4,618,934	-	32,454	99.3%
Operating	27,600	27,600	846	11,592	9,644	-	22,082	-	5,518	80.0%
Brophy Elementary School (931)	4,741,335	4,678,988	383,559	1,298,422	1,105,287	1,853,748	4,641,016	-	37,972	99.2%
Personnel	4,945,335	4,945,335	418,684	1,349,665	1,146,898	1,925,345	4,840,592	-	104,743	97.9%
Operating	28,538	28,538	8,202	9,122	1,901	(169)	19,056	-	9,482	66.8%
Dunning Elementary School (932)	4,973,873	4,973,873	426,886	1,358,787	1,148,800	1,925,176	4,859,648	-	114,225	97.7%
Personnel	5,222,382	5,181,480	419,992	1,345,794	1,180,164	1,950,952	4,896,902	-	284,578	94.5%
Operating	31,550	31,550	5,025	13,024	6,302	1,078	25,429	-	6,121	80.6%
Hemenway Elementary School (933)	5,253,932	5,213,030	425,017	1,358,818	1,186,467	1,952,030	4,922,332	-	290,698	94.4%
Personnel	3,556,428	3,577,068	283,161	925,834	814,722	1,334,806	3,358,524	-	218,544	93.9%
Operating	26,000	26,000	232	11,043	1,227	-	12,502	-	13,498	48.1%
King Elementary School (935)	3,582,428	3,603,068	283,393	936,877	815,949	1,334,806	3,371,026	-	232,042	93.6%
Personnel	5,964,536	5,906,043	478,725	1,603,232	1,356,734	2,349,679	5,788,369	-	117,674	98.0%
Operating	40,750	40,750	11,426	7,977	4,910	27	24,339	-	16,411	59.7%
McCarthy Elementary School (936)	6,005,286	5,946,793	490,150	1,611,208	1,361,644	2,349,706	5,812,708	-	134,085	97.7%
Personnel	4,227,238	4,227,238	343,466	1,147,401	966,651	1,646,234	4,103,753	-	123,485	97.1%
Operating	34,250	34,250	12,543	10,823	3,610	640	27,616	-	6,634	80.6%
Potter Road Elementary School (937)	4,261,488	4,261,488	356,009	1,158,225	970,261	1,646,875	4,131,369	-	130,119	96.9%
Personnel	4,393,866	4,353,313	359,702	1,179,853	1,028,160	1,789,121	4,356,836	-	(3,523)	100.1%
Operating	28,850	28,850	2,922	8,749	7,234	-	18,905	-	9,945	65.5%
Stapleton Elementary School (938)	4,422,716	4,382,163	362,623	1,188,602	1,035,394	1,789,121	4,375,740	-	6,423	99.9%
Personnel	5,142,043	5,114,183	416,634	1,359,733	1,154,105	1,897,471	4,827,942	-	286,241	94.4%
Operating	82,331	82,331	27,846	25,902	3,795	9,140	66,683	-	15,648	81.0%
W. Wilson Elementary School (939)	5,224,374	5,196,514	444,480	1,385,635	1,157,900	1,906,611	4,894,625	-	301,889	94.2%
Personnel	8,064	-	-	-	-	-	-	-	-	- %
Operating	-	10,041	-	7,317	1,001	1,395	9,714	-	327	96.7%
Early Education (944)	8,064	10,041	-	7,317	1,001	1,395	9,714	-	327	96.7%
Personnel	2,451,443	2,837,081	239,244	808,631	711,862	1,148,860	2,908,596	-	(71,515)	102.5%
Preschool/BLOCKS (945)	2,451,443	2,837,081	239,244	808,631	711,862	1,148,860	2,908,596	-	(71,515)	102.5%
Total ELEMENTARY & PRE-K SCHOOLS	47,496,808	47,674,908	3,964,153	12,903,370	11,016,040	18,431,180	46,314,743	-	1,360,165	97.1%

FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2020
QUARTERLY SCHOOL BUDGET

9/14/2020
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Department Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	108,101,804	108,101,804	11,074,392	28,562,527	25,011,238	40,598,269	105,246,425	-	2,855,379	97.4%
Operating	30,383,182	30,387,046	4,441,421	8,228,291	8,042,280	8,943,872	29,655,864	121	731,061	97.6%
GRAND TOTAL	138,484,986	138,488,850	15,515,812	36,790,818	33,053,518	49,542,141	134,902,289	121	3,586,439	97.4%

PERSONNEL & OPERATING TOTALS

**CITY OF FRAMINGHAM
FISCAL YEAR 2020
QUARTERLY CITY BUDGET**

GENERAL GOVERNMENT DIVISION												
Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent		
Personnel	864,820	864,820	177,048	197,855	173,606	214,727	763,236	-	101,584	88.3%		
Operating	93,425	93,425	3,269	6,401	29,977	24,242	63,890	7,812	21,724	76.7%		
Mayor (122)	958,245	958,245	180,317	204,256	203,583	238,969	827,126	7,812	123,308	87.1%		
Personnel	201,340	201,340	28,600	31,702	31,292	34,257	125,852	-	75,488	62.5%		
Operating	139,515	139,515	1,088	868	3,237	83,559	88,753	6,816	43,947	68.5%		
City Council (111)	340,855	340,855	29,688	32,571	34,530	117,816	214,604	6,816	119,435	65.0%		
Personnel	296,701	296,701	66,079	72,047	74,984	81,159	294,269	-	2,432	99.2%		
Operating	21,480	21,480	1,191	7,184	6,601	816	15,792	306	5,382	74.9%		
City Clerk (161)	318,181	318,181	67,270	79,232	81,585	81,975	310,061	306	7,815	97.5%		
Operating	765,000	765,000	153,736	197,643	175,779	228,191	755,349	8,853	798	99.9%		
Legal (151)	765,000	765,000	153,736	197,643	175,779	228,191	755,349	8,853	798	99.9%		
Personnel	1,335,311	1,335,311	263,308	311,766	311,569	351,604	1,238,248	-	97,063	92.7%		
Operating	1,199,437	1,199,437	195,366	244,671	267,445	280,980	986,184	8,248	205,004	82.9%		
Facilities Management (192)	2,534,748	2,534,748	458,674	556,438	579,015	632,584	2,224,432	8,248	302,067	88.1%		
Personnel	65,928	65,928	13,004	16,014	16,812	16,210	62,039	-	3,889	94.1%		
Operating	207,599	207,599	18,824	51,279	61,249	3,551	134,903	-	72,696	65.0%		
Elections (162)	273,527	273,527	31,828	67,293	78,061	19,761	196,943	-	76,584	72.0%		
TOTAL GENERAL GOVERNMENT DIVISION	5,190,556	5,190,556	921,512	1,137,433	1,152,553	1,319,295	4,528,515	32,034	630,007	87.9%		

**CITY OF FRAMINGHAM
FISCAL YEAR 2020
QUARTERLY CITY BUDGET**

FINANCE DIVISION

Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	350,470	350,470	79,456	86,327	88,336	96,203	350,322	-	148	100.0%
Operating	393,295	393,295	109,286	88,201	20,057	147,493	365,038	-	28,257	92.8%
Chief Financial Officer (133)	743,765	743,765	188,742	174,528	108,393	243,697	715,360	-	28,405	96.2%
Personnel	617,477	617,477	134,250	153,846	151,625	160,403	600,124	-	17,353	97.2%
Operating	24,327	24,327	994	1,454	3,456	3,871	9,775	-	14,552	40.2%
Accounting (135)	641,804	641,804	135,244	155,300	155,081	164,274	609,899	-	31,905	95.0%
Personnel	98,194	98,194	21,597	24,181	23,931	24,512	94,221	-	3,973	96.0%
Operating	129,950	129,950	26,889	21,067	30,515	24,026	102,497	6,485	20,968	83.9%
Purchasing (138)	228,144	228,144	48,486	45,248	54,446	48,538	196,718	6,485	24,941	89.1%
Personnel	564,048	514,048	114,639	115,771	123,584	145,434	499,427	-	14,621	97.2%
Operating	117,875	117,875	36,725	29,195	17,678	10,959	94,557	1,034	22,283	81.1%
Assessing (141)	631,923	631,923	151,363	144,966	141,262	156,393	593,985	1,034	36,904	94.2%
Personnel	527,476	527,476	108,404	113,014	105,743	157,742	484,903	-	42,573	91.9%
Operating	129,752	129,752	6,590	20,371	36,780	34,884	98,625	-	31,127	76.0%
Treasurer / Collector (145)	657,228	657,228	114,993	133,386	142,523	192,626	583,528	-	73,700	88.8%
Personnel	836,751	836,751	174,349	204,799	208,820	230,520	818,488	-	18,263	97.8%
Operating	1,506,273	1,506,273	777,499	482,122	129,466	64,296	1,453,383	-	52,890	96.5%
Technology Services (155)	2,343,024	2,343,024	951,848	686,920	338,287	294,816	2,271,871	-	71,153	97.0%
Personnel	156,864	156,864	31,872	34,641	27,409	37,719	131,641	-	25,223	83.9%
Operating	232,288	232,288	766	19,798	18,875	88,551	127,990	8,151	96,148	58.6%
Media Services (194)	389,152	389,152	32,638	54,439	46,284	126,270	259,631	8,151	121,370	68.8%
TOTAL FINANCE DIVISION	5,685,040	5,635,040	1,623,315	1,394,788	986,276	1,226,613	5,230,993	15,671	388,377	93.1%

**CITY OF FRAMINGHAM
 FISCAL YEAR 2020
 QUARTERLY CITY BUDGET**

HUMAN RESOURCES DIVISION

Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	521,010	521,010	115,685	126,217	131,086	141,800	514,788	-	6,222	98.8%
Operating	92,955	92,955	7,020	11,960	12,701	25,820	57,502	13,502	21,951	76.4%
Human Resources (152)	613,965	613,965	122,705	138,178	143,787	167,620	572,290	13,502	28,173	95.4%
Personnel	114,691	114,691	25,856	28,127	28,783	31,526	114,292	-	399	99.7%
Operating	466,350	466,350	108,794	94,425	123,148	59,745	386,112	50,597	29,641	93.6%
Veterans Services (543)	581,041	581,041	134,650	122,552	151,931	91,271	500,404	50,597	30,040	94.8%
TOTAL HUMAN RESOURCES DIVISION	1,195,006	1,195,006	257,355	260,729	295,718	258,891	1,072,694	64,099	58,214	95.1%

**CITY OF FRAMINGHAM
FISCAL YEAR 2020
QUARTERLY CITY BUDGET**

**COMMUNITY & ECONOMIC
DEVELOPMENT DIVISION**

	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	912,348	862,348	177,389	149,106	169,219	168,982	664,696	-	197,652	77.1%
Operating	153,632	153,632	15,736	15,437	24,138	55,833	111,144	10,693	31,795	79.3%
Planning & Community Development (174)	1,065,980	1,015,980	193,125	164,542	193,357	224,816	775,840	10,693	229,446	77.4%
TOTAL COMMUNITY & ECONOMIC DEVELOPM	1,065,980	1,015,980	193,125	164,542	193,357	224,816	775,840	10,693	229,446	77.4%

**CITY OF FRAMINGHAM
FISCAL YEAR 2020
QUARTERLY CITY BUDGET**

POLICE DIVISION

Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	13,323,316	13,733,316	2,528,591	3,820,242	3,510,533	3,564,270	13,423,636	5,142	304,538	97.8%
Operating	1,425,499	1,531,499	226,807	433,483	283,562	406,176	1,348,818	83,543	99,138	93.5%
Police Department (210)	14,748,815	15,264,815	2,755,398	4,253,725	3,794,095	3,970,446	14,772,455	88,685	403,675	97.4%
Personnel	-	-	-	-	-	-	-	-	-	- %
Operating	67,489	67,489	22,539	8,863	829	31,904	64,135	651	2,703	96.0%
Framingham Emergency Management Agency	67,489	67,489	22,539	8,863	829	31,904	64,135	651	2,703	96.0%
Personnel	160,064	160,064	35,535	38,936	37,557	42,677	154,705	-	5,359	96.7%
Operating	19,777	19,777	2,503	3,691	3,241	2,832	12,267	4,602	2,909	85.3%
Animal Control (292)	179,841	179,841	38,037	42,627	40,797	45,509	166,971	4,602	8,268	95.4%
TOTAL POLICE DIVISION	14,996,145	15,512,145	2,815,974	4,305,216	3,835,721	4,047,858	15,003,561	93,937	414,647	97.3%

**CITY OF FRAMINGHAM
 FISCAL YEAR 2020
 QUARTERLY CITY BUDGET**

FIRE DIVISION

Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	14,120,926	14,120,926	2,745,424	4,119,024	2,993,606	3,955,804	13,813,858	-	307,068	97.8%
Operating	815,860	815,860	131,802	155,648	133,456	232,124	653,030	86,739	76,091	90.7%
Fire Department (220)	14,936,786	14,936,786	2,877,226	4,274,672	3,127,062	4,187,928	14,466,888	86,739	383,158	97.4%
TOTAL FIRE DIVISION	14,936,786	14,936,786	2,877,226	4,274,672	3,127,062	4,187,928	14,466,888	86,739	383,158	97.4%

**CITY OF FRAMINGHAM
FISCAL YEAR 2020
QUARTERLY CITY BUDGET**

PUBLIC WORKS DIVISION

Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	419,818	419,818	96,480	99,888	98,958	110,482	405,807	-	14,011	96.7%
Operating	485,468	485,468	89,547	112,549	126,027	141,032	467,076	11,300	7,091	98.5%
Streetslights (424)	905,286	905,286	186,027	212,437	224,985	251,514	872,884	11,300	21,102	97.7%
Personnel	938,767	938,767	219,851	224,562	219,582	239,061	903,056	-	35,711	96.2%
Operating	79,300	79,300	11,959	8,592	6,949	35,819	63,319	5,187	10,794	86.4%
Engineering (411)	1,018,067	1,018,067	231,810	233,153	226,531	274,881	966,375	5,187	46,504	95.4%
Personnel	565,043	565,043	110,852	136,018	142,954	145,287	535,112	-	29,931	94.7%
Operating	37,576	37,576	7,497	2,781	4,942	19,223	34,285	189	3,102	91.7%
Administration (421)	602,619	602,619	118,349	138,798	147,897	164,511	569,397	189	33,033	94.5%
Personnel	2,551,664	2,551,664	572,117	608,476	573,622	710,488	2,464,704	-	86,960	96.6%
Operating	1,407,344	1,407,344	227,101	288,916	259,405	591,645	1,361,057	29,357	16,930	98.8%
Highway (422)	3,959,008	3,959,008	799,218	897,392	833,027	1,302,134	3,825,761	29,357	103,890	97.4%
Personnel	519,338	519,338	13,370	280,187	146,179	22,996	462,732	-	56,606	89.1%
Operating	1,135,350	1,135,350	29,278	690,321	444,095	20,095	1,183,789	6,821	(55,260)	104.9%
Snow & Ice (423)	1,654,688	1,654,688	42,648	970,509	590,274	43,091	1,646,521	6,821	1,346	99.9%
Personnel	662,928	662,928	149,744	160,592	154,118	181,450	645,904	-	17,024	97.4%
Operating	633,633	633,633	131,345	162,360	167,323	115,603	576,622	3,570	53,441	91.6%
Fleet, Facilities & Communications (429)	1,296,561	1,296,561	281,089	322,951	321,441	297,053	1,222,526	3,570	70,465	94.6%
Personnel	1,667,966	1,667,966	411,457	429,666	376,808	409,453	1,627,383	-	40,583	97.6%
Operating	2,511,754	2,511,754	465,497	630,205	521,227	847,692	2,453,790	47,244	10,721	99.6%
Sanitation (433)	4,179,720	4,179,720	876,954	1,059,871	898,034	1,257,145	4,081,173	47,244	51,303	98.8%
TOTAL PUBLIC WORKS DIVISION	13,615,949	13,615,949	2,536,096	3,835,112	3,242,190	3,590,328	13,184,638	103,667	327,644	97.6%

**CITY OF FRAMINGHAM
FISCAL YEAR 2020
QUARTERLY CITY BUDGET**

PARKS & RECREATION DIVISION

Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	209,000	209,000	47,194	47,249	50,529	54,656	199,627	-	9,373	95.5%
Operating	99,665	99,665	13,064	20,263	23,142	31,460	87,928	1,986	9,751	90.2%
Cemeteries (491)	308,665	308,665	60,258	67,512	73,670	86,115	287,556	1,986	19,123	93.8%
Personnel	502,232	502,232	105,074	113,783	113,850	140,993	473,699	-	28,533	94.3%
Operating	26,043	26,043	3,587	6,392	3,276	6,171	19,426	-	6,617	74.6%
Council on Aging (541)	528,275	528,275	108,661	120,175	117,126	147,164	493,126	-	35,149	93.3%
Personnel	2,304,189	2,304,189	657,232	537,574	443,208	520,127	2,158,142	-	146,047	93.7%
Operating	695,762	681,224	123,585	138,606	98,957	214,949	576,098	-	105,126	84.6%
Parks & Recreation (650)	2,999,951	2,985,413	780,818	676,180	542,165	735,077	2,734,240	-	251,173	91.6%
Personnel	342,979	336,679	65,878	92,091	93,252	84,818	336,037	-	642	99.8%
Operating	256,581	277,419	54,352	78,924	81,786	62,097	277,159	-	260	99.9%
Arena (680)	599,560	614,098	120,229	171,015	175,038	146,915	613,197	-	901	99.9%
TOTAL PARKS & RECREATION DIVISION	4,436,451	4,436,451	1,069,966	1,034,882	907,999	1,115,271	4,128,118	1,986	306,347	93.1%

**CITY OF FRAMINGHAM
 FISCAL YEAR 2020
 QUARTERLY CITY BUDGET**

INSPECTIONAL SERVICES DIVISION

Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	1,056,393	1,041,393	212,324	267,148	253,006	304,656	1,037,133	-	4,260	99.6%
Operating	68,850	83,850	13,472	15,092	27,199	17,568	73,331	-	10,519	87.5%
Building Inspection (241)	1,125,243	1,125,243	225,795	282,240	280,205	322,224	1,110,464	-	14,779	98.7%
Personnel	74,273	74,273	27,761	4,077	16,556	18,339	66,732	-	7,541	89.8%
Operating	11,040	11,040	470	187	2,277	3,768	6,703	-	4,337	60.7%
Weights & Measures (244)	85,313	85,313	28,231	4,264	18,833	22,107	73,435	-	11,878	86.1%
TOTAL INSPECTIONAL SERVICES DIVISION	1,210,556	1,210,556	254,027	286,504	299,038	344,331	1,183,899	-	26,657	97.8%

**CITY OF FRAMINGHAM
 FISCAL YEAR 2020
 QUARTERLY CITY BUDGET**

PUBLIC HEALTH DEPARTMENT

Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	1,007,523	1,007,523	214,922	234,793	233,639	238,465	921,819	-	85,704	91.5%
Operating	196,021	196,021	48,934	28,599	65,645	36,862	180,040	6,248	9,734	95.0%
Health Department (511)	1,203,544	1,203,544	263,855	263,392	299,284	275,327	1,101,858	6,248	95,438	92.1%
TOTAL PUBLIC HEALTH DEPARTMENT	1,203,544	1,203,544	263,855	263,392	299,284	275,327	1,101,858	6,248	95,438	92.1%

**CITY OF FRAMINGHAM
 FISCAL YEAR 2020
 QUARTERLY CITY BUDGET**

ELECTED BOARDS

Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	2,637,137	2,637,137	569,126	616,523	622,097	616,787	2,424,533	298	212,306	91.9%
Operating	623,648	623,648	195,917	132,862	137,339	87,035	553,153	26,474	44,021	92.9%
Library (610)	3,260,785	3,260,785	765,043	749,385	759,436	703,822	2,977,686	26,772	256,327	92.1%
TOTAL ELECTED BOARDS	3,260,785	3,260,785	765,043	749,385	759,436	703,822	2,977,686	26,772	256,327	92.1%

**CITY OF FRAMINGHAM
 FISCAL YEAR 2020
 QUARTERLY CITY BUDGET**

WATER & SEWER DIVISION

Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	3,410,102	3,410,102	756,038	766,440	747,192	802,332	3,072,002	-	338,100	90.1%
Operating	20,694,410	20,694,410	3,302,105	8,617,728	4,195,991	4,692,066	20,796,672	143,651	(245,913)	101.2%
Water Department (450)	24,104,512	24,104,512	4,058,144	9,384,168	4,943,183	5,494,398	23,868,674	143,651	92,187	99.6%
Personnel	2,986,804	2,986,804	694,310	668,345	627,506	726,304	2,716,465	-	270,339	90.9%
Operating	28,253,261	28,253,261	7,770,755	9,241,322	5,897,553	5,108,926	27,992,974	128,885	131,402	99.5%
Sewer Department (440)	31,240,065	31,240,065	8,465,066	9,909,667	6,525,058	5,835,230	30,709,439	128,885	401,740	98.7%
TOTAL WATER & SEWER DIVISION	55,344,577	55,344,577	12,523,210	19,293,835	11,468,241	11,329,628	54,578,113	272,537	493,927	99.1%

**CITY OF FRAMINGHAM
FISCAL YEAR 2020
QUARTERLY CITY BUDGET**

MISCELLANEOUS

Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Miscellaneous	35,684,717	35,519,717	9,003,201	8,802,979	8,153,668	9,003,669	34,962,917	216,751	340,049	99.0%
UNCLASSIFIED (900)	35,684,717	35,519,717	9,003,201	8,802,979	8,153,668	9,003,669	34,962,917	216,751	340,049	99.0%
Retirement/FICA/OPEB	18,754,093	18,804,093	16,999,696	637,563	554,210	615,881	18,807,350	-	(3,257)	100.0%
RETIREMENT (350)	18,754,093	18,804,093	16,999,696	637,563	554,210	615,881	18,807,350	-	(3,257)	100.0%
Debt	14,600,280	14,617,460	111,134	10,456,685	1,286,017	2,729,882	14,583,718	-	33,742	99.8%
DEBT (759)	14,600,280	14,617,460	111,134	10,456,685	1,286,017	2,729,882	14,583,718	-	33,742	99.8%
Non-Appropriated	10,238,262	10,258,520	2,079,280	2,066,985	2,107,441	1,884,058	8,137,764	-	2,120,756	79.3%
NON-APPROPRIATED ITEMS (145)	10,238,262	10,258,520	2,079,280	2,066,985	2,107,441	1,884,058	8,137,764	-	2,120,756	79.3%
TOTAL MISCELLANEOUS	79,277,352	79,199,790	28,193,311	21,964,212	12,101,336	14,233,490	76,491,749	216,751	2,491,291	96.9%

**CITY OF FRAMINGHAM
 FISCAL YEAR 2020
 QUARTERLY CITY BUDGET**

KEEFE TECHNICAL

Description	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Operating	9,170,250	9,170,250	4,585,125	-	2,292,563	2,292,563	9,170,250	-	-	100.0%
Keefe Technical (901)	9,170,250	9,170,250	4,585,125	-	2,292,563	2,292,563	9,170,250	-	-	100.0%
TOTAL KEEFE TECHNICAL	9,170,250	9,170,250	4,585,125	-	2,292,563	2,292,563	9,170,250	-	-	100.0%

**CITY OF FRAMINGHAM
 FISCAL YEAR 2020
 QUARTERLY CITY BUDGET**

PERSONNEL & OPERATING TOTALS	FY 2020 Adopted	FY 2020 Revised	FY 2020 Q1 Actual	FY 2020 Q2 Actual	FY 2020 Q3 Actual	FY 2020 Q4 Actual	FY 2020 Actual	FY 2020 Encumb	FY 2020 Balance	FY 2020 % Spent
Personnel	56,866,391	57,155,091	11,750,441	14,916,652	13,107,176	14,766,910	54,541,178	5,440	2,608,473	95.4%
Operating	74,445,234	74,572,534	18,935,387	22,083,838	15,752,262	16,149,761	72,861,874	708,943	1,001,717	98.7%
Non-Operating	79,277,352	79,199,790	28,193,311	21,964,212	12,101,336	14,233,490	76,491,749	216,751	2,491,291	96.9%
GRAND TOTAL	210,588,977	210,927,415	58,879,139	58,964,702	40,960,774	45,150,160	203,894,800	931,134	6,101,481	97.1%

Description	Cost Code	Actual	Encumbrance	Requisition	Total	Description
Salary Regular	51100	169,601.17	-	-	169,601.17	Staff assisting COVID efforts
Salary Part Time	51200	17,500.08	-	-	17,500.08	Staff assisting COVID efforts
Overtime Straight Time	51300	1,422.46	-	-	1,422.46	Staff assisting COVID efforts
Overtime Time & 1/2	51301	143,996.77	-	-	143,996.77	Overtime Time 1/2
Uniforms	51901	7,071.31	-	-	7,071.31	PPE
Maintenance Buildings & Grounds	52400	10,010.20	5,700.00	-	15,710.20	Cleaning supplies and disinfecting buildings
Maintenance Equipment	52420	785.50	-	-	785.50	EOC Police
Maintenance - Computer Service	52470	-	450.00	-	450.00	COVID related updates
Consultant	53000	50,459.70	24,489.32	-	74,949.02	Zoom meetings, Hazmat cleaning and hotel housing for COVID patients
Interpreters	53006	916.00	-	-	916.00	Interpreters staff members
Legal	53010	88,180.95	-	-	88,180.95	Legal costs for COVID March & April 2020
Printing Services	53050	15,465.51	110.76	-	15,576.27	Signs for mask donation & COA postcard mailing
Medical Costs Employees	53070	2,005.31	-	-	2,005.31	Injured on duty COVID medical costs
Data Line	53406	-	-	1,990.00	1,990.00	Internet service
Postage	53430	550.00	-	-	550.00	Postage stamps
Office Supplies	54200	7,218.33	3,293.75	-	10,512.08	Emergency COVID office supplies
Building Supplies	54240	142,126.81	37,628.95	-	179,755.76	Masks, hand sanitizers, cleaning supplies
Materials Supplies	54250	24,456.90	-	-	24,456.90	PPE & COVID signs & KN95 masks
Medical Supplies	54260	7,165.96	1,881.31	-	9,047.27	COVID 19 medical supplies
Library Materials	54280	7,541.40	4,446.70	-	11,988.10	COVID related materials
Computer Supplies	54450	6,191.71	-	-	6,191.71	EOC Police
Computer Accessories	54451	4,058.29	1,874.74	-	5,933.03	Acrobat Pro DC & laptop licenses
Public Safety Uniforms & Equipment	54490	191.95	-	-	191.95	Safety equipment
Meals- Special Functions	54902	435.31	-	-	435.31	Food for COVID quarantined employee
Public Works Supplies	55300	15,257.96	5,144.45	-	20,402.41	PPE, gloves, spray sanitizer, office supplies
Education, Training, Seminars	57120	349.00	-	-	349.00	Training for Police public relations representative
Technology Capital Purchases	58510	6,092.97	16.50	-	6,109.47	Finance laptops
Laptop	58513	29,148.23	2,476.50	-	31,624.73	Laptop
Software	58517	15,225.72	-	-	15,225.72	Net Motion wireless licenses
Fuller School project costs	58200	71,250.00	-	-	71,250.00	COVID related project costs CO 10
Service Contract	634250	17,860.00	-	-	17,860.00	Call Manager software and license
Office Supplies	635010	101.73	-	-	101.73	Printer ink for PIC
Instructional Supplies	635050	16,781.47	-	-	16,781.47	Fine Arts supplies
Media Supplies	635070	12,386.61	-	-	12,386.61	Boxes for mailing Chromebooks
Undistributed Supplies	635110	60,279.89	-	-	60,279.89	Gloves, sanitation wipes, thermometer, face masks
General Equipment	636050	168,888.46	-	-	168,888.46	Respirator masks, face shields, cleaning supplies; building cleaning svrc
Postage	636150	23,705.88	-	-	23,705.88	Postage for Chromebooks
Technology Networking	636130	-	-	-	-	
Technology Hardware	636190	669,517.56	-	-	669,517.56	Chromebooks
Technology Software	636192	21,650.46	-	-	21,650.46	Chromebooks software

1,835,847.56 **87,512.98** **1,990.00** **1,925,350.54**

School specific spending

Fuller School Construction change orders (reimbursable from CARES Act funds)

	FEMA Eligible	CARES Act eligible	Possible eligibility if covering for affected staff or securing facilities	FEMA reimburses 75%	CARES Act covers the 25% FEMA doesn't	Total CARES Act	School Staff for translations, and food service not covered by grant is being itemized and will be added to CARES act reimbursement.
688,770.64	82,695.24	-	771,465.88	-	-	-	-
959,975.67	4,817.74	1,990.00	964,793.41	-	-	-	-
187,101.25	-	-	187,101.25	-	-	-	-
516,577.98	62,021.43	-	578,599.41	-	-	-	-
172,192.66	20,673.81	-	192,866.47	-	-	-	-
1,132,168.33	25,491.55	1,990.00	1,157,659.88	-	-	-	-

Description	Cost Code	Actual	Encumbrance	Requisition	Total	Description
Total requested from ANF from CARES Acct allocation of \$6,447 million for FY20:						
					1,478,437	

FRAMINGHAM MASSACHUSETTS

FY'20 Annual Report



City of Framingham
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Framingham, MA 01702
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