

City of Framingham FY'21 Annual Report



Dr. Yvonne M. Spicer, Mayor
September 22, 2021



September 22, 2021

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



Dear Honorable Councilors and Framingham Residents,

In FY'21, the mettle of our community was tested, and I am delighted to say that your City workforce truly stepped up and delivered when we were needed most. The stubborn COVID-19 pandemic dragged on this fiscal year, causing the cancellation of beloved annual traditions, lost revenues, and worst of all, illness and even death in our community.

And while our sorrow and grief is real, so too is our resolve to be at our best on behalf of the citizens of Framingham. Here are just a few highlights from our work this year you will find within the pages of this Report:

- Residential, commercial, and industrial property values increased anywhere from 4% to 12%.
- The Framingham Advocates' Jail Diversion Program saved more than \$1.2 million in criminal justice and health care costs, while providing a needed lifeline to nearly 350 individuals in crisis.
- Framingham was selected to be a member of the COVID Vaccine Equity Initiative, forming a cross-sector coalition to make the COVID-19 vaccine more accessible. Between March 24 and June 30 the Office of Public Health Nursing administered over 5,600 COVID-19 vaccines.
- Framingham was named a Tree City USA again in 2020 for the 30th consecutive year.
- Nov. 3, 2020 election: 77.34% turnout, 32,235 ballots cast.
- The Water Department earned a Public Water System Award from the MassDEP for outstanding performance and achievements in providing excellent water service to the public.
- On Memorial Day more than 4,700 flags were placed on the graves of Veteran heroes in our seven cemeteries.
- Despite the pandemic, over 180 new businesses registered to operate in Framingham last year.

Our achievements in FY'21 don't stop there. From Inspectional Services to Libraries to Police to Schools, we turned to technology to deliver needed services. We created innovative programs and partnerships to persevere. While this pandemic may have changed life as we knew it, it did not stop our progress.

The pages of this Report tell the story of what we are made of in Framingham: a dedicated, creative, resilient City with a workforce that stops at nothing to provide the highest level of service. We continue to face every challenge collaboratively, bringing our talents and techniques together to solve our toughest obstacles. As your mayor, I couldn't be prouder of our accomplishments.

We look forward to continuing our service to this remarkable community in fiscal year 2022.

Stay safe,

A handwritten signature in blue ink that reads "Yvonne M. Spicer". The signature is fluid and cursive.

Dr. Yvonne Spicer
Mayor

In Memoriam

Brian Rogan

Director of the Framingham McCarthy Day
Program for more than 40 years, and
Principal at Brockton's Kennedy Elementary School



On behalf of the entire Framingham community,
we mourn our residents who perished as a result
of the pandemic in this past year.

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CHIEF OPERATING OFFICER, THATCHER KEZER

The Chief Operating Officer is second in command to the mayor and runs the City's day-to-day operations.

FY'21 Accomplishments

- Participated in successful negotiations with Police Patrol, Police Superior, and other collective bargaining agreements.
- Working with division heads, maintained continuity of government services through COVID-19 shutdowns and emergency responses.
- Oversaw the development and publication of Framingham's first 5-Year Strategic Plan.

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 developing and evaluating policies and guidance on significant policy, organizational, and municipal opportunities.

FY'21 Accomplishments

- Coordinated, built, and submitted 17 separate project applications for more than \$16 million in federal funding to the Congressional delegation and is currently awaiting results of the effort.
- External Affairs: crafted or reviewed for co-signature nearly 50 official policy position statements (letters, testimonies, etc.) to advance the Office's advocacy goals, such as the need for flexible and direct COVID-19 federal aid, expansion of vaccination eligibility, and police reform.
- Led the launch and initial months of the Racial Equity Municipal Action Program (REMAP), and co-lead the City's REMAP team with the Chief Diversity, Equity & Inclusion Officer.

CITIZEN PARTICIPATION OFFICER, ALAA ABUSALAH

The City Charter created the Citizen Participation Officer (CPO) position to increase 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'21 Accomplishments

- Boards, Commissions, and Committees:
Thirty-three Boards, Commissions, and Committees serve the City of Framingham by informing legislation, City goals and objectives, bylaws, and/or ordinances. They also provide community insight to the Executive and Legislative branches of government and help shape the community's future and quality of life. The CPO administers the appointments process, serves as the mayor's liaison, leads efforts to diversify demographic and geographic representation, and gets new voices involved.
 - Appointed 48 new voices; created two new public bodies: Ordinance Review and Recodification Committee and Sustainability Committee.
 - Hosted 500+ virtual meetings and learned that government access should expand beyond in-person meetings in the Memorial Building. In FY'21, the CPO partnered with the Metropolitan Area Planning Commission, and the Towns of Randolph and Dedham to study hybrid engagement and develop innovative opportunities to participate in democracy.

• Programs & Initiatives:

- *Framingham Government Academy (FGA)* - The FGA offers residents an opportunity to learn the ins and outs of the Framingham government. Understanding processes and functions equip participants to be informed and more meaningfully engaged. The FGA was hosted virtually in FY'21 and graduated 55 participants. Eighteen currently serve on a City Board or Commission.
- *Mayor's Youth Internship Program (MYIP)* – 112 participants, 67 worksites - The Office of the Mayor partnered with the MassHire Metro South/West Workforce Investment Board to launch the City's first summer internship program for youth aged 14-21. In addition to pre-employment and professional development training, the MYIP provides civic leadership opportunities centering the experience on community and connecting youth to local government. MYIP Coordinator, Laysa Mourao, Framingham High School class of 2021, was key in getting this program off the ground.
- *2020 Census* – It was imperative that everyone in Framingham was counted. Census results determine how billions of dollars in federal funding flow into states and communities each year. We are grateful to the Framingham Complete Count Committee and partners who helped Framingham get counted. From 2010-2020, the City's population increased 5.9%, from 68,318 to 72,362 residents, according to the 2020 Census.
- *311* – Continued to work with the Collins Center at UMass Boston to develop a transition and implementation plan for a comprehensive and integrated 311 system.

CHIEF DIVERSITY, EQUITY, AND INCLUSION OFFICER (CDEIO), DR. MARITSA BARROS

The role of the CDEIO is to focus on diversity and inclusion that supports the mission and goals of a more inclusive community, and to advise the mayor on issues of diversity, inclusion, and equitable practices throughout the City of Framingham. This position provides cohesiveness and serves as a channel for numerous divisions, acts as a resource for the School Department, and staffs programs and activities to promote inclusive excellence and welcoming environments for all. The CDEIO performs professional and organizational duties relating to formulating policy; administering and supervising programs that promote diversity and equal opportunity for both the solicitation of vendors and the recruitment and retention of employees; developing programs designed to support new vendors with compliance and bidding requirements, including women and minority-owned businesses; and ensuring organizational efficiency in the application of prescribed policies, procedures, and methods.



Mayor's Youth Internship Program Interns: From left to right: Nanda Ray, Human Resource Department; Bernide Bernadeau, Wetland, Permits, and Protected Open Space; and Gared Wong, Mayor's Office.



Caraline Levyn of the Census Bureau.

FY'21 Accomplishments

- **Inclusive Leadership Training (City Leadership):** In the process of conducting an eight-part training series focused on topics related to developing Inclusive leadership skills. The series started in June 2021 on a biweekly basis for two hours per session. The sessions focus first on implementing the Diversity Hiring Policy and Minimizing Unconscious Bias in the Hiring Process, followed by foundational conversations related to Historical Legacies of Oppression, Cycle of Socialization, Unconscious Bias, and Gender Identity and Sexual Orientation. The series will conclude in September 2021. After the series, municipal leaders will possess: less apprehension about conducting courageous conversations, increased clarity on new practices to promote a diverse employee recruitment process throughout the recruitment life cycle, heightened awareness that unconscious bias is connected to behaviors and actions, and a foundational understanding of historical systems of oppressions and the cycle of socialization in the United States.
- **Diversity, Equity, and Inclusion (DEI) Conversation Series with Fire and Police:** The Police and Fire Departments are engaging in a DEI Conversation series in separate sessions. For Fire, two groups participated in the four-part series of conversations. Fifteen joined during June 2021 in group one, and 15 joined in group two. For Police, two groups participated, with 10 in each group during June 2021. Each session in the series was two hours. The series focused on having Courageous Conversations, Normalizing Conversations on Race, and foundational conversations on Historical Legacies of Oppression and the Cycle of Socialization. With positive reviews and critical feedback, the series will be relaunched this fall as the Embracing Race Conversation Series. They will be delivered in person for another 120 Firefighters and Police Officers by the end of fall 2021.
- **Event/Programming (Mental Health Awareness, PRIDE, and Juneteenth):**
 - The Mental Health Awareness Event was a live, virtual event that incorporated a panel hosted by a community organization. The event began with a pre-recorded message from Massachusetts Senate President Karen Spilka, who shared her support of raising awareness and normalizing conversations around positive mental health practices. The DEI office at Framingham State University sponsored the Zoom, and Behavioral Health Partners shared resources. One hundred twenty-two people registered, and 51 participated.
 - The PRIDE event was collaborative with municipal representation and community partners. The City raised the Progress PRIDE flag across Framingham, including in our public schools. A community project was launched to engage the community in PRIDE activities throughout the year, and a committee continues to meet to plan and strategize educational and celebratory events around PRIDE beyond June. The flag-raising ceremony drew more than 30 community members to the steps of the Memorial Building for the celebration.
 - The Juneteenth event engaged the community in the meaning of Juneteenth as the newly introduced holiday became officially recognized in the Commonwealth and in the nation. A panel discussion took place live on Zoom to explore the uncovered history of the African American experience in the United States, such as Juneteenth and the Tulsa Massacre. The event received great reviews, with audience members sharing gratitude for the informative discussion. Further, attendees expressed a desire to participate in similar discussions. The event drew 90 registered participants, with about 60 participants attending.
- **Budgeting for Diversity across all Divisions:** The CDEIO worked with the City's Chief Financial Officer and all division heads to ensure financial support around Diversity Equity and Inclusion (DEI) needs were reflected in the overall budget and individual budgets of all divisions. This process is critically important to infuse DEI efforts across the municipality. Through this process thus far, the City recognizes the need for linguistic support across the City. The advantage of ensuring financial support around DEI is that Framingham can work on systemizing a response and resource for the municipality overall. Then each division can work to individualize the response plan based on needs unique to each area. More work in this fashion will continue to meet the needs of Framingham and its residents.

PUBLIC INFORMATION OFFICER/ WEBMASTER, KELLY MCFALLS

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

FY’21 Accomplishments

- Issued 235 press releases, media alerts, and/or statements. This number represents a 15% increase over FY’20. The City distributed 189 releases related to COVID-19.
- Conducted 38 Community Hours on Zoom and in-person for the City to discuss various topics such as COVID-19, City business, etc.
- Issued 26 biweekly newsletters, with a 53.1% open rate and a link click rate of 22%

The City’s Website Statistics

	FY’21	FY’20	FY’19	Change from FY’20 to FY’21
Site Visits	1,208,318	869,300	623,794	+39%
Page Views	2.1M	1.36M	1.06 M	+54%
Unique Visits	1.56M	1.01M	817k	+54%

The City’s Social Media Statistics

	FY’21	FY’20	FY’19	Change from FY’20 to FY’21
City Facebook page likes	6,167 likes	6,681 likes	4,882 likes	-8%
City Facebook page followers	7,132 followers	6,263 followers	5,238 followers	+14%
City Twitter followers	5,683 followers	5,497 followers	4,097 followers	+4%
City Instagram page followers	1,921 followers	1,499 followers	1,056 followers	+28%

RECORDS ACCESS OFFICER, TODD PALMER

The Records Access Officer (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’21 Accomplishments

- RAO Statistics:
 - The City responded to 2,224 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, schedules public hearings, and prepares meeting documents, enabling the Licensing Commissioners to make informed, thoughtful decisions.

During FY'21, approximately 419 licenses and permit applications were processed.

A detailed explanation of the accomplishments of the Licensing Coordinator follows on page 11.

FRAMINGHAM'S COVID-19 RESPONSE

COVID-19 PANDEMIC RESPONSE

In FY'21, the City continued its response to the COVID-19 pandemic, shifting operations, priorities, and resources to help the community to stop the spread and focus on recovery, including everything from vaccine administration to virtual meetings to contact tracing.

Free COVID-19 Testing

As a part of the Massachusetts Stop-the-Spread Program, the Public Health Department stood up multiple free testing sites to make COVID-19 tests more accessible. A combination of drive-through and walk-up sites were offered at sites across the City of Framingham. DPW and the Police Department managed signage and traffic flow to ensure individuals could access the tests safely and efficiently.

Thank you to the following businesses and organizations that made space available for this activity:

- Joseph P. Keefe Technical School
- Staples Headquarters
- Southern Middlesex Opportunity Council (SMOC)
- Framingham State University
- Amazing Things Art Center
- Saint Tarcisius Parish

COVID-19 Case Investigation & Contact Tracing

Throughout FY'21 the Health Department's COVID team continued contact tracing and case investigation for individuals with COVID-19 and their close contacts. This involved ongoing communication with employers, the business community, houses of worship, school systems, childcare providers, institutions of high learning, community-based organizations, long term care facilities, and more. Individuals and families were educated about isolation and quarantine timelines and protocols, and monitored for their symptoms and recovery. Many residents were referred to support services to help them isolate and quarantine successfully including, but not limited to, free hotels offering isolation rooms, emergency food and toiletry deliveries, and income support programs.

Emergency Food & Toiletry Distribution

In FY'21 the Framingham Emergency Food & Toiletry Program continued to deliver food to individuals in isolation, quarantine, those who were homebound or disabled, or those who lacked transportation to existing food resources. The City phone line was operated in English, Spanish and Portuguese, and was coordinated by the Health Department and MetroWest Nonprofit Network. Thank you to the MetroWest YMCA, A Place to Turn, Salvation Army, Tommy's Taxi, and others who made this program possible. These efforts were supported in part in by grants from the MetroWest Health Foundation, Foundation for MetroWest, and Metropolitan Area Planning Council. Nearly 500 emergency food and toiletry deliveries were made in FY'21, serving over 1,500 residents.

Vaccination Clinics & Home Visits

In early 2021 the City held a series of COVID-19 vaccination clinics for first responders, school nurses, vaccine clinic workers, and older adults. Over 1,100 vaccines were administered for these groups. Thank you to Joseph P. Keefe Technical School for hosting several clinics and to the collaboration across many City departments including Public Health, Police, Fire, DPW, Facilities Management, and to Brewster Ambulance to make the clinics possible.

The Framingham Health Department and Medical Reserve Corps also conducted 210 home visits to provide vaccines for functionally disabled and homebound residents.

As of June 30, 2021, 46,442 Framingham residents had been fully vaccinated, exceeding statewide vaccination levels.

COVID-19 Vaccine Equity Initiative

As one of the 20 hardest hit municipalities in the Commonwealth, Framingham was designated by the state as an Equity City. This qualified Framingham for additional assistance to distribute the vaccine to underserved communities disproportionately affected by the virus, such as Black, Indigenous, People of Color, Latinx residents, residents who do not speak English or who prefer to speak in another language, residents without access to public transportation or facing barriers getting to a vaccination site, residents with disabilities, and others with access and functional needs. In order to guide and implement this initiative, the City convened a cross-sector working group with a variety of members. The Framingham Vaccine Equity Working Group includes but is not limited to: BRACE, Greater Framingham Community Church, Interfaith Terrace, Latino Health Insurance Program, Callahan Senior Center, MetroWest Worker Center, Edward M. Kennedy Community Health Center, SMOC, BayPath Elder Services, Framingham Public Schools, MetroWest Regional Transit Authority, JRI Health, Jewish Family Services of MetroWest, Framingham Disability Commission, New Life Church, Framingham Coronavirus Community Outreach group, and Pelham Learning Center. The Mayor's Office and Public Health Department facilitate this group with support from the Massachusetts Department of Public Health and Health Care For All.

Between March and June 2021 the Framingham Health Department administered over 5,600 COVID-19 vaccine doses under the Framingham Vaccine Equity Initiative. In order to make the COVID-19 vaccine as accessible as possible, clinics were held at community-based organizations, schools, churches, City parks and more. This Initiative would not have been possible without the outstanding efforts by the Framingham Vaccine Equity Working Group and the Framingham Medical Reserve Corps.

Food Security Task Force

Organized by the Mayor's Office along with the Department of Public Health and Framingham Public Schools, more than 100 food providers and other community partners came together to ensure everyone in the community had access to food. The City also distributed a weekly food resource information packet in multiple languages.

Library Mask Collection & Distribution, Virtual Programming, and Reopening

While continuing the Library's successful curbside pickup operation and virtual programming, both the Main Library and the Christa McAuliffe Branch Library reopened in April of 2021 for full access to the collections and staff.

The library continued to partner with the community to collect and distribute masks, operate the City Information Phone Line, and provide up-to-date critical information to the Framingham community.

Both libraries opened fully in July of 2021, with full access to meeting and study rooms, in-person programming, and full access to the collections. The Bookmobile also resumed operations in July of 2020.

Small Business Support

The City has used a portion of its HUD Community Development Block Grants (CDBG) to provide grants of up to \$10,000 to small businesses in the community to help them weather the pandemic. Eligible applicants were: of low- to moderate income, experiencing a loss of revenue of at least 50% due to COVID-19, bringing in less than \$2 million in gross annual receipts, and without outstanding tax liens or legal judgments. As of June 9, 2021, the City had received 125 applications and awarded 62 grants, committing \$602,026.

Emergency Housing Program Assistance

The City paired its CDBG funds with CARES Act funding to support residents and properties owners struggling to cover housing costs. The program provided relief from rent, mortgage, and/or utility payments (up to \$5,000) for two months for those experiencing loss of employment and primary income. As of the end of June 9, 2021, 294 applications had been received, 75 applicants had been funded, and the City had committed \$293,913 to help residents and property owners.

IT Operations

The City's IT Department continued to support moving internal and external meetings and many City services online to keep employees and the public safe, but continue to operate effectively and prioritize engagement. This enabled the City's Boards and Commissions, City Council, and other entities to meet to continue their essential business. Some meetings were conducted in a hybrid capacity and streamed on the Government Channel. From July 1, 2020 through June 30, 2021, the City hosted 405 zoom meetings.

Public Information, Communications Resources, and Other Outreach

Throughout FY'21 the City maintained its COVID-19 resource page with a compendium of City, state, and federal resources for businesses and residents. This section of the City website was a hub for COVID specific information in multiple languages. The City also distributed 189 press releases related to COVID-19 and created hundreds of social media posts regarding Framingham and the virus. In addition, the City released regular updates about COVID-19 cases and vaccination efforts through Weekly Data Reports.

The library staff has continued to operate the Informational Phone Line to answer residents' questions. The line has received over 15,000 calls.

Licensing

The Board approved seven Temporary Restaurant Outdoor Seating Applications in this fiscal year pursuant to the Phase II Reopening during the pandemic. The expedited process established during Fiscal Year 2020 continued 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. Continued additional administrative support provided by the Fire Chief was greatly appreciated. Temporary seating, which was to automatically expire November 1, 2020, was extended on June 16, 2021 with Chapter 20 of the Acts of 2021 to expire on April 1, 2022.

To alleviate the burden of struggling businesses due to COVID-19 restrictions, the Board of License Commissioners voted to waive license renewal fees for 2021 licenses within their jurisdiction for businesses holding alcohol pouring licenses. The mayor authorized a 25 percent reduction of the Public Entertainment on Sunday License renewal fees and the City Council waived renewal fees for Pool Table Permits for 2021 licenses/permits. These actions saved businesses approximately \$52,000.

Another COVID-19 accommodation afforded by the Board was allowing individuals who serve alcohol or view identification to determine age to obtain required training certification online.

The Legislative Division is comprised of three departments: City Council Department, City Clerk Department, and the Elections Department.

CITY COUNCIL DEPARTMENT

Staff

Maureen McKeon, 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.

City Councilors

At Large	George P. King, Jr., Chair
At Large	Janet Leombruno
District 01 (Precincts 1 & 2)	Christine A. Long
District 02 (Precincts 3 & 5)	Cesar G. Stewart-Morales
District 03 (Precincts 4 & 7)	Adam Steiner, Vice Chair
District 04 (Precincts 6 & 9)	Michael Cannon
District 05 (Precincts 8 & 12)	Robert D. Case
District 06 (Precincts 10 & 11)	Philip R. Ottaviani, Jr.
District 07 (Precincts 13 & 14)	Margareth Shepard
District 08 (Precincts 15 & 18)	John A. Stefanini
District 09 (Precincts 16 & 17)	Tracey Bryant

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.

Orders voted by City Council (July 1, 2020 – June 30, 2021)

Order Number	Orders by Topic	Meeting Date
2021-091	Vote to accept and disburse HUD Community Development Block Grant funds and FY'22 US Department of Housing and Urban Development HOME Investment Partnership Program funds	06/29/2021
2021-090	Reappoint City Clerk, Lisa A. Ferguson, and Assistant City Clerk, Emily L. Butler	06/29/2021
2021-089	Refer consideration to allow expanded restaurant table service after April 1, 2022 to Planning and Zoning Subcommittee	06/29/2021

Order Number	Orders by Topic	Meeting Date
2021-088	Discussion of the draft scope of service to study the feasibility of merging administrative departments - NO VOTE TAKEN ON 6/29/2021	07/20/2021
2021-087	Refer the consideration to authorize the Disability Commission to make appropriations of its own budgeted funds to Finance Subcommittee	06/29/2021
2021-086	Vote regarding the appropriation of the sum of \$107,000 to fund the activities of the Economic Development Industrial Corporation (EDIC)	06/29/2021 & 07/20/2021
2021-085	Refer proposals to improve the sustainability of Framingham to the Environmental Subcommittee	06/29/2021
2021-084	Establish a Structural Deficit Committee	06/15/2021
2021-083	Refer proposed amendments to the Youth Ordinance to Ordinance and Rules Subcommittee	06/01/2021
2021-082	Approve Joint Proclamation with the Mayor and FPS declaring June LGBTQ Pride Month	06/01/2021
2021-081	Authorize the Fire Department to issue a permit for Ceremonial Bonfire	06/01/2021
2021-080	Request a report from the Spicer Administration regarding current cannabis license holders	06/01/2021
2021-079	Approve Resolution to make June 5, 2021 Barry Bograd Day in the City of Framingham	06/01/2021
2021-078	Approve the establishment of a gift fund for Veterans Park	06/01/2021
2021-077-001	Authorize payment of unpaid prior year bills and year-end budget transfers	06/29/2021
2021-077	Refer consideration of unpaid prior year bills and budget transfers to the Finance Subcommittee	06/15/2021
2021-076	Grant annual hawker/peddler license for Guy Tremblay, Kona Ice	06/01/2021
2021-075-001	Authorize the Mayor to approve agreements and easements relative to solar projects at Brophy School and Fuller School	06/29/2021
2021-075	Refer matter regarding agreements and easements relative to solar projects at Brophy School and Fuller School to Finance Subcommittee	06/01/2021
2021-074	Vote to recommend that the Spicer Administration convene a Blue Ribbon Panel to identify best practices to achieve the goals of our Charter and new Public Records Access Policy	05/04/2021
2021-073	Approve request of FPS to give legislative approval to request to file Two Statement of Interest Submissions to the MA School Building Authority (MSBA) Accelerated Repair Program for the Phase One Roof at McCarthy School	05/18/2021
2021-072-001	Vote on matter regarding possible revisions to the CMU District to allow assisted living as a possible use	07/20/2021
2021-072	Refer proposed revisions to the CMU District to include assisted living as a possible use that is currently prohibited to Planning and Zoning Subcommittee	05/18/2021

Order Number	Orders by Topic	Meeting Date
2021-071	Authorize a 90-day extension on the Temporary Moratorium on new construction and applications for multi-family dwellings to September 12, 2021	05/18/2021 & 06/01/2021
2021-070	Refer the authorization to accept additional HUD Community Development Block Grant (CDBG) CARES Act Funds to Finance Subcommittee	05/18/2021
2021-069	Approve request of FPS to seek legislative approval for request to file Two Statement of Interest Submissions to the MA School Building Authority (MSBA) Accelerated Repair Program for Roof Replacement at the Dunning Elementary School	05/18/2021
2021-068	Approve Resolution declaring June as Framingham Restaurant Month	05/18/2021
2021-067	Approve Joint Resolution with School Committee and Mayor to thank Framingham Community Partners for food securities	05/18/2021
2021-066	Approve Wage and Theft Ordinance to protect taxpayers and workers in the awarding of public contracts and financial incentives	05/04/2021 & 06/01/2021
2021-065	Refer request for possible changes to Multifamily Residential Zoning Regulations and Districts to Planning and Zoning Subcommittee	05/04/2021
2021-064	Refer the creation of Hospital/Medical District Zone to Planning and Zoning Subcommittee	05/04/2021
2021-063-002	Vote on FY'22 Capital Budget	06/15/2021
2021-063-001	Vote on FY'22 Operating and Enterprise Budgets	06/15/2021
2021-063	Vote to refer the FY'22 Operating Budget and Compensation and Classification Plan to Finance Subcommittee	05/04/2021
2021-062	Vote to send letter to Senators Warren and Markey, and Congresswoman Clark requesting funds to design and construct an Early Childhood Learning Center	04/27/2021
2021-061	Refer possible changes to Use Variances to Planning and Zoning Subcommittee	04/27/2021
2021-060-002	Vote to hold required Public Hearings to be held with regard to amendments to Zoning Ordinances enacted post January 1, 2018	06/29/2021
2021-060-001	Refer matter to hold a public hearing regarding certain housekeeping changes to Zoning Ordinances enacted post January 1, 2018 to Planning Board	06/01/2021
2021-060	Refer request for amendments to Zoning Ordinances enacted post January 1, 2018 to Planning and Zoning Subcommittee	04/27/2021
2021-059-001	Authorize an appropriation of \$40,000 from the Receipts Reserved for Handicapped Parking Fines Account to be allocated by the Disability Commission to support 1) \$20,000 for sidewalk improvements at Rose Kennedy Lane 2) \$20,000 for improvements to Framingham's Veteran Park	05/04/2021 & 05/18/2021

Order Number	Orders by Topic	Meeting Date
2021-059	Refer request for authorization of an appropriation of funds from the City's interest-bearing account to be used toward two ADA compliance projects to Finance Subcommittee	04/27/2021
2021-058	Utility Petition - Grove Street	04/27/2021
2021-057	Approve Resolution for Michael Croci and Keep Framingham Beautiful	04/27/2021
2021-056-001	Amend General Ordinance Articles V and IX regarding snow removal of handicapped parking spaces and the enforcement of the Ordinance	05/04/2021 & 05/18/2021
2021-056	Refer consideration of amendment to General Ordinance Articles V and IX regarding snow removal of handicapped parking spaces and the enforcement of Ordinance to Ordinance and Rules Subcommittee	04/06/2021
2021-055-001	Vote to approve the RFP language and to authorize the disposition of the City's interest in the real estate and the improvements at 61 Lincoln St.	07/20/2021
2021-055	Vote to authorize disposition of City-owned Real Estate and Improvements at 61 Lincoln Street pursuant to an RFP process - Tabled	07/20/2021
2021-054	Authorization of a Reserve Fund Transfer Order for a Water - Sewer Rate Study	04/06/2021
2021-053-001	Authorize an appropriation of \$250,000 from certified Free Cash to be used for an Economic Development Study	04/06/2021 & 05/04/2021
2021-053	Refer request for authorization of an appropriation from certified Free Cash to be used for an Economic Development Study to Finance Subcommittee	04/27/2021
2021-052	Approve the Surplus Furniture and Supply Plan for Fuller Middle School	04/06/2021
2021-051	Grant Hawker/Peddler Licenses to Frank Sacchetti and Robert McGonagle, Frosty Ice Cream	04/06/2021
2021-050	Grant Annual License Renewals for Second Hand Articles, Junk & Old Metal Licenses to various businesses	04/06/2021
2021-049	Grant new Annual Second Hand Articles, Junk & Old Metals License to Nasir Ghesani, EZ Mobile Tel, LLC	04/06/2021
2021-048-001	Approve Access to Public Records and Information Ordinance	05/04/2021 & 05/18/2021
2021-048	Vote to invite Mayor and Chief Operating Officer to attend a City Council Meeting to discuss public records issues	03/30/2021
2021-047-001	Approve an Ordinance to establish a policy on Access to Menstrual Hygiene Products in Public Facilities	06/01/2021 & 06/15/2021
2021-047	Refer proposed Menstrual Hygiene Products Access Ordinance to Ordinance and Rules Subcommittee	03/30/2021
2021-046	Refer Report of the Mayor on Economic Development to Economic Subcommittee	03/30/2021
2021-045	Refer request from EDIC for revised enabling legislation to Economic Development Subcommittee	03/30/2021
2021-044	Discussion regarding appointment process for At Large members for the newly formed CPA Committee (CPC) - NO VOTE TAKEN	03/30/2021

Order Number	Orders by Topic	Meeting Date
2021-043-001	Vote to rescind General Fund and Utility Enterprise Fund bond authorizations voted in prior fiscal years in Town Meetings and by City Council	03/30/2021 & 04/27/2021
2021-043	Refer request for Approval of Rescinding certain prior votes of the City/Town for borrowing authorizations to fund capital projects to Finance Subcommittee	03/30/2021
2021-042-001	Authorize an appropriation of \$5,000 from Receipts Reserved for Handicapped Parking Fines Account to the Karen Dempsey Scholarship Fund	04/27/2021 & 05/04/2021
2021-042	Refer request for appropriation of funds (\$5,000) from Receipts Reserved for Handicapped Parking Fines Account to the Karen Dempsey Scholarship Fund to Finance Subcommittee	03/30/2021
2021-041	Request for Home Rule Petition from President of Local 1652 Framingham Firefighters Union	03/30/2021
2021-040	Authorize Mayor to acquire by gift, purchase, grant, eminent domain or otherwise such rights for Easements for the Union Ave. Roadway Construction Project	04/27/2021
2021-039	Resolution Honoring National Women's History Month	03/16/2021
2021-038-001	Approve the revisions to the Land Disturbance Storm Water Ordinance	04/06/2021 & 04/27/2021
2021-038	Recommendation to Hold Public Hearings with Regard to Land Disturbance Storm Water Zoning Ordinance Revisions, and recommend that the City Council hold public hearings concurrently on this matter to ensure required zoning deadlines are met	03/16/2021 & 04/27/2021
2021-037-001	Approve General Ordinance Disclosure of Beneficial Interests	05/04/2021 & 05/25/2021
2021-037	Refer the creation of an Ordinance to Require Disclosure of Financial Interests in Certain Projects, Licenses and Contracts to Ordinance and Rules Subcommittee	03/16/2021
2021-036	Refer the creation of a Sidewalk, Bike & Trail Advisory Committee Ordinance to the Environmental and Sustainability Subcommittee	03/16/2021
2021-035	Recommendation from Finance Subcommittee regarding Expedited Capital Projects	03/16/2021 & 03/30/2021
2021-034-002	Remove Operator's License Fee (Hackney) from the Taxi Fee Table within 3.3 BOS Policy for the Regulation of Taxicabs/Livery Vehicles and the Operation Thereof	04/06/2021 & 05/18/2021
2021-034-001	Remove Operator's License Fee (Hackney) from the Taxi Fee Table within 3.3 BOS Policy for the Regulation of Taxicabs/Livery Vehicles and the Operation Thereof NO VOTE TAKEN	04/06/2021 & 05/18/2021
2021-034	Refer matter of removing Operator's License Fee (Hackney) from Policy for Regulation of Taxicabs and Livery Vehicles to Ordinance and Rules Subcommittee	03/16/2021
2021-033	Approve annual livery licenses	03/16/2021

Order Number	Orders by Topic	Meeting Date
2021-032	Approve annual tax permits	03/16/2021
2021-031-001	Amend General Ordinances Articles I and II regarding compensation of the mayor	04/06/2021 & 05/04/2021
2021-031	Refer SIFOC report relating to Compensation Survey Report to Ordinance and Rules Subcommittee	03/02/2021
2021-030	Request to study and report to City Council on the feasibility and efficacy of transferring the Pearl Street Garage to the MWRTA	03/02/2021
2021-029	Request to evaluate any and all opportunities to consolidate municipal and school functions such as technology services, personnel, finance, and facilities - NO VOTE TAKEN	03/02/2021
2021-028	Request that the CFO make monthly reports to the City Council on the State of Municipal Revenues and Expenditures by Department - NO VOTE TAKEN	03/02/2021
2021-027	Vote to table discussion of property surplus near Old Conn. Path - TABLED	03/02/2021
2021-026	Joint vote with Framingham School Committee to appoint Richard A. Finlay to fill the District 2 School Committee vacancy with a term to expire on December 31, 2021	03/02/2021
2021-025	Resolution to honor the life of Police Officer Daniel Louis Giro	03/02/2021
2021-024	Resolution to declare March 2, 2021 Eurie A. Stamps, Sr. Day in Framingham	03/02/2021
2021-023	Vote to contract services for an independent rate study on the Water and Sewer Enterprise Funds	02/23/2021
021-022-001	Amend the Rules of City Council	05/04/2021
2021-022	Refer the matter to increase transparency of and access to information to the Ordinance and Rules Subcommittee and Finance Committee	02/23/2021
2021-021	Refer request for consideration to link the Cochituate Rail Trail and the Carol Getchell Trail to the Environmental and Sustainability Subcommittee	02/23/2021
2021-020-001	Recommendation that Mayor petition the Legislature to increase the size of the Board of Health	03/16/2021
2021-020	Refer the matter to increase the size of the Board of Health to the Public Health, Safety and Transportation Subcommittee	02/23/2021
2021-019	Refer drafting of Ordinance to Allow Accessory Dwelling Units to the Planning Board	02/23/2021
2021-018-001	Approve budget transfers from departments to Medicare Tax budget	03/16/2021
2021-018	Refer request for transfers from departments to Medicare Tax budget to the Finance Subcommittee	02/23/2021
2021-017	Utility Petition - Lockland Avenue	02/23/2021

Order Number	Orders by Topic	Meeting Date
2021-016	Vote to encourage and support Mayor, Board of Health, and Public Health Director to enact an eviction moratorium	02/02/2021
2021-015-002	Approve Neighborhood Advisory Groups Ordinance	05/04/2021 & 05/18/2021
2021-015-001	Refer Ordinance to Create Neighborhood Area Groups back to Ordinance and Rules Subcommittee for public feedback	03/16/2021
2021-015	Refer proposed Ordinance to create Neighborhood Area Groups to Rules and Ordinances Subcommittee	02/02/2021
2021-014	Upon request of the Framingham School Committee to give legislative approval to file a MSBA SOI for a new elementary school and to further refer the matter to the Education Subcommittee	02/02/2021
2021-013-001	Approve Framingham Public Schools proposed 5-year bus contract	02/23/2021
2021-013	Refer the Framingham Public Schools Proposed Bus Contract to the Finance Subcommittee	02/02/2021
2021-012-002	Refer request for Authorization for an Appropriation for Acquisition of Real Property and Improvements at 351 Belknap Road to Finance Subcommittee	05/18/2021
2021-012-001	Request City to exercise its Right of First Refusal relative to Belknap Pool Club property and request that the Mayor appropriate \$350,000 as noted in the P&S	03/02/2021
2021-012	Refer consideration of purchase of the Belknap Pool Club property to the Finance Subcommittee	02/02/2021
2021-011	Adopt the Ordinance to Implement the Community Preservation Act Mayor Veto on February 19, 2021; City Council OVERRIDE on March 9, 2021	02/02/2021 & 03/09/2021
2021-010-001	Vote to convene four (4) budget forums annually with Administration participation	03/16/2021
2021-010	Refer consideration of convening four (4) budget forums annually with the Mayor to the Finance Subcommittee	01/19/2021
2021-009	Approve the leasing of portions of the Plymouth House Nursery School located at 87 Edgell Road in Framingham for a term of up to five months	01/26/2021
2021-008-001	Authorize the refinancing of the City of Framingham's 2009, 2010 and 2011 issued debt	02/23/2021
2021-008	Refer consideration of refinancing the City's 2009 and 2010 issued debt to the Finance Subcommittee	01/19/2021
2021-007-016	Vote to refer Mayor's candidates for appointments/reappointments to various boards, committees, and commissions - NO VOTE TAKEN	07/20/2021
2021-007-015	Vote to approve Mayor's candidates for appointments/reappointment to various boards, committees, and commissions	06/29/2021
2021-007-014	Refer Mayor's candidates for appointment/reappointments to various boards, committees, and commissions to Appointments Subcommittee	06/15/2021

Order Number	Orders by Topic	Meeting Date
2021-007-013	Vote to consider appointment of Dr. Monifa Charles as Public Health Director	06/15/2021
2021-007-012	Appointment of four members to the Community Preservation Committee	06/01/2021 & 06/15/2021
2021-007-011	Refer Mayor's candidate for appointment as Public Health Director (Dr. Monifa Charles) to Appointments Subcommittee	06/01/2021
2021-007-010	Approve 3-year reappointment of Michael Tusino as Inspectional Services Director to Appointments Subcommittee	05/18/2021
2021-007-009	Refer recommendation of candidates for appointment to the Community Preservation Committee to the Appointments Subcommittee	05/04/2021
2021-007-008	Vote to approve the Mayor's candidate for appointment to the Cultural Council	05/04/2021
2021-007-007	Refer Mayor's candidate for appointment to the Cultural Council to Appointments Subcommittee	04/27/2021
2021-007-006	Vote to approve candidates for appointment to the Disability Commission - NO VOTE TAKEN	04/27/2021
2021-007-005	Approve Mayor's appointments to Board of Health, Board of License Commissioners, and Sustainability Committee	04/06/2021
2021-007-004	Refer Mayor's appointments to Board of Health, Board of License Commissioners, and Sustainability Committee to the Appointments Subcommittee	03/30/2021
2021-007-003	Approve Mayor's candidates for appointment to the Elderly & Disabled Tax Fund Committee, Fair Housing Committee, and Parks and Recreation Commission	03/16/2021
2021-007-002	Refer the Mayor's candidates for appointment to the Elderly & Disabled Tax Fund Committee, Fair Housing Committee, and Parks and Recreation Commission to the Appointments Subcommittee	02/23/2021
2021-007-001	Approve Mayor's appointment of Dr. Maritsa Barros as the Diversity, Equity and Inclusion Officer	01/19/2021
2021-007	Refer Mayor's appointment of Dr. Maritsa Barros as the Diversity, Equity and Inclusion Officer to the Appointments Subcommittee	01/05/2021
2021-006	Adopt the recommendations of the Framingham Bylaw Review Committee and the Mayoral Bylaw Review Committee, amended by the Ordinance and Rules Subcommittee and further amended by the City Council (FKA Order 2020-118)	12/15/2020 & 01/05/2021
2021-005	Create ad hoc committee to formulate a resolution to honor Eurie Stamps Day on March 2nd	01/05/2021
2021-004-001	Vote to authorize the grant of easement relative to a Solar Energy Project at McAuliffe Branch Library	03/16/2021
2021-004	Refer request for authorization of easement relative to a Solar Energy Project at McAuliffe Branch Library to Finance Subcommittee	01/05/2021
2021-003	Authorization to accept additional HUD Community Development Block Grant (CDBG) CARES Act funds	01/05/2021

Order Number	Orders by Topic	Meeting Date
2021-002-001	Approve request for the transfer and appropriation of funds relative to a wheelchair lift at Framingham High School	02/02/2021
2021-002	Refer proposal from Disability Commission for transfer and appropriation of funds relative to a wheelchair lift at Framingham High School to Finance Subcommittee	01/05/2021
2021-001	Appoint Millie Gonzalez to fill vacant Library Trustee seat	01/05/2021
2020-118	Adopt the recommendations of the Framingham Bylaw Review Committee and the Mayoral Bylaw Review Committee, amended by the Ordinance and Rules Subcommittee and further amended by the City Council (AKA Order 2021-006)	12/15/2020 & 01/05/2021
2020-117	Proposal for SIFOC to review Capital Budget Process	12/15/2020
2020-116	Amend Plastic Bag Reduction Bylaw	12/15/2020
2020-115	Approve date change of 2021 City Preliminary Election	12/15/2020
2020-114	Engage Services of Clifton Larson Allen LLP to Perform Auditing Services	12/15/2020
2020-113	2021 Pool/Billiard Table Licenses	12/15/2020
2020-112-001	Vote on Mayor's request to fund Water and Sewer Enterprise Fund Deficit - 1st reading	02/23/2021
2020-112	Refer Enterprise Fund Deficit to Finance Subcommittee	12/08/2020
2020-111	Consideration of School Department lease	12/01/2020
2020-110	Appoint Maureen McKeon as Executive Assistant to the City Council	11/17/2020
2020-109-001	Waive 2021 renewal fees for Pool/Billiard Table Licenses	12/01/2020
2020-109	Delay due date for all 2021 license renewals under Board of License Comm. for nine months	11/05/2021
2020-108	Refer FY'22 Capital Budget to the Finance Subcommittee	12/01/2020
2020-107	Refer Community Preservation Committee to Ordinance and Rules Subcommittee	11/17/2020
2020-106	Refer matter on City-owned property located at 61 Lincoln Street to the Economic Development Subcommittee	11/17/2020
2020-105	Approve 2021 City Council meeting dates	11/05/2020
2020-104	Consideration of the Economic Development Strategic Plan RFP	11/05/2020
2020-103	Request Mayor to petition the General Court for special legislation relative to continuation of service of James Green with the Framingham Police Department	12/01/2020

Order Number	Orders by Topic	Meeting Date
2020-102	Approve prohibition of on-street parking along the north side of Boris Way	11/05/2020
2020-101	Approve installation of stop sign at both ends of Marble Street and parking restriction at the end of Blandin Avenue	11/05/2020
2020-100	Remove parking restriction on a portion of Shawmut Terrace near Learned Pond beach	11/05/2020
2020-099	Set Residential Factor and CIP for FY'21	11/05/2020
2020-098	Compose letter to Sec. of DOT relative to Allston Multimodal Project with copy to Governor and Senate President	10/20/2020
2020-097	Refer Municipal Aggregation to Environment & Sustainability Subcommittee	10/20/2020
2020-096-001	Authorize appropriation for Blackberry Pump Station Project RE 175 Millwood Street	11/05/2020
2020-096	City Council Chair refers CFO's request for appropriation of mitigation funds relative to Millwood Street Development to Finance Subcommittee	10/15/2020
2020-095	Utility Petition - Lexington Street	09/15/2020
2020-094	Approve Black Lives Matter Resolution	09/29/2020
2020-093	Approve Job Description for position of Executive Assistant to the City Council	09/29/2020
2020-092	Amend Central Business District Sidewalk Usage Ordinance to extend sidewalk usage to May 1, 2021	09/29/2020
2020-091	Approve Issuance of Tax-Exempt Bonds by Public Finance Authority RE Carmelite System, Inc. and St. Patrick's Manor	09/29/2020
2020-090	Amend Rules of City Council	09/29/2020
2020-089	Approve Seasonal Hawker Peddler License for Springers Wholesale Flowers	09/15/2020
2020-088	Utility Petition - Millwood Street	09/15/2020
2020-087	Utility Petition - Grant Street	09/15/2020
2020-086	Utility Petition - Leland Street	09/29/2020
2020-085	Reappoint James Culhane to SIFOC	09/03/2020
2020-084	Authorize City Council Chair to enter into temporary employment contract for the City Council Office	09/03/2020
2020-083	Refer proposed Political Activity Ordinance to the Ordinance and Rules Subcommittee	09/03/2020
2020-082	Refer proposed Ordinance on the Use of the City Seal to the Ordinance and Rules Subcommittee	09/03/2020

Order Number	Orders by Topic	Meeting Date
2020-081-001	Approve amendment of Site Host Agreements and Site License Agreements to allow Electric Vehicle Charging Stations on City-Owned Property	09/15/2020
2020-081	Refer materials relative to proposed Electric Vehicle Charging Station on City-owned property to Finance Subcommittee	09/03/2020
2020-080-001	Authorize FY'21 budget adjustments	10/20/2020
2020-080	Refer proposed FY'21 Budget Adjustments to Finance Subcommittee	09/03/2020
2020-079	Refer consideration of Chief Diversity, Equity and Inclusion Officer to Finance Subcommittee	09/03/2020
2020-078-001	Approve appropriation of funds relative to Conservation Restriction at 261 Edmands Road	09/03/2020
2020-078	Refer request for appropriation funds relative to property at 261 Edmands Rd to Finance Subcommittee	08/18/2020
2020-077	Utility Petition - Mount Wayte at Union Avenue	08/18/2020
2020-076	Refer topic of Sunday Bus Service to Subcommittee of Public Health, Safety and Transportation	08/04/2020
2020-075	Appoint members of the Youth Council	08/04/2020
2020-074	Approve a resolution honoring the 30th anniversary of The Americans with Disabilities Act	08/04/2020
2020-073-001	Approve appropriation of Affordable Housing funds relative to Framingham Housing Authority as requested	09/15/2020
2020-073	Refer a proposed appropriation of Affordable Housing relative to Framingham Housing Authority to Finance Subcommittee	07/21/2020
2020-072	Refer Zoning Restrictions on Artisan Baking and Light Manufacturing in CBD to Planning & Zoning Subcommittee	07/21/2020
2020-071	Acceptance of CDBG, HOME, and CARES Act Budgets	07/21/2020
2020-070	Authorize three-year lease for property for use by MetroWest Drug Task Force	07/21/2020
2020-069	Approve Annual Hawker Peddler License for Juniper Farms Ice Cream Company Inc.	07/21/2020
2020-068	Approve a change in business structure relative to Golden Circle LLC at 22 Union Avenue	07/21/2020
2020-066-001	Establish Sustainability Committee	11/05/2020
2020-054-002	Adopt Sections 3 to 7 of MGL Chapter 44B - Community Preservation Act	07/21/2020
2020-034-008	Need for working group voted in 2020-034-005 has been suspended	11/05/2020
2020-034-007	Amend Zoning Bylaw, Section V. Special Regulations, B. Historic Re-Use	11/10/2020

Order Number	Orders by Topic	Meeting Date
2020-034-006	Refer Historic Reuse Bylaw to Planning and Zoning Subcommittee	10/06/2020
2020-034-005	Create working group to review Historic Reuse Bylaw	10/06/2020
2020-034-004	NO ACTION TAKEN - Proposed repeal of Historic Reuse Bylaw - First Reading	09/29/2020
2020-034-003	NOT ACTION TAKEN - Referral of Historic Reuse Bylaw to Planning and Zoning Subcommittee	09/15/2020
2020-034-002	Referral of proposed repeal of Article V, Section B of Zoning Bylaw to Planning Board	07/21/2020
2020-033-004	Override the Mayors veto of Temporary Moratorium of New Construction and New Applications	09/15/2020
2020-032-002	Approve funding for collective bargaining agreements for Librarians SEIU Local 888 and DPW 1156	07/21/2020
2020-027-001	Increase maximum income limit for Senior Tax Deferral Program to \$60,000 and decrease interest rate to 1%	11/17/2020 & 12/01/2020
2020-019-001	Amend the General Bylaws, Article I, Sections 5.3 and 5.5	06/30/2020 & 07/21/2020
2020-017-001	Approve General Bylaw Amendments Art. V Sec. 21 Demolition Delay Bylaw	11/05/2020
2020-013-002	Vote on increase of Zoning Board of Appeals members from three to five members - Failed on second reading	07/21/2020 & 08/04/2020
2020-008-039	Approve Mayor's appointment of Lester Baker as Police Chief	11/17/2020
2020-008-038	Approve Mayor's candidate for appointment to Fair Housing Committee - Human Relations Commission Representative-Ex Officio	11/17/2020
2020-008-037	Refer Mayor's candidate for appointment to Fair Housing Committee to Appointments Subcommittee	11/05/2020
2020-008-036	Approve Mayor's candidates for appointment to Board of Assessors, Community Development Committee, Framingham Union Grants Panel, Registrar of Voters, and Zoning Board of Appeals (Associate)	10/20/2020
2020-008-035	City Council Chair referral of Mayor's appointments to Board of Assessors, Community Development Committee, Framingham Union Grants Panel, Registrar of Voters, and Zoning Board of Appeals, Associate to Appointments Subcommittee	10/14/2020
2020-008-034	Approve Mayor's candidates for appointment to Agricultural Advisory Committee and Fair Housing Committee	10/06/2020
2020-008-033	Reject Mayor's candidates for appointment to Disability Commission and Parks and Recreation Commission	09/15/2020
2020-008-032	Approve Mayor's candidates for appointment to Agricultural Advisory Committee and Fair Housing Committee	09/15/2020
2020-008-031	Approve Mayor's candidates for appointment to Cultural Council, Fair Housing Committee and Loring Arena Advisory Committee	09/03/2020

Order Number	Orders by Topic	Meeting Date
2020-008-030	Refer Mayor's candidates for appointment to Cultural Council, Fair Housing Committee and Loring Arena Advisory Committee to Appointments Subcommittee	08/18/2020
2020-008-029	Approve Mayor's Appointments to Agricultural Advisory Committee, Cultural Council and Fair Housing Committee	08/18/2020
2020-008-028	Approve Mayor's Appointments to various boards, commissions and committees	08/18/2020
2020-008-027	Reject Mayor's candidates for appointment to the Disability Commission	08/04/2020
2020-008-026	Refer Mayor's candidates for appointment to Ag Advisory Committee, Cultural Council and Fair Housing Committee to Appointments Subcommittee	08/04/2020
2020-008-025	Refer Mayor's candidates for appointment to CDC, ConCom, Council on Aging, Cultural Council, and Human Relations Commission to Appointments Subcommittee	08/04/2020
2020-008-024	Confirm Mayor's appointment of Blake D. Lukis as Division Head and Director of DPW	07/21/2020
2020-008-023	Number never assigned to an order	N/A
2020-008-022	Vote on Mayor's appointments of Division Heads	07/21/2020
2020-008-021	Confirm Mayor's Appointments to Cultural Council, EDIC, Historic District Commission, Historical Commission and Team Framingham Steering Committee	07/21/2020
2020-008-020	Number never assigned to an order	N/A
2020-008-019	Approve Mayor's Appointments to the Historical Commission, Loring Arena Advisory Committee, and Zoning Board of Appeals	07/21/2020

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 Department 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 Department 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, and marriage certificates; processing affidavit 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 24 hours a day, seven days a week to ensure that Framingham complies with the 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/appointed officials with summaries of the Massachusetts 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.

The City Clerk Department was open to the public in its entirety for FY'21, providing service to all during the COVID-19 pandemic. I would like to thank and praise my small, dedicated staff for their dedication and reliability, working around the clock through one of the most challenging election seasons all while remaining calm, being helpful, professional, and always approaching every transaction, obstacle and challenge with a friendly attitude. Working together with our colleagues, we will continue to provide superior customer service even during trying times.

Financial Transactions

The following is a report of the financial transactions of the City Clerk Department, and is for the fiscal year beginning July 1, 2020 and ending June 30, 2021. All fees are retained by the City.

Filing Fees	\$21,500.00
Records	\$131,146.41
Marriages	\$16,650.00
Dog Licenses	\$53,298.00
Business Certificates	\$27,205.05
Pole/Wire	\$120.00
Fuel Permits	\$2,090.00
Animal Control Fines	\$300.00
Sign Code Fines	\$0.00
Building Code Fines	\$1,600.00
Conservations Fines	\$0.00
Public Works Fines	\$0.00
Board of Health Fines	\$13,525
Miscellaneous	\$2,554.70
Extended Polling Hours	35,768.34
TOTAL RECEIPTS	\$305,757.50

Vital Record Certificates Registered and Filed with the City Clerk

The following are the vital statistics of the Office of the City Clerk.

	Number of Births	Number of Deaths	Number of Marriages
July 2020	134	59	58
August 2020	150	64	56
September 2020	131	64	68
October 2020	121	73	46
November 2020	103	81	55
December 2020	137	91	42
January 2021	113	83	22
February 2021	109	80	28
March 2021	122	58	26
April 2021	124	68	25
May 2021	126	63	52
June 2021	150	73	39
TOTAL	1520	856	481

COVID-19 DEATHS			
	2019	2020	2021
JANUARY	0	0	21
FEBRUARY	0	0	14
MARCH	0	4	7
APRIL	0	44	5
MAY	0	91	2
JUNE	0	20	4
JULY	0	17	-
AUGUST	0	2	-
SEPTEMBER	0	3	-
OCTOBER	0	4	-
NOVEMBER	0	5	-
DECEMBER	0	8	-
TOTAL	0	198	53

As the Chief Burial Permit Agent for the City of Framingham, the City Clerk issued burial permits and registered a total of 251 COVID-19 related deaths certificates from March 2020 - June 2021

Respectfully Submitted,
Lisa A. Ferguson, City Clerk

State Primary Official Results - September 1, 2020

Candidate	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total	
Democratic																				
Senator in Congress																				
Blanks	3	1	1	3	1	3	2	5	3	0	2	2	8	3	2	5	1	2	47	
Edward Markey	745	898	598	766	656	593	703	598	328	319	773	267	405	221	265	103	80	204	8542	
Joseph P. Kennedy III	464	473	389	436	429	499	360	379	300	210	432	222	237	203	235	123	105	172	5668	
Write-ins	1	2	0	0	0	0	3	1	0	0	1	0	0	1	0	0	1	1	11	
Rep. in Congress																				
Blanks	181	158	133	186	161	132	144	103	84	82	164	68	73	47	54	34	23	33	1860	
Katherine M. Clark	1027	1212	851	1033	920	962	923	876	541	444	1037	420	573	379	444	196	163	342	12343	
Write-ins	5	4	4	6	5	1	1	4	6	3	7	3	4	2	4	1	1	4	65	
Councilor																				
Blanks	302	256	213	285	235	200	234	186	120	119	250	93	122	80	95	41	31	48	2910	
Robert L. Jubinville	909	1115	768	937	848	892	831	793	506	409	951	395	525	346	402	186	154	328	11295	
Write-ins	2	3	7	3	3	3	3	4	5	1	7	3	3	2	5	4	2	3	63	
Senator in General Court																				
Blanks	170	153	120	165	142	133	148	98	76	71	149	62	68	47	55	34	26	32	1749	
Karen E. Spilka	1038	1219	864	1053	939	959	920	880	548	458	1051	426	577	380	444	197	159	345	12457	
Write-ins	5	2	4	7	5	3	0	5	7	0	8	3	5	1	3	0	2	2	62	
Rep. in General Court																				
Blanks	250	201	200	224	193	150	176	126	101	97	204	75	83	56	76	40	34	54	2340	
Maria Duaine Robinson	957	1171		995	888	942	891	852	527	432	996	414	563	371	424	189	150	323	8637	
Jack Patrick Lewis			777																2448	
Carmine Lawrence Gentile																			777	
Write-ins	6	2	11	6	5	3	1	5	3	0	8	2	4	1	2	2	3	2	66	
Register of Probate																				
Blanks	298	253	206	291	242	200	231	181	125	116	255	90	124	77	91	39	32	47	2898	
Tara E. DeCristofaro	908	1119	776	931	841	894	837	798	502	411	947	398	523	350	408	189	153	329	11314	
Write-ins	7	2	6	3	3	1	0	4	4	2	6	3	3	1	3	3	2	3	56	
Total Democrat Turnout	1213	1374	988	1225	1086	1095	1068	983	631	529	1208	491	650	428	502	231	187	379	14268	
Total Registered Voters	2953	3480	2562	2838	2811	2779	2657	2628	2076	1792	2960	1529	2011	1673	1689	1076	1349	1642	40505	
Percent Turnout	41%	39%	39%	43%	39%	39%	40%	37%	30%	30%	41%	32%	32%	26%	30%	21%	14%	23%	35%	

State Primary Official Results - September 1, 2020

Candidate	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total	
Republican																				
Senator in Congress																				
Blanks	2	5	1	1	1	1	0	1	1	1	3	1	1	0	1	1	2	1	24	
Kevin J. O'Connor	77	111	67	75	93	98	78	79	58	32	99	18	43	19	32	11	5	34	1029	
Shiva Ayyadurai	62	79	40	62	61	56	64	42	33	25	82	33	20	21	17	9	3	24	733	
Write-ins	1	1	3	0	2	0	0	1	0	0	0	0	2	1	0	1	0	1	13	
Rep. in Congress																				
Blanks	21	38	20	19	38	25	29	17	16	2	30	7	8	3	4	5	4	14	300	
Caroline Colarusso	119	155	89	118	118	127	111	98	75	56	153	45	57	36	46	16	6	45	1470	
Write-ins	2	3	2	1	1	3	2	8	1	0	1	0	1	2	0	1	0	1	29	
Councilor																				
Blanks	125	176	98	123	137	137	121	109	82	45	160	43	61	36	43	15	8	52	1571	
Write-ins	17	20	13	15	20	18	21	14	10	13	24	9	5	5	7	7	2	8	228	
Senator in General Court																				
Blanks	121	179	93	124	141	138	121	109	82	46	162	42	56	33	42	17	9	45	1560	
Write-ins	21	17	18	14	16	17	21	14	10	12	22	10	10	8	8	5	1	15	239	
Rep. in General Court																				
Blanks	123	179	17	126	141	138	123	110	84	47	164	41	56	35	43	18	9	46	1500	
Ingrid I. Centurion	19	17	2	12	16	17	19	13	8	11	20	11	10	6	7	4	1	14	207	
Write-ins																				
Register of Probate																				
Blanks	125	181	101	127	143	139	123	110	84	46	162	42	59	35	46	17	9	51	1600	
Write-ins	17	15	10	11	14	16	19	13	8	12	22	10	7	6	4	5	1	9	199	
Total Republican Turnout	142	196	111	138	157	155	142	123	92	58	184	52	66	41	50	22	10	60	1799	
Total Registered Voters	2953	3480	2562	2838	2811	2779	2657	2628	2076	1792	2960	1529	2011	1673	1689	1076	1349	1642	40505	
Percent Turnout	5%	6%	4%	5%	6%	6%	5%	5%	4%	3%	6%	3%	3%	2%	3%	2%	1%	4%	4.44%	

State Primary Official Results - September 1, 2020

Candidate	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total	
Green Rainbow																				
Senator in Congress																				
Blanks	0	0	0	0	1	0	0	0	0	1	0	0	0	0	1	0	0	0	0	3
Write-ins	1	0	2	0	0	2	0	1	2	0	1	2	1	0	1	1	1	0	0	15
Rep. in Congress																				
Blanks	0	0	2	0	1	1	0	0	0	1	1	2	0	0	2	1	1	0	0	11
Write-ins	1	0	0	0	0	1	0	1	2	0	1	0	1	0	0	0	0	0	0	7
Councilor																				
Blanks	0	0	2	0	1	1	0	1	1	0	1	2	1	0	2	1	1	0	0	14
Write-ins	1	0	0	0	0	1	0	0	1	0	1	0	0	0	0	0	0	0	0	4
Senator in General Court																				
Blanks	0	0	2	0	1	1	0	1	1	0	1	2	0	0	2	1	1	0	0	13
Write-ins	1	0	0	0	0	1	0	0	1	0	1	0	1	0	0	0	0	0	0	5
Rep. in General Court																				
Blanks	0	0	1	0	1	1	0	1	1	0	1	2	1	0	1	1	1	0	0	12
Write-ins	1	0	1	0	0	1	0	0	1	0	1	0	0	0	1	0	0	0	0	6
Register of Probate																				
Blanks	0	0	2	0	1	1	0	1	1	0	2	2	1	0	2	1	1	0	0	15
Write-ins	1	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	3
Total Green Rainbow Turnout	1	0	2	0	1	2	0	1	2	0	2	2	1	0	2	1	1	0	0	18
Total Registered Voters	2953	3480	2562	2838	2811	2779	2657	2628	2076	1792	2960	1529	2011	1673	1689	1076	1349	1642	40505	
Percent Turnout	0.03%	0.00%	0.08%	0.00%	0.04%	0.07%	0.00%	0.04%	0.10%	0.00%	0.07%	0.13%	0.05%	0.00%	0.12%	0.09%	0.07%	0.00%	0.04%	

State Primary Official Results - September 1, 2020

Candidate	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total	
Libertarian																				
Senator in Congress																				
Blanks	0	1	0	1	1	1	0	0	1	1	0	0	0	0	0	1	1	0	8	
Write-ins	4	3	5	4	1	5	2	5	6	0	4	2	3	2	0	3	0	0	49	
Rep. in Congress																				
Blanks	2	3	4	3	1	1	0	3	4	1	1	1	1	0	0	0	1	0	26	
Write-ins	2	1	1	2	1	5	2	2	3	0	3	1	2	2	0	4	0	0	31	
Councilor																				
Blanks	2	4	4	3	2	1	0	5	4	1	1	1	3	1	0	2	1	0	35	
Write-ins	2	0	1	2	0	5	2	0	3	0	3	1	0	1	0	2	0	0	22	
Senator in General Court																				
Blanks	2	4	4	2	2	1	0	3	4	1	1	1	2	1	0	1	1	0	30	
Write-ins	2	0	1	3	0	5	2	2	3	0	3	1	1	1	0	3	0	0	27	
Rep. in General Court																				
Blanks	2	4	4	3	2	1	0	3	5	1	1	1	2	1	0	1	1	0	32	
Write-ins	2	0	1	2	0	5	2	2	2	0	3	1	1	1	0	3	0	0	25	
Register of Probate																				
Blanks	3	4	4	3	2	1	0	5	5	1	1	1	1	0	0	2	1	0	34	
Write-ins	1	0	1	2	0	5	2	0	2	0	3	1	2	2	0	2	0	0	23	
Total Libertarian Turnout	4	4	5	5	2	6	2	5	7	1	4	2	3	2	0	4	1	0	57	
Total Registered Voters	2953	3480	2562	2838	2811	2779	2657	2628	2076	1792	2960	1529	2011	1673	1689	1076	1349	1642	40505	
Percent Turnout	0.14%	0.11%	0.20%	0.18%	0.07%	0.22%	0.08%	0.19%	0.34%	0.06%	0.14%	0.13%	0.15%	0.12%	0.00%	0.37%	0.07%	0.00%	0.14%	
Democrat Turnout	1213	1374	988	1225	1086	1095	1068	983	631	529	1208	491	650	428	502	231	187	379	14268	
Republican Turnout	142	196	111	138	157	155	142	123	92	58	184	52	66	41	50	22	10	60	1799	
Green-Rainbow Turnout	1	0	2	0	1	2	0	1	2	0	2	2	1	0	2	1	1	0	18	
Libertarian Turnout	4	4	5	5	2	6	2	5	7	1	4	2	3	2	0	4	1	0	57	
Total Turnout	1360	1574	1106	1368	1246	1258	1212	1112	732	588	1398	547	720	471	554	258	199	439	16142	
Total Registered Voters	2953	3480	2562	2838	2811	2779	2657	2628	2076	1792	2960	1529	2011	1673	1689	1076	1349	1642	40505	
Percentage	46%	45%	43%	48%	44%	45%	46%	42%	35%	33%	47%	36%	36%	28%	33%	24%	15%	27%	40%	
Winners are indicated in bold italics																				
A True Copy Attest: Lisa A. Ferguson City Clerk																				

State Election Official Results - November 3, 2020

Candidate	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total	
President/Vice President																				
Blanks	10	11	10	10	16	19	12	13	10	3	22	8	9	13	6	1	5	9	187	
Biden and Harris	1793	2170	1588	1882	1684	1656	1619	1594	1153	999	1859	849	1131	857	918	517	567	786	23622	
Hawkins and Walker	10	12	7	9	17	8	10	10	8	6	14	3	11	10	8	1	3	3	150	
Jorgensen and Cohen	26	55	29	26	28	36	25	22	19	16	34	9	17	16	9	6	3	15	391	
Trump and Pence	668	720	503	572	623	614	525	471	385	270	608	279	368	240	292	171	131	272	7712	
Write-Ins	12	16	14	11	11	19	15	6	10	4	15	13	3	9	6	3	3	3	173	
Senator in Congress																				
Blanks	50	64	32	44	45	42	49	24	28	18	35	19	30	27	29	24	15	23	598	
Edward Markey	1791	2127	1597	1834	1668	1649	1563	1588	1156	988	1815	852	1148	885	939	531	601	825	23567	
Kevin J. O'Connor	661	770	516	611	648	645	585	480	393	275	671	278	348	223	263	137	95	234	7833	
Write-Ins	3	2	2	10	2	14	0	6	0	0	7	3	1	1	2	5	0	2	60	
Shiva Ayyadurai	14	21	4	11	16	2	9	18	8	7	24	9	12	9	6	2	1	4	177	
Rep. in Congress																				
Blanks	93	114	78	80	75	80	82	61	63	39	88	42	57	43	50	36	20	33	1134	
Katherine M. Clark	1743	2104	1574	1818	1646	1635	1561	1580	1150	985	1815	822	1129	875	919	514	586	810	23266	
Caroline Colarusso	681	762	496	612	652	636	562	470	372	274	646	292	352	226	268	148	105	240	7794	
Write-Ins	2	4	3	0	6	1	1	5	0	0	3	5	1	1	2	1	1	5	41	
Councilor																				
Blanks	633	723	463	654	576	570	541	449	352	242	667	253	337	227	244	121	88	188	7328	
Robert L. Jubinville	1850	2216	1644	1820	1764	1736	1631	1641	1208	1034	1854	877	1168	899	975	561	614	871	24363	
Write-Ins	36	45	44	36	39	46	34	26	25	22	31	31	34	19	20	17	10	29	544	
Senator in General Court																				
Blanks	534	623	378	538	478	482	443	379	307	208	551	219	293	192	205	113	74	168	6185	
Karen E. Spilka	1949	2321	1737	1940	1866	1822	1722	1710	1249	1066	1972	910	1210	934	1016	569	633	897	25523	
Write-Ins	36	40	36	32	35	48	41	27	29	24	29	32	36	19	18	17	5	23	527	
Rep. in General Court																				
Blanks	583	676	110	588	528	523	483	384	341	228	611	242	308	212	232	114	76	181	6420	
Maria Duaine Robinson	1896	2268		1884	1812	1790	1688	1703	1222	1047	1911	889	1201	915	990	569	628	888	5904	
Jack Patrick Lewis			1469																1469	
Carmine Lawrence Gentile			568																568	
Ingrid I. Centurion	40	40	4	38	39	39	35	29	22	23	30	30	30	18	17	16	8	19	477	
Write-Ins																				
Register of Probate																				
Blanks	892	998	726	892	812	822	813	671	535	375	954	381	527	391	395	205	193	364	10946	
Tara E. DeCristofaro	1599	1956	1397	1591	1544	1495	1366	1423	1031	901	1574	758	989	741	825	480	512	708	20890	
Write-Ins	28	30	28	27	23	35	27	22	19	22	24	22	23	13	19	14	7	16	399	

State Election Official Results - November 3, 2020

Candidate	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total
Question 1 Right to Repair																			
Blanks	102	85	87	70	61	77	96	91	70	57	107	45	76	72	81	58	49	52	1336
Yes	1857	2216	1556	1877	1807	1712	1602	1516	1103	892	1878	840	1107	794	872	477	437	749	23292
No	560	683	508	563	511	563	508	509	412	349	567	276	356	279	286	164	226	287	7607
Question 2 Rank Choice Voting																			
Blanks	119	73	100	77	75	82	84	95	79	58	93	41	91	72	86	53	64	60	1402
Yes	1123	1446	980	1210	1115	1023	1048	991	752	677	1171	595	774	608	592	377	378	525	15385
No	1277	1465	1071	1223	1189	1247	1074	1030	754	563	1288	525	674	465	561	269	270	503	15448
Question 3 Community Preservation Act																			
Blanks	116	114	116	88	88	117	114	113	93	82	125	62	118	91	97	60	69	72	1735
Yes	1518	1734	1290	1495	1341	1310	1291	1288	881	830	1439	702	913	732	743	441	475	659	19082
No	885	1136	745	927	950	925	801	715	611	386	988	397	508	322	399	198	168	357	11418
Total Turnout	2519	2984	2151	2510	2379	2352	2206	2116	1585	1298	2552	1161	1539	1145	1239	699	712	1088	32235
Total Registered Voters	3042	3564	2617	2889	2871	2860	2710	2674	2169	1887	3029	1558	2102	1753	1753	1102	1409	1689	41678
Percentage	83%	84%	82%	87%	83%	82%	81%	79%	73%	69%	84%	75%	73%	65%	71%	63%	51%	64%	77.34%
Winners are indicated in bold italics																			
A True Copy Attest: Lisa A. Ferguson City Clerk																			

ELECTIONS DEPARTMENT

Staff

Lisa A. Ferguson, City Clerk

Emily L. Butler, Assistant City Clerk

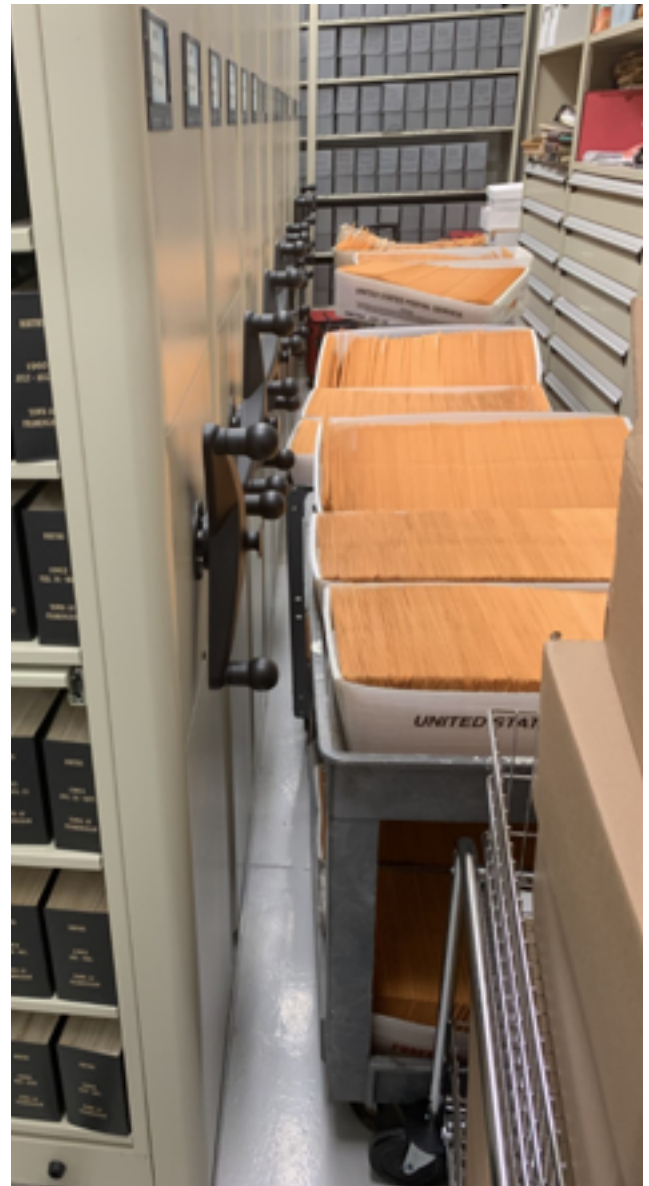
Carol Phalen, Election Coordinator

Two elections were held in FY'21. The State Primary was held on September 1, 2020. The total number of registered voters was 40,050. Total turnout was 16,142 which was a 40% turnout. Democrat ballots were chosen by 14,268 voters. Republican ballots were chosen by 1,799 voters. Fifty-seven voters chose Libertarian ballots while 18 voters chose the Green-Rainbow ballot. Early voting by mail became the preferred method of voting due to the COVID-19 pandemic. In-person early voting occurred August 22, 2021 through August 28, 2021.

On November 3, 2020, the City Election was held with a 77.34% turnout. Total number of registered voters was 41,678. Total turnout was 32,235. In-person early voting occurred October 17, 2021 through October 30, 2021.

Preparations for the fall 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 over 20,000 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 were in place during early voting and during the fall elections:

- A professional company that specializes in sanitation and decontamination services was retained to sanitize all polling locations prior to and after the election days.
- Staffing from the professional company was present at each polling location 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 were set up at each polling location.
- All Election Workers, Police, and City Clerk Staff were wearing the proper PPE (Personal protective equipment such as masks, gloves, and shields) that was supplied by the Secretary of the Commonwealth or the City of Framingham.
- Plexiglass dividers were installed on the check-in tables, the warden table and the greeter table.
- A greeter was stationed at the entrance of each polling location to control the number of voters in the location and to ensure voters were following proper social distancing.



Over 22,000 voters requested early voting ballots by mail for the 2020 Presidential Election. Ballots were stored in the City's fire-proof vault overnight and were delivered to the post office the following morning.

- Masks were mandatory. All voters were required to wear a mask when entering the polling location.
- Signs and stanchions were 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, Office of the Mayor, Inspectional Services, Police and Fire Departments, Chief Financial Officer and Purchasing Departments, and the Public Library, the Elections Department has and will continue to provide polling locations that are accessible, secure, and safe for voters that is within or in close proximity to their districts. Due to these safeguards, I am happy to report that there was not one positive COVID-19 case reported relating to the election season.

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 two elections in 2020, certifying initiative petitions and nomination papers during a pandemic, and maintaining accurate lists of registered voters in the City.



Chief Lester Baker

It is my pleasure to present the annual report for the City of Framingham Police Department for FY'21. Chief Steven Trask retired after 33 years of dedicated service to Framingham, and I was sworn in as Chief December 8, 2020.

The Police Department left civil service, and conducted its first entry and promotional exam. We currently have 12 vacancies and will begin to hire for eight of those vacancies. Four of the 12 positions have been furloughed until FY'23.

The Department also saw a change in the command staff. Lieutenant Sean Riley was promoted to Deputy Chief. Sergeants Thomas McCarthy, Robert Sibilio, and Rachel Mickens were promoted to Lieutenant. Officers Brian Curtis, Jason Ball, Rony Cesar, and Andrew Crawford were promoted to Sergeant. The Department will also welcome three new recruit officers this fall upon their completion of the police academy and field training.

The Department continues to focus on evidence-based crime prevention and reduction, training and community engagement. We are deploying officers into neighborhoods and downtown. We are doing this in a proactive approach. We are trying to become part of neighborhoods, not just when there is a call for service.

In addition to our neighborhood and downtown efforts, our community engagement efforts include interactive community meetings, Rape Aggression Defense (RAD), youth police academy, PAL (POLICE ATHLETIC LEAUGE), Bigs in Blue, youth roundtables, officer read-alouds, and the Jail Diversion Program. Our first youth academy was a success. High school-aged youths from Framingham took part in a week-long police academy.



Newly promoted sergeants Andrew Crawford, Rony Cesar, Jason Ball, and Brian Curtis; Deputy Chief Sean Riley, Deputy Chief Victor Pereira, Mayor Yvonne Spicer, Chief Lester Baker, and Deputy Chief Ronald Brandolini; along with newly promoted lieutenants Thomas McCarthy, Robert Sibilio, and Rachel Mickens



Sergeant Jason Ball, Academy Coordinator, addressing Framingham Police Youth Academy Cadets

The Department has increased its presence on social media with a very active Facebook and Twitter following.

The Police Department continues to follow the guidance of the President's Taskforce on 21st Century Policing and strives to enhance our partnerships with community stakeholders and those who we are sworn to protect. It is our goal to be responsive to the needs of our residents and treat those to whom we come in contact with the utmost respect.

The Framingham Police Department is engaging in 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 expanded its training and will continue to train officers in de-escalation, the recognition and prevention of implicit and explicit bias, diversity, and other related topics. The Department is firmly committed to addressing inequities and delivering exceptional police services through community partnership and engagement.

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.

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.

I would also like to take this time to thank the men and women of the Framingham Police Department for their continued commitment during these unprecedented times. When most were able to pause and isolate during the ongoing pandemic, your Police Department did not waiver and continued to do their jobs, putting their community and residents' safety ahead of their own.

It is an honor serving this great City.

Respectfully,

Lester Baker, Chief of Police, Framingham Police Department



Revenue

The Framingham Police Department generates monies through the issuance of licenses and permits, administration fees and fines from parking and traffic citations. Revenues are as follows:

Billable Activity	FY'17	FY'18	FY'19	FY'20	FY'21
111F/Recovery	\$ -	\$ -	\$ 46,495	\$ 46,495	\$ 50,000
Alarms	\$ 131,573	\$ 64,650	\$ 55,500	\$ 55,500	\$ 40,000
Auction	\$ 797	\$ -	\$ 5	\$ -	\$ -
Court Fines	\$ 48,768	\$ 19,512	\$ 18,700	\$ 18,700	\$ 15,000
Cruiser Detail Fee	\$ 18,675	\$ 122,494	\$ 138,188	\$ 138,188	\$ 160,000
Detail Admin Fees	\$ 168,873	\$ 201,702	\$ 271,920	\$ 271,920	\$ 280,000
Fingerprint Fees	\$ 680	\$ 1,020	\$ 1,745	\$ 1,745	\$ 2,500
Fire Arms Permit	\$ 1,225	\$ -	\$ -	\$ -	\$ -
Gun Dealer Permit	\$ -	\$ -	\$ -	\$ -	\$ -
Hackney Licenses	\$ 2,430	\$ 3,155	\$ 420	\$ 420	\$ 2,000
Liquor Server	\$ 14,034	\$ 8,468	\$ 9,300	\$ 9,300	\$ 1,000
M/V Fines	\$ 97,120	\$ 101,420	\$ 81,516	\$ 81,516	\$ 70,000
Marijuana Fines	\$ 700	\$ 100	\$ 500	\$ 500	\$ -
Non Recurring Revenue	\$ 14,182	\$ 6,948	\$ 20,757	\$ 20,757	\$ 7,000
Parking Fines	\$ 286,168	\$ 244,440	\$ 214,640	\$ 214,640	\$ 280,000
Permit To Carry	\$ 10,125	\$ 10,438	\$ 10,263	\$ 10,263	\$ 15,000
Photos	\$ 305	\$ -	\$ -	\$ -	\$ -
Report Fees	\$ 7,764	\$ 7,255	\$ 6,549	\$ 6,549	\$ 20,000
Subpoena Fees	\$ 31	\$ 14	\$ -	\$ -	\$ -
Tow Fees	\$ 26,650	\$ 7,780	\$ 19,500	\$ 19,500	\$ 20,000
Grand Total	\$ 830,099	\$ 799,394	\$ 895,996	\$ 895,993	\$ 962,500

ANIMAL CONTROL DEPARTMENT

Staff

Katherine J. MacKenzie, Director of Animal Control, Massachusetts Municipal Animal Inspector, 28 years of service

William C. Sage, Animal Control Officer, Massachusetts Municipal Animal Inspector, 27 years of service

Peter E Cunningham, PT Animal Control Officer, Massachusetts Municipal Animal Inspector, 3 years of service

Animal Control Officers

Animal Control Officers serve the citizens of Framingham 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. Animal Control Officers provide care for all the animals held by the Department 365 days a year.

Animal Control Officers prepare reports, participate in hearings, and appear in court as needed. They enforce both state laws and municipal 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. In FY'21 Animal Control Officers fielded and responded to thousands of calls regarding canine and feline complaints and concerns. Animal Control Officers also address calls regarding wildlife. Most often, wildlife calls are concerning possible rabid, injured or nuisance animals. Throughout the pandemic, calls regarding wildlife skyrocketed.

Municipal Animal Inspector

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 packaged properly and submitted to the Massachusetts 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. Quarantines continued throughout the pandemic.

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, ensuring that all animals appear to be in good health and free from disease, observing animal housing conditions, and ensuring 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. More than 56 different locations keep livestock and fowl within the City of Framingham. These inspections cover chickens, goats, turkeys, geese, ducks, sheep, horses, ponies, donkey, alpaca, llama, beef and dairy cattle, game birds, Guinea hens and peafowl. The Massachusetts Department of Agriculture, Division of Animal Health postponed the 2020 inspections due to COVID-19.

AUXILIARY POLICE

The 13 dedicated officers of the Framingham Auxiliary Police completed another outstanding year of service to the community. For the past 79 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. Auxiliary Officers keep their skills and certification current with annual 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.

Framingham Advocates' Jail Diversion Program (JDP)



JDP Clinicians Bonnie Cuccaro, Georgia Kramer, Cassandra McGrath

The Framingham 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'21, these Co-Response Clinicians provided support, resources, and services to over 1,043 individuals experiencing a psychiatric crisis or substance use disorder that members of the Framingham Police Department encountered.

During FY'21, a total of 86 individuals with behavioral health conditions were diverted from arrest by Framingham police officers and into treatment facilitated by the Co-Response Clinicians. As a result of this program an average of 78% of those eligible for arrest diversion were diverted. In addition to the benefit of diverting individuals in crisis from arrest, these diversions represent an estimated cost savings of \$216,720 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'21, 252 individuals were diverted from unnecessary emergency room transports, which represent an estimated health care cost savings of \$1,008,000 (\$4,000 per ED diversion*).

The Framingham Compassionate Addiction Recovery Education Service (CARES) continued operation during FY'21. 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 Advocates' 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’21 caused by the retirement of four (4) personnel, nine (9) promotions, eight (8) new hires and five (5) military deployments.

Retirements: (years of service)

Lieutenant Robert Morrison (18)

Firefighter Joseph Fonseca (32)

Lieutenant David Peters (21)

Fire Alarm Supt. Wayne Bolduc (27)

Military Deployments

Firefighter Michael Burnes

Firefighter Joshua Grigg

Firefighter Edgar Cupertino

Firefighter Joshua Prouty

Firefighter Jared Grigg

New Hires:

Firefighter Luis Antonio Alvarez

Firefighter Daniel Chapoteau

Firefighter Daniel Sweeney

Firefighter Shane Arrandale

Firefighter Matthew D’Innocenzo

Firefighter Thomas Zanella

Firefighter Cameron Bryan

Firefighter Danielle Fitzpatrick

Promotions:

Assistant Fire Chief John Schultz

Captain Dynell Latson

Lieutenant Brian Dubovsky

Deputy Chief Nader Hamed

Captain Joel Sexton

Lieutenant Steven Jones

Deputy Chief Ryan Sullivan

Lieutenant Matthew Brown

Lieutenant Teddy Wagner



New firefighter hires wearing masks

Total Alarms

The Framingham Fire Department responded to a total of 14,200 incidents in FY'21, of which 11,490 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.

For nearly the entire fiscal year in FY'21, the Fire Department operated amongst a State of Emergency due to the COVID-19 Pandemic. The Department is proud to say that the high level of service provided to the community was maintained throughout this crisis. There were no known work-related COVID-19 infections for Department personnel, due in large part to their diligence to constantly updated exposure prevention protocols that were implemented. The Department is very grateful for the community's support during these unprecedented times.

In October 2020, 25-year Department veteran John Schultz was promoted to Assistant Chief, where as Chief of Operations he oversees all the day-to-day operations of the Department. His passion and practicality toward advancing the Department cannot be overstated.

In FY'21, the Department responded to 51 structure fires and there was approximately \$680,610 in property losses due to fire. We also responded to 376 cooking fires, 23 vehicle fires, and 107 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 7,628 medical responses.

Total Emergency Calls

FY'21 Responses:	11,490
FY'20 Responses:	11,458
FY'19 Responses:	11,960
FY'18 Responses:	11,944



Structure fire extinguished

Significant Structure Fires

7/21/2020: 3 John J. Brady Drive – Apartment Building

9/7/20: 14 Chautauqua Avenue – 1-Family Home

9/20/20: 180 Temple Street – 1-Family Home

9/23/20: 33 East Street – 2-Family Home

9/29/20: 15 Clark Street – 2-Family Home

10/16/20: 82 Waushakum Street – Apartment Building

11/21/20: 555 Potter Road – 1-Family Home

11/28/20: 64 Hollis Street – Mixed-Use Building

12/11/20: 94 Union Avenue – Restaurant

12/22/20: 25 Willis Street – Condominium Building

3/12/21: 16 Picard Terrace – 2-Family Home

5/21/21: 6 Arlington Place – Commercial Garage

5/24/21: 46 Wesley Road – 1-Family Home

Of the significant fires that occurred in FY'21, the fires at 3 John J. Brady Drive, 25 Willis Street, and 15 Clark Street, stand out situationally. On the morning of July 21, 2020, a kitchen fire could have been disastrous were it not for the skills and situational awareness of the on-duty fire companies that responded to 3 John J. Brady Drive. Firefighters simultaneously protected and evacuated a trapped resident, and quickly located and extinguished the fire before it escaped the room and spread to any other areas of the occupied apartment building. On the afternoon of December 22, 2020, the Department responded to calls for smoke in the occupied condominium building at 25 Willis Street. Firefighters quickly located and extinguished an inside fire underneath the main exit foyer in the building. The Fire Department's fire investigators, in collaboration with Framingham Police and the Massachusetts State Police assigned to the State Fire Marshal's Office, determined the fire was intentionally set and located the suspect the same afternoon. There were no injuries as a result of this fire, and all residential units were allowed to reoccupy following the incident. The outcome of a fire at 15 Clark Street, in the early



Kitchen fire at 3 John J. Brady Drive



Exit foyer fire at 25 Willis Street

morning hours of September 29, 2020, was heartbreaking. A kitchen fire in the first-floor unit resulted in a single fatality of the occupant of that unit. The timing of the fire, and the lack of properly functioning smoke alarms, led to a delay in fire notification to occupants and the Fire Department. The fire was contained by firefighters to the first-floor unit kitchen, and all other occupants of the 2-family home were able to evacuate without injury.

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:

- Student Awareness of Fire Education (SAFE): \$7,680 for public safety education
- Senior SAFE Grant - \$3,019
- Private Donations - \$5,000

In 2021, the Department received a \$63,984 Public Safety Municipal Staffing Grant award from the Massachusetts Executive Office of Public Safety & Security. The funding was obtained to support overtime and personal protective equipment (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 was used in FY'21, and the remaining half will be used in FY'22. The Department also received a \$23,296 Firefighter Equipment Grant from the Massachusetts Department of Fire Services. These funds were used to purchase firefighter cancer prevention equipment and to replace outdated rescue equipment. Additionally, a \$14,764 grant was received to purchase COVID-19 related PPE from the U.S. Department of Homeland Security – Federal Emergency Management Agency under the Assistance to Firefighter Grant program.

The operation of the Fire Department is diverse and complex. We do more



Diesel exhaust removal system for fire station

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 Fire Prevention Division 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.



Members learn and practice firefighting ventilation techniques

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 City of 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.

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'21, 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'21 includes:

- 1,140 residential smoke detector permits
- 1,702 fire alarm system permits
- 599 sprinkler system permits
- 299 oil burner permits
- 205 flammable liquid storage permits
- 92 propane storage permits
- 101 welding permits

In FY'21, 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'21 marks the end of the second 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 double 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, 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 73,949 bills in FY'21. Currently, 784 customers are enrolled in the City's online automatic bill payment program, while an additional 823 customers receive e-bills. Department staff also administers the Water and Sewer Discount Program resulting in annual savings of \$146,075 for 769 eligible account holders. Also, 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.

Studies

A Culvert Assessment and Prioritization Report was completed in FY'21. Ninety-eight culverts were evaluated, and nine received an overall rating of critical. Work began on Phase II of a City-wide Transportation Master Plan. The study is focused on seventeen intersections and six corridors. Work also continued on Phase 6 of a Massachusetts Department of Environmental Protection (MassDEP) required Sewer System Evaluation Survey (SSES). The sewersheds for this study are located in the western section of the City.

Design Projects

FY'21 utility design work included water and sewer improvements in the Arlington Street area, Central Street, Pleasant Street, Temple Street, and Worcester Road near the Massachusetts Turnpike overpass. Sewer and drainage utility design work was conducted for Mary Dennison Park. Also, pump station design work occurred at the Flanagan Drive, Garvey Road, and Worcester Road wastewater pumping stations.



Transportation design work continued at several intersections, including Concord, Central, and Water Streets, Concord and Hartford Streets, Edgell Road and Central Street, Fountain Street and Dudley Road, and Union Avenue from Main Street to Concord Street.

Construction Projects

Utility construction projects in FY'21 included: starting the Blackberry Lane wastewater pumping station and the Edgell Road water pumping station, and completing water, sewer, and drainage work on Marble Street (funded from a MassWorks grant); and water, sewer, and drainage improvements along Union Avenue between Beech Street and Proctor Street.

Transportation construction projects in FY'21 included: completion of the Beaver Street Bridge replacement, beginning work in Nobscot on the Edgell Road, Water Street, and Edmands Road intersection, and completion of the widening of Marble Street (with new sidewalks and lighting).

Grants

In FY'21, the Department was awarded an Accelerating Climate Resiliency grant for \$52,250 from the Metropolitan Area Planning Council. The City's project will provide preliminary designs for retrofits for Lake Waushakum's public beach, focusing on sustainable, nature-based solutions. The project intends to increase the frequency of beach opening, improve water quality, and reduce impacts from severe weather and extreme temperatures. The project began in FY'21 with field assessment, surveying, and wetlands flagging. The Department plans to solicit and incorporate public feedback into the preliminary design, which will be completed no later than November 2021.

In FY'21, the Highway Division received two Shared Streets and Spaces Program Grants. The first grant was awarded in September 2020 for \$266,250, which supported sidewalk and traffic calming improvements on Grant Street. The second grant was awarded in December 2020 for \$249,053, which supported new ADA-compliant sidewalks and crosswalks on Leland and Irving Streets.

Study and design work was completed for the Walnut Street Neighborhood Flood Mitigation Study with two grants received in FY'20, a \$75,000 Flood Mitigation Assistance (FMA) grant from the Federal Emergency Management Agency (FEMA) and a \$206,850 Municipal Vulnerability Preparedness (MVP) Action Grant from Massachusetts Executive Office of Energy and Environmental Affairs (EEA). Study work assessed the flooding conditions in the area, identified potential alternatives to consider to reduce flooding impacts, and developed conceptual plans for alternatives.

The Department also supported statewide and regional stormwater coalitions in managing an approximately \$75,000 MS4 Municipal Assistance grant from the Mass-DEP. Funds lead Phase IV of the "Think Blue Massachusetts" statewide stormwater public awareness and education campaign. The campaign helps local governments across the state meet requirements of the EPA's General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4 permit). Phase IV included continued advertising to build awareness and brand recognition, translating a PSA video into Spanish, and a virtual training about social media.



Stormwater field data collection for the Walnut Street flood study.

Preparedness, Permitting, and Support

Framingham continued compliance efforts for the NPDES MS4 permit for stormwater discharges from the public drainage system. For compliance with Year 3 of the permit, the Department completed stormwater outfall screening at over 460 locations, completed water quality sampling at over 50 locations, began efforts on a Phosphorus Source Identification Report for Lake Waushakum, conducted quarterly inspections at City facilities to evaluate pollution prevention measures, conducted site inspections to ensure erosion and sediment control compliance at construction sites, continued public education and outreach, supported numerous public meetings, and provided technical support to update the City's ordinances and regulations to comply with permit requirements. The Department submitted the City's annual report to the EPA and MassDEP, which provided a summary of compliance efforts.

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 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. Additionally, the Department coordinated with local stakeholders interested in adding a mural to the street gate at Concord Street and potentially extending the Cochituate Rail Trail by adding a connection from Concord Street to Danforth Street using the levee.

Upon request of the Traffic Commission, the Department provided professional opinions on rules, regulations, and standards regarding roadway street signage, speed limit regulations, and school zoning layouts. The Department also provided staff and resources in the cataloging and inventorying the City's Sign Inventory, which will be used to update the City's Traffic Rules and Orders. Data collection was completed, and verification of signage with existing Rules and Orders was ongoing throughout 2021. The Department also coordinated with an outside consultant to prepare reports regarding safety improvements along several corridors and intersections 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 fieldwork. 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 help 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, and developing GIS tools and methods for outfall inspection and sampling.

To protect public infrastructure and public safety, the Department reviews plans and provides inspections throughout the construction of all new and retrofitted connections to the City's water, sewer, and drainage and for any project that will cut into the public roadway system. Despite adapting to pandemic conditions, the Department responded to pre-pandemic numbers of requests for services as the demand for construction and private development increased in FY'21. In FY'21, the Department conducted 1,200 total inspections from single-family residence water/sewer connections to large-scale projects such as private utility gas main installations or private developments. Noteworthy projects requiring coordination and inspections between private developers and contractors with the City's public utilities included new subdivisions (Millwood Preserve and Orchard View), new multi-unit housing complexes (the Buckley and Bancroft Lofts), Whole Foods renovation, Nobscot redevelopment, and the new Fuller Middle School at Flagg Drive. The permitting work included almost 800 Street and Trench Opening Permits, 55 Public Way Access Permits, and a review of 200 plan submissions. Following the retirement of the City's Senior Surveyor without approval for replacement, the Department was able to support a limited amount of survey projects in FY'21, such as preparing layouts for street acceptances or confirming layouts of public property and easements. In previous years, the Department responded to approximately 300 survey requests each year. In FY'21, the Department was only able to support roughly 50 survey requests.

The Department saw a dramatic increase in records requests in FY'21 compared to previous years. The administrative staff responded to 322 record requests, including 31 formal Freedom of Information Act (FOIA) public records requests, nearly double the requests from FY '20. The administrative staff continued the file digitizing program and supplemented metadata on thousands of scanned archived files. In FY'21, the staff entered metadata for 2,713 scanned files.

FLEET, FACILITIES, AND COMMUNICATIONS DEPARTMENT

The Fleet, Facilities, and Communications Department provides critical services to various public works programs, including vehicle and equipment maintenance along with support to other agencies within the City. The Department is responsible for developing and implementing professional fleet management standards and practices; the design and procurement of all public works vehicles and equipment; and providing standardized maintenance management practices for all Public Works facilities including water, wastewater, and pumping stations. Also, the Department performs 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.



Fuel Island at the DPW Headquarters is utilized by numerous City departments.

Fleet Management

In FY'21, the Department procured the following specialized pieces of equipment and vehicles: (1) 72,000 lb. GVW Automated Side Load refuse truck and (1) John Deere Heavy Duty Backhoe tractor. These two pieces of equipment were approved for funding late in the fall of FY'21 due to the COVID-19 pandemic.

When purchasing new equipment and vehicles, the Department utilizes several contracts to obtain the best pricing available. Fleet Services takes advantage of multiple state contracts, the National Joint Powers Alliance (NJPA), and the U. S. Communities Government Purchasing Alliance.

This past winter was the 14th 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.



Fleet Repairs

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 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 Department also maintains the Watson Place flood control levee pumping station. With diesel-powered pumps and generators, this facility must be "turn-key" when called upon.

HIGHWAY AND SANITATION DEPARTMENT

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. Response to these events is critical to the protection of life and property. The Department is also responsible for the resulting debris management.



Leland Street Paving Operations.



Surface Treatment on Dennison Avenue.



Grant Street Paving Operations.

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-compliant handicap ramps, and curb-cut control measures. Drainage improvements are undertaken when possible in conjunction with roadway projects.

The Department continues to integrate and manage the use of specialized contracted equipment in conjunction with in-house resources to complete road maintenance operations. In FY'21, the program performed road rehabilitation on over three centerline miles of roadway, rehabilitation of nearly one and a half miles of sidewalk, emergency repairs, preventative maintenance, and the filling of approximately 11,000 potholes. Various road treatments were performed on a section of Grant Street, Warren Road, Walnut Road, Dennison Avenue, and Leland Street. Intersection improvements, including ADA handicap ramps, were also performed at Bethany Road and Winthrop 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 integrating City resources with plowing contractors in response to an overwhelming 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.



Removing snow with Snow Bustah in the Downtown Business District, Union Avenue.



Clearing sidewalks on Union Avenue.



Reloading a DPW sander with salt on Henry Street.

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 catch basins and manhole structures, and more than 630 drainage outfalls. During FY'21, 116 drainage structures were adjusted, rebuilt, or repaired, and over one mile of drain line was inspected utilizing closed-circuit television equipment. Additionally, the Department performed multiple drainage system repairs, including the Bates Road culvert, Woodmere Terrance outfall, Highgate Road drain line, and Grant Street 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 catch basins utilizing in-house resources to remove and dispose of silt, sand, and debris. In FY'21, 6,552 catch basins were cleaned in accordance with the permit, and over 600 tons of material was removed from the drainage system of as a result of this effort. An additional requirement of the NPDES permit that the Department satisfied was 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 implemented an aggressive street sweeping program, including the daily sweeping of main streets, weather permitting, and the annual citywide street sweeping program. The Urban Street Sweeping Program encompasses approximately four designated urban areas and consists of 30 miles of roadway, which is swept monthly from May to November. The Department installed 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, 1,000 feet of channel realignment, a pump station, interior drainage, and a vehicular flood gate.

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, 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 and Forestry Management Program

Framingham was named a Tree City USA again in 2020 for the 30th consecutive year. The Department is responsible for promoting, preserving, and enhancing 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. Due to the COVID-19 pandemic, this year's event was a small removal and planting project at the Carol Getchell Trail.

Statutory requirements to maintain minimum clearance over the 225-centerline mile roadway network is a primary and recurring function of the Department. In FY'21, over 140 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 also 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'21, personnel performed 71 hazard tree removals and planted 70 trees.

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 locations requiring consistent mowing, mulching, weeding, and watering. Over 70 miles of roadside mowing was completed in FY'21 utilizing Department personnel and equipment.

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'21, 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 6,093 RDC stickers sold. In addition to the difficult-to-manage waste collected at the RDC, the Center collected 326 tons of segregated recyclables. Through fees collected for services, approximately \$355,880 was generated for the City's FY'21 General Fund. Mattress collection and disposal in particular increased by over 65% due to COVID-19 policies put in place by private companies.

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 6,305 tons of curbside recyclables and 14,316 tons of curbside refuse was collected.

The Department provided special curbside collections for brush, leaves, and Christmas trees in a condensed schedule, presenting operational challenges and requiring the support of other Public Works Divisions. The Department is also responsible for managing collected



Arbor Day tree planting at the Carol Getchell Trail.



A total of 6,305 tons of curbside recyclables were collected in FY'21.



Electronics Recycling Day, June 2021.

waste, including processing and hauling for disposal. The Department offered a Household Hazardous Waste Day, which 439 residents attended. Shred Fest, a paper shredding event, was held in April, and Electronics Recycling Day, in June. Both events were well attended, with a combined total of over 1,600 residents.

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 to 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.



Spring Shred Fest, April 2021.

In FY'21, the Department obtained an annual sustainability grant from the MassDEP and was awarded \$38,500.

LIGHTING AND SIGNALS DEPARTMENT

The Lighting and Signals Department is responsible for the operation and maintenance of the Framingham Fire Department (FFD) and Department of Public Works (DPW) communication systems; the 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 914 fire alarm boxes strategically located throughout the City that report directly to FFD dispatch. Of the 914 boxes, 601 are master boxes that protect individual properties, and 313 are street boxes. During FY'21, approximately 2,100 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 transfers fire alarm cable from existing Verizon poles to newly installed ones.

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 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 287 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 29 20 MPH School Zone Signals. Of the 29 signals, 12 are solar-powered. The Department installed six new solar school zone signals, including two on Pleasant Street at Brophy Elementary School, two on Elm Street at Stapleton Elementary School, and two on Brook Street at Walsh Middle School. Staff responded 86 times for signals not working properly, including timing adjustments, signals burnt out, repairs, installation, and preventive maintenance.

Pedestrian Crossing Solar Signals

The Department maintains a total of 58 pedestrian crossing solar signals. When properly utilized, a rapid flash beacon will activate to allow safe crossing. Staff responded 28 times to various signals for maintenance and damage.



Rectangular Rapid Flashing Beacon (RRFB) sign installation on Summer Street.

Speed Feedback Signs

There are 16 speed feedback signs. In FY'21 the Department installed four new speed feedback signs, two on Nixon Road, one on Elm Street, and one Concord Street. All 16 signs are solar-powered. The signs are programmed to display the speed of on-coming cars. The signs will flash when the speed exceeds the programmed speed limit. The Department works with the Traffic Commission to determine speed limits and locations.

Street Lighting

There are 5,175 streetlights throughout the City. Staff responded 91 times for the investigation of malfunctioning streetlights. Twenty 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.



The Lighting and Signals Department is responsible for the City's street light maintenance.

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, seven 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 2020, an average daily water usage of 5.78 million gallons per day was purchased from the MWRA.

Average Daily Water Usage (Million Gallons per Day)				
2016	2017	2018	2019	2020
6.12	5.67	5.75	5.60	5.78

The Water Department continues to place a significant emphasis on reducing water losses by identifying and repairing leaks. Due to budgetary constraints, no leak detection survey occurred in FY’21. To remain in compliance with MWRA’s bi-annual leak detection regulations, the next leak detection survey is scheduled for FY’22.

The Department has continued 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’21, approximately 1,500 feet of water infrastructure and associated appurtenances were replaced using this approach on Hillcrest, Berkshire, and Hampden Roads. The Department was also able to abandon an old 8” redundant water main from 1923 and install all new water services on Prindiville Ave, which are now connected to the new 12” water main.

In addition to construction activities, 170 excavations were required to repair water system issues throughout the year. To ensure proper hydrant operation, 254 hydrants were repaired, and 31 hydrants were replaced. Further, the Department responded to 652 first response calls for customers in need of immediate assistance. Service data is on a calendar year basis.

In FY’21, staff completed 369 water meter installations, performed approximately 5,000 backflow device tests, and installed 83 new backflow devices.



Hydrant Flushing, Fall 2020.



Replacing antiquated water main with new ductile iron pipe.

The Department performed over 900 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.

In June 2021, the Water Department received a Public Water System Award from the Massachusetts Department of Environmental Protection (MassDEP) for outstanding performance and achievements in the Large Consecutive Community Systems Category for the calendar year 2020. MassDEP selects eligible public water systems based on specific criteria, including excellent water service to the public, no violations or non-compliance issues, and efforts that support public water supply services, such as source water protection, water quality, and conservation.

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



Public Water System Award from the Massachusetts Department of Environmental Protection (MassDEP).



Water Department staff proudly display MassDEP Water System Award.

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 Wastewater Department's vactor truck providing assistance.

The Department reports on wastewater generation on a calendar year basis, and for 2020, the average daily collection of wastewater was 6.82 million gallons per day. The highest monthly average day flow occurred in December, with 10.2 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 identifying and removing 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 monitor and control pumping stations remotely, 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 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'21, the Department implemented an in-house sulfide sampling program to obtain more frequent samples and trend the data. Regular in-house sampling will help with determining maintenance plans and upgrades to the system.

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'21, approximately 1,250 feet of wastewater infrastructure and associated manholes were replaced using this approach on Saxony Road, Chappellwood Road, Walsh Street, Fenton Street, Stevens Road, and the demolition of the old Speen Street pump station building. Department staff rehabilitated 63 additional manholes at various locations. The Wastewater Department also coordinated and managed the rehabilitation of approximately 3,000 feet of sewer mains in various locations utilizing the City's on-call rehabilitation contractor.

In addition to construction activities, 29 excavations were required to repair wastewater system issues throughout the fiscal year. Staff completed 11,674 pump station inspections in FY'21, checking pump run times, recording measurements, and ensuring that stations are working effectively.

The Department also completed a closed-circuit TV (CCTV) video inspection of approximately 17 miles of



Excavating for sewer main replacement.

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 CY'20, Department staff responded to approximately 5,115 Dig Safe requests.



 JVA JOHNSON LEWIS ARCHITECTS

School Building Committee Meeting
September 25, 2018

New Fuller Middle School - Aerial View

DEPARTMENT OF BUILDINGS AND GROUNDS

The Buildings and Grounds Department currently maintains 16 school-owned buildings comprising 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 70 custodians, 12 maintenance personnel, 6 office support staff, a maintenance foreman, a director and assistant director. The Department is guided by a number of objectives, including: adherence to safety and health standards; provide cleaning and maintenance inside and outside of all School building structures; ensure security of buildings; plan for and monitor efficient use of buildings; and provide year-round maintenance of grounds.

In addition to routine maintenance and cleaning of all buildings, the Buildings and Grounds Department oversees and coordinates all inspections, including applicable, routine federal, state, local and district inspections. The Department also manages routine and annual City of Framingham building inspections, fire alarm inspections and elevator inspections at all School buildings.

FY'21 was a challenging year for many reasons. A very big challenge our Department underwent was preparing and managing all buildings throughout the COVID-19 pandemic. In order to provide a safe and healthy atmosphere, School Custodians performed

increased cleanings, disinfecting, and sanitization efforts. Additionally, Maintenance staff installed social distancing markers and barriers to ensure proper social distancing. The Department completed an air quality assessment of all School's and anticipates undertaking another assessment in the next fiscal year. To help comply with DESE, Department of Public Health, ASHRAE and Federal guidance, the Department purchased air purifiers for every classroom and office, installing them throughout the District. Additionally, the Department upgraded all air filters to the highest ratings our current systems can manage. Our staff worked tirelessly to ensure School operations could continue safely and the learning environment was minimally disrupted.

In anticipation of demolishing the old Fuller Building, the Department was very busy with preparations. The Department packed and moved all furniture, fixtures and equipment into other facilities and storage areas. This included relocating all technology equipment; classroom furniture and equipment, and relocating central offices throughout the district. Additionally, the Department relocated the entire Maintenance garage to Farley and completed system shutdowns to ensure safety and limit the District's liability.

We are pleased to report the new Fuller Middle School construction project is on schedule and will be ready for the grand opening in the fall of 2021. This state-of-the-art school will help educate the next generation of Framingham youth in a unique and exciting setting. We are thankful for the continued support of the community and looking forward to opening the doors to hundreds of students on the first day of the 2021-2022 school year.

The remaining 15 School Buildings have either had significant repairs done or additions completed over many years that have prolonged their useful life. The Department maintains the District's 20-year Capital Plan that focuses on improvements to all 16 buildings. The Department's maintenance and improvement plan is guided by the 20-year Capital Plan as well as the conditions that exist or emerge in the buildings. The support for these planned improvements has come from the City and alternative funding sources such as various MSBA programs. Through the Capital Budget plan, the Department has been successful in extending the useful life of all buildings, especially in ensuring the multiple buildings aged 50 and over remain online and support District operations on a daily basis. This year's FY'21 Capital Budget request for \$3,605,000 has allowed us to continue our efforts to ensure all School buildings are safe, structurally sound, fully functional, and the exterior envelope is weather-tight.

As previously mentioned, our 20-year Capital Plan is what guides the Department in identifying the future needs throughout the District. Staff utilized this plan in developing the FY'22 capital proposal. These projects will focus on repairs to various exterior envelopes of School Buildings; paving and stormwater upgrades; HVAC improvements; and security improvements that will allow the Department to continue maintaining and upgrading all School buildings.

Throughout FY'21, various improvement projects were undertaken at all School buildings. Those projects include:

- **District-wide Improvements:** The Department maintains a warranty contract with Weatherproofing Technologies Warranty Renewal Program for District facilities. This work is conducted routinely and will continue into future fiscal years. To improve security, BCM Controls installed and programmed an Access Control System (ACS) to exterior doors throughout the district and added card readers to multiple doors. American Alarm system upgraded and added cellular modules to various School Building security systems throughout the District. Meraki installed interior and exterior cameras to various buildings throughout the District. Old signage and out of compliance ADA signage were replaced throughout the District.

Additional improvements conducted during FY'21 are below, listed by school:

- **Framingham High School:** Staff refinished gym floor; completed design of a new vertical wheelchair lift, installation is expected during FY'22; emergency catch basin repair was conducted by Newport Construction.
- **Old Fuller Middle School:** Previously mentioned in the report.
- **New Fuller Middle School:** New Fuller construction is ongoing. The ramp at the front of the building for bus pick up and drop off was completed; steel fabrication was completed; auditorium and gymnasium joists were set and deck operations were completed; coordination efforts are ongoing with the 1st floor as the final area left for completion; the concrete roof deck was completed and completion of the gym and auditorium decking allowed various trades the ability to begin work, helping improve the project schedule; student desks and utility carts were purchased and received; fiber optic cables were installed throughout the facility, with a fiber link from McCarthy to the new Fuller completed.

- **Cameron Middle School:** Due to the age and condition of the roof, various leaks occurred throughout the year. Repairs are ongoing and expected to continue into FY'22; a new, more efficient boiler was installed; and routine chiller maintenance was performed, helping to extend the life and decrease the need for replacement.
- **Walsh Middle School:** Atlantic Elevator installed new travel cables to the elevator, ensuring continued safe usage; installation of a new roof exhaust fan was completed; classroom desks were purchased and installed; design for the new mezzanine was completed, and construction is expected during FY'22; repairs to various sidewalks and curbs were completed; and the building's generator was repaired.
- **Barbieri Elementary School:** An old, inefficient HVAC rooftop unit was removed and replaced; to continue ADA improvements, a new guard rail was installed; staff supported the technology relocation of 20 desks, 100 chairs, and one café table.
- **Brophy Elementary School:** Newport Construction completed site improvements that included driveway and parking lot paving, and stormwater improvements; repairs to the wheelchair lift were completed, ensuring continued accessibility; staff purchased and replaced 11 cafe tables.
- **Dunning Elementary School:** Staff purchased and installed new furniture in the library.
- **Hemenway Elementary School:** The District completed and submitted a Statement of Interest (SOI) to the Massachusetts School Building Authority (MSBA) to fund a feasibility study that will look at the possibilities associated with renovation or replacement of Hemenway with potentially a new elementary school.
- **Juniper Hill School:** Replacement of the center roof exhaust fan was completed.
- **King Elementary School:** The design of new concrete stairs at the front entrance that will replace the current, failing stairs, was completed. The Department anticipates the completion of this project to occur during FY'22.
- **McCarthy Elementary School:** In an effort to upgrade the technology infrastructure, a new fiber optic link was completed that connects McCarthy with the new Fuller.
- **Potter Road Elementary School:** Staff purchased and replaced furniture within the library.
- **Stapleton Elementary School:** Staff purchased and replaced 8 tables within the cafeteria.
- **Thayer Campus/Alternative High School, Lawrence Street:** Repairs to the deteriorating chimney were completed, including repointing of masonry.
- **Transportation Building:** Routine facility maintenance was performed in addition to the previously mentioned items.
- **Wilson Elementary School:** To ensure the continued usage of the building's chiller, maintenance was performed, helping extend the life and saving the District from potential costly repairs.
- **Farley Building (MassBay):** Staff were very busy preparing the Farley Building, and moving central office's into the building. In anticipation of this move, the bathroom renovation project was completed; upgrades to the electrical system were undertaken; installation of additional data runs throughout the building were completed; new furniture was purchased and installed; staff moved all furniture, fixtures and equipment from the old Fuller Building, various school buildings throughout the District, and the storage facility in Ashland into Farley; staff completed the relocation of Buildings & Grounds, including the Maintenance garage and operations; staff completed multiple building renovations to support office relocations; and the design of a new generator was completed, and anticipate construction to be completed in FY'22.

Due to the COVID-19 pandemic, permitted usage within School Buildings was greatly reduced throughout FY'21. The Department did begin issuing usage permits in the fall of 2020 but limited usage to ensure health and safety guidelines were met. Those permits were primarily limited to other Departments within the District and a few outside organizations that supported our operations. We anticipate returning to normal permitting operations during FY'21.

THE OFFICE OF HUMAN RESOURCES

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 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 Associate Director of Human Resources and Talent Development, an Assistant Director of Talent Growth and Development, 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 continued COVID-19, the Office will continue to deal with paid leave, ADA, and other staffing matters and concerns arising out of the pandemic. In addition, the Office collaborates with all departments, offers support and guidance to supervisors with the supervision and evaluation, establishes hiring practices and procedures, ascertains faculty qualifications, listens to staff concerns and contractual grievance hearing, conducts investigations, negotiates contracts, maintains personnel files, creates job descriptions, collaborates with and acts as a conduit to Payroll, etc. 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 conduct stay interviews as well as weekly virtual office hours. In addition, this school year the District's talent growth and professional development will be spearheaded by the Office of Human Resources; we envision provisioning culturally sensitive and content specific development opportunities to all of our employees.

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 2021-2022 continues to be mainly focused on the recruitment and retention of staff, improvements in customer service, as well as the maintenance and proliferation of our HRIS.

DEPARTMENT OF SPECIAL EDUCATION

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 August, 2021, 2,112 students with disabilities (1,905 in-district and 207 out-of-district) are 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) with Autism continues to require additional classrooms throughout the district.

Growth of Specialized Programming due to Growth in Students with Autism					
	SY17-18	SY18-19	SY19-20	SY20-21	SY21-22
Pre School	BLOCKS -2 half day classrooms -2 full day classrooms	BLOCKS -4 half day classrooms -2 full day classrooms	BLOCKS -5 half day classrooms -2 full day classrooms	BLOCKS -5 half day classrooms -2 full day classrooms	BLOCKS -6 half day classrooms -1 full day classrooms
Elementary	Dunning- 4 classrooms	Dunning- 4 classrooms	Dunning- 4 classrooms King- 1 classroom	Dunning- 4 classrooms King- 1 classroom Brophy- 1 classroom	Dunning- 4 classrooms King- 1 classroom Brophy- 1 classroom
Middle School	Fuller- 1 classroom	Fuller- 1 classroom	Fuller- 1 classroom	Fuller- 1 classroom	Fuller- 1 classroom
High School	FHS- shared classroom with Autism and Intellectually Impaired	FHS- shared classroom with Autism and Intellectually Impaired	FHS- shared classroom with Autism and Intellectually Impaired	FHS- 1 classroom	FHS- 1 classroom

As you can see from the visual above, due to our steady and rapid growth at the preschool level, our elementary classrooms for students with Autism have doubled from four to eight in the last five years. This will have a domino effect as the students graduate from elementary school and move to Fuller Middle School, which is where the program resides. While we did plan to add an additional classroom for students with Autism at the new Fuller Middle School, we will likely have to look to add an additional strand at one of our other middle schools to accommodate the exponential growth of the program.

Our PreK-5 program for students with intensive multiple disabilities expanded to Cameron Middle School in SY'18. This past year we expanded the program to the high school so we now have a program for students with multiple disabilities from PreK-12 in Framingham. While there are financial benefits in creating internal programming, it is in the best interest of the children and families to continue to be a part of our school community.

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 continued their consultation with our middle school Language Based Learning Disabilities (LLD) staff this past year at Walsh Middle School. This consultation will continue in the 2021-2022 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.

THE 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 pre-schools, 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; processing 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's 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 community and school personnel responsible for providing education and related support services to homeless children and youth.

In School Year 2020-2021, we:

- Registered 1,616 students
- Continued the use of the online student registrations system called Registration Gateway
- Registered BLOCKS preschool students
- Identified 636 McKinney-Vento Homeless Students
- Supported 77 students who were in DCF/ESSA
- 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 pandemic had a strong impact on the arts both in school and extracurricular. The middle school schedules were revised to include SEL blocks to be facilitated by art, music educators in place of band, theatre and chorus. The COVID-19 restrictions made singing and playing in grades 5-12 virtually impossible. Please find below highlights of the 2020-2021 school year:

Music

Continued to expand the grade five band program: 80% of our grade five students are now taking band lessons. All concerts were virtual.; Expanded our grade five string program to include Barbieri, Stapleton and McCarthy and now Harmony Grove (Curriculum and Instruction); The Framingham High School Marching Band: took a pandemic year off but did run a camp in late Spring (Curriculum and Instruction); Band and vocal teachers in grades 6-12 produced virtual concerts (Family and Community Engagement).

Visual Art

FHS students and staff received 18 awards in the Scholastic Art Competition. This is the highest number of awards in our recent history and all done virtually! Even in a virtual world FHS was recognized in the Scholastic Art Awards. Of special note, one student received a National Gold Medal for her art.

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 festivals were cancelled due to COVID-19 school closings. However, our students entered the virtual Musical Theatre and Monologue Competition and placed first in both of these state wide events. All three middle schools presented virtual productions in the fall and winter (Community engagement) Two middle schools presented virtual spring productions, Walsh Middle School, *You're a Good Man Charlie Brown* and Fuller Middle School, *Badger*. Cameron Middle School produced an outdoor musical in June, *Honk!* With the support of the district, FHS presented 4 virtual productions (Community engagement) and a Book Series which was filmed and then used in the Elementary Art classrooms (Curriculum). Finally, FHS was able to produce a fully realized, outdoor production of *Shrek the Musical* in May.

DEPARTMENT OF HEALTH AND WELLNESS

The Department of Health and Wellness staff including nurses, social workers, school counselors, and psychologists promote 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. Staff in the department at the district level, including the district PBIS Coordinator, the Social Emotional Mental Health Team (SEMH), the McKinney-Vento Clinical Care Coordinator, the Attendance Supervisor, and adolescent health nurses provided direct support and consultation to district educators with regard to a variety of issues that impact student learning. The department partnered with Wayside Youth and Family Support Network to embed to clinicians at McCarthy and Framingham High School. Bridge for Resilient Youth in Transition (BRYT) programs continued at Framingham High and Cameron Middle School. A new BRYT program began services at Brophy Elementary School.

Encouraging our students' physical, social, emotional and behavioral growth through the creation of supportive learning environments is essential to their school and life success. In the midst of the COVID pandemic, the implementation of district-wide social emotional learning (SEL) programming continued at the elementary level.

Planning for and development of a new Code of Character, Conduct, and Support began in earnest in January 2020 and continued through the months of the pandemic. A District Task Force of senior leaders and a multidisciplinary Task Force of educators, parents, and other community stakeholders met regularly through late spring of 2021 when the draft Code was introduced to all constituents in the community. The Code was approved by School Committee in July 2021. This guiding document provides educators with the tools necessary to provide restorative supports and interventions that assure our students will thrive academically, behaviorally, and emotionally. Its use will result in discipline practices that are at once accountable, respectful, equitable and fair, viable, and restorative. It will support educators and administrators to decrease the overuse and disproportional use of disciplinary responses, disproportionate application of disciplinary response, rates of students with repeated unskillful behaviors, and incidents of bullying, harassment, and discriminatory acts.

The COVID-19 pandemic presented numerous challenges that were addressed by Health and Wellness staff. Mitigation strategies included pooled testing, staff testing, contact tracing, managing symptomatic students and staff, quarantine and isolation monitoring, regular outreach to and communication with students and families, and management of the Call Center staff.

DEPARTMENT OF COMMUNITY RESOURCE DEVELOPMENT (CRD)

The Department of Community Resource Development (CRD) oversees the out of school time (OST) programs for the district from FHS Daycare to Flyer by Night continuing education program. Additionally, the department manages over 30 partnerships with a variety of community organizations ranging from Mass Audubon, Metrowest College Planning Collaborative, Metrowest YMCA, West Suburban YMCA, Boys and Girls Club, and more.

During FY'21, CRD focused on providing remote learning centers during the COVID-19 pandemic when school was remote. CRD provided four remote learning centers for about 200 students. When school returned to hybrid learning, the Department then pivoted to a remote learning center and before and after school programs across the district including the expansion of Explorers at Dunning and Potter Elementary. The final explorers expansion will be at Hemenway during the 2021-2022 school year.

At the secondary level, the Department was awarded the 21st Century Community Learning Centers grant program for Cameron and Fuller middle school, an average of \$200,000 per year over the next 5 years.

This award is an expansion of the current Walsh Middle School after school program. Students will participate in college, career, social emotional learning, and entrepreneurship programming.

Find us online at www.fpscrd.org.

DEPARTMENT OF TECHNOLOGY

The Department of Technology (DT) oversees and supports technology for approximately 1,900 district staff members and 9,500 students across 17 sites. DT provides a wide breadth of services to address technical issues, digital security, networking, data, state reporting, digital curriculum support, and professional development. DT also supports many community and after-school programs.

During the 2020-21 school year, the district switched to a fully 1:1 model for all students. The Department expanded its role to be responsible for instructional training for all teachers to help learn to adapt to a remote and then hybrid model. Teachers were all supplied with numerous tools to help in teaching including document cameras, projectors, bluetooth speakers and headsets. Using online training sessions, teachers were taught either Google Meets or Zoom to conduct remote classes. They were given and trained on classroom management tools such as Securly and Kami to facilitate online learning.

Numerous moves also impacted the Technology Department. The staff moved from Framingham High School to Barbieri Elementary School in February. The team helped with the move for all admins to the new location at Farley and staff assist with the technology requirements at the new Fuller Middle School location.

DEPARTMENT OF ADULT ESL PLUS

Framingham Adult ESL Plus enrolls over 800 students in English as a Second Language (ESL), High School Equivalency, and Citizenship classes. We are the largest publicly-funded adult basic education program in the state, and the administrators of Adult ESL serve on boards and coalitions across the state, including convening Framingham Community Partners and the Metrowest ESL Fund.

We are eager to start the new school year with a program plan reflecting 18 months of growth. Within one week of the 2020 lockdown, Adult ESL had 100% of its classes providing synchronous online learning, and our teachers and advisors spent untold hours reaching out to students to support them through the pandemic. For the 2021-2022 school year, we are excited to come back to in-person classes, but we will keep a robust online presence, as 40% of our students and staff have registered to stay online: 18 of our evening classes will be held at Fuller Middle School, six morning classes at the Brazilian American Center (BRACE), and 17 classes will be held online, using Zoom and Google Classroom. We have also relocated our office space to Farley.

With grant funding from the Massachusetts Department of Education, Adult and Community Learning Services (ACLS) and the MutualOne Charitable Foundation, we purchased new Chromebooks to loan out to remote students. Our administration team, teachers, and student advisors have spent the summer working on curriculum projects to support all components of our new design.

Based largely on its success enrolling and retaining students during the pandemic, the program received a 20% increase in its grant funding from ACLS to enroll more students, but the demand for classes far exceeds the supply: we held our first new student registration in 18 months, and we had 10 applicants for every available space.

The SARS-CoV-2 pandemic knocked everyone down, but some people need more help getting back up. The staff at Framingham Adult ESL Plus looks forward to helping our students build the fluency, literacy, and numeracy skills they'll need to flourish in the recovering economy.

OFFICE OF TEACHING AND LEARNING

The Office of Teaching and Learning led the district curriculum review for content areas in FY'20, including: Grades K-5 History and Social Science, Grades 6-8 Technology Education and continued work in both Grades 6-12 English Language Arts (ELA) and Grades 9-12 Science. While curriculum work was impacted as a result of COVID-19, school based coaches, department heads, and educators worked diligently as the district shifted from a remote teaching model to a hybrid model to an in-person model.

Professional development was provided in accordance with the Department of Elementary and Secondary Education's allowance of up to ten professional development days to begin the school year. These days were utilized to provide voice, choice and agency through targeted professional development on Universal Design for Learning, as well as an opportunity to unpack the necessary curriculum, resources and technology tools with peers. In this way, regardless of the learning model (remote, hybrid, or in-person), the curriculum and standards would be covered and students would learn the necessary skills.

Student attendance and chronic absenteeism remained a high priority concern. In collaboration with the Department of Technology, the Office of Teaching and Learning established structures to support schools in identifying students with attendance concerns. Monthly data meetings continued between school administrators and district leaders, and together we were able to create systems for providing more targeted interventions for students at risk. During the end of the year discussions with building based leaders it was determined that elementary Reading teachers would be put into place, based on data, to support struggling students in grades K-2 with early literacy intervention.

During 2020-2021, the district continued to support 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 spring due to the school year moving from 180 days to 170 days. 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 adjusted to support the reduction of screen time for our youngest learners by providing opportunities for small group instruction in the afternoon portion of the day. The consistency in schedules across all elementary schools and the three middle schools provided all students at each level with equal access to curriculum and instruction and helped to increase collaboration opportunities within schools as well as across schools.

The Office of Teaching and Learning also expanded SAGE opportunities during the 2020-2021 school year. Taking advantage of the remote learning option, the middle schools were able to complete cross district instruction where students were able to interact with students from other schools and were taught by teachers with specific interests

and specialties using a course catalog model. In the elementary schools, we continued to screen students from referrals made by stakeholders but expanded the screening to both universal testing of all First Grade students in all nine schools and targeted testing of Second Grade students at Dunning, Harmony Grove (formerly Woodrow Wilson) and Barbieri elementary schools.

The Office of Teaching and Learning supported a variety of professional development opportunities for staff. This training included, but was not limited to, Universal Design for Learning, Learning A to Z, iReady, TCI, Newsela, Grade Level/Content Collaboration sessions, and the Algebra I textbook.

Additionally 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 from remote teaching and learning to a hybrid model and then to an in person model. Coaches, department heads, administrators, and educators worked collaboratively with the Office of Teaching and Learning to provide consistency in experiences for students that considered the various learning model and provided high quality options for tasks that were aligned to the standards within each scenario. This same group analyzed formative and summative assessments and planned for student needs as we forecasted the return in the 2021-2022 school year.



The Framingham Public Library's (FPL) core mission is to support, encourage, and provide equity of access to information, resources and education, with the ultimate goal of improving individual lives and the community as a whole. In FY'21, this mission took on a new level of urgency as we faced the COVID-19 pandemic. At stake was not only equal opportunity for learning and enrichment, but the very health and well-being of Framingham residents. As is often the case when crisis hits, residents turned to their public library—not just in Framingham but nationwide. Libraries all over the country stepped up to provide critical resources, help clarify and present crucial information, and provide a lifeline to the communities they serve.

The Framingham Public Library, in partnership with our City Divisions and Community partners, and under the guidance of our City Leadership and Department of Public Health, was called upon to reimagine library services and access to resources during this crisis. This meant establishing new and innovative ways to continue to provide our community with outstanding library services in programming, collections, education, and research. And it meant leveraging our staff's creativity and the library's nimbleness to rethink priorities, reallocate resources, and ensure access to critical information and special services—especially for vulnerable populations—during this pandemic year.

Meanwhile our collaborative, creative, and dedicated staff continued to grow collections and services, diversify and expand programming, expand technology, and build and develop community partnerships in FY'21.

COVID-19: Framingham Public Library's Response

By the beginning of FY'21, on July 1, 2020, nearly all staff were fully back in both buildings providing curbside pickup, virtual programming, and working on various community and City partnerships including Senior Wellness checks and COVID-19 related mailings, mask distribution and collection, and the City Info Line, to name a few. We were pleased to open the library's doors in August of 2020 for access to computers and the internet. In April of 2021 both libraries opened for full access to the collections and to our wonderful staff, while we maintained virtual access and programming and curbside pickup.

As challenging as the pandemic was, we learned so much about ways we could better serve our community of library users. We adopted effi-

ciencies, new processes, and new services that enriched what we do and offer, that exponentially increased our reach—services that we intend to sustain. Among the most successful of these is Chat with a Librarian,

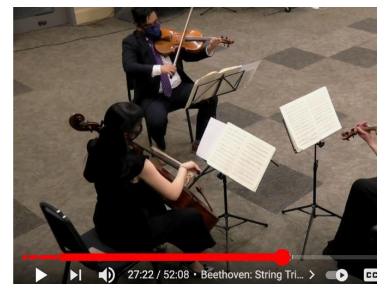
Take and Make Crafts and Projects for all ages, a Digital Newsletter, the FPL YouTube Channel, Homework Center Summer Book Groups, virtual English Language Learning Conversation Classes and tutoring via Literacy Unlimited, use of our outdoor spaces at both the Main Library and the McAuliffe Branch Library for programming, and recording, sharing, and live streaming of events and programming.



Virtual Programming, Digital Collections, and Library Usage

Every year FPL staff work hard to offer innovative, impactful, enriching programming for all ages. This year was no exception. And although we missed inviting our patrons into our library buildings, we were inspired by the engagement and attendance at our virtual programming. Programs included Virtual Storytimes, Video Game Hangouts, Exercise Classes, Brown Bag Lectures, Adventures in Lifelong Learning Courses (in partnership with Framingham State), concerts, and FPL Kitchen Cooking Demonstrations. We had more than 20,000 total participants in our programs in FY'21.

Understanding how important it was that our community was able to access our collection, we also increased our digital collection of audiobooks, ebooks, and streaming video and music. Usage of this collection increased by 50%. Our Newsletter circulation increased by 50% as well. We had 1.6 million hits across various social media platforms, over 300,000 website hits, and 72,000 YouTube impressions.

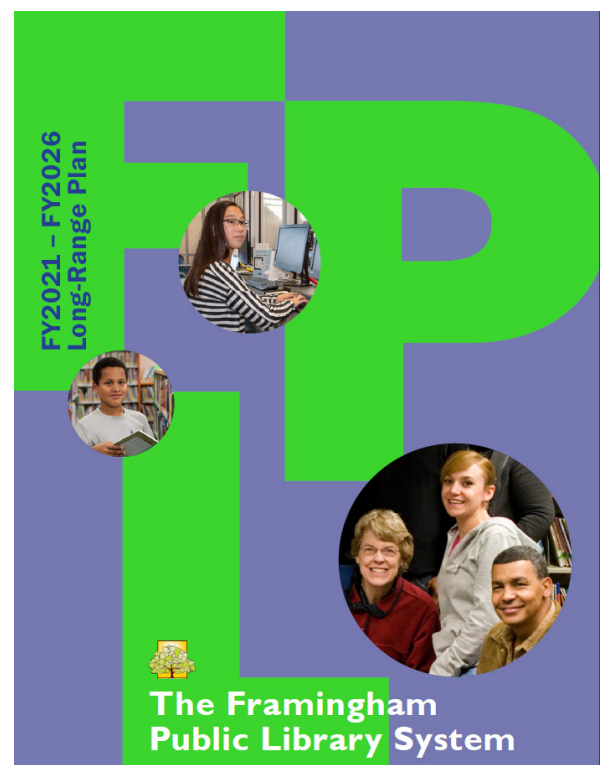


Framingham Public Library System FY'21-FY'26 Strategic Plan

In FY'21, the Framingham Public Library was proud to unveil its five-year Long Range Strategic Plan. This plan is a patron-first, user-oriented roadmap to realizing FPL's vision to be the premier destination for lifelong learning and enrichment, equity in education and life-changing opportunities, and access to cutting edge technology and pursuits in creation and innovation, for Framingham and beyond.

The FY'21-FY'26 Strategic Plan was developed with active input from key stakeholders and the community. The Strategic Plan Committee consisted of Library staff, administration, and trustees, who conducted interviews, surveys, and focus groups to determine the needs and wants of our community. The visual layout and design, which was all produced in-house by our amazing graphic design team, was meant to be bold, accessible, and written with the library user in mind.

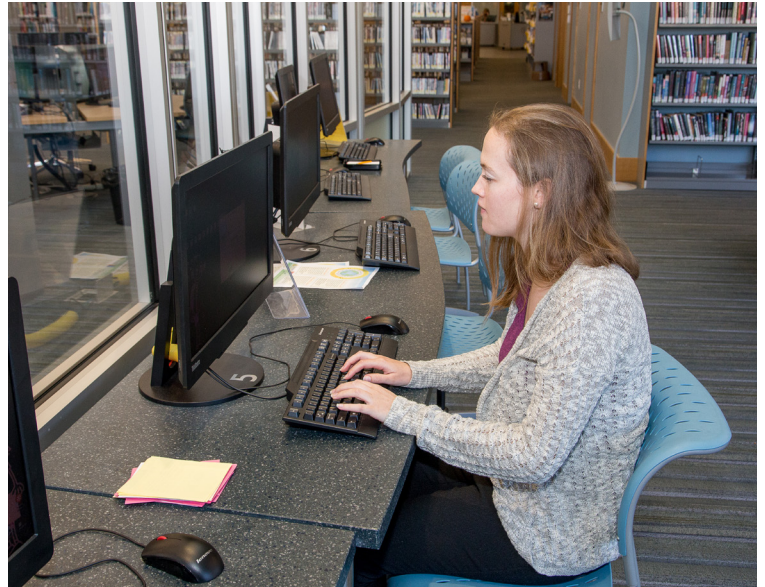
This Strategic Plan is big picture and structured on wide-ranging goals, long-term vision, and foundational values. In order to measure our accomplishments, we designed the plan to be accompanied by Annual Action plans. FY'22's Action Plan is already well under way. You can access both the Strategic Plan and the Annual Action Plan on the Mission and History page of our website.



Technology

Robust, up-to-date technology and systems are critical for the library patron experience and staff productivity. Our Department of Library Technology, in partnership with City Information and Technology, finalized a library-wide equipment and systems upgrade which will be implemented in FY'22 and will ensure a strong foundation for future projects, along with efficient, secure library operations. This upgrade will ensure that staff have the access they need to do great work no matter what—or where—and that patrons have the up-to-date computers and devices both for in-library and home use.

In addition to our technology upgrade, the Library completed an upgrade to our small meeting room presentation equipment. Our small meeting rooms at the Main Library have been equipped with brand new monitors and conferencing equipment to ensure the best user experience.



During this pandemic year, we were reminded that access to technology such as reliable Wifi, internet, and computers is a critical lifeline at all times, but especially during a crisis. The Library applied for and received a grant which provided 100 new Wifi Hotspots, which we will provide to our community to ensure kids can access their homework, seniors have the critical lifeline to services, and everyone can apply for jobs, fill out online forms, and complete important tasks impossible without strong, reliable Wifi.

Spark Lab at the Framingham Public Library and the Library of Things

While our buildings were partially closed, our Spark Lab team at the Framingham Public Library was hard at work building our collection and planning new exploration, building, and creative projects for our community to enjoy. New additions to the collection were a mandolin, a guitar and amplifier, a DSLR camera, Chromebooks, and forts.

Additionally, a number of new engineering tools, gadgets, and Makers materials were added to our Spark Lab at the Framingham Public Library collection. We are eager to welcome our community back in the Fall for a full schedule of programming.

FBRC Business Resource Center

Framingham Public Library was privileged and pleased to partner with Mayor Spicer's office to establish a Business Resource Center at the Framingham Public Library! This is a one stop shop designed to support small business owners, budding entrepreneurs, job seekers, and individuals looking to reenvision their career paths or simply learn a new, enriching, or marketable skill. Thanks to an Urban Agenda Grant obtained by the Mayor's office, resources available at the Center will include LinkedIn Learning, which offers over 14,000 different courses on almost anything you can imagine, O'Reilly Business Resources, a PC equipped with Adobe Creative Suite, and a fully trained reference staff ready to help our business owners navigate City processes and resources to grow and improve their business.

The City of Framingham and Framingham Public Library Proudly Present:

Framingham Business Resource Center

at Framingham Public Library





IDEAS HAPPENING HERE

The FBRC is your one stop shop for:

- Expert guidance for City of Framingham business resources, forms, and procedures
- Small business and entrepreneurship support
- LinkedIn Learning's database of 16,000 video courses in business, software, technology, and creative skills, taught by recognized industry experts
- Print and electronic business resources and databases.

Plus our state of the art Business Center PC comes equipped with Adobe Creative Cloud which gives users the ability to create and edit photography, design, video, web, UX and more.

Main Library | 3rd Floor | 49 Lexington Street | Framingham, MA

    The BRC was funded by the Commonwealth of Massachusetts, Executive Office of Housing & Economic Development's FY21 Urban Agenda Grant Program.
Framingham Public Library | 508-532-5570 | www.framinghamlibrary.org

Staffing

Our wonderful FPL community celebrated the culmination of several careers this year. Among our FY'21 retirees were; Linda Goldberg, Borrower Services Staff; Linda Benjaminsen, Supervisor of Technical Services; Anne O'Connell, Coordinator of Literacy Unlimited; and Yanick Garnier, Technical Services Staff.

While we are sad to see these retirees go and grateful for all their dedicated years of service, we are incredibly excited to welcome a new team of energetic, innovative, creative professionals to our Library.

Farewell and thank you to Mark Contois, Framingham Public Library Director 2006-2010, 2012-2020

The Framingham community will be forever grateful to Mark Contois, Director, who retired in August of 2021, for his incredible dedication to this Library and to our community. Under his Directorship, FPL enjoyed tremendous growth and development in programming, collections, and partnerships. His many initiatives, his collaborative spirit, and his exuberance and enthusiasm for libraries and for Framingham will continue to benefit this community indefinitely. Thank you for everything, Mark.



Trustees

Our Board saw some transition in FY'21 as we said a grateful goodbye to Elizabeth Roy, who stepped down after serving as Chair and tirelessly giving her many talents to a number of Library initiatives. Thank you, Elizabeth, for your service to the Library and to Framingham! We are also grateful to Ruth Winett, long-time board member and former Chair, for generously lending her considerable expertise to the role of Chair of the Board.

We were also pleased and excited to welcome Millie Gonzalez, Framingham State University Librarian, as our new Library Trustee.

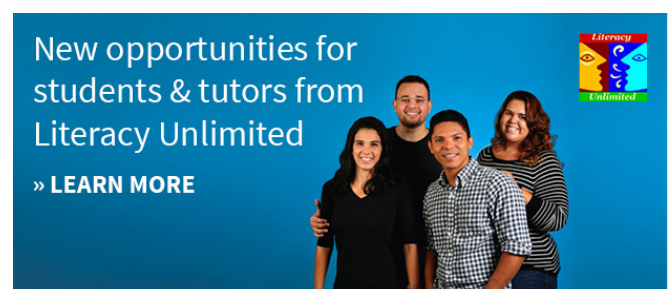
Homework Center

Even in the darkest hours of the pandemic, the Framingham Public Library Homework Center was a beacon of light for Framingham Public School students in need of enrichment and attention during challenging times. Judy Gatlin, Homework Center Coordinator, and her group of dedicated volunteers offered about 20 book groups, with access to free books throughout the Summer of 2020 and then continuing throughout the year. The program was so successful that we decided to sustain it throughout the Summer of 2021 as well.

As usual, the Homework Center has big plans for amazing Academic Enrichment opportunities for our Framingham students come Fall. Stay tuned for these offerings!

Literacy Unlimited

We'd like to officially thank Anne O'Connell for her dedicated service to the Literacy Unlimited Program and welcome Elyse Brown, our new Literacy Unlimited Coordinator. Elyse has already proven herself an incredible asset to the Library and the program, with a tremendously successful annual appeal and the development of creative initiatives we look forward to seeing come to fruition in FY'22.



Like the rest of the Library, Literacy Unlimited continued to serve our English Language Learners throughout the pandemic. By utilizing the Library Zoom account to conduct tutor training, online conversation classes, and one-on-one tutoring, Literacy Unlimited maintained a critical connection and opportunity for our immigrant population.

Literacy Unlimited is a chapter of Literacy Volunteers of Massachusetts, which supports the operations of similar programs throughout the Commonwealth.



The Friends of the Framingham Library

As always, despite the pandemic, behind the scenes and working hard for the Library were the Friends of the Framingham Library. The Friends saw a change in leadership this year as Wilma Slight stepped down as President and Marsha Farmelant stepped in. We will miss Wilma's ideas, energy, and dedication! Thank you, Wilma. Welcome to Marsha!

The Friends also welcomed a new Treasurer, Fran Gregor who took over for Elaine Cinelli. Thank you, Elaine for your hard work and welcome Fran!

The Friends support the Library in myriad ways including programming, museum passes, collections, and special projects and initiatives. They are an incredibly important and valued group of dedicated volunteers, and we're so lucky to have them working every day for our Library!

Projects, Grants, and Partnerships

Despite the pandemic, the Library was hard at work realizing long term goals and developing new initiatives. The Library received four grants from the Framingham Cultural Council to support summer reading programs at both Libraries, our concert series, and a teen Minecraft program. Additionally, the Library received a grant from the American Library Association entitled "Libraries Respond to Climate Change," a program to encourage climate change awareness and education.

FPL's many partnerships this past year included various projects with Framingham State University, Masks Made with Love, Mass Hires, Framingham Community Connections Coalition, the Framingham Parks Department, the Callahan Center, the Framingham Public Schools, Discovering Hidden Gems, Early Childhood Alliance of Framingham, ATAC, Downtown Arts & Music, and Access Framingham, among many others. We're so grateful to the partners and volunteers who dedicate their time and talents to the Library.

The Future

We are looking forward to an amazing FY'22. Keep your eyes on the Library for big developments including:

New Main Library Teen Room

In step with our Main Library Space Plan, we are ready to begin work on our new Teen Room at the Main Library. Thanks to the Framingham Public Library Foundation and the incredible generosity of the Framingham community, the Teen Room project raised over \$90,000. These funds in combination with City funding and other grants will ensure an amazing new space for our teens.

Downtown U

The pilot project in what we hope will grow into a sustainable, adult downtown learning center, for skill-building, exploration, and personal development. Look for this partnership with Framingham State University's Entrepreneurship and Innovation Center to kick off in November of 2021.

Teens Need Their Space

HELP OUR TEENS RECOUP
After a year of excessive screen time, Zoom fatigue, remote learning, and social isolation, our Teens need a place to safely gather and spend time together exploring and discovering.

The new Teen Space at the Framingham Public Library will offer a safe, welcoming environment where teens can discover new collections, explore their interests, get help studying, collaborate with friends, and have some much needed fun. You can help make this space a reality!

The Covid-19 pandemic has hit hard at all ages, but the impact on adolescents is of particular concern. In this developmental stage of life, routine, social connection, and support are critical.

One study found that 80% of adolescent girls, for example, feel "more lonely and isolated than before" (The Rox Institute).

THE DATA IS CLEAR
A National 4-H Council commissioned survey with The Harris Poll measuring the COVID-19 impact on adolescent mental health revealed:

- 61%** of teens said that COVID-19 pandemic has increased their feeling of loneliness.
- 75%** Teens today report spending 75% of their waking hours on screens during COVID-19.
- 64%** of teens believe that the experience of COVID-19 will have a lasting impact on their generation's mental health.

A SENSE OF NORMALCY
As the world begins to emerge from this global crisis, a safe and welcoming environment teens can call their own can help restore a sense of normalcy and comfort after a time of trauma and uncertainty.

HOW YOU CAN HELP
Donating is safe and easy with these three options.

- Online**
Go to www.framlibfoundation.org/donate.
- By Mail**
Make a check payable to FPLF and send it to:
FPLF
49 Lexington Street
Framingham, MA 01702
- AmazonSmile**
Shop via AmazonSmile. Select Framingham Public Library Foundation as your charity and a percentage of all your AmazonSmile purchases will go to the FPLF.

Visit bit.ly/FraminghamLibraryFoundation.

For questions or more information about how to help, please contact Ruth Winett at 508-877-1938 or via email at rwinett@rcn.com.

The Framingham Public Library Foundation is a 501(c)(3) organization. Donations made to the FPLF may be tax deductible.

A Town Divided: Framingham, Slavery, and the Civil War
with Mary McNeil, Framingham History Center

Thursday June 17 at 7pm via Zoom

Despite the fact that slavery had been effectively abolished since the 1780s, Framingham, like many other New England towns and cities, maintained a complicated relationship to slavery and abolition throughout the 19th century.

For this year's celebration of Juneteenth, join us for a discussion about Framingham's historical ties to enslavement, including in the state of Texas, where Juneteenth originated. Along the way, learn about related objects in the Framingham History Center's archives.

Register at bit.ly/FPL-Events by 5pm on June 17.

ABOUT MARY McNEIL
Mary McNeil is a Ph.D. Candidate in American Studies at Harvard, a research assistant for the African American Trail Project at Tufts University, and a scholar-in-residence at the Framingham History Center, where she is creating a cross-collection finding aid centered around Black and Native lives in early Framingham. Mary is an enrolled member of the Mashpee Wampanoag Tribe.

framinghamlibrary.org · 508.532.5570 · framinghamlibraryevents@gmail.com

Administration and Finance Division

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

FY'21 Staff



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

FY'21 continued to present a number of unique challenges as we navigated the COVID-19 pandemic and its impacts. Despite this challenge the general fund fiscal year revenues realized collection of 97% of estimates. Water and wastewater rate revenue continued to decline as the higher end commercial users were still significantly impacted by the pandemic and did not realize the resurgence of normalized operations as anticipated. Real estate, excise, and personal property taxes were paid at generally the same percentage as a non-pandemic year. The revenue is presented in the chart below broken out by category.

In December 2020, the City issued bonds for \$38.5 million at a total interest cost of 1.39% and \$4.9 million Bond Anticipation Notes (maturing in June 2021) at a net interest cost of 0.3551% via the municipal bond process. The premium of \$6.1 million on the bonds was applied directly to project costs. The City received an excellent credit report, which affirmed our Aa2 rating, prior to the bond sale. In June 2021, the City issued Bond Anticipation Notes (BANs) for a total of \$29.5 million, including the \$4.9 million issued in December, at a very low net interest cost of 0.0851%. These BANs will mature in December 2021. For both borrows, the City received a very high number of competitive bids; 11 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.

FY21 General Fund Revenue	Revised Budget	Actual	
Property Taxes	196,070,149	197,667,612	100.8%
State Aid	69,190,156	68,720,067	99.3%
Local Receipts			
Excises	8,905,000.00	8,563,843	96.2%
Penalties & Interest	1,091,344	1,122,023	102.8%
Payment in Lieu of Tax	657,949	562,229	85.5%
Charges for Services	1,863,600	1,455,475	78.1%
Rentals	678,723	681,076	100.3%
Other Departmental	755,000	483,229	64.0%
Licenses and Permits	4,100,000	3,824,813	93.3%
Fines & Forfeits	400,050	306,743	76.7%
Investment Income	560,000	503,045	89.8%
Miscellaneous	1,615,440	1,788,697	110.7%
Other Governmental	525,960	375,544	71.4%
Meals Tax	1,208,167	1,044,805	86.5%
Rooms Tax	440,000	316,382	71.9%
Medicare Reimb	1,500,000	936,389	62.4%
Marijuana Excise & Impact Fee	400,000	458,693	114.7%
Total Local Receipts	24,701,233	22,422,986	90.8%

The City expects to close FY'21 with a modest surplus, even considering the expenses of the COVID-19 pandemic. A majority of the COVID expense impacts 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, and these funds provide mitigation of the COVID-19 pandemic expenditure impacts citywide. General Fund revenue is \$1.07 million less than budgeted, but expenditures are also \$2.5 million less than budgeted.

The revenue and expenditure position for the Enterprise Fund is less optimistic, with the FY'21 rate revenue ending \$2.4 million less than FY'20 revenue. While total expenditures for the year were only slightly higher than the prior year, the Fund is expected to be an estimated \$2 million in the negative for the end of FY'21 due to revenue loss. Even with a midyear increase of revenue to the Enterprise Fund, the pandemic continued to have a detrimental impact to rate revenue from high tier customers. It is anticipated that ARPA funds received from the federal government will be used as a source for this revenue loss.

The Stabilization Fund maintained its 5% funding due to strong investment returns. The FY'21 ending balance is expected to more than \$18 million once interest earnings are accounted for. The Capital Stabilization Fund also increased from \$2.3 million to \$3.4 million due to cash management and investment strategies. The OPEB Trust Fund of \$8.8 million also saw strong gains due to investment returns.

The revenue and expenditure reports included in the appendix provide the year end result for FY'21. This year the reports include the FY'21 revenue results as of September 9, 2021, and expenditure reports for City departments and the School Department as of September 9, 2021. 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.

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 enable the City to focus on service to the public and to maximize 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.

OFFICE OF THE CITY ACCOUNTANT

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 Massachusetts 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, and (4) credit rating agencies for their use in assessing the City's fiscal stability and creditworthiness, and (5) residents.

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
Lauren DiGiandomenico	Payroll Specialist

For FY'21, the Department processed over 9,700 purchase orders and certified funds availability for over 435 contracts; set up 85 grants and processed 77 amendments; processed over 255 employee reimbursements; added over 840 vendors; and reviewed over 37,000 invoices and issued over 16,100 accounts payable checks. In addition, 508 new employees were added and 676 employees were terminated.

The top ten vendors paid during FY'21 are as follows:

1. US Bank	\$105,211,121
2. Consigli Construction Co., Inc.	\$43,164,390
3. Group Insurance Commission	\$41,699,431
4. Framingham Retirement	\$17,476,886
5. Keefe Technical School	\$9,469,228
6. Mass Clean Water Trust	\$3,985,723
7. Newport Construction Corp.	\$3,640,549
8. Durham School Services LP	\$3,555,471
9. Van Pool Transportation, LLC	\$3,128,533
10. Eversource Electric Co.	\$2,650,713

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 an 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

- 22,000 new permits were issued during the year – almost 15% more than last year even with pandemic factors. The system is used by the Building, Fire, Planning, Board of Health, Licensing, Conservation, Zoning, Police, City Clerk, and Public Works Departments.
- The volume of online applications and payments for permits increased over 75% to 9,800. Many of the paper-based applications that were only available in-person are now available online. Online applications and payment are available 24 hours a day, creating a safer environment to conduct business with the City during the pandemic.
- Currently over 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 the DigSafe service.
- COVID response included the creation of more online versions of permits and renewals, remote visual inspections, and upgraded versions of the apps used by inspectors and back-office staff.

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 (electronic forms) 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 9% since last year, to over 830,000 consisting of over 1 billion pages, organized in over 163,000 folders. Contents include items such as maps, plans, reports, minutes and agendas, permit applications, personnel records, and property records.
- The system has over 130 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.
- The City is in the process of implementing a new provider for Open Data public access. Data includes permitting information, financial datasets like payroll earnings and accounts payable, property information, and 311 service activity. The system integrates with the new financial transparency site, OpenGov, that provides operational and capital budget, revenue, and expenditure information to the public.

APPLICATION SERVICES

Application Services is responsible for the ongoing support of the City's financial management system, Munis, used by more than 250 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.
- Implemented the Utility Billing module to capitalize on system efficiencies, decrease data-entry burden on Treasurer/Collector and Accounting staff, and to streamline related accounting procedures.
- Added additional bill types to online payment system to further obviate the need to visit City Hall and to decrease data-entry burden on Treasurer/Collector staff.
- Implemented digital approval process for numerous Human Resources/Payroll functions to improve efficiency and decrease data-entry burden for staff.

Legislative Management

- Provided ongoing technical support.
- Facilitated the publication of background materials and select meeting recordings to the portal for public access and transparency.
- Initiated configuration and pre-implementation work in preparation for go-live in the coming year of expanded volunteer and meeting portals.

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 Police and Fire Departments are in the process of replacing their dispatching system. The implementation has been on-going for most of the year with go-live scheduled for later this year. The same system will also provide the Police with new booking, evidence, records management, and mobile response abilities.
- The Fire Department is in the process of replacing the software used for incident response reporting. The replacement system tracks incident response, EMS, asset management, training, investigations, and inspection activity utilizing a cloud-hosted environment.
- The Fire Department is in the process of implementing a new station alerting system that integrates with the new Police and Fire dispatching system. The system is schedule to be in full production around the end of this year.

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, set-up and training, email, Internet, hardware and software support, inventory maintenance, policy and licensed software audits for all City Departments; citywide 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.

Email	Inbound
Allowed	1,611,924
Blocked	8,093,076
Total	9,705,000
Email	Outbound
Sent	475,617
Encrypted	1,671

User Services Support Statistics

381 Desktops
455 Laptops
62 Tablets
New desktops – 11
New laptops/tablets - 198
2676 helpdesk tickets created – average 226/month
Active Users: 804 <ul style="list-style-type: none"> • 602 City users • 116 School (Munis) users • 86 Service/vendor accounts

Network Statistics

Total network sites = 58
Total servers - 145 (including 25 VMware hosts)
IP cameras - 265
Wireless Access Points - 194
Maintained an industry accepted 5 9's of availability (99.999%) during normal business hours

COVID Response

Our COVID-19 response continued in FY’21; we deployed 198 laptops in support of our work from home (WFH) effort. Expanding on the technologies we had in place, we were able to accommodate the additional requests that came in for technology uses. Department main numbers were configured on users’ laptops, mobile phone or tablet, as if they were in the office. With the continued roll-out of laptops, we also installed desktop docking stations to support our one-to-one initiative, reducing the number of machines, decreasing energy consumption, and lessened support required for multiple devices.

Additional Accomplishments

- Continued monthly cybersecurity training program for all City employees. Implemented additional levels of monitoring and security to continue to protect all City technology assets.
- Radio infrastructure upgrade: The fiber backbone was installed with the new radio equipment in most sites. We ran into some COVID-19 challenges at one of the locations that has pushed this project past its estimated completion date. The system is up and running at all of the other City radio locations.
- Implementing multi-factor authentication (MFA) to provide better security for internal resources.
- Streamlined deploying and repairing systems via fully automated deployment of Windows 10 to any computer inside the City network. Implemented remote driver patching to all City-managed laptops, desktops, and tablet computers.
- Continuing to improve our self-service feature for employees to install their own software where there are no license limitations.
- To support our WFH initiative, we upgraded our virtual hosts to accommodate additional demand. Additionally, we upgraded our existing storage system to an all-flash device that provided a much-needed performance increase as well as security features.
- Started an isolated DPW network installation to provide better security for the SCADA environment.
- Started a network upgrade to isolate the Police Department from the rest of the City to support their CAD replacement. The new isolated network will assist them in becoming CJIS compliant and allow their vendor to be certified in the state of MA.
- Working with Facilities, we researched all major multi-function printer (MFP) 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 budget cuts due to the pandemic, we worked with each of our vendors to help bridge the budget gap with reductions of their maintenance renewal costs. Most vendors accommodated the request.

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. In addition, 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.

Examples of FY'21 City programming and production support that the Government Channel has completed to that end include:

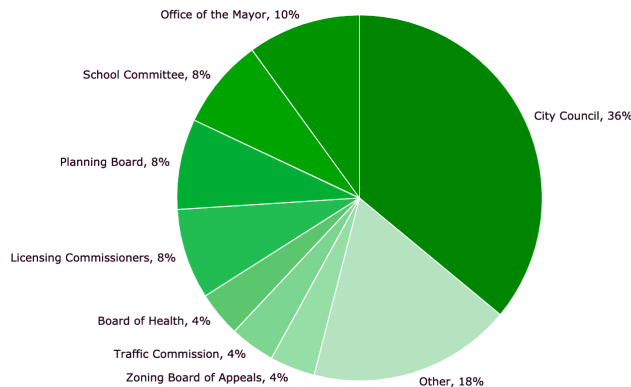
- Audit Subcommittee
- Annual Alcohol Licensee Seminar
- Barry Bograd Memorial Field Dedication
- Blackberry Lane Sewer Pump Station Improvements
- Community Mental Health Seminars
- Community Preservation Act Forum
- Coronavirus Updates
- Cultural Council Awards
- DPW Neighborhood Construction Updates
- Eurie Stamps Ad Hoc Committee
- Framingham Dog Park Community Meeting(s)
- Framingham Government Academy Series
- Mass DOT Project presentation
- Mayor's Community Conversation(s)
- Memorial Day Observance Ceremony
- Open Meeting Law & Public Records Training
- Open Space Recreation Plan Public Meeting
- Saxonville Intersections Improvements Design Meeting
- September 11th Observance Ceremony
- State of the City Address
- Strategic Initiatives Summit
- Structural Deficit Committee
- Veterans Day Observance Ceremony
- Water & Sewer Rate Hearings

In addition to these community meetings and 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 is 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 318 separate programs throughout the year.

Due to the ongoing Coronavirus health pandemic, the Media Department actively supports remote and hybrid meeting capabilities. Live public meetings continue to broadcast over cable television and the Internet without interruption despite

Government Channel FY21 Schedule Report

July 1, 2020 until June 30, 2021



Other: Structural Deficit Committee (0%), Licensing (0%), Framingham Today (0%), Town Events (1%), Strategic Initiative & Financial Oversight Committee (1%), Public Works (1%), Veterans (1%), City Events (1%), Public Library (2%), Parks & Recreation (2%), Disability Commission (4%), Appointments Subcommittee (4%)

Statistics

Total Shows	Average Show Length	Total Runs	Total Run Time	Average Run Length
318	01:36:36	4605	6785:39:21	01:28:24

the limitations on in-person meetings. Department staff reliably provides technology capabilities for teleconferencing broadcasts to meet these fast-changing service needs and deliver City programming to residents throughout these unprecedented times. In addition, the department built mobile “zoom carts” to allow smaller groups to hold in-person sessions with remote participation.

Cable Subscribers can view the Government Channel 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; via streaming video on demand for Internet viewing.

Respectfully submitted,
Ron J. Rego, Director of Media Services

PURCHASING DEPARTMENT

The Purchasing Department’s goal is to ensure 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 the 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 serves as the 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’21 the Purchasing Department continued to leverage technology and streamline procurement processes to manage procurements and contracts, bidding opportunities, and the contract signature process. These improvements enhanced the capacity of the purchasing staff to educate and assist departments citywide with contracting services, purchasing commodities, and contract administration. Electronic platforms also allow our Department to continue business during building closures related to COVID-19 or weather-related events. 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 works closely with City and School Departmental staff for their procurement needs 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’21 the Purchasing Department awarded 163 City contracts with an approximate value of \$6.9 million, 140 school contracts with an approximate value of \$8.3 million, and 78 public works contracts with a value of approximately \$12 million. Additionally, the Department awarded 48 unit price, on-call, or revenue contracts.

During FY’22 the Purchasing Department will continue to leverage 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 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 perform administrative and professional work and 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: administering motor vehicle excise tax, compiling and submitting the annual Tax Rate Recapitulation to the Department of Revenue in collaboration with the Town Accountant, abate/exempt/defer taxes, defending established values on abatement applications and at Appellate Tax Board hearings, maintaining tax assessment maps, and overseeing 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 tax according to value. It is important to note that Assessors do not raise or lower taxes, nor do the Assessors set the 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.

FY'21 – Interim Value Year

FY'21 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, such as local builders, local real estate agents, subscription services, and sale and assessment information from other cities or towns.
- **Personal Property** – Review, analyze, and adjust asset values based on Forms of Lists asset returns. Assets are placed in the assessment system based on replacement cost and then depreciated using schedules based on asset type.

In addition to the above analysis, the Department does the following: annual cyclical inspections of both real and personal property accounts, inspections and verification of annual property sales, adjustments to assessing maps, updates to real property per building permit inspections, updates to website, the processing and review of abatement applications, the processing and review of personal exemption applications, the processing and review of tax deferral applications, and the processing and review of motor vehicle abatement applications. The culmination of the real and personal property analysis is the submission of the real property sales and statistical work to the Division of Local Services of the Department of Revenue (DOR) 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 DOR. Assessors review market information and adjust values accordingly. 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 that 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 the prior calendar year. Commercial and industrial properties are generally valued and adjusted based upon the following: market rental income, market vacancy rates, market expenses, and income capitalization rates. 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 City are known. The levy for FY'21 was \$195,618,399.42. The Department of Revenue approved the following tax rates: \$14.05 per \$1,000 of value for residential properties, and \$30.09 per \$1,000 of value for commercial, industrial, and personal property properties.

Property Class	FY'21	
	Assessed Valuation	Percent of Total Valuation
Residential	8,776,555,279	63%
Open Space	0	0
TOTAL RES. & OS	8,776,555,279	63%
Commercial	1,684,339,243	25.9%
Industrial	373,510,380	5.8%
Personal	345,201,150	5.3%
TOTAL COMMERCIAL, INDUSTRIAL AND PERSONAL	2,403,050,773	37.0%
TOTAL ALL PROPERTY CLASSES	11,179,606,052	100.0%
<i>REAL ESTATE EXEMPT VALUE</i>	<i>1,290,840,168</i>	

Summary

The real estate market in Framingham saw increasing values in FY'21. Residential, commercial, and industrial properties values all had varying percentage increases from 4% ± to 12% ±.

A public hearing was held on November 5, 2020 in which the City Council chose a split tax rate with a tax shift away from the residential property tax base and onto the commercial, industrial, and personal property tax base. The DOR then approved the tax rates as previously stated.

Other items

- Motor Vehicle Excise Tax Abatements 2,382 applications \$252,062.64 in tax dollars
- Real Estate Tax Exemptions Granted 266 applications \$249,897.49 in tax dollars
- Real Estate Tax Deferrals Granted 5 applications \$24,307.18 in tax dollars
- Real Estate Abatements Granted 36 applications \$69,377.07 in tax dollars

In the coming year, the Department will focus on the improvement and implementation of business processes, continue to support the Board of Assessors, timely completion and approval of interim year property value adjustments, and the timely production of the fiscal year tax bills. We will continue to monitor the management of the tax overlay account in order to grant appropriate property tax exemptions and abatements, and work to continue the disposition of cases before the Appellate Tax Board either through an appropriate settlement or trial. The Department will continue to monitor both active and planned new construction in order to determine the associated new growth in value.

I would like to recognize the dedicated staff of the Assessing Department: Office Manager Dale Gerard who has been with the Department for 10 years, Customer Service Representative Casey Smith who joined the Department six months ago,

and the four staff Field Assessors James St. Andre who has been with the Department for 20 years, Valerie Leonardo for 10 years, Steve Clark for 2 years and Greg Hamilton for 18 months. I would also like to offer our best wishes to the very talented William Naser, who served the City for several years as the Chief Assessor and left for the Principal Assessor position in the Town of Westford; and to the very talented Christopher Keefe, who served as the Commercial Assessor for the City and left to take the Principal Assessor position in the Town of Wilbraham.

Please feel free to call (508-532-5415), email (assessing@framinghamma.gov), or visit the office if you have any questions regarding your property value or the assessment process.

Respectfully submitted,
John H. Neas, MAA, RMA, CMA, Chief Assessor

TREASURER/COLLECTOR'S DEPARTMENT

The Treasurer/Collector Department is made up of the Treasurer/Collector, Assistant Treasurer/Collector, Office Manager, Fiscal Supervisor-Payroll/AP, Fiscal Supervisor-Cash, Office Coordinator, and Customer Service Representative-RE/PP and Excise.

The Treasurer/Collector Department is responsible for the management of all City funds, including the investing of all City Funds; the issuing of payroll and accounts payable checks; tracking and reconciling City receipts that are collected through all municipal departments and working closely with the CFO, Accountant, banks, state agencies and all municipal departments to identify, secure and make funds available.

The Treasurer/Collector Department also handles the biannual bond/ban borrowing, and the collection of all of our Tax Title accounts. The Department reconciles all 80+ of the City's bank accounts and investments accounts, which at any given time have a monthly balance of \$125,000,000-\$150,000,000, for which the Treasurer ensures the City is receiving the maximum yield.

On the Collection side we are responsible for working with our vendors on the yearly mailing of 83,394 real estate bills, 4,388 personal property bills, 63,479 excise tax bills, and the collection of 73,435 water/sewer bills mailed by the DPW. The majority of the all-receipt payments for each of the bills are paid either through our lockbox service, tax services, or online. There are also a great many residents that come into our office to pay their bills.

The online payment company also collects MLC, school, police alarm, dog licenses, building permits, scholarships, and master box fees.

In calendar year 2020 our office handled 26,383 inbound and outbound calls.

FY'21 RECEIPT ANALYSIS	
# OF BILLS-WTR/SWR 73,435	AMOUNT BILLED \$45,618,808.00
Water Collected	\$43,660,311.26
# OF BILLS-REAL ESTATE 83,394	AMOUNT BILLED \$191,234,264.05
# OF BILLS-PERSONAL PROP 4,388	AMOUNT BILLED \$10,531,357.12
# OF BILLS-EXCISE 63,479	AMOUNT BILLED \$8,015,220.89

REAL ESTATE	
TAX SERVICE	\$58,203,666.86
MAIL/LOCKBOX	\$83,926,082.35
CITY HALL SYSTEM	\$27,859,254.64
COUNTER	\$13,646,994.60
TOTAL RE COLLECTIONS:	\$183,635,998.45

For FY'20 the City put 83 accounts into tax title which total \$690,691. This is slightly lower than previous years., this is slightly lower than previous years; we had anticipated for FY'20 that more accounts would be put into tax title due to COVID.

The City foreclosed on three properties and conducted a public auction on four properties in FY'21, one of which had been foreclosed on in a prior year and was added to this auction. These four properties at auction sold for a total of \$1,205,000, which netted the City \$1,093,086.20 after auctioneer, taxes, and attorney fees.

In December 2020 we went out to bid for a General Obligation Municipal Purpose Loan in the amount of \$44,435,522 with a premium of \$5,895,522. The premium was used to reduce the required proceeds to \$38,540,000. The winning bidder was Bank of America with a rate of 1.383%.

In April, 2021 the City also did a General Obligation Refunding Bonds. The City paid \$331,352.38, comprised of \$302,515.83 of previously appropriated debt service funds for FY'21 and \$28,836.55 for remaining unamortized exempt bond premium. The refunding was in the amount of \$13,430,000, which were used to redeem the 2009, 2010 and 2011 bonds.

In June 2020 we went out to bid for a General Obligation BAN in the amount of \$29,536,917 with a premium of \$129,105.87. The winning bidder was Merrill Lynch with a rate of 1.00%.

In 2021 Moody's Rating assigned MIG 1 to the City of Framingham and we maintained a Aa2 rating.

The Treasurer/Collectors staff strive to provide excellent customer service to all residents of the City. Ours are well-trained staff, all of whom are cross trained in all office procedures to better assist our residents, especially through peak periods of activity to ensuring a timely delivery of services.

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 public health through strong leadership, high quality services, collaboration with diverse local and regional partners, and efforts that advance health equity.

In FY'21 the Division of Public Health offered an ongoing response to the COVID-19 pandemic, as well as traditional Health Department services and activities. Please refer to the COVID-19 section of the Annual Report on Page 9 for more information about our work in that area.

Leadership & Governance

The Division 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 and then Acting Director of Public Health, the Division hosted 13.5 municipally funded full time equivalent 12.75 (FTE) positions, 2.25 FTE grant funded positions, a grant funded Regional MRC Coordinator, and a COVID-19 team comprised of part-time nurses, MRC members, and a COVID Vaccine Coordinator.

The Board of Health (BOH) is a three-member appointed body that provides policy direction to the Division. In FY'21 BOH members included Gillian Carcia, JD (Chairwoman), David W. Moore, MD (Vice Chairman), and Laura T. Housman, MPH, MBA (Secretary).

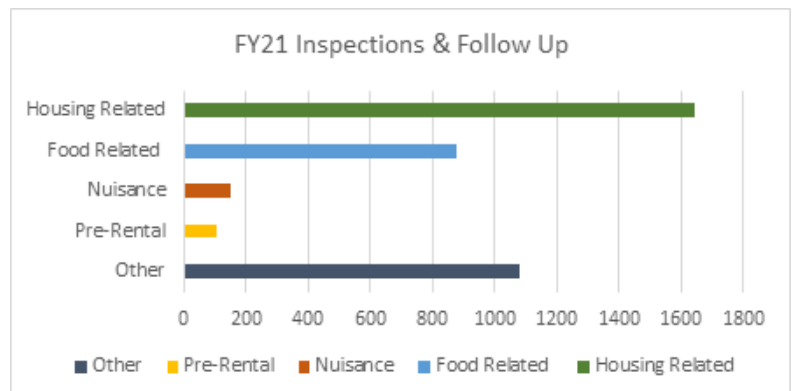
ENVIRONMENTAL HEALTH

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. Environmental Health services include inspections and permits for 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, and marijuana establishments. We also conduct pre-rental housing inspections and coordinate mosquito control efforts with the East Middlesex Mosquito Control Project. Our inspectors respond to complaints related to housing, trash, rodents, beavers, odor, noise, dust, hoarding, and food-borne illness.

Permits & Inspections

In FY'21 Public Health Inspectors conducted over 500 COVID-19 inspections to ensure compliance with state and local guidance including posted signage, COVID-19 control plans, social distancing, hygiene, safe staffing and operations, cleaning, and disinfecting.

As phased re-opening continued, the demand for routine and complaint-based inspections increased. Inspections were made for housing, food establishments, trash and nuisance complaints, keeping of animals, recreational camps, swimming pools, public beaches, marijuana establishments, and more. Inspectors offered initial inspections, and in many cases ongoing follow up, assessments, and communications to complete or close cases. Over the course of the year health inspectors conducted over 3,800 inspection and follow up activities, and approximately 105 plan reviews for new and/or renovated establishments.



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. The Health Department’s Environmental Protection Officer leads these efforts. The Division also contracted with Bois Consulting Services for additional technical support.

General Chemical

In FY’21 significant activity began at the 133-135 Leland Street Site. The Environmental Protection Officer worked with legal representation from the former General Chemical Corporation to facilitate the January 2021 removal of abandoned houses associated with the site. We then worked with MassDEP to provide updated information to the public related to the remediation process and timeline (initial timeline delayed due to COVID-19). Remedial system construction activities were completed in the spring-summer of 2021 and system start up is anticipated in August 2021.



General Chemical Remediation Site

Mary Dennison Park

There was ongoing work with the Department of Parks, Recreation, and Cultural Affairs to advise and provide comments on the remediation and redevelopment plans for the Park.

Eversource

In FY’21 our office reviewed and commented on assessment and remediation activities conducted at the 350 Irving Street Site.

Cedar Woods

Our Environmental Protection Officer worked with the 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 Community Health section of the Division works with a wide variety of partners to improving the health outcomes of our residents through community health initiatives. This section of the Division is led by our Community Health Manager and staffed by a Community Health Coordinator and Regional Tobacco Control Manager. Our Community Intervention Specialist continues to be on a long-term deployment in the Fire Department to offer acute crisis management services.

The Community Health team is working actively in several programmatic areas: substance use prevention, the ongoing opioid crisis, youth vaping and tobacco control, healthy aging, food security and promoting positive mental health. This section of the Division also provides health data analysis and reporting.

Major FY'21 activities included:

Healthy Aging

In FY'21 our Community Health Coordinator reconvened the Framingham Age and Dementia Friendly Coalition, a multi-sector collaborative of partners working aim to make Framingham a more inclusive and livable community for older adults. The Coalition is finalizing an application to the AARP to earn Framingham's designation as an Age Friendly Community, and will begin developing and implementing a citywide action plan this fall.

Substance Use Prevention & Intervention

Progress was made in the following areas in FY'21:

- Framingham Post Overdose Support Team (POST) – a partnership with Framingham Police, Fire, and community based organizations that provides in-person outreach and access to services for individuals following an opioid overdose. This program successfully engaged 62 residents during FY'21, providing access to naloxone, referrals to services and connection to treatment.
- MetroWest Health Department Naloxone Program – convened five virtual trainings for community members to receive overdose prevention training and curbside pickup of life-saving Narcan.
- Secured two new grants from the Bureau of Addiction Services to coordinate early childhood and youth prevention initiatives in FY'22.

Tobacco Control

In FY'21 the Framingham Health Department was awarded funding from the Massachusetts Tobacco Cessation and Prevention Program (MTCP) to build and lead a regional tobacco control district. The district includes Framingham and 12 other MetroWest communities. FY'21 activities included: conducting 467 inspections, performing in-person retailer education, inventorying local tobacco laws and advising on local regulation updates, and developing compliance check protocols and procedures.

Mental Health

In FY'21 we partnered with Behavioral Health Partners of MetroWest to increase the services available for Framingham residents. Services included individualized navigation, referrals and appointment setting with mental health providers (in multiple languages), mental health informational webinars (offered in English/ASL, Spanish and Portuguese), LGBTQ+, teen support groups, mental health resource kits, and peer support services.

PUBLIC HEALTH NURSING & EMERGENCY PREPAREDNESS

The Office of Public Health Nursing houses our Chief Public Health Nurse, our Regional MRC Coordinator, a part-time administrative assistant, and our COVID-19 Vaccine Coordinator. In FY'21 the Office was closed to the public and served as the COVID-19 response center for the Health Department. It housed PPE, medical supplies, and vaccines, and was the deployment point for MRC and COVID vaccination teams. All activities related to contact tracing, case investigation, vaccine planning and deployment were planned through this part of the Division. In July 2021, the Office of Public Health Nursing will reopen to the public for public health nursing services.

While COVID-19 activities dominated the work of the Office, the public health nurse did continue to provide a variety of public health nursing services in order to comply with state law and the needs of our diverse population. Activities included flu clinics, non COVID-19 communicable disease investigation and case management, infectious disease surveillance, emergency preparedness, and oversight of medication and sharps kiosks.

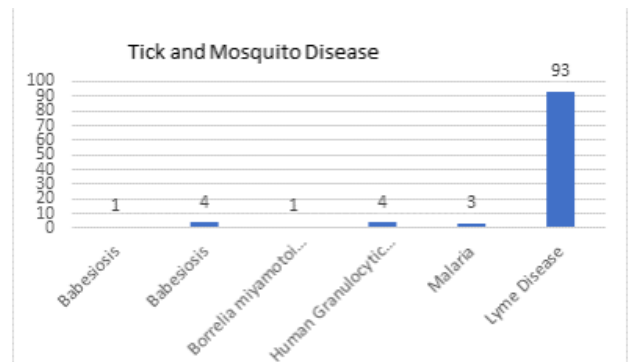
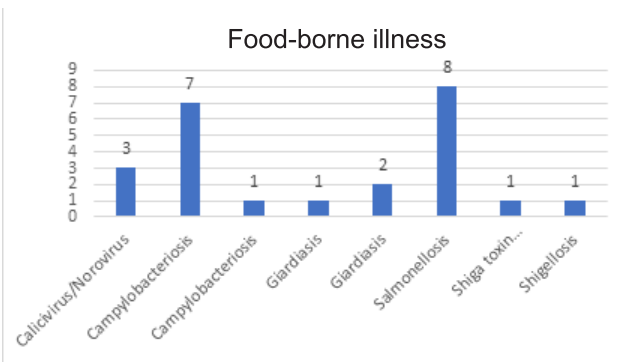


Communicable Disease Control

Disease surveillance is conducted on all reportable diseases, clusters, and outbreaks for trends, mapping, and health education.

In FY'21 there were 14 reported cases of flu. This signifies a remarkable reduction in respiratory infectious disease compared with FY'20 (576 cases). The low case numbers are attributed to social distancing, social isolation and quarantine, and the use of face coverings.

There were 24 cases of food-borne illness and 106 cases of tick and mosquito related disease.



Nursing Clinic and Immunizations

In FY'21 the Office of Public Health Nursing focused on flu and COVID-19 vaccinations. In September 2020 the community flu clinic was transformed into a drive-thru model at the Joseph P Keefe Technical High School. Nurses and MRC volunteers administered 1,548 flu shots. Additional, small flu clinics were held for City employees and as requested by community organizations.

The availability of the COVID-19 vaccine in early 2021 was welcome news to the Health Department. While the availability of the vaccine was varied and unpredictable for some time, we were able to offer vaccine clinics for first responders, adults aged 75 and over, school nurses and clinic workers, and administered 1,131 COVID-19 vaccines for those groups. When the state of Massachusetts designated Framingham to be a member of the



Mayor Yvonne Spicer at the Keefe Vaccine Clinic

COVID Vaccine Equity Initiative, we formed a cross-sector coalition to make the COVID-19 vaccine more accessible. This initiative focused on bringing the vaccine to residents that were disproportionately negatively impacted by COVID-19, and showed low rates of vaccination. Between March 24 and June 30, the Office of Public Health Nursing administered over 5,600 COVID-19 vaccines under this project. The collaboration and partnership with members of the Framingham Vaccine Equity Working Group was critical to our success reaching so many residents.



Emergency Preparedness

The Office of Public Health Nursing is home to the Framingham Medical Reserve Corps (MRC); a group of over 200 medical and non-medical volunteers who provide emergency support/response for the City of Framingham. COVID-19 postponed many of the traditional large events in FY'21, however the MRC's contribution to the City of Framingham this year cannot be overstated. Their tireless effort contributed to a series of flu clinics, production of cloth face coverings, National Drug Take Back Days in October and April, emergency preparedness and first aid presentations and virtual events, and more. The Framingham MRC was instrumental in offering over 100 COVID-19 vaccination events, as well as vaccinations to homebound and functionally disable residents through a home visiting program.



The City of Framingham is incredible lucky to have such a committed and responsive Medical Reserve Corps. They have made an incredible impact in the community.

ADMINISTRATIVE SERVICES

Our administrative staff includes a Director and Assistant Director of Public Health, an Office Manager, and an Administrative Assistant. In FY'21, the departure of the Public Health Director marked a major transition. The Assistant Director served as the Acting Director of Public Health in the second half of the fiscal year. Despite the many challenges that COVID-19 brought to the Health Department, the administrative staff made every effort to offer high quality services to staff, residents, and the business community. They handled COVID and non-COVID related 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.

Respectfully submitted,
Alexandra DePalo, Acting Director of Public Health



Capital Projects and Facilities Management Division

FACILITIES MANAGEMENT DEPARTMENT

The Capital Projects & Facilities Management Division (CPFM) is responsible for the general maintenance, repairs, alterations, improvements, and day-to-day operations of 20 municipal facilities, three parking facilities (Waverly Street commuter parking lot, Hollis Court commuter parking lot, Pearl Street garage), the Town Commons, and parking meters located throughout the downtown area. In addition to the general maintenance and regular operations, CPFM oversees and coordinates all federal, state, and local mandated building inspections, which include annual elevator inspections, fire and sprinkler alarm inspections, fire pump, and boiler & pressure vessel inspections.

Total Building Square footage	607,630
Total Grounds Square footage (Parking Lots & Commons)	310,850

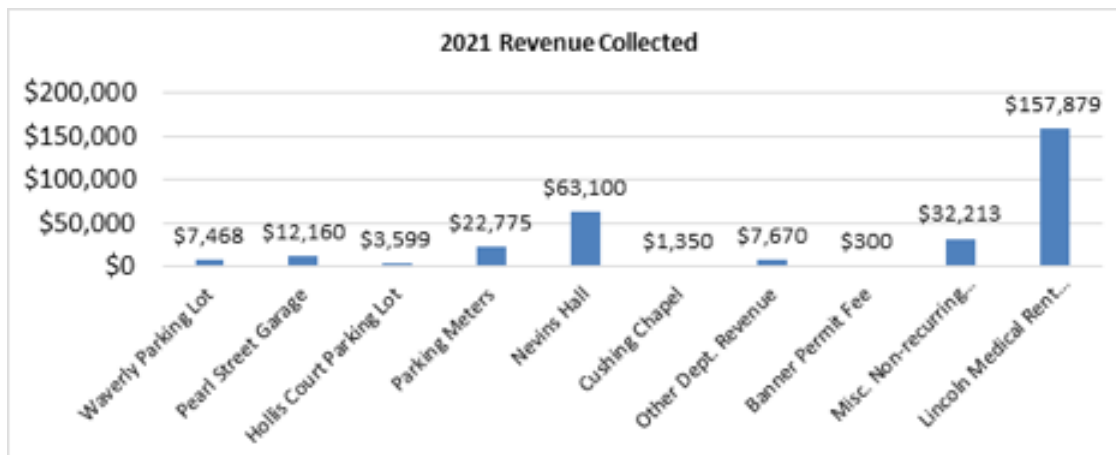
Capital Projects & Facilities Management Staff

Director	1	Administrative Assistant	1
Deputy Director	1	Electrician	1
Project Manager	1	Plumber	1
Operations Manager	1	Maintenance Supervisor	1
Sustainability Coordinator	1	Building Maintenance Worker	1
Financial Analyst	1	Custodian - Libraries	1
			Total FTE: 15

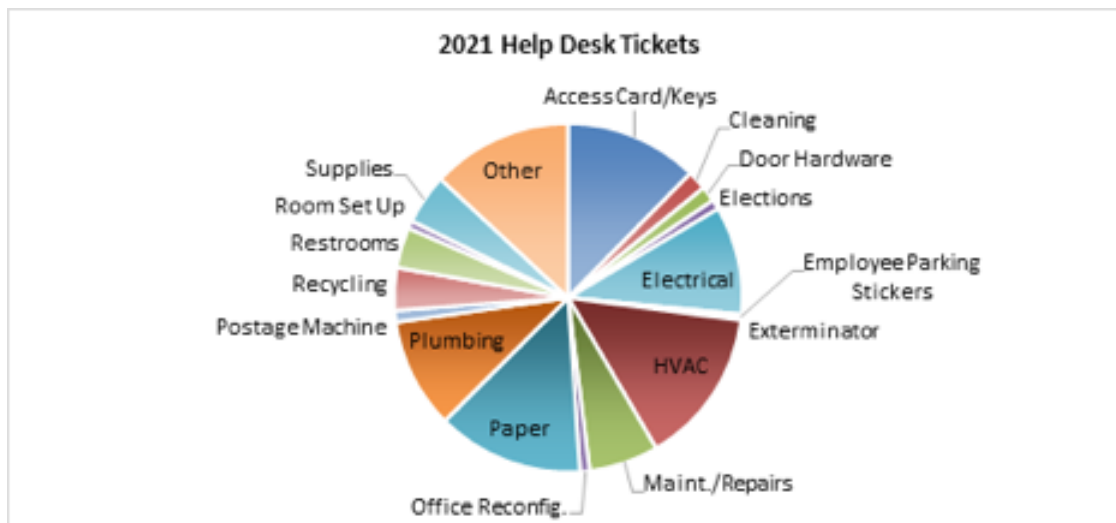
FY'21 Operating Budget: \$2,234,468

FY'21 Operational Accomplishments

FY'21 Revenue Collected: \$308,514



- Administered roughly 558 help desk tickets in FY'21. Help desk tickets are submitted by employees from municipal departments including, Police, Fire, Libraries, Council on Aging, and all departments located in the Memorial Building. Tickets submitted are for general assistance, or for issues pertaining to electrical, plumbing, HVAC, ID badges, room set-ups, office reconfiguration, janitorial, and any other miscellaneous requests.



- Coordinated and issued roughly 99 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. In FY'21 events slowly began to integrate back into our facilities but primarily at outdoor locations due to COVID-19.
- Issued over 16 banner permits for display on Edgell Road, Concord Street, Union Ave., and Mt. Wayte. This total number of banners displayed in FY'21 decreased about 50% from prior fiscal years due to COVID-19 and the cancelation of community events.
- Continued to coordinate with City on deployment of all voting equipment and setup of polling locations during COVID-19.
- Continued to serve our 24/7 public safety buildings which include Police Headquarters, Police sub stations, Fire Headquarters and four Fire Stations.
- Implemented electronic applications for all events, banners, commuter parking, and employee ID's to facilitate procedures during COVID-19.

COVID-19 Response

In FY'21, CPFM continued to respond to COVID-19 to ensure the safety of the general public and all employees. CPFM implemented preventative measures to reduce the risk and exposure of COVID-19 and administered cleaning requests from potential exposures using in-house staff to properly administer decontamination practices on affected areas and buildings. In addition to these cleaning procedures, CPFM secured orders and implemented the following preventative measures to our daily operations in response to:

- Procured supplies such as PPE equipment, EPA registered janitorial supplies, and cleaning equipment. Maintained inventory of all supplies and distributed PPE equipment as needed.
- Ordered and dispersed plexiglass for all offices and public facing departments.
- Maintained a rigorous sanitation protocol for all facilities.
- Procured and installed 345 air purifiers in occupied spaces throughout City facilities, including elevators. CPFM staff is responsible for changing filters every three months and maintaining accurate logs of dates when filters are replaced as well as inventory of filters.

- Increased filtration effectiveness in HVAC systems and increased MERV-13 filters where applicable.
- Installed visual social distancing signage markers to encourage patrons to remain six feet apart.
- Established directional pathways to manage visitor flow for foot traffic to minimize contact.
- Installed touchless temp scanners in public facing offices that have a high foot traffic area and for employees at emergency response facilities such as Fire, Police, and DPW.
- Provided resources and a work environment that promotes personal hygiene.
 - Installed touchless faucets & hand soap dispensers in restrooms.
 - Installed touchless hand sanitizer dispensers with alcohol-based containing at least 60 percent alcohol.
 - Supplied department with disinfectants and disposable disinfectant.
- Assisted the Public Health Division with vaccine clinics.

In addition to the COVID-19 preventative measures that were set in place for City facilities, CPFM worked closely with the City Clerk Department to ensure the safety of the general public and staff at all polling locations with the following:

- Installed plexiglass for greeter, check in tables, check out tables, warden/clerk, and on duty police officer.
- Installed floor markings throughout polling locations such as directional arrows and 6-foot separation markers.
- Changed layout for each location to ensure one-way paths were not crossed, separate entry and exit lines, and added extra tables to keep social distance measurements.
 - Installed additional signage at each location for new entry/exit routes, COVID-19 symptoms sign, and mask signage.
- Installed 75 additional stanchions (belt barriers) to form lines, guide voters, and keep six feet of separation from others.
- Installed hand sanitizer at each greeter station and check out tables.
- Managed and worked closely with hired cleaning company to clean each location after election set up, throughout the day during elections, and breakdown of all polling locations once CPFM removed all election machines and supplies.

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 the general public and employees.

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

MUNICIPAL ENERGY EFFICIENCY

As part of its commitment as a member of the Department of Energy Resource's (DOER) Green Communities Program, improving energy efficiency has remained a consistent priority for the Department.

Capital Projects and Facilities Management was awarded \$200,000 from the DOER to implement energy efficiency measures in coordination with Framingham Public Schools at Barbieri Elementary School, Cameron Middle School, Walsh Middle School, and Framingham High School. Projects completed through this year's GC Competitive Grant include the implementation of new controls and equipment to optimize refrigeration units across FPS commissary kitchens, major upgrades to HVAC units such as energy recovery systems and rooftop units, as well as steam trap replacement and conversion to enhance existing steam distribution infrastructure. In total, the eight projects that were completed utilizing GC Competitive Grant funding are expected to result in annual savings of over 240,000 kWh and 9,100 therms, amounting to over 1,700 MMBtus, \$53,000 in energy cost savings, and 130 metric tons of carbon dioxide equivalent

emissions. Despite the challenges of delayed contract execution and the impact of COVID-19 on equipment manufacturing, CPFM worked with its vendors and the Framingham Public Schools to coordinate the installation of all measures prior to the City's eligibility deadline to apply for the DOER's 2021 Green Communities Competitive Grant in the spring. Outside of the Green Communities Program, lighting upgrades in FY'21 at the McAuliffe Branch Library and Fire Station #1 have converted existing fluorescent fixtures to edge-lit flat panels, improving lighting output, consistency, and efficiency.

Retrocommissioning scoping studies awarded last year through a Municipal Energy Technical Assistance (META) Grant were completed for the Memorial Hall, Police Department Headquarters, and Fire Station Headquarters that identified a variety of energy efficiency measures that we are planning to target through future funding opportunities. Related to this work, CPFM implemented a Citywide upgrade to its energy management system to improve security and reliability of the system, ensuring its continued ability to manage HVAC operation and curtail unnecessary energy consumption. While ensuring safe conditions for building occupants and visitors, we have also been working hard to reduce current increases in energy consumption associated with more stringent indoor air quality requirements associated with higher MERV filters, the installation of air purifiers, and increased outdoor air.

Awarded funding support in FY'20, CPFM conducted the Framingham Fleet Efficiency Analysis in coordination with MAPC, assessing the efficiency of vehicles across departments and identifying potential next steps for the electrification of the municipal fleet. Additionally, efforts persisted in supporting the Framingham Public Schools' participation in Eversource's Demand Response Program, contributing to reduced energy use as well as emissions from the electric grid associated with peak power production.

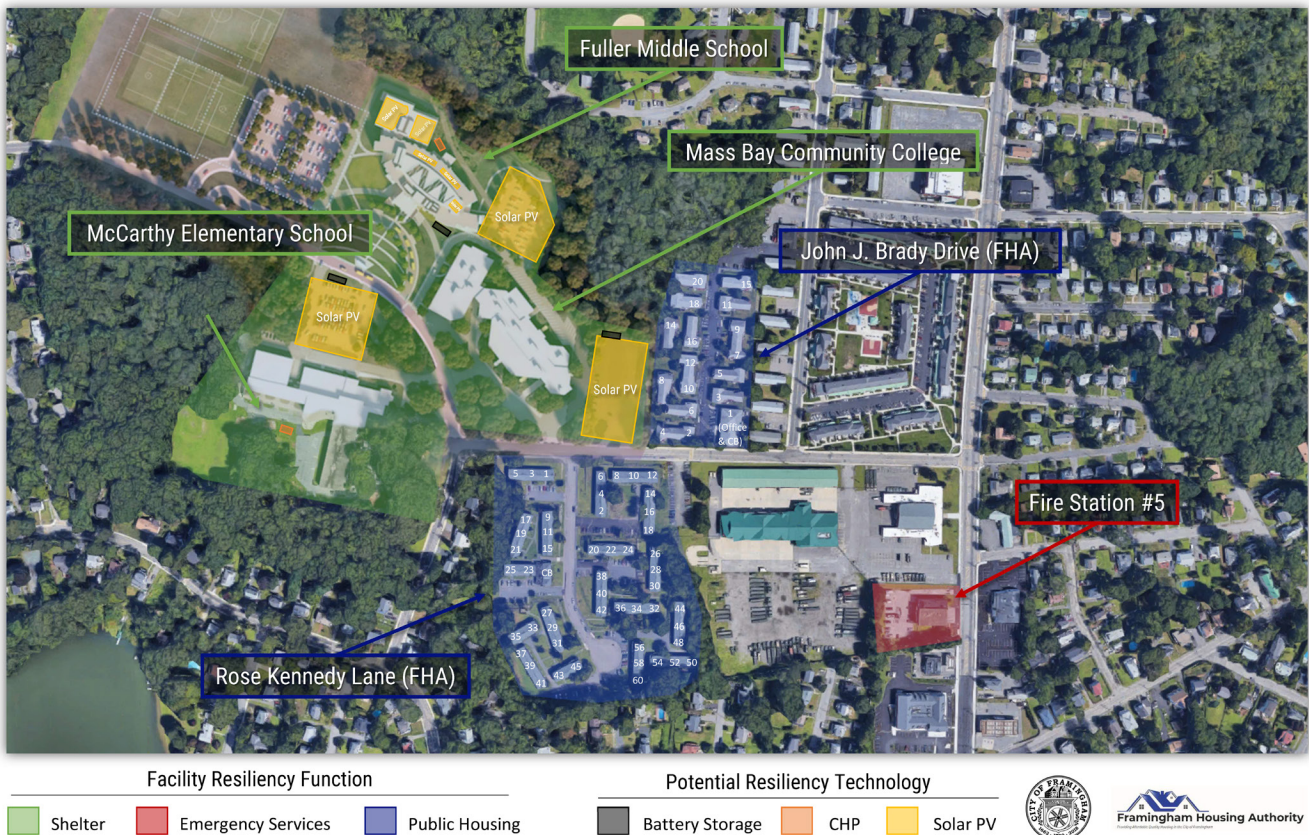


CLIMATE CHANGE & RESILIENCY

Completion of its energy efficiency projects was one component of CPFM’s efforts to align with the Commonwealth’s target of net zero emissions for 2050, an objective established through the City’s 2020 Strategic Plan. Additionally, CPFM completed projects to advance energy resiliency of municipal and community facilities and plan ahead to reduce long-term greenhouse gas emissions.

Partnering with the Massachusetts Clean Energy Center (MassCEC), the City was awarded \$140,000 to conduct energy resiliency design studies for two neighborhoods in the community. Still underway, the studies will identify potential solutions to utilize clean energy technologies like solar PV and battery storage to enhance the resiliency of municipal and community facilities including public housing of the Framingham Housing Authority, multiple Framingham Public Schools, two facilities of the Fire Department, and a pumping station operated by the Framingham Department of Public Works. Supporting this work elsewhere in the community, CPFM utilized \$7,494 of funding from the Municipal Vulnerability Preparedness (MVP) Program to conduct combined energy resiliency assessment of the Police Department Headquarters and Memorial Hall – identifying existing strengths and areas where operational improvements and clean energy technologies can enhance site resiliency in the face of climatic hazards.

Concord Street Community Resiliency System



To inform future work on climate mitigation strategies, CPFM also began work with the MAPC on a comprehensive Greenhouse Gas Emissions Inventory as well as a related Local Climate Accounting Project that will collectively identify areas of focus and specific Net Zero solutions to achieve long-term and sustainable reductions in greenhouse gas emissions. As part of one of our current priorities to expand the local electric vehicle (EV) charging station network, we worked with the Framingham Public Schools on implementing four new EV charging stations at the new Fuller Middle School, McCarthy Elementary School, and Woodrow Wilson Elementary School. CPFM is coordinating with FPS on additional EV charging stations at their facilities.

Looking toward FY'22, CPFM engaged with municipal departments such as Planning and Community Development and the Department of Public Works as well as neighboring communities in a joint grant application to the Municipal Vulnerability Preparedness Program. If awarded, the City will have an opportunity to engage with its Environmental Justice neighborhoods in downtown Framingham to learn more about how the City can support these residents in its future climate change planning efforts.

COMMUNITY OUTREACH AND EDUCATION

With a strong connection to serving and empowering the community with tools to become more sustainable, CPFM managed several major programs aimed at bringing energy efficiency, cost savings, and greenhouse gas emissions reductions to local residents and businesses.

For the second consecutive year, the City was selected by Eversource, the City's local electric and gas utility, to participate in the Mass Save® 2021 Municipal Partnership Program working alongside its partners Mass Energize and All-In Energy. Through the program, the City has launched the Framingham Saves Energy campaign and will strengthen its efforts to support and empower all residents and businesses to save energy, cut costs, and reduce greenhouse gas emissions. Despite the challenges of the pandemic and uprooting of its 12-month activity plan overnight in March of 2020, the City accomplished over 300 no-cost energy assessments for local small businesses, 550 weatherization projects for residents, as well as 600 heating and cooling system upgrades completed across homes and businesses.

On June 17, CPFM partnered with municipal staff in the communities of Ashland, Holliston, and Natick to launch the MetroWest Solar + Clean Heat Challenge. Developed over the course of six months, the new program connects homes and small-business owners to discounted pricing for solar panels, air-source heat pumps, and ground-source heat pumps through qualified and competitively selected local installers. Modeled after the MassCEC Solarize program, the MetroWest Solar+ Clean Heat Challenge also builds off progress Framingham has made in a past community solar program and its 2019 SolSmart Silver Designation.

Both through these programs and for the purpose of supporting long-term clean energy and resiliency goals, CPFM presented its efforts on climate change adaptation and mitigation in the *Rising to the Challenge* webinar series hosted by the Framingham Public Libraries. The presentation addressed a number of these initiatives as well as the ongoing work on the development of a community electricity aggregation for Framingham.

To accelerate progress toward long-term climate goals, CPFM's Sustainability Coordinator also worked with the Mayor's Office and members of the City Council to develop the language for the Framingham Sustainability Committee, a citizen advisory committee aimed at helping the community address its environmental challenges and opportunities. The Mayor approved the establishing ordinance on December 8, 2020 and the Committee has since had its first meeting in FY'22.



MUNICIPAL RENEWABLE ENERGY

A milestone for the City of Framingham, CPFM also brought forward the first municipal solar photovoltaic (PV) system for the McAuliffe Branch Library. With no up-front capital cost to the City, the 76.5 kW DC solar PV system for the McAuliffe Branch Library supplies approximately half of the facility's annual energy consumption and is expected to generate long-term economic and environmental savings. Construction on this project is currently underway and scheduled to be completed in early FY'22. CPFM concurrently worked with the Framingham Public Schools to advance solar PV systems for the new Fuller Middle School and Brophy Elementary School. Construction of the solar canopies at the Fuller Middle School are currently underway in close coordination with the completion of the school construction project.

CAPITAL BUILDING PROJECTS

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 RFQ'S but had to cancel due to the pandemic. The feasibility study will review the present condition and space of the existing Fire Station #1 and also examine the ability to consolidate dispatches from Police, Fire, and DPW. The study will also provide us with any future savings and efficiencies if we are able to consolidate dispatches. CPFM will re-advertise the RFQ at the beginning of FY'22, review, and award.

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 received construction documents in the spring of FY'21 and went before the Disability Commission and Library Trustees for approval. Construction is anticipated to begin in FY'22.

Main Library Roof Replacement

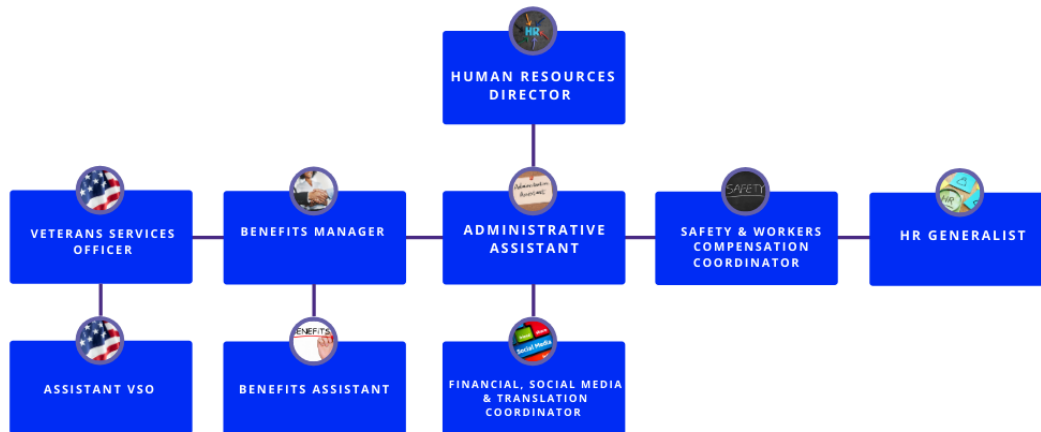
The Main Library roof is original to its construction date (1977) and due for replacement. CPFM procured the RFQ and awarded the project to an architectural services firm. We are preparing to present the Library Trustees on roofing selections for evaluation and plan begin construction in Spring of FY'22.

In closing, the CPFM Division will continue to apply for grants to offset the capital expenditures.

Respectfully submitted,
James J. Paolini, Director of Capital Projects & Facilities Management

ORGANIZATIONAL CHART

Human Resources Division



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, workforce; and to provide a safe work environment that creates a workforce committed to excellence.

The Department of Human Resources 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 with 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 of City employees; and manages active City and School employee benefits, City and School Retiree benefits, City and School workers' compensation, and coordinates the unemployment insurance programs.

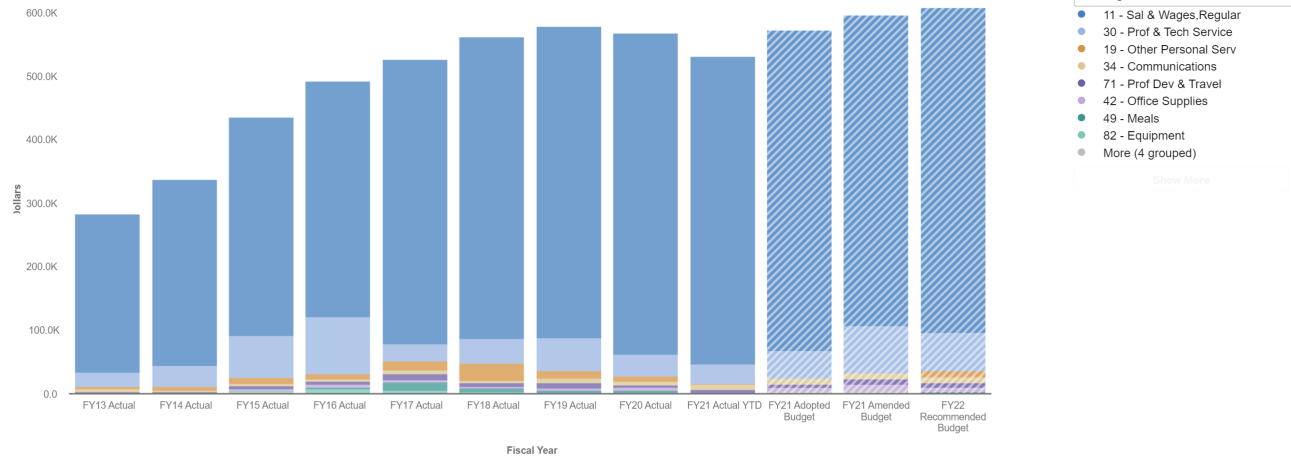
Human Resources Staff

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

8 Year Budget View by Appropriation

FY15 to FY22 Recommended, including FY21 Amended budget and FY21 year to date actual.

Visualization



Expand All	FY13 Actual	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Actual YTD	FY21 Adopted Budget	FY21 Amended Budget	FY22 Recommended Budget
▶ 11 - Sal & Wages, Regular	\$ 249,967	\$ 292,906	\$ 344,012	\$ 372,129	\$ 448,506	\$ 475,526	\$ 490,880	\$ 505,818	\$ 485,629	\$ 504,543	\$ 489,543	\$ 510,625
▶ 30 - Prof & Tech Service	22,863	34,183	67,048	89,619	27,826	39,271	52,012	34,593	30,133	44,380	74,286	61,000
▶ 19 - Other Personal Serv	2,750	4,762	9,326	7,652	14,265	27,269	12,317	8,570	2,000	0	0	9,000
▶ 34 - Communications	4,878	3,493	3,911	3,975	5,392	3,164	6,500	5,112	7,576	8,700	9,515	9,800
▶ 71 - Prof Dev & Travel	1,718	1,889	3,691	4,376	9,070	6,395	8,582	3,968	5,101	4,900	8,878	7,225
▶ 42 - Office Supplies	1,126	1,041	3,143	5,487	4,422	2,980	3,078	4,290	1,194	6,100	9,613	7,100
▶ 49 - Meals	0	254	236	2,385	12,246	5,851	6,332	4,444	926	0	52	3,000
▶ 82 - Equipment	0	0	1,618	5,250	4,960	1,937	0	0	0	0	117	0
▶ 14 - Ad'l Gross, Differential	800	0	0	0	200	400	0	400	250	4,700	4,700	250
▶ 24 - Repairs and Maint.	0	0	3,326	0	980	319	0	311	0	0	0	0
▶ 44 - Supplies and Materi	0	0	462	2,645	0	0	0	1,066	0	0	329	0
▶ 13 - Ad'l Gross, Overtime	94	0	0	0	0	447	0	0	0	0	0	0
Total	\$ 284,196	\$ 338,328	\$ 436,771	\$ 493,518	\$ 527,868	\$ 563,559	\$ 579,700	\$ 568,572	\$ 532,809	\$ 573,323	\$ 597,033	\$ 608,000

Data filtered by Expenses, General Fund, Division Fund Source, Human Resources and exported on August 16, 2021. Created with OpenGov

In FY'21 there were a number of changes, additions, and extensions to state and federal laws due to the pandemic. One new law, the new Families First Coronavirus Response Act which provided Emergency Sick leave for employees and Expanded paid Family and Medical Leave Act to all employees who worked 30 days, was extended to September 30, 2021. This law was very confusing and impacted several other laws, as well as City policies. There was a need for multiple temporary policies to be created and adjusted as the pandemic progressed. The Massachusetts Executive Office for Administration and Finance created a COVID-19 Emergency Paid Sick Leave Program that began on May 28, 2021. Human Resources staff had to quickly interpret, revise, and update policies and coordinate with all departments.

Employee/Labor Relations

In FY'21 collective bargaining was paused due to the pandemic. Some unions preferred meeting virtually while others waited until we could negotiate in person. Of the City's 12 bargaining units, two CBA's expire on June 30, 2022, several expired in June 30, 2019, and three expired on June 30, 2021. Bargaining was suspended in March of 2020, resuming in March of 2021. The Department processed six (6) grievances and resolved all six (6). The department investigated four (4) claims of discriminatory harassment complaints regarding age, race, and gender; two were resolved, two (2) are pending, one remains before the Massachusetts Commission Against Discrimination, and one is in federal court, although hearings have been delayed/suspended during the pandemic.

EMPLOYEE/LABOR RELATIONS 1 Director	What we do? <ul style="list-style-type: none"> • Labor Relations • Negotiations • Employee Relations/Grievances • Compensation • Budgeting • Workforce Planning / Development • Employee Complaints • Policy Updates / Interpretations • Payroll Issues • Coaching & Mentoring • HR Metrics 	
	Number of Unions 12	Grievances 10
	Active Negotiations 10	Joint Labor Management Committee Meetings 7
	Average Meetings before Settlement 9.75	Discrimination Complaints 6

As part of our staff development/succession planning, nine staff members attended a ten-week Effective Leadership Development training program. Eighty-eight of our senior managers and senior staff have successfully completed this program over the last five years.

Employment

Our Human Resources Generalist/Analyst coordinates the employment and recruitment process for all City departments, excluding Public Safety. The position ensures a qualified diverse candidate pool and a selection process that complies with employment law. We advertise in multiple diverse sites, review employment applications and resumes, provide training to search committees, interview the candidates, verify their backgrounds including education and experience, and conduct pre-employment background checks. We received 804 applications in FY'21, down slightly from FY'20. We continue to expand our use of electronic applicant tracking. This system created efficiencies in recruitment, hiring, and the onboarding of candidates; ultimately hiring managers have access to candidate resumes and applications immediately upon receipt, expediting the filling of vacancies. We continued advertising with the Professional Diversity Network, Bay State Banner, and other diverse sites to support recruitment of a diverse candidate pool, as well as Massachusetts Municipal Association/ MASS Town Careers, Dice, Indeed, as well as discipline specific sites such as N.E. Waterworks, Mass Health Officers Association, and the American Public Works Association. In FY'21 we hired 135 full-time employees and 20 part-time employees, for a total of 155. We completed 170 CORI/SORI background checks on employment candidates. Judy coordinates the Department of Transportation, Commercial Drivers' License random drug and alcohol testing program. In 2021, there were 61 random drug/alcohol tests.



Judy administers the City Family Medical Leave Act (FMLA) policy and ensures legal compliance with the Federal FMLA law. In FY'21, FMLA requests increased significantly, with Judy managing 43 FMLA leaves. She is also involved with employee mentoring/counseling and conducted 29 exit interviews in FY'21. We continue to expand and diversify our recruitment networks to increase our candidate pool. As of June 30, 2021, we have 1,648 potential applicants automatically receiving our job postings.

FY21 Diversity Profile

HR

Male	3	50.00%
Female	3	50.00%
Total Employees:	6	
Asian	0	0.00%
Black	0	0.00%
Hispanic	3	50.00%
Pacific Islander	0	0.00%
Native American	0	0.00%
2 or more	0	0.00%
White	3	50.00%

The image above is showing the data regarding our Diversity Profile for the Human Resources Department.

FY21 Diversity Profile

Veterans Department

Male	2	100.00%
Female	0	0.00%
Total Employees:	2	
Asian	0	0.00%
Black	0	0.00%
Hispanic	0	0.00%
Pacific Islander	0	0.00%
Native American	0	0.00%
2 or more	0	0.00%
White	2	100.00%

The image above is showing the data regarding our Diversity Profile for the Veterans Services Department.

FY21 Diversity Profile

City Employees

Male	479	72.91%
Female	178	27.09%
Total Employees:	657	
Asian	17	2.59%
Black	25	3.81%
Hispanic	67	10.20%
Pacific Islander	1	0.15%
Native American	2	0.30%
2 or more	8	1.22%
White	537	81.74%

The image above is showing the data regarding our Diversity Profile for the City Employees.

Benefits

The Benefits Office is responsible for day-to-day benefit administration; including orientation, enrollment and disenrollment of employee benefits, and resolution of insurance issues. The benefits staff administers all School and City employee benefits including 12 active employee health plans and six retiree Medicare plans.

In FY'21, the staff administered benefits for 2,295 benefit eligible active City and School employees as well as 578 City retirees and 749 Mass Teachers Association retirees. The City life and supplemental insurance program has five vendors covering a total of 3,247 active City and School employees as well as retirees. Once again, due to the pandemic, Benefits staff held its annual open enrollment period entirely remotely with City, School, and retirees. In FY'21 the staff conducted 97 orientations and continued using a video for remote orientations. 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 67 City and School Department employees regarding their pending retirements in FY'21. 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.

A major responsibility is ensuring compliance with the Consolidated Omnibus Budget Reconciliation Act (COBRA) for City and School employees. Turnover was significantly higher than the past year with a turnover rate of 13.8% for the City. Consequently, in FY'21 the staff processed 190 COBRA notifications to City and School employees. Max also does monthly audits of our insurances to make sure enrollments and deductions are correct and that we are being billed accurately.



Workers' Compensation & Safety

The Department Workers' Compensation and Safety Coordinator 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 and School employees, starting with new employee orientation. We provided safety training on each City employee's first day, with 31 employees attending safety orientation in FY'21. We also added COVID-19 training for all new employees, including seasonal/summer staff. In FY'21 two employees attended a virtual driver re-training program, 11 attended CPR and basic First Aid from the Department of Public Works. Since falling under OSHA in 2019, the City has trained 114 City and School employees in OSHA 10 Safety for Public Sector employees. Reported injuries were down this year from 72 in FY'20, to 61 (31 City employees and 30 school employees).



Administration and Social Media

The Financial and Translations Coordinator assists with budget preparation and tracking accounts, and 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 health insurance benefits premiums. This position is also in charge of the Department's webpage and social media accounts. He is multi-lingual and helps with translation services, including job postings.

The Division's Administrative Assistant provides excellent customer service, greeting each visitor to the Department, making them feel welcome, and assisting them in any way possible, whether it's providing 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, and 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, although most were canceled in FY'21. Public Records requests dominated FY'21, staff continued training, and our Administrative Assistant 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'21 we processed 69 public record requests, averaging 81 documents per request.

Respectfully submitted,
Dolores Hamilton, Director of Human Resources



VETERANS

Department of Veterans' Services

The Mission of the Office is to aid, assist, advise, and advocate for Veterans and their dependents regarding their rights to benefits and services, both at the Commonwealth and federal levels.

The Department of Veterans' Services oversees the Commonwealth's Veteran's public assistance program, as mandated by Massachusetts General Laws, Ch. 115, which provides financial, medical, and service benefits to qualified Veterans and their dependents. This Department also assists and makes referrals in the areas of federal compensation and pensions, state and federal educational benefits, tax exemptions, annuities, home loans, counseling, and job training. The Department receives reimbursement from the state for 75% of the benefit expenses and assists Veterans in obtaining benefits from the Veterans Administration and other programs provided by the federal government.

Veterans Staff
Peter Harvel Interim Veterans Agent
Kathleen Lang Interim Assistant Veterans Agent

Veterans' Benefits and Services

Framingham Veterans' Services remained open and served the City's Veterans throughout FY'21. The Department of Veterans' Services was able to maintain its client base of 40 Framingham Veterans and families eligible for the Commonwealth's Chapter 115 Veterans benefits program to ensure food security, shelter, heat, and health care needs were met. Sadly, due to COVID-19, the numbers of indigent Veterans' burials were also at a high point with four. Maintaining phone and email contact with these families was critical in ensuring checks were made out correctly and delivered on time. Having laptops available to the staff was key to the success of the mission.

In November of 2020, the Veterans Day Ceremonies at City Hall were cancelled due to the pandemic. A message from the Veterans agent and the mayor were pre-recorded and broadcast on Veterans Day. Again, due to COVID-19 restrictions, this year's 2021 Annual Memorial Day program was also cancelled, but not without a great effort by the Framingham community, rallying to get flags out on Veterans' graves. 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 the enthusiastic volunteers, including the Boy

and Girl Scouts for tackling the difficult terrain of Edgell Grove garden-style cemetery. Thank you to the TJX Corporation's Veteran group for their efforts at Saint Tarcisus Cemetery, and to the Framingham families that volunteered to place flags at the Edwards, Main Street, and Saint Stephens Cemeteries.

Due to the pandemic, the Department staff have been unable to meet with Veterans in their homes or those in facilities. They have made calls to keep in touch with Veterans who may need assistance. The telephone volume has been the only contact for many of our Veterans. As more of the population is vaccinated, the staff are optimistic about resuming home/facility visits, running outreach programs, and continuing their Memorial Day and Veterans Day programs.

The beginning of June marked a seismic transformation in how Veteran Service Officers seek reimbursement from the Commonwealth for Chapter 115 benefits expenditures. The Department of Veteran Services (DVS) switched from the VISMIS system to a new account software called OnBase. As a result, all clients receiving Chapter 115 had to recertify, their case histories changed over, and were approved by the DVS authorizers. This was accomplished with minimal disruption in service or burden on the clients. We hope to complete the change over by the end of August 2021.

Respectfully Submitted,
Veterans Service Officer

VETERANS SERVICES 1 Director 1 Assistant	What we do? <ul style="list-style-type: none">• Disability compensation claims• Grave markers for veterans• Memorial Day and Veterans Day services for the City• Chapter 115 for veterans• Flags replacement for the cemeteries in Framingham• We seek out family members of Framingham veterans that were killed in action to notify them of their eligibility for the Massachusetts Medal of Liberty
Chapter 115 Data <ul style="list-style-type: none">• Applicants - 51• Applicants that are widows - 15• Applicants getting fuel assistance - 13• Applicants on MEDICARE - 15• Applicants receiving medical reimbursements - 18	We provide support to all Framingham Veterans

BUILDING DEPARTMENT

STAFF:

Michael A. Tusino, Director

Fred Bray, Deputy Director

Michael Giargiari, 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'21 Operating Budget: \$1,182,234

FY'21 Fees Collected: \$2,586,112

This fiscal year has continued to be very busy despite the COVID-19 pandemic. This terrible pandemic has not slowed down construction in our City.

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, to maintain a record of property activities reviewed by inspectors and investigators, and to be responsive to consumer protection.

The mission of the Building Department is to provide knowledge and service regarding local, state, and federal codes and standards in a manner which supports our commitment to the safety of our 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.

Building, Electrical, Plumbing, and Gas Inspectors conducted over 11,000 inspections citywide this year.

We also issued over 7,500 permits and collected over \$2.5 million for the last five years.

Code Enforcement (nuisance properties) is a large part of this Department. In FY'21 we had 1,200 cases, and 1,137 were resolved. Code Enforcement Inspectors conducted 4,359 inspections and made 10 court appearances.

I'd like to thank our Inspectional Services staff that kept up with a very busy construction year during this difficult pandemic.

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, CBO
Director/Building Commissioner

The following is a list of permit activities in the City:

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	82	44	31	39	34
Two Family Dwellings	57	16	34	1	32
New Commercial Buildings	19	8	19	8	23
Alterations & Additions	2,894	3,421	2,933	3,079	2,646
Total Building Permits	3,052	3,489	3,017	3,127	2,735

<u>Estimated Cost of Construction</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Residential	62,983,340	141,205,926	42,294,789	42,477,836	88,845,700
Commercial	61,962,176	43,720,836	263,265,224	97,888,134	51,508,086
Total Valuations	124,945,516	184,926,762	305,560,013	140,366,070	140,353,786

<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	2,039,631	2,598,631	3,890,684	1,758,968	1,945,624
Sign Permits	10,806	12,704	18,335	17,619	15,474
Wire Permits	469,223	504,969	592,207	669,611	443,404
Plumb.& Gas Permits	174,989	207,831	451,382	528,208	181,610
Total Fees	2,694,649	3,324,135	4,952,608	2,974,406	2,586,112

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, 2020 to June 30, 2021.

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 are to keep a level playing field for both the consumer and merchant.

Revenue is down 25% due to the COVID-19 pandemic.

On July 1, 2021 we started enforcement of the Plastic Bag Reduction Ordinance.

The Weights & Measure Divisions collected the following revenue:

**FOR CALENDAR YEAR 2020 -
\$53,765.00**

**FOR FY'21 -
\$55,315.00**

The Department also levied \$6,275.00 in violations in FY'21.

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

Respectfully Submitted,
James DeMeo, Sealer of Weights & Measures

Division of Planning and Community Development

INTRODUCTION

The Planning & Community Development Division (PCDD) was mandated by the Charter to consolidate three entities: Community and Economic Development Division, Planning Board, and Conservation Commission. PCDD has been operating as a consolidated group since 2018, including a combined budget. This report includes information from all PCDD activities, including a combined budget in FY'21 reflecting another step toward full integration. PCDD 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 and divisions, boards, committees, and the general public.

In June 2021, Director Kevin Shea retired after an over 35-year career in municipal government. Additionally, planners Nat Eames, Sam Scoppettone, and Jennifer Doherty left the Division. New staff hired include Senior Planner Shane O'Brien, Associate Planner Alex Ong, and Community Outreach Coordinator Mollie Amaral.

PLANNING AND ECONOMICALLY DEVELOPMENT

This function concentrates on sound planning to promote economic development and to support our residential neighborhoods. PCDD pursues and manages mission-supporting grants while also providing staff support to City advisory and regulatory committees. The staff coordinate closely on all relevant planning issues with Permitting Boards, Inspectional Services, as well as Department of Public Works and Parks & Recreation staff. The staff supports the implementation of key plans including the Land Use Master Plan, updated by the Planning Board in 2020, 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).

PCDD 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.

PCDD Organization and Administration

In FY'21, staff made several key changes to the way we work in an effort to provide better service to the public. As part of our reorganization, we consolidated our website so that all PCDD functions are found under one heading. In addition, we improved outreach by producing a weekly summary of upcoming meetings mailed to our "Notify Me" mailing list for those who opt-in to receive communications from us. In addition, we have cross-trained new staff so that boards and commissions have full coverage. In addition, we have also established new email distribution lists for reaching permitting staff:

PlanningBoard@Framinghamma.gov

ZBA@Framinghamma.gov

HistoricPreservation@Framinghamma.gov

Irving Street Park

In FY'19, PCDD staff led an effort to raise \$50,000 via the crowdfunder platform, Patronicity. That was matched with \$50,000 from MassDevelopment and the small park in the dense southside, a block from Downtown was substantially completed by Parks and Recreation by the end of FY'21. This park will be a huge asset to the neighborhood.



Views of the new Irving Street Pocket Park at 150 Irving Street in Downtown

Downtown Revitalization

Building on planning efforts dating back 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 2021, the Modera Framingham at 266 Waverly Street and the Bancroft Building at 59 Fountain Street began lease up, adding over 500 units within a 10-minute walk of the MBTA Commuter Rail and MWRTA Bus Hub.



View of the new swimming pool at the Bancroft Lofts at 59 Fountain Street shows the renovated Bancroft Building in the background with the new construction in the foreground



New courtyard amenity at the Modera Framingham at 266 Waverly Street

In addition, according to the DFI 2020 Annual Report, despite the pandemic, there were nine new businesses that opened in downtown in 2020 – a mix of restaurants, retail, and personal service:

- 135 Grill Steakhouse
- Casa Latina
- Energy Fit Nutrition
- Framingham Station
- Kous Kous Restaurant
- Olympus Health & Fitness
- Sam Art & Music
- Tactic Outlet
- Tacos & More

Downtown Framingham, Inc. (DFI)

PCDD supports DFI, a non-profit organization focused on building business, community, and culture through the Main Street America model. During FY'21, the Community Development Department provided DFI with \$70,000 in grant funding through the Community Development Block Grant (CDBG) program. Department staff participates in public Board of Directors meetings and meets regularly with DFI's Executive Director, to ensure coordination with PCDD efforts and policies. In FY'21, DFI assisted 121 local businesses and thousands of residents. DFI regularly promoted downtown businesses through the pandemic to encourage local spending. During the pandemic, DFI staff have been unable to host many of the events that they previously held and have worked hard to help businesses connect to state and local pandemic response resources and to encourage patrons to shop local. In March 2021, Executive Director Courtney Thraen handed the reins to incoming Director Anthony Lucivero. Follow DFI on Facebook, Twitter, and Instagram or visit their website: www.downtownframinghaminc.org.

Key initiatives last year included the annual holiday window contest and helping more restaurants set up outdoor dining and improved take out options during the pandemic. The DFI Annual report can be found here: <https://static1.squarespace.com/static/52e7dbec-e4b0798759d5be59/t/6010526020af6908b0a6530d/1611682404443/DFI+2020+Annual+Report+-+Public.pdf>.



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. The Technical Review Team (TRT) provides information that is beneficial for boards and commissions in future decision-making and TRT comments are provided within staff memorandums for Board Members.

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 actively supported the effort to establish a state-recognized “Cultural District” around the Centre Common. 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. In FY’21, the Planning staff continued active leadership in this effort, including serving on the Board of Directors and promoting activities and institutions in the district.

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

Open Space

The PCDD staffs the Open Space & Recreation Implementation Working Group (OSRIWG), which is charged with implementing the *Open Space and Recreation Plan* (OSRP). The OSRIWG – with staff from other City Divisions and Departments – met regularly in FY’21 to discuss the draft 2020 Open Space and Recreation Plan. After a successful kick off in May 2019, and after delays due to staff turnovers, the team finalized and submitted the draft Open Space and Recreation Plan to the Massachusetts Department of Conservation and Recreation (DCR) on time in December 2020. DCR staff reviewed it, and since February 2021 staff has been working on the amendments requested by DCR.



Though it was the middle of the pandemic, the FCCCD brought people to the Centre Common to enjoy some fun with scarecrows. Here FCCCD Board Chair, Annie Murphy with the Framingham History Center Submission to the First “Scarecrows on the Common Event.”

Bicycle and Pedestrian Planning

PCDD 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 purchase the property.

Subsidized Housing Inventory (SHI)

PCDD 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, the soon-to-open Modera project (266 Waverly) includes 27 affordable units, and the new Bancroft Lofts on Fountain Street includes 26 affordable units.

Grants and Access to Funding

PCDD tracks and aggressively pursues grant opportunities that support Framingham's economic development and enhance our high quality of life. This year, PCDD partnered with economic development staff in Ashland and Natick, as well as the directors of both DFI and Natick Center Associates, to undertake a \$250,000 Regional Recovery Grant program funded by MOBD to partner small businesses in each community with marketing technical assistance. The program assisted 10 businesses in Framingham.

MultiHazard Mitigation Plan (MHMP)

Working closely with DPW, PCDD staff have begun the process of updating the City's MultiHazard Mitigation Plan (last updated in 2017) in anticipation of providing MEMA and FEMA with a five-year update (for 2022). This Plan allows the City to remain eligible for FEMA grants and provides measures of responsibility and safety for future hazards for the City including storm events, flooding, as well as basic risk assessments when it comes to Citywide initiatives near water bodies.

Link to Municipal, Regional, and State Organizations

The PCDD 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

The Economic Development efforts this year have focused on helping businesses through the pandemic primarily through small business grants, network building, and promotion. In addition to working with businesses directly, the Division works closely with organizations that represent business interests including the MetroWest Chamber of Commerce, the 495 Partnership, Downtown Framingham, Inc. and the Framingham Centre Common Cultural District. Despite the pandemic, over 180 new businesses registered to operate in Framingham last year. While office vacancies have increased – a national trend due to the pandemic, Framingham’s economy was strong enough and diverse in late 2019/early 2020, that it has weathered it well.

Economic Development and 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. EDIC members who served in FY’21:

- Doug Lawrence, Chair, Manufacturing Member
- Angela Randolph, Vice Chair, Finance Member
- Ronda Andrews, Municipal Government Member
- Andrew D’Amico, At-Large Member
- Anthony James, At-Large Member
- George Matook, Industrial Development Member
- Dan Rao, Real Estate 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, the Framingham government has funded the EDIC through a Special Purpose Account, providing flexibility in executing its marketing plan and other activities. As of June 30, 2021, 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	\$141,000	\$101,350
FY ‘21	\$107,000	\$37,287

In FY’21, the EDIC continued its contract with Seven Letter (formerly O’Neill and Associates). 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’21, due to COVID-19 restrictions, 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 and statewide development networks. In addition, here are some other key initiatives undertaken during FY’21:

- **New Enabling Legislation.** Based on the findings of the Strategic Planning effort, the EDIC continued to work on crafting new enabling legislation to clarify its powers and support a more pro-active development capacity, and bring said legislation updates before City Council.

- **Gift Card Matching Program.** Helped local Framingham businesses weather the COVID-19 pandemic by matching dollar-for-dollar matches on gift cards up to \$250 per business.

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’21 there were 18,645 visits with 24,510 unique page views. This is an increase of over 18%.
- **Traditional media engagement.** In FY’21, Planning staff worked with our consulting team to support one-on-one discussions with reporters and seven stories and op-eds.
- **A monthly email newsletter** reaching almost 2,700 regional business & development leaders. The newsletter shared 63 positive stories highlighting Framingham’s business location strengths.
- **A twitter account** - @Choosefram – with 2,000+ followers is up 2% since last year.
- **A Facebook page** with over 1,195 followers as of June 2021, up 33% since last year.

Promotional Events

These staff-intensive activities highlight Framingham’s strengths while helping build relationships with business leaders and influencers. The following events took place in FY’21:

- *October:* Virtual webinar which highlighted the MetroWest Economic Research Center (MERC) jobs report, which suggested that the City of Framingham was poised for economic recovery after the COVID-19 pandemic.
- *January:* Virtual Small Business Workshop which helped employers in Framingham achieve their goals and increase brand awareness.
- *April:* Virtual Small Business Workshop which educated employers in Framingham on subjects ranging from negotiating contracts to how to handle accounting, bookkeeping, and payroll.
- *May:* Virtual Framingham Delegation Forum, which highlighted local, state, and federal support for the business community. Senate President Karen Spilka was joined by Mayor Yvonne Spicer, State Representatives Carmine Lawrence Gentile, Jack Patrick Lewis, and Maria Duaine Robinson.

PERMITTING

150 Concord Street, Room B2

ZBA: 508-532-5456	PLANNING BOARD: 508-532-5450	CONSERVATION COMMISSION: 508-532-5460	HISTORICAL & HISTORIC DISTRICT COMMISSIONS: 508-532-5455
ZBA@FRAMINGHAMMA.GOV	PLANNINGBOARD@ FRAMINGHAMMA.GOV	CONSERVATIONCOMMISSION@ FRAMINGHAMMA.GOV	HISTORICPRESERVATION@ FRAMINGHAMMA.GOV
WWW.FRAMINGHAMMA.GOV/23 0/ZONING-BOARD-OF-APPEALS	WWW.FRAMINGHAMMA. GOV/69/PLANNING-BOARD	WWW.FRAMINGHAMMA.GOV/137/ CONSERVATION-COMMISSION	WWW.FRAMINGHAMMA.GOV/ HISTORICPRESERVATION

Shane O’Brien, Senior Planner
Alexandra Ong, Associate Planner
Mollie Amaral, Community Outreach Coordinator

PCDD supports land use, conservation, and historic preservation permitting boards. In FY’21, our staff managed 77 meetings, 207 applications, and 155 public hearings. Each project before one of the boards has a formal public notification process so that due process is followed. The Conservation Commission staff also manages over 400 acres of property under the Commission’s purview and their activities are described separately.

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 Ordinance 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 Ordinances, Article VII.
- Reviews and serves as the permit granting authority for Comprehensive Permits for affordable housing projects pursuant to M.G.L. c. 40B.

The ZBA began FY’21 with three full voting members and two associate members:
 Stephen E. Meltzer, Chair
 Edward “Ted” Cosgrove, Vice Chair
 Heather O’Donnell, Clerk

John “Rick” P. McKenna, Associate, Sign Appeals Board
 Lap Yan, Associate, Sign Appeals Board

Jeff Johnson was appointed as an Associate and Sign Appeals Board member in July 2020. Mitchell Matorin was appointed as an Associate member in October 2020.

During FY’21, the ZBA received 45 petitions for appeals, variances, special permits, findings, and sign appeals; issued 45 decisions; and held monthly meetings.

Petition Type	Decisions*	New Petitions
Variances	16	17
Use Variances	3	2
Appeals	2	2
Findings (Sec. 6)	9	9
Special Permit	7	8
Sign Variances	8	8
Sign Appeals	2	2
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 and those that were withdrawn.

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 Ordinance; 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.

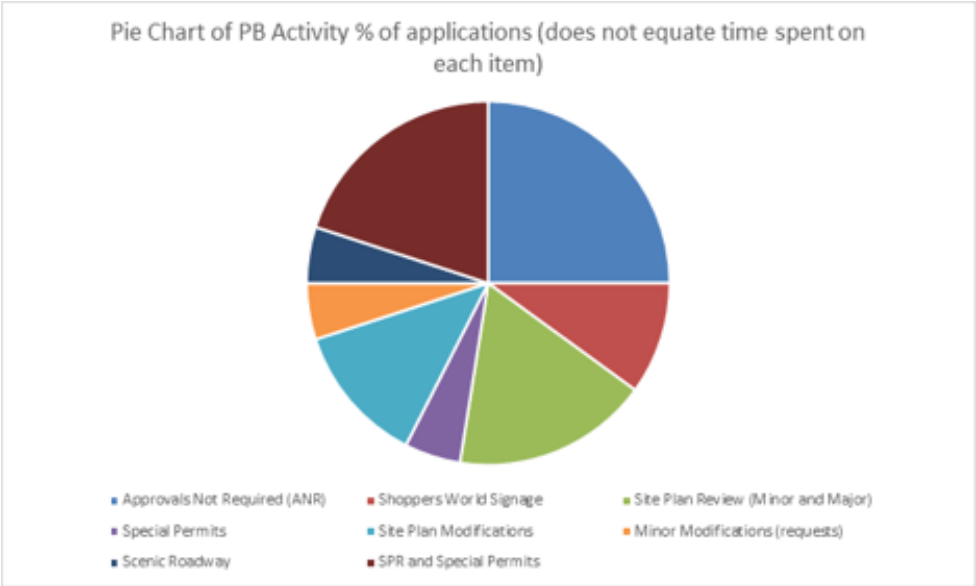
During FY’21, the five Planning Board members were:

- Kristina Johnson, Chair**
- Joseph Norton, Vice-Chair**
- Shannon Fitzpatrick, Clerk**
- Aaron Bober**
- Thomas Buie**

PCDD Permitting staff provided the Planning Board with information, maintained the application process, provided staff memorandums, and provided professional planning advice and policy analysis to guide their decision making.

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’21, the FPB granted 48 decisions for applications (Site Plan Review, Special Permits, Subdivisions, Public Way Access Permits, and Modifications to Scenic Roadways); received 49 applications; held 26 meetings; conducted conformance review for active development projects; and had approximately 10 development projects receive occupancy permits. A breakdown of projects can be viewed in the graph below as well as in the appendix at the end of this report.



Planning Board July 2020-2021	Applications	Decisions/ Permits	Withdrawals	In Progress
Approvals Not Required (ANR)	14	14	0	0
Shoppers World Signage	4	4	0	0
Site Plan Review (Minor, Limited and Major)	10	10	0	0
Special Permits	2	2	0	0
Site Plan Modifications	6	6	0	0
Minor Modifications (requests)	3	2	0	0
Scenic Roadway	2	1	1	0
SPR and Special Permits	8	8	0	0
	49	48	1	0

Zoning Amendments and Discussions

Proposed Temporary Moratorium on Multi-Family Construction

Pursuant to the provisions of M.G.L. Chapter 40A Section 5. The City Council voted on April 21st, 2020 to refer this proposal to the Planning Board for public hearing. The vote was certified by the City Clerk on May 5th, 2020. Planning Board staff received the notification on May 19, 2020. The Planning Board opened the public hearing for the proposed temporary moratorium on multi-family construction on Thursday, July 16, 2020. To review and consider all of the public testimony from the initial hearing, the Planning Board voted to continue the matter until Thursday, July 23, 2020, and concluded their deliberations at this meeting. Members agreed that the required report to the Planning Board pursuant to Chapter 40A Section 5 should summarize the testimony received, the deliberation of the Board members, and provide some recommendations for the City Council relative to enacting the proposed moratorium.

Testimony included a statement of potential impacts from the Director of Planning and Community Development as well as statements in opposition to the moratorium by the President of the MetroWest Chamber of Commerce, Downtown Framingham, Inc., and local business owners. Public statements in favor of the moratorium cited impacts to schools, traffic, and other unintended consequences. Deliberation included concerns over the interaction between planning and the school department, funding for long range planning, the impacts of the moratorium on fair housing and access to state grants, and the general concern that the moratorium is unnecessary and could harm the City's ability to attract businesses, and the general intentions of the transit-oriented development (TOD) zoning passed in 2015.

In addition to their vote on whether to support the proposed moratorium, the Planning Board voted that they would also provide a statement (referred to as a "letter" during the meeting but included below) that provided guidance to the City Council if they proceeded with enacting the moratorium. The Planning Board agreed to caution the Framingham City Council to only consider a Moratorium on Multi-Family housing if the following conditions are included:

- i. A study should be scoped and fully funded within six months and completed no later than 12 months.
- ii. The TOD zoning district should be exempt from the moratorium.
- iii. Multi-family developments that are 40 units or under should also be exempt from moratorium.
- iv. The Planning & Community Development Department should work in closer coordination with the School Committee and the Traffic Commission to create a more cohesive development review process.

With respect to the question of supporting the proposed enactment of a temporary multi-family moratorium, the Board thoughtfully discussed and weighed the testimony received and viewpoints of the members. **After careful deliberation, the Board voted 4-1-0, to NOT support the enactment of the temporary moratorium on multifamily housing.**

Proposed Amendment to the Zoning Ordinance to Increase the Number of Full Members appointed to the Zoning Board of Appeals from Three (3) to Five (5) Members

The Planning Board opened the public hearing for the proposed Amendment to the Zoning Bylaw to Increase the Number of Full Members appointed to the Zoning Board of Appeals from Three (3) to Five (5) Members on Thursday, July 16, 2020.

On July 16, 2020, Joseph Norton moved that the Planning Board send a recommendation to the City Council to vote against an Amendment to the Zoning Bylaw to Increase the Number of Full Members appointed to the Zoning Board of Appeals from three (3) to five (5) members, as the board is currently not fully constituted. Aaron Bober seconded the motion. In four (4) in favor, one (1) in opposition, and zero (0) in abstention. **MOTION PASSED 4-1-0.**

Proposed Amendment to the Zoning Ordinance Regarding Land Disturbance and Stormwater Management

The Framingham Planning Board held a public hearing on Thursday, April 22, 2021 at 7:00 pm to review and make recommendations on the proposed amendments to Section V.F. Land Disturbance and Stormwater Management & Section I.E. Definitions of the Framingham Zoning Ordinances. The Planning Board voted in all (5) in favor. **MOTION PASSED 5-0.**

Accessory Dwelling Units – Planning Board Drafting of Ordinance Request

The Framingham Planning Board held a series of public hearings to consider drafting an amendment to the Framingham Zoning Ordinance to consider the potential of Accessory Dwelling Units within the City. The process is ongoing with a survey currently active with over 200 respondents.

Master Land Use Plan

The Framingham Planning Board continues to monitor implementation of the Master Land Use Plan. Projects before the Planning Board are reviewed and implemented based on the framework of the Master Plan and its updates.

HISTORICAL COMMISSION AND HISTORIC DISTRICT COMMISSION

The FY'21 budget devoted \$16,400 to support the work of the Historical Commission and the Historic District Commission.

Historical Commission (HC)

Historic preservation planner Jennifer Doherty served as Historical Commission (HC) staff in FY'21 undertaking various initiatives and managing all administrative duties.

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

Historic District Commission

Members: Stephen Greeley (Chair), Amy Finstein (Vice Chair), Susan Bernstein, Paul Charboneau, Julie Ferrari, Henry Field, Ted Grenham, James Kubat, Andrew Mackin, Ken Nowell and Paul Silva.

Historic preservation planner Jennifer Doherty continued to serve as Historic District Commission (HDC) staff undertaking various initiatives and managing all administrative duties. The HDC held 11 meetings in FY'21. 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 Ordinances Article VII, Section 5). The HDC held nine public hearings for various projects in FY'21.

Current HC Members include:

Paul Silva, Chair

Frederic Wallace, Vice Chair

Lynne Damianos, Clerk

Lewis Colten

Susan Kennedy

Thomas Schuetz

Kevin Swope

Conservation

The Conservation Commission serves as the local authority for overseeing and administering the Massachusetts Wetlands Protection Act and Regulations. The Conservation Department is composed of the seven appointed members who serve on the Conservation Commission, as well as three professional/technical staff. The Department is responsible for implementing local, state, and federal wetland and land protection regulations, as well as managing approximately 500 acres of conservation land, engaging the community in conservation efforts, and educating local residents about the functions and values of our shared natural resources.

Conservation Department staff in FY'21 included Conservation Administrator, Robert McArthur, as well as an Assistant Conservation Administrator and a Communications and Land Stewardship Coordinator. Assistant Conservation Administrator, Jonathon Niro served until October 2020 after which Amanda Smith filled that position. Likewise, the Communications and Land Stewardship Coordinator Amber Carr served until October, after which she provided administrative support on a part-time basis until her position was filled by Catie Colliton.

During FY'21, the seven members of the Conservation Commission were:

- Bob Bois, Chair
- Sam Bade, Vice Chair
- Temitayo Akinbola
- Priya Gandbhir
- Thomas Liveston
- Bill Merriam
- Jennifer Forman Orth

The Conservation Department reviews and permits private, commercial, industrial, and government projects to ensure they conform with all local, state, and federal wetland protection regulations. Other duties include managing the City's conservation land, overseeing the Framingham Land Stewardship Program, directing the Nuisance Aquatic Vegetation Management Program, and providing education, outreach, and permit assistance to residents.

The Conservation Department works to:

- Enforce the Wetlands Protection Act (WPA) in the City of Framingham, as well as the City's Local Wetland Protection Ordinance.
- Manage approximately 500 acres of conservation land, which includes trail maintenance and wildlife habitat management. Land management activities are primarily completed by the Land Management Crew but due to budget constraints caused by the pandemic, the seasonal Land Management Crew was cut from the budget for FY'21. Thanks to the Parks and Recreation Department, the trails remained open and accessible. Parks and Recreation took on the critical maintenance activities including clearing fallen trees from the trails and mowing along the roads and parking areas to maintain safety and access for the public throughout the pandemic.
- Direct the Nuisance and Invasive Aquatic Vegetation Management Program, which focuses on the management and treatment of invasive and nuisance aquatic plants at 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. The Conservation Department also helps to facilitate other invasive species management projects in collaboration with local and regional nonprofits, land trusts, and other volunteer groups and organizations.
- Collaborate with Planning Department and Parks & Recreation Department staff to update the Open Space and Recreation Plan (OSRP), which will allow the City to continue to apply for grants.
- Secure grants, build partnerships, and facilitate conservation land acquisitions and conservation restrictions to increase the protection of open space, wetland resources, and wildlife habitats for current and future generations of Framingham's community to enjoy.

During FY'21, the Commission reviewed and issued over 95 permits under the Wetlands Protection Act and the local Wetlands Protection Bylaw. The Commission held 22 public meetings during which time 102 hearings were heard, and

conducted over 300 site visits and inspections in support of the permitting process and enforcement of the Wetlands Protection regulations.

In addition to permitting responsibilities, the Conservation Department collaborated on several long-term planning projects, land acquisitions, and educational efforts to support the mission of the Division. Some of these efforts were impacted by the pandemic and staff turnover, however, the Conservation Department will continue its planning efforts moving forward. Some of these efforts are listed below.

Permits, Meetings and Site Visits	Quantity
Inter-departmental Reviews of applications (Building Permits, Planning Board Permits, and Zoning Board of Appeals Permits):	22
Notice of Intent:	38
Abbreviated Notice of Resource Area Delineation:	1
Request for Determination of Applicability:	20
Emergency Certification:	6
Minor Plan Change:	3
Permit Extensions:	4
Amended Order of Conditions:	7
Certificate of Compliance:	21
Notice of Violation:	10
Enforcement Order:	4
Administrative Approval:	23
Number of Hearings:	102
Number of Meetings:	22
Site Visits and Inspections:	300

Long Range Planning Efforts

Conservation Master Plan

Implementation of the Conservation Master Plan (CMP) was postponed due to pandemic-related budget cuts and staffing shortages. Additionally, the second public meeting to discuss the CMP was postponed until after the pandemic. Next steps will include public engagement to prioritize projects and identifying funding opportunities and partnerships to support implementation of the CMP.

Open Space and Recreation Master Plan

The Open Space and Recreation Plan was submitted and reviewed by the Massachusetts Department of Conservation and Recreation (DCR). DCR provided comments which Conservation staff, in cooperation with Planning and Parks & Recreation staff, are continuing to address.

Conservation Land Management

Conservation Restrictions

0 Pleasant St and 152 Grove St: Boundary marking of these parcels and others is scheduled for the Seasonal Conservation Crew for the summer/fall of 2021.

Land Acquisition

Working with the Sudbury Valley Trustees (SVT), secured a parcel of land through the Local Acquisitions for Natural Diversity (LAND) Grant Program that connects the Mohawk property to Callahan State Park and beyond. SVT will hold in fee and the Conservation Commission will hold a conservation restriction.

Land Management Crew

The Land Management Crew was cut from the budget for FY'21 due to pandemic-related budget constraints in 2020. The Land Management Crew are responsible for regular maintenance of the Conservation Department's trails, management of invasive species, litter clean up, and other monitoring and maintenance needs. Last year's absence of the seasonal Land Management Crew marked the second year without seasonal staffing. This was a significant loss and there were regular public calls to report downed trees, overgrown trails, broken bridges and boardwalks, vandalism, and other problems on the properties. Thanks to the Parks & Recreation Department the most critical issues continued to be address, but they were experiencing similar staffing shortages and therefore could not provide the same level of consistent management as the seasonal crews while also satisfying their own departmental needs. The Conservation Department greatly appreciates all that the support that the Park and Recreation Department provided throughout the pandemic.

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 fifth year this season. The first four years have brought a reduction of coverage. Volunteers have also engaged in hand-pulling the water chestnuts in spots more difficult to reach with the spray treatments, assisting in the stewardship of the river.

Stearns Reservoir has also been treated for water chestnut and other aquatic vegetation, and will continue to require consistent monitoring and treatment to keep this invasive plant from choking the City's waterbodies. Conservation staff is working to locate a more accessible access point to accommodate more effective equipment for treatment.

Invasive Aquatic Vegetation

The Conservation Department has treated six of Framingham lakes and 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 required around Waushakum and Farm Ponds where the rare plant species is present. This rare plant is only present in nine locations throughout the entire state. Waushakum and Farm Ponds are currently undergoing their second year of treatment following a five-year hiatus, when Natural Heritage and Endangered Species was evaluating the best approach to protecting the rare plant and its natural habitat. At this time, the method of treatment is mostly focused on the areas of vegetation that recreational activities including swimming, boating and fishing. The Conservation Department has continued to coordinate with Natural Heritage and Endangered Species Program on the best methods for treating the nuisance aquatic vegetation without harming the endangered plant population. This includes the selection of appropriate herbicides, as well as contraction of a botanist who routinely monitors the rare plant species to ensure it is unharmed. Regular treatments of Gleason, Learned, Mohawk, and Norton Ponds have also continued.

Education and Outreach

Each year the Conservation Department provides information about land management, conservation, and environmental education at various events. Due to the pandemic no large events were planned, but staff were able to engage smaller groups in native pollinator planting initiatives, water chestnut pulls, and discussions with concerned residents about the resources on their properties and best management practices.



Thanks to a partnership with the Sudbury Valley Trustees and assistance from the LAND Grant Program, the Chickatawbut Woods Reservation was completed this year with the acquisition of a parcel of land that connects Mohawk walking trails to Callahan State Park.



Residents engage in stewardship of the Sudbury River by helping to remove water chestnuts from shallow areas.



The Sudbury River has seen a significant reduction in invasive water chestnut, but still requires yearly treatments and maintenance.

COMMUNITY DEVELOPMENT

Eliot Yaffa, Community Development Coordinator

Community Development Committee:

Beverly Good (Chair), Miakala Bembery, Eileen Bogle, Garrett Colon, Andrew Machkasov, Tianna Tagami

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 positions staff CD.

FY'21 CDBG & HOME Budgets:			
	Budget	Spent	Percent Utilized*
State CARES Act	\$0	\$59,822.88	
Home	\$268,950	\$108,292.28**	40%
CDBG + CARES Act	\$1,575,926	\$1,032,342.28**	66%

*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'20), are often utilized for program activities in a following fiscal year.

** Unspent funds from previous year were spent during FY'21. FY'21 funds mostly committed but not spent

The theme for the year was adaptability and perseverance. Similar to many households globally, the City of Framingham Community Development Program (CDP) faced many challenges to operating as business as usual. Even though the City had one FTE employee mostly working remote, we managed to disburse and commit close to \$1 million in CARES Act (CDBG-CV) and CDBG funds over the past 15 months.

COVID-19 Response

CDP disbursed and committed close to \$1 million in CARES Act (CDBG-CV) and CDBG funds over the past 15 months. We would not have been able to commit and disburse all of these funds without obtaining two licenses to use the Neighborly Software system and hiring a consultant for 20 days. Neighborly allowed us to track, review, and inform clients of missing documents for both COVID programs. The software allowed us to be accessible to residents and businesses since they could see in real time the status of their applications. As of July 2021, the city received close to 300 applications. Without making the switch to Neighborly, we would not have been able to effectively approve those applications in a timely fashion.

By the end of the program year, we had assisted 62 small businesses with up to \$10,000 grants that could be used to pay for salaries, rent, or utilities. Fifty-nine low- and moderate-income households were assisted with arrearages stemming from missed rent, mortgage, or utility payments. Even though these households were the only ones counted as using CDBG funds; we have assisted a total of 18 other households using state CARES Act funds.

In FY'21 major CDBG-funded initiatives included:

CDBG Non-CARES Act Funds

Housing Rehabilitation/Code Enforcement

While CDP has halted its housing rehab program for FY'22, we will be rehabbing two projects that were approved in May 2021. We will also be finishing one project to give us a total of three housing units rehabbed in 2022. Even though the code enforcement task force could not operate as normal, they still were able to provide over 400 citations. The city and its partners also managed to effectively operate all of its programming set forth in the consolidated and action plans.

Public Services

Nine social service agencies delivered services to 942 beneficiaries leveraging funding from other sources against CDBG. All CDBG-receiving entities, including public services leveraged nearly \$1 million in additional funds to carry out their work. The program funded job training services to local youth and limited English proficient residents, local furniture bank that provides donated furniture to low-income individuals, provider of clothing and personal care items to families living in shelters, and a food bank. These impacts benefitted not only the direct beneficiaries but also leveraged new skills, better health, and supportive services to entire households, families, and their circles and networks. Ninety-three percent of services went to individuals earning 80% or less of the area median income (AMI). Eighty percent of beneficiaries, the

majority, earned 30% or less of the AMI, a level categorized by HUD as extremely low income. Agencies reached clients of varying ethnic/racial backgrounds and provided services to new immigrants.

CDP also established an emergency income program to households affected by COVID-19. Thirty-four households were assisted with funds to pay two months of mortgage/rent and utility payments.

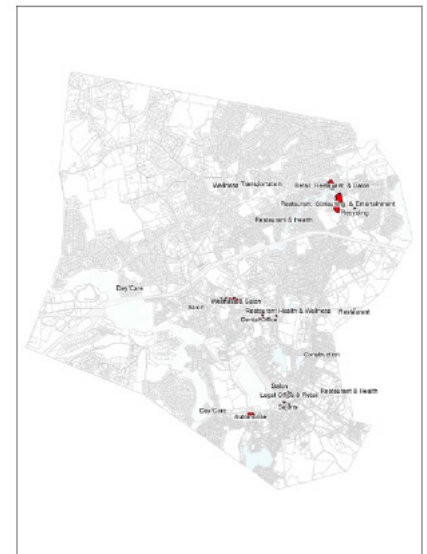
Economic Development

CDBG funds continue to subsidize Downtown Framingham, Inc., which amplify economic development efforts by providing technical assistance to local merchants on sign and façade projects and other general business needs. DFI completed its annual Business Climate Survey last year showing improved perceptions of the downtown business corridor. Additionally, the survey also showed the resiliency of the business community overall in the area. With at least 100 business within the districts, the community only had one business shutter due to the pandemic. Finally, due to the enhanced perception of the area, a net of four businesses will be opening in the corridor in 2021.

While the pandemic put a halt to sign and facade work during the year, we have one project imminently starting in federal program year 2021.

CDBG CARES Act Funds

The City continued both its small business and emergency assistance program from program year 2020. As of August 3rd 2021, the city has committed over \$800,000 to both businesses and Framingham residents. Additionally, we have at least 320 residents assisted by two public service agencies for CARES Act. We expect these numbers will rise.



Type of Business Assisted with CARES Act funds	Count of Business
Auto	1
Construction	4
Consulting	2
Daycare	2
Entertainment	1
Florist	1
Grocery	2
Health Wellness	8
Insurance	1
Laundry	1
Legal	2
Recycling	1
Restaurant	11
Retail	5
Salon/Spa	20
Tattoo	1
Transportation	1
Total	64

HOME Program

Framingham is a member of the WestMetro HOME Consortium with 13 other member municipalities including Newton (as lead community), Belmont, Brookline, Concord, Framingham, Lexington, Natick, Needham, Sudbury, Waltham, Waverly, and Wayland. The individual communities do not meet the \$500,000 threshold to receive HOME funds directly, so they band together as contiguously located governments to participate in the HOME Investment Partnerships Program (HOME) program. Working collaboratively, the consortium creates affordable housing, provides rental support, and issues down payment assistance to their residents. Find below Framingham's accomplishments in FY'21 using HOME funds.

Subsidized Housing Support

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. In addition, the City established a full subsidy program that pays 70% of the rent for homeless families working with Family Promise Metrowest. In FY'21 we have assisted 17 residents.

Division of Parks, Recreation, & Cultural Affairs

PARKS AND RECREATION COMMISSION

Kathleen F. Hauck, Chair (2021), Bob Berman (2022), David Gudejko (2022), Shannon Stevens (2021), and Tony Tolson (2022).

The Park and Recreation Commission consists of five volunteer residents who make policy and follow Massachusetts General Law, Part I, Title VII, Chapter 45, Section 5 to lay out and improve public parks; make rules for their use and government; appoint all necessary engineers, surveyors, clerks and other officers, including a police force to act in such parks; define their powers and duties.

Parks and Recreation Department Mission

The Parks and Recreation Department's mission is to create recreational opportunities, preserve open space, manage public athletic fields and parks, and administer recreation programs for the varied population of Framingham.

The Three Pillars of the National Parks and Recreation Association

1. *Health and Wellness* - Advancing community health and well-being through parks and recreation.
2. *Equity* - Ensuring all people have fair and just access to the benefits of high-quality, local parks and recreation.
3. *Conservation* - Creating a nation of resilient and climate-ready communities through parks and recreation.

FY'22 Division Administration Goals

1. Continue efforts to increase diversity throughout the Division by improving recruitment of BIPOC; provide equitable access to City facilities and amenities by developing and continuing plans for park renovations and improvements citywide; and continue developing partnerships and providing permitting opportunities for organization whose focus is in providing recreational opportunities to underserved residents of Framingham.
2. Continue increasing efficiencies among Administration staff by identifying opportunities within day-to-day operations that will allow for better deployment of staff; create a comprehensive map of Cushing Memorial Park that identifies locations or memorial benches, bee boxes, tree dedications, etc. for quicker response to public inquiries; review field permitting process, including lining operations, with focus on improving permit processing and field lining.
3. Review and develop all master plans and budget to create a more focused vision for City parks. Additionally, work with consultants on developing a proposal for a citywide Parks Master Plan that will include community outreach and involvement; review and revamp the Division's 20-Year Capital Budget Plan to better align with the Division's long-term goals and needs; and continue with redesign efforts that focus on the redevelopment of a number of City Parks, incorporating a community-based approach.

DIVISION ADMINISTRATION SERVICES

Division Administration supports the overall operations for Parks Maintenance, Recreation Services, Callahan Center, Loring Arena, and City-owned Cemeteries. Staffing includes six full-time staff: a Division Director, Deputy Director, Financial Manager, Office Manager, Administrative Assistant II /Field Scheduler, and an Administrative Assistant III. Staff perform the following services and more:

- Long-range planning
- Property management
- Capital planning and capital project oversight
- Operating budget planning and oversight
- Personnel management
- Payroll management
- Collective bargaining
- Financial management
- Accounts payable and receivable
- Scheduling and permitting City and park property

Administration staff generate significant alternative resources through grant programs and community partnerships. This Division actively seeks out community partnerships. We work directly and share resources with other City departments including the DPW, Community and Economic Development, Conservation, Capital Projects, BOH, and Framingham Public Schools to plan and implement numerous projects utilizing local, state, and federal grant funding.

FY'22 Parks Maintenance Department Goals

Provide support throughout the Mary Dennison Park Remediation and Construction project by assisting with planning, implementation, and completion of all phases of construction. In anticipation of construction, begin to train staff on best maintenance practices for amenities such as synthetic turf and splashpad; and create a maintenance and operations plan that includes site-based management.

If funded for FY'22, successfully recruit and train a new Construction Supervisor, who will once again continue our beautification and volunteer programs.

Review and identify potential efficiencies in routine maintenance operations. This will include upgrades to the Base Line hardware and software system (irrigation systems) that will result in a reduction of water usage citywide and allow staff to fully operate the system remotely; develop phased approach to replacing outdated and inefficient field lighting systems citywide; and research a self-propelled field lining machine that could potentially reduce the number of staff and amount of paint needed to line a field.

Continue efforts in long-term project planning and implementation by supporting the installation of a turf field at the new Fuller Middle School; undertake final design and construction efforts for the City's first dog park; continue working towards the replacement of the failing Winch tennis and basketball courts including surface, lighting, and fence replacements; work with Parks Administration and community on developing a redesign of Reardon Park; and execute facility and water quality improvements at Waushakum Beach.

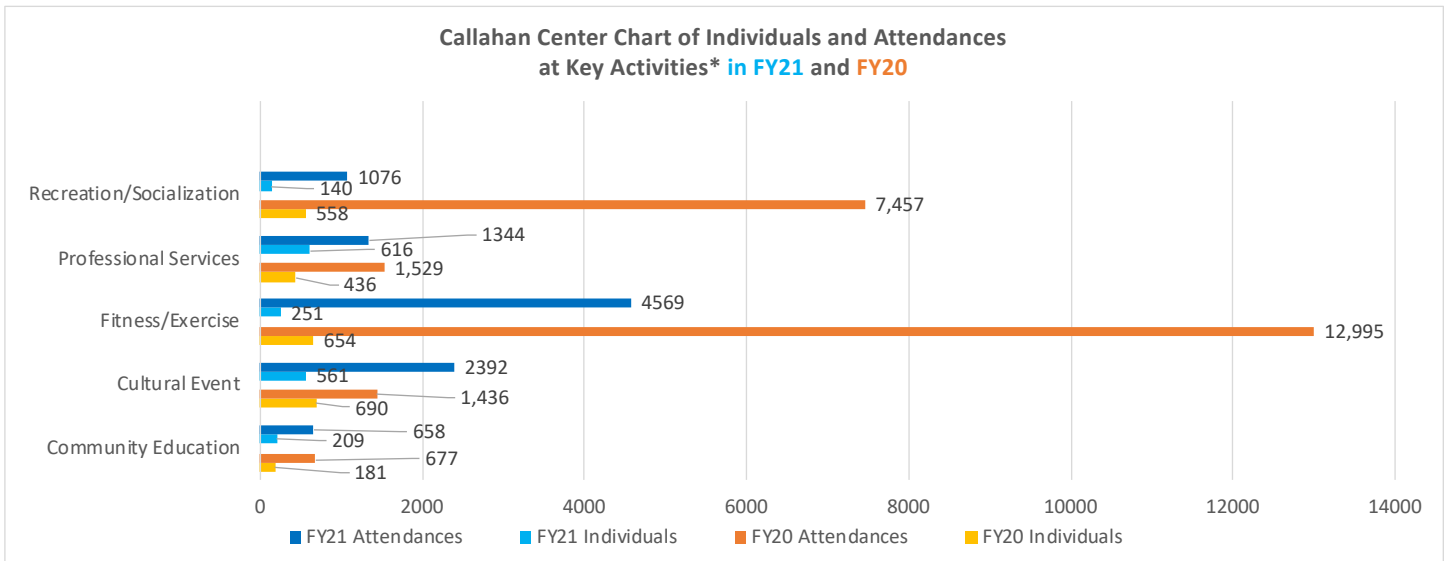
PARKS MAINTENANCE DEPARTMENT SERVICES

The Park Maintenance Department provides management and maintenance of over 725 acres of City property including 67 park and school-owned formal athletic fields, aqueduct trails, and several hundred acres of active and passive parks. Sixteen full-time staff include the Superintendent of Park Maintenance, three Construction Supervisors (one unfunded), three Working Foremen, two Medium Equipment Operators III, one Medium Equipment Operator II, five Medium Equipment Operators I, and one Maintenance Mechanic.

We also employ Seasonal and Summer Laborers (50% reduction in funding in FY'21) on a part-time basis during our busy seasons.

Maintain City and School facilities, athletic fields, and maintain neighborhood playgrounds and playground equipment. Provide snow operations during the winter and trash collection on all properties.

Park Maintenance - By the Numbers		
Category	FY'20	FY'21
Fertilizer (Pounds)	49,000	24,000
Grass Seed (Pounds)	15,000	21,500
Athletic Field Marking Lime (Pounds)	5,600	2,800
Athletic Field Marking Paint (Pails - 5 gallons per pail)	100	71
Ballfield Clay - Infield Mix (Cubic Yards)	136	56
Brick/Mason (Beach) Sand (Tons)	86	4
Loam / Sand soil (Cubic Yards)	59	137
Playground Safety Chips (Yards)	80	0
Bark Mulch (Yards)	80	80

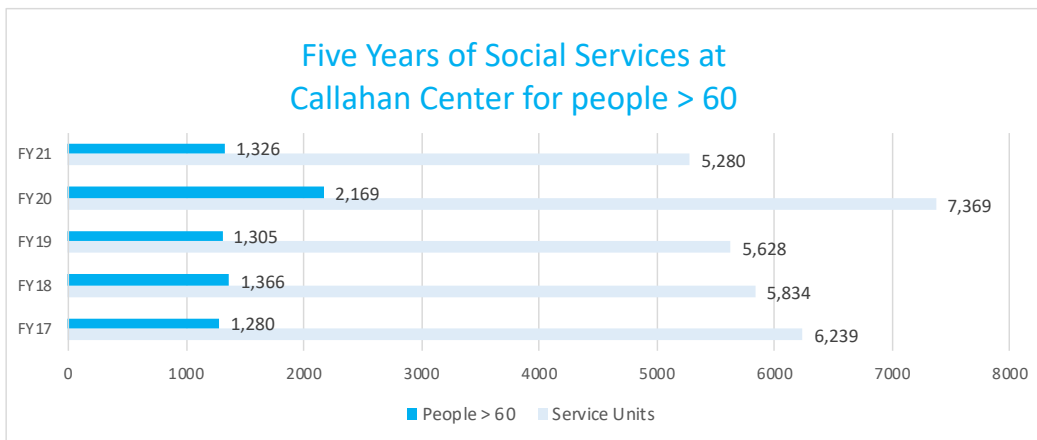


*The above data does not include all categories of activities. These are the activities with more than 500 attendances throughout the year.

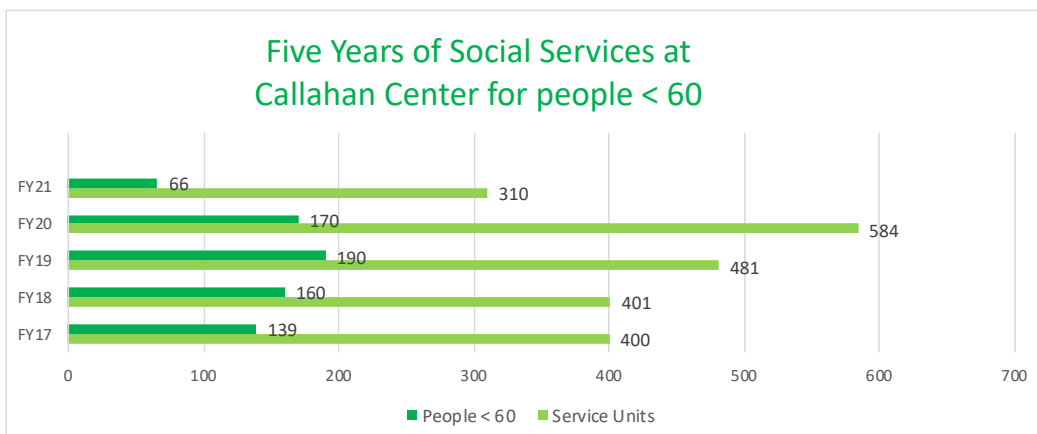
FY'21 attendances are 37% less than FY'20, due to the COVID-19 shutdown that lasted until June 1, 2021. We converted many of the programs to be offered via Zoom. However, many seniors prefer the camaraderie of in-person activities and retain a healthy concern about the virus, due to underlying health issues and unvaccinated family members. We continue to offer programs via Zoom and in-person as permitted.

FY'21 had 1,243 Individuals with 11,240 Total Attendances.

FY'20 had 1,939 Individuals with 30,460 Total Attendances.



In FY21, additional outreach efforts by additional staff regarding COVID-19 vaccine.



	FY'20 Individuals	FY'20 Attendances		FY'21 Individuals	FY'21 Attendances
Community Education	181	677	Community Education	209	658
Cultural Event	690	1,436	Cultural Event	561	2392
Fitness/Exercise	654	12,995	Fitness/Exercise	251	4569
Professional Services	436	1,529	Professional Services	616	1344
Recreation/ Socialization	558	7,457	Recreation/ Socialization	140	1076
FY'21 had 1,243 individuals with 11,240 total attendances			37% of FY'20 attendances		
FY'20 had 1,939 individuals with 30,460 total attendances			The number of individuals in FY'21 is 64% of the number in FY'20		
# new people in FY'21 559 at Joined in past year. Similar to number in FY'20.					

Parks Maintenance Department by the numbers:

- 400 acres active or developed property
- 325 acres of passive/undeveloped property
- 200 trees watered on a weekly basis
- 70 unique sites such as roadway islands which include plantings, mulch, and watering
- 55 flower beds
- 36 Parks including 3 beaches
- 34 School Athletic Fields
- 33 Non-school Athletic Fields
- 21 various Conservation; open Space; water ways; boat ramps; and community garden
- 9 Schools with Athletic Fields
- 25 Sport Field locations
- 52 Spring Sport Fields
- 36 Fall Sport Fields
- 16 tennis courts
- 8 basketball courts

Additional direct services provided solely or in cooperation with various volunteer groups including: religious affiliate, Framingham State University, Bose, youth groups, and high school students. We assist with the annual Arbor Day activities in coordination with the DPW, Keefe Tech, and local landscaping and tree companies. The Maintenance crew is carrying on the tradition with the Toy Soldier displays throughout the City. Staff support the environment by building bee and bird boxes in our parks.

Parks Maintenance Accomplishments

150 Irving Street Green Space Project – The Parks Department, in collaboration with the Department of Community and Economic Development and the Planning Board transformed a vacant lot into a wonderful new neighborhood park. Despite the pandemic, the professional staff and administration have worked diligently to identify opportunities to preserve open space throughout the City, especially in Southeast Framingham. This project leveraged the strengths of our staff, and each department played a major role in the ultimate design of the park. We secured a MassDevelopment design grant

and managed a successful Patronicity Crowd Funding Campaign that resulted in a conceptual park design and raised over \$100,000 towards construction. Parks and Recreation worked with local businesses and other departments including the DPW and Facilities Management to secure in-kind services and donations for materials and labor. The Planning Board was able to assist with kick starting this effort and funding the park design. This was the first project of its kind that utilized so many creative ways to engage the community and fundraise through social media, reducing the financial impact on Framingham residents.

Barry Bograd Memorial Field – The Parks and Recreation Department, in collaboration with the Framingham School Committee and the Parks and Recreation Commission, completed another phase of improvements at the Walsh/Dunning Athletic Field Complex. The improvements to this facility represent all that Barry supported in youth sports and will provide a full-sized athletic field for football, soccer, lacrosse, and field hockey. In addition, the renovation will provide equal access to the parking lot, athletic field, and renovated walking path providing access for people with all abilities.



COVID-19 management was challenging for everyone; with Parks and Recreation as an essential service, it proved to be exceptionally difficult. The Division was able to responsibly adapt by creating COVID-19 management plans that addressed mask wearing, capacity limits, signage, contact tracing, disinfecting, physical distancing, and program planning. Each Department



within the Division modified their operations to meet the recommended state guidelines to keep the public as safe as possible. While essential park staff worked daily in the field, office staff modified their time to work on a rotating schedule or remotely.

FY'22 Recreation Department Goals

Strengthen the community's image of the Recreation Department by anticipating and adapting to the programmatic and facility needs of the entire community. This will include offering community events for all residents of our City on a quarterly basis; implementing programs in a variety of areas throughout the City to help build a feeling of community; and designing comprehensive recreational programming for Mary Dennison Park in anticipation of its completion.

Increase adaptive programming activities by researching availability of programs; collaborating with volunteers to assist and support participants; continue collaboration with Special Olympics organization; and offer opportunities for inclusiveness into existing programs.

Develop methods to effectively promote and publicize recreational programs and events citywide. Our approach will include improving upon our advertising efforts for programs by utilizing social media and public, community events; cross-promote and advertise at other City facilities (Loring Arena, Callahan Center, City beaches, City Hall, the libraries, etc.); collaborate on programs and promotion with other departments, including the School and Library Departments; and research home delivery options for publications, in conjunction with other departments.

Recreation - By the Numbers		
Category	FY'20	FY'21
Total Beach Attendance (Participants)	9,720	9,368
Beach Attendance (Saxonville - Participants)	2,820	2,855
Beach Attendance (Learneds - Participants)	6,417	6,181
Beach Attendance (Waushakum - Participants)	483	332
Total Beach Tags Sold	329	0
Swim Lesson Attendance (Participants)	46	0
Total Program Enrollment	18,022	11,567
Total Programs	262	239
Total Staff	374	442
Total Program Hours	4,011	2,850
Total Special Events	5	5

Improve upon affordable recreational opportunities by pursuing grants that relate to affordable programming; collaborate with coaches and vendors to offer specific clinics and programs at an affordable rate; and collaborate with neighboring communities to expand recreational opportunities.

RECREATION DEPARTMENT SERVICES/PROGRAMS

Our goal is to create high quality, affordable, recreational opportunities for the Framingham community. The Recreation Department has three full-time staff, including a Superintendent of Recreation, an Activities Supervisor, and a Recreation Supervisor who oversee hundreds of programs equating to thousands of programmable hours, serving thousands of participants – not including special events, concerts, and aquatics at three beaches.

The full-time staff are responsible for:

- Managing 37 part-time (6.5FTE) (50% reduction in FY'21)
- Managing over 200 contracted staff and volunteers
- Securing user fees, donations, volunteers, and grant funding
- Program areas include:
 - A wide variety of sport clinics
 - Skill building activities
 - Adult leagues
 - Summer Recreation Centers
 - Year-round swimming & tennis programs
 - Summer concerts
 - Special events

The Recreation Department supports community building events organized by other departments including the Annual Tree Lighting, Halloween at City Hall, and a Flag Day Parade. Our recreation part-time salaries appropriation funds the three beaches, two Summer Recreation Centers, a portion of the McCarthy Day Program for children with special needs,

and youth at-risk program. The Department works closely with non-profit and for-profit organizations such as the private businesses/studios, schools, police, and Keefe Technical School to reach its goals. The Recreation Department strives to provide more affordable recreational services than the private market rates for many of its programs. We make recreation opportunities accessible to the varied economic demographic populations in Framingham.

Recreation Department Accomplishments

The Recreation Department offered more than 235 programs geared towards a varied population. Services are provided through a combination of user fees and public tax dollars. In FY'21 more than 11,200 participants of all ages were formally registered in one of the Recreation programs. The number of participants registered drastically decreased this year, as a direct result of COVID-19 restrictions, and local and state guidance.

Grants that enhanced our 2020 programs included the Department of Conservation and Recreation for the DCR Park Pass. The Friends of Framingham Recreation provided numerous scholarships for Recreation programs and also helped to sponsor events like the EggCiting Event, Pumpkins in the Park, and Santa's Little Sports.



This year, per the request of the City Council, beaches were open and free to Framingham residents only. Non-residents were not allowed. The three City beaches were visited by 9,368 individuals during the season. New safety measures were instituted, including a reduced capacity, due to the pandemic. The beach season was shortened this year and ran from July 1 – August 9. Learned's Pond had 6,181 visitors, Saxonville had 2,855 visitors, and Waushakum had 332 visitors.

Due to the COVID-19 pandemic, some of our staple programs were not offered. Both winter and summer Swim Teams and swim lessons did not run, nor did our Summer Recreation Centers or McCarthy Day Program. The "Friday Night Concert Series on the Center Common," Family Fun & Movie Night, as well as the Greater Framingham Running Club-sponsored Wednesday Night Family Track Meets were all cancelled.

Summer of 2020 programming was very successful considering the strict COVID-19 guidelines that were implemented. Although our popular Recreation Centers and McCarthy Day Program were not offered, we were able to adjust our sails and offer 42 clinics and programs throughout the summer. Although our participation numbers had to be kept low, we had a great response and hit maximum allowed participation for many of the programs offered.

While space within the Framingham Public Schools and Keefe Tech was not available, we were able to continue to offer programs throughout 2020, while utilizing the limited indoor space available at the Academy Building and Loring Arena. Programs such as dance and ice skating lessons were held in-person, while classes like CPR/First Aid, yoga, Home Alone, and BLAST Babysitting were offered via Zoom. We continued the virtual activities of "A Playdate with Anthony" through the fall and added a monthly "Stay and Play Activity Bag," which provided families with a variety of crafts, family games/activities, toys, and recipes.

Even though this year handed us one challenge after another, we were able to offer the EGGciting Event, Pumpkins in the Park, and Santa's Little Sports all in a COVID-friendly drive-through fashion. These special events were very well attended, and the community was thankful that we were able to host them.

In July of 2020, the Department was dealt an enormous shock. Brian Rogan, the Director of our McCarthy Day Program for over 40 years and Principal at Brockton's Kennedy Elementary School, passed away suddenly. Nobody loved or was more dedicated to his family, friends, and his students than Mr. Rogan. He was an advocate and a driving figure for our McCarthy Day Program and had a huge impact on thousands of children. He will be dearly missed.

Trisha Powell, longtime Superintendent of Recreation, retired in December 2020. Through her 40-year career with the Department, Trisha was responsible for the implementation of thousands of programs, special events, and community outings. Her leadership and vision created the very strong and successful Recreation Department that we have today. We wish her well in her retirement.

The vacant Superintendent of Recreation position was filled in May 2021 by Elaine Prue. Elaine started with the Department in January of 2007 and has filled the roles of both Recreation Supervisor and Activities Supervisor. A search for her, now vacant, position of Activities Supervisor will begin in late Summer 2021.

As we continue to monitor the COVID pandemic, we will adapt our programming and develop new, safe, and successful opportunities for the residents of Framingham.

We would like to thank Mayor Spicer, City Council Members, City departments, and numerous community volunteers for their continued support and dedication, especially during these uncertain times. 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.



FY'2021-FY'2022 Parks and Recreation Budget Comparisons

In our original FY'21 10% Operating Expense budget reduction submission, we reduced our Maintenance - Recreation Surface (Sealcoating) Account from \$48,994 to \$0, but in the final submission the Supplies-Materials account was reduced from \$160,000 to \$102,700 instead.

Due to the lack of activity during the past year, our courts are in better condition than in previous years, allowing us to defer our Sealcoating & Crack Repair Program for FY'22 and to reallocate these funds to the supplies-materials account to replenish the reduction in this account. However, as recreational activities increase, there will be a need to resume our Sealcoating & Crack Repair program in FY'23 so that we can keep the numerous basketball and tennis courts properly maintained.

Our Supplies-Materials Account will also need to be replenished back to pre-COVID-19 levels, in order to purchase the materials necessary to maintain operations. Some examples of the various purchases from the Supplies-Materials Account

include but are not limited to: fertilizer and grass seed, ballfield clay, loam, beach sand, flowers and plants, playground safety chips, irrigation supplies, paint, lumber, and more.

Full Time Construction Supervisor \$67,509 - During FY'20, this position was frozen due to a retirement and was not funded during FY'21. As a result of this and other position freezes, we have suspended the volunteer and beautification program throughout the City. On an annual basis, when this program is running, this position works with thousands of volunteers on the beautification of over 700 acres of park land, dozens of City-owned buildings, and over 90 islands and gardens citywide. This program brings a sense of pride to the community and presents our City to residents, those employed within the City, visitors, and passers-by as a beautiful and welcoming community that invests in its City. Also, this position plans and oversees the implementation of our sustainability program that focuses on resilient gardening and plantings community-wide. Additionally, this position has many other responsibilities in support of the day-to-day activities for the Parks Maintenance Department.

Our Seasonal & Summer Laborer part-time funding was cut by 50% in FY'21. As Massachusetts moves further along in the reopening process, nearing a "new normal", activities are only increasing. These include community events such as high school graduations; home games for all sports; MetroFest; Flag Day Parade; Back to School event; charity walks and events at Bowditch; youth, high school, and collegiate practices/games; and increased usage of public parks and fields. All of these activities require adequate part-time funding for successful completion; therefore, we are recommending the approval of the Seasonal & Summer Laborer funding restoration proposal.

Please note, the \$137,652 requested for Seasonal & Summer Laborers for FY'22 DOES NOT represent full funding; it represents the incremental increase needed to reach FY'20 full funding and needs to be added to the FY'21 Adopted Budget to get a fully funded dollar amount. The FY'22 fully funded dollar amount for Seasonal & Summer Laborers is \$261,134 (\$137,652 FY'22 incremental increase + \$123,482 FY'21 Seasonal & Summer Laborer Adopted Budget).

Our Recreation part-time funding was cut by 50% in FY'21. As the state moves further along in the reopening process, nearing a "new normal," activities such as our Summer Clinics & City Beaches as well as numerous other recreational programs we offer will soon increase. All of these activities require adequate part-time funding for successful completion; therefore, we are recommending the approval of the funding restoration for the Recreation part time salaries proposal. Please note, the \$112,165 requested for FY'22 DOES NOT represent full funding; it represents the incremental increase needed to reach the fully funded FY'20 level and needs to be added to the FY'21 Adopted Budget for Recreation part time salaries to get a fully funded dollar amount. The FY'22 fully funded dollar amount is \$238,822 (\$112,165 FY'22 incremental increase + \$126,657 FY'21 total recreation part time salaries Adopted Budget).

PARKS AND RECREATION COVID RESPONSE

Parks and Recreation is vital to ensuring that all people, no matter their race, ethnicity, income, age, location, or gender identity, thrive. COVID-19 has profoundly impacted the world and forced the public to stop or modify the activities that help us stay emotionally, mentally, and physically fit. The Parks and Recreation Departments, deemed essential, successfully adapted staffing, programming, and access to park facilities in light of the City's need to reduce spending and prepare for a potential recession. The need to keep parks open to the public was also essential to provide an outdoor venue to exercise and get fresh air. Our parks saw unprecedented activity all year round and prompted our staff's focus from athletic field maintenance to parks maintenance, and opening and closing facilities as the number of COVID cases increased or decreased.

In FY'21 with the onset of COVID-19, our primary responsibility was to ensure the safety of the public who chose to participate in our programs and facilities following Governor Baker and Massachusetts State COVID-19 guidelines for a phased approach to closing, reopening, and restricting access by group size. COVID-19 negatively impacted the Parks operations as it was deemed as an essential service by the Commonwealth and needed to remain fully operational since the beginning of the pandemic. This meant that staff needed to be on-site in the parks and near the public. We ordered & posted over 284 COVID related signs in our City Parks & beaches. These signs were immediately placed in the Parks, emphasizing the need to maintain a 6-foot distance, wear a face covering, and not gather in large groups. Working cooperatively

with the Health Department, the basketball courts and skate parks were closed to the public to reduce the transmission of the virus. Following the Governor's reopening plan, we began issuing permits for field usage to many groups within the community.

The Recreation Programs were modified, including leveraging new technology to provide Zoom classes, limiting the number of participants for in-person activities – or eliminating some programs all together. A hands-on, team approach led to the implementation of online 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 posts were viewed over 170,548 times! The creation of our monthly "Stay and Play Activity Bag" provided families with a variety of crafts, family games/activities, toys, and recipes. We continue to monitor the pandemic situation, and while following guidelines from the state and from the Framingham Department of Public Health, we will continue to adapt a new track of programming for the residents of Framingham.

COVID RECREATION BY THE NUMBERS

1. March 20 to 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

2. Assisted with the delivery of meals/ groceries to those in need

Processed 829 refunds for Spring Programs that were cancelled.

Offered three (3) free beaches to Framingham Residents from July 1 - August 9, 2020

- 1,046 Free Family Tags Issued to Framingham Residents
- 6,756 Total Visitors

3. 42 Summer Recreation Programs offered (not including beaches)

- Programs ran July 6 – Sept 4
- 24 had full registrations
- 367 Participant's (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 by the Massachusetts Executive Office of Energy & Environmental Affairs on June 3, 2020. We continue to monitor the pandemic situation, and while following guidelines from the Health Department, will continue to adapt a new track of programming for the residents of Framingham.

COUNCIL ON AGING (COA) BOARD

Clyde Dottin (COA Chair, 2023), Mark Goldman (COA Vice-Chair, 2024), Brenda Diaz (2024), Audrey Hall (2022), Mike McGibbon (2022), Betty Muto (2022), Jennifer Rich (2022), Linda Schwartz (2024), Brian Sullivan (2023), Glenda Thomas (2023) and Ruthann Tomassini (2022).

The mission of the COA Board is to understand, support, strengthen, and improve the lives of the diverse residents of Framingham who are 55 and older through advocacy, communication, and collaboration. A member's duty is to understand, support, and carry out the Council on Aging's mission on behalf of the aging population.

COUNCIL ON AGING DEPARTMENT

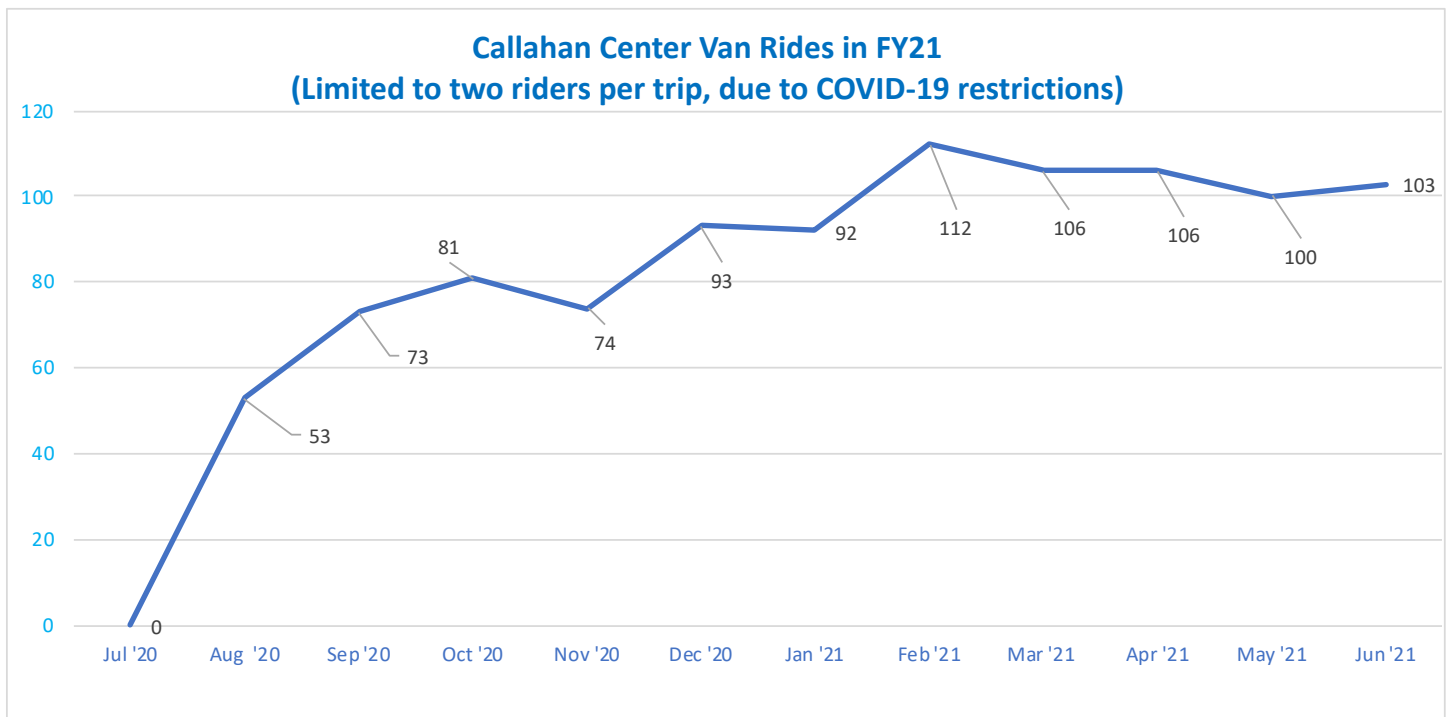
The COA Department consists of six full-time staff: The Director of Elder Services, an Assistant Director, a Director of Social Services, Assistant Social Services Director, a Programs Manager, and an Administrative Assistant III. Part-time staff include a Bilingual Outreach Worker and a Coordinator of a weekly program for people with dementia and their carepartners; numerous part-time staff paid by grants.

Council on Aging Department Mission

The mission of the Council on Aging Department 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 to those with health conditions that otherwise limit their connection to the center.

Council on Aging Departmental Goals

1. Increase affordable transportation options for Framingham residents age 55 and older and disabled of any age. Utilizing the fully accessible Callahan Center van and subsidized taxi service will reduce social isolation and increase access to services. This effort contributes to the City’s goals of reducing traffic and affordably connecting people to services and programs.
2. Improve communication about programs and services by making more effective use of social media and continuous website updates. This connects with the City’s goal of increasing engagement among community members.
3. Address unmet needs of Framingham residents age 55 and older and seniors of color and those who speak languages other than English. This supports the City’s goal of equitably promoting the health of the community through each stage of life.
4. Increase diversity of staff and participants to be more representative of the city’s diverse population and to address the needs of people whose preferred language is other than English. This contributes to the City’s goals of celebrating diversity and being inclusive of everyone.



COA Accomplishments

Successes in FY'21

- More than 1,243 people had 11,240 attendances at Callahan Center programs.
- More than 1,390 people received more than 5,590 units of Social Services.
- Callahan Center van provided 60 people with 993 rides from August through June.
- 242 Volunteers contributed 5,242 total hours FTE 2.7 positions.
- Volunteers in Minor Home Repair assisted five older adults with seven repair projects.
- Shifted to filming monthly “Frank & Mary in Framingham” show on AFTV via Zoom, featuring services and programs of Callahan Center and other aging network providers.
- Enlisted the aid of Friends of Callahan to send messages to members via Constant Contact.
- Updated information on Department’s page of City website.
- COA Board initiated Framingham Senior Heroes Awards for four recipients who contributed to valuing diversity and inclusivity in Framingham.
- Engaged Framingham State University intern with the Framingham Senior Heroes Awards initiative.

Response to COVID-19

- Offered outdoor exercise and dementia program during summer-fall of 2020.
- Collaborated with housing providers and other community agencies to connect seniors to the vaccine.
- Reached more than 1,000 people by phone regarding the COVID vaccine and actively arranged for appointments and transportation to get the vaccine.
- Provided emergency food and toiletries to 43 older adults in need.
- Loaned Chromebooks to 15 older adults and provided free tutoring sessions.
- Applied two grants (MWHF and CDBG) to cover the cost of data plans for Chromebooks to be loaned out to low-income seniors.
- Registered 9,318 attendances at programs converted to Zoom during shutdown of center.
- Expanded transportation services to locations beyond Framingham with BayPath CARES Act funds and SMOC/MWR-TA funds in collaboration with Tommy’s Taxi.
- Increased SNAP Outreach to seniors to reduce food insecurity.
- 83 taxi rides subsidized for 34 older adults to medical appointments beyond Framingham.

Initiatives for FY'22

- Add programs to Access Framingham TV to reach people 55+ lacking Internet access.
- Offer Zoom and in-person programs simultaneously with upgraded audio-visual system.
- Develop social media presence with new staff.

- Expand connections to Portuguese speaking older adults.
- Provide evidence-based healthy aging programs to Portuguese speaking elders.
- Continue collaboration with DPH re: designating Framingham as an Age and Dementia Friendly Community.

Alternative Resources

- State Formula Grant.
- MWRTA grant to cover the expense of Council on Aging bus and drivers.
- Two Framingham and MA Cultural Council grants.
- MWHF and CDBG funds to cover the cost of data plans for low-income seniors borrowing Chromebooks.
- Title III-B CARES Act funds from BayPath Elder Services for taxi transportation to areas beyond Framingham.
- Title III-B CARES Act funds from BayPath Elder Services for transportation to vaccination sites.
- Collaborated with SMOC for additional taxi transportation within MWRTA service area.
- UMass Medical and MCOA collaboration to reimburse 50% of the cost for staff to encourage more people to apply for SNAP.
- More than 34% of the total operating budget for the Council on Aging Department comes from alternative resources (\$268,837) other than the Municipal appropriation.

COA Transportation Program

The Council on Aging Department (COA) collaborates with Metrowest Regional Transit Authority (MWRTA) to provide a fully accessible, shared ride service to people age 55 and older and people of any age with a disability, to connect them to locations within Framingham's borders Monday through Friday from 9:00 a.m. to 3:30 p.m.

In response to COVID-19, the van service capacity was reduced to two riders to allow for 6' distance between the driver and riders, including the weekly service on Fridays to Market Basket. The drivers and riders wear masks the entire time and sanitizing procedures are in place.

The COA staff manages a fund provided by the City to subsidize taxi transportation with Tommy's Taxi to accommodate rides that cannot be handled with the van. Thanks to a grant from MWRTA, we collaborated with SMOC in referring people who need transportation beyond Framingham's borders but within MWRTA's service area.

We were also fortunate to be recipients of two Older Americans' Act grants administered by BayPath Elder Services: one specifically for people age 60 and older who need taxi transportation to destinations beyond MWRTA's service area and the other specifically for people needing access to vaccine appointments. People can contact the Callahan Center staff directly for any of these transportation options by calling 508-532-5980.

COA Social Services Department

Two full-time licensed clinical social workers are available to assist people 55+ and their adult children to access all the resources and programs available to maintain their independence for as long as possible. They assist people to apply for benefit programs that can stretch their limited incomes to meet their needs. The Low-Income Heat and Energy Assistance Program and SNAP are among the applications they can assist with. They are familiar with the range of housing and transportation options and can provide guidance in these areas.

One example of serving unmet needs is our collaboration with the Fire Department to offer a 16-week Clutter Support Group, using the Buried in Treasures model. Another example is using Older Americans' Act funds to expand the subsidized taxi transportation to meet the needs of older residents to get to locations beyond Framingham's borders.

Staff can also provide guidance for people experiencing memory loss, general anxiety, or issues with family dynamics. Several support groups are available for people with chronic conditions, such as Low Vision, Parkinson's, Bereavement, and Grandparents Raising Grandchildren.

Access to Chromebooks and internet service, as well as training on how to use these devices, is also available to people with low-income, thanks to grants from Metrowest Health Foundation and the Community Development Block Grant.

COA Cultural Activities

For the past several years, the Framingham Cultural Council and MA Cultural Council have approved grants, written by the Programs Manager to fund a couple dozen programs that bring arts and history to life for people age 55+. The Rosanne Bergman Trust has matched these grants in the past two years. The Friends of Callahan have a long history of supporting several other cultural events throughout the year, along with other special celebrations at the Callahan Center.

In addition, there are educational presentations on health, community resources and computer skills on a regular basis. The monthly, Frank and Mary in Framingham show on Access Framingham TV introduces people to the range of people and services in the aging network that are available to people age 55+.

COA Exercise & Wellness

The Programs Manager at the Callahan Center strives to provide programs of interest to people age 55+ that improve their health and well-being. There are typically 18 different options for exercise, ranging from aerobics to Mindful Meditation to Zumba and everything in between, including off-site options (during non-COVID times) such as bocce, bowling and golf. The growth in attendances at the exercise programs is proof that older adults are taking an active role in keeping themselves healthy. Several of the exercise classes were able to be offered via Zoom, and we managed to provide some sessions of aerobics outdoors last summer into the fall.



Tai chi class with Jon

COA Recreation & Volunteerism

There are numerous card games and board games along with discussion groups that take place on a daily basis at the Callahan Center during non-COVID times. Some of these programs have been able to continue via Zoom and other platforms or by phone-in options for those who lack technology. Others we look forward to resuming when it is safe for us all to be together.

Numerous opportunities exist for people to volunteer, either at the Center itself or in the community, on behalf of older adults. This includes middle school students and high schoolers teaching older adults how to use electronic devices or performing the annual yard clean-ups in the fall and spring. The Discovery Center is part of a pilot program with Empower Success Corps and Massachusetts Councils on Aging that helps people figure out how they can volunteer in Framingham and the broader community.

COA FY'22 Budget Overview

In light of the economic difficulties of the past year, the zero-based budgeting for FY'22 revealed areas where we could spend less and some areas where more spending would be necessary. Attention was made to ensure any reductions posed the least impact on services to the public.

In the Meals/Special Events account, we chose to have the State Formula Grant cover the cost of the Jewels event, and have the municipal budget cover the cost of the Volunteer Recognition Event. With the uncertainty about how much the Center will return to full operations, it is anticipated that fewer volunteers will have the required 20 hours of volunteerism to be included in the event. We expect the expenses in this account to be reduced by \$700.

By joining the City's contract with Xerox the use of individual printers and the cost of those replacement cartridges was reduced by \$500. We expect a reduction in Office Supplies by \$70. The choice to stop printing and hanging banners for a once-a-year event brought about a savings of \$505.

The reusable Callahan Center shopping bags were valued by our participants as a way to decrease expenses from their limited incomes, with more retailers charging fees for bags. This also supports the City's climate change efforts by encouraging people to be more environmentally conscious. We will increase this expenditure in FY'22 by \$700.

The increase of \$220 in the Dues account relates to the cost of the Metrowest Daily News print edition. The increase of \$80 in Training relates to required CEUs for the two Licensed Clinical Social Workers. The increase of \$80 in Travel Expenses relates to the parking fees at Hopkinton State Park for staff who started hosting an outdoor program at that location in 2020.

The ability to quickly communicate with our participants more than the current monthly newsletter publication allows has proven critical during this time of updates happening on a nearly daily basis. As more older adults embrace technology, the need for staff skills in these areas is growing. Providing a laptop, software, and monitor for a part-time position to assist with website updates and social media content are essential to keep the public informed of all that we offer. The planned purchase of a monitor for staff is \$205 less than what had been planned in prior years towards other computer equipment.

Impact of COVID Pandemic on COA Department Services/Staffing/Spending

The most significant impact of the pandemic on the department's operations was emotional. The primary reason for the existence of the Callahan Center is to serve as a meeting place for people age 55+ where emotional bonds are formed and friendships flourish. In addition to maintaining their physical health with exercise classes and educational presentations about nutrition and stress reduction techniques and the like, older adults come to the center to maintain their social and emotional well-being by engaging with others and volunteering in various ways.

Suddenly, people were advised to stay home as much as possible and avoid venturing out except for essential needs. In addition to the anxiety over an invisible virus, people also had the loss of social connections to boost their emotional states to deal with this potential threat to their physical health. For some people, the staff, volunteers, and other participants at the Center are their only social network. Social isolation and its effects on people became a phrase (and a feeling) familiar to far more people than ever before.

The Callahan Center staff responded by making calls to the thousands of people who connect with the Center to make sure they had enough food and supplies on hand and knew how to access resources they might need. We collaborated with the City in mailing a postcard to people age 60+, knowing that not everyone has email or phone contacts listed with us. Volunteers stepped up to become weekly callers to those who wanted this more frequent contact.

Participants who previously were involved in crafts projects shifted their efforts to make and donate thousands of reusable masks that were either mailed to people or donated to the library for those who could pick them up at their locations. Framingham Public Library designed a wonderful multi-lingual insert to advise people on the proper use and cleaning of the masks.

The staff at the Callahan Center also learned how to host Zoom sessions, so that people with access to technology could safely engage in exercise classes in the privacy of their homes. This required staff to train some people over the phone on how to use Zoom, so they could also enjoy the many artistic and historical cultural programs that we offer. Staff and support group volunteer leaders also learned to offer group support programs via Zoom and taught their attendees how to access this by phone if they lacked computer technology.

The City's Technology Services Department was instrumental in providing Cisco Jabber, so calls to participants from staff working from home would identify that they were coming from the City. Laptops were purchased to replace desktops, so staff could more effectively work from home until capacity limits in work spaces could be safely increased.

The Facilities Management Department responded by purchasing sanitizing supplies to specifically combat the virus on surfaces and trained the custodial staff on proper procedures. A contactless temperature gauging machine was installed, along with touchless faucets and auto flush toilets to minimize contacting surfaces that might harbor the virus. Disposable face masks and gloves were purchased to protect staff and volunteers. Plexiglass partitions were installed to protect front-desk staff and participants from anyone who might unknowingly have the virus. Portable plexiglass partitions were also provided for brief interactions that might be necessary in various spaces within the Center.

Other groups that we collaborate with to provide services to the age 55+ population also pivoted to be able to continue to serve this group. SHINE counselors opted to handle their appointments with people via phone and email. The Assistant Director worked with AARP volunteers to put in place protective measures, so they could provide free tax preparation service by submitting online applications, while fully masked taxpayers waited patiently and safely in another room.

Some part-time positions funded by grants had their hours reduced, as a result of the closure of the center and the need to provide services in different ways. Staff who conduct support groups offered them with more frequency to address the heightened stress levels experienced by the attendees. Social Services staff identified an increase in people facing homelessness as the pandemic continued.

One of the more significant adjustments to the budget occurred with the Senior Property Tax Work-off Program (SPTWOP). With the social distancing requirements of COVID-19, and the increased vulnerability of older adults to the worst symptoms of this disease, the opportunities for older adults to work in municipal departments to receive a credit on their property tax bills were essentially eliminated in this past fiscal year.

LORING ARENA ADVISORY COMMITTEE

Loring Arena Advisory Committee consists of six members that meet on a monthly basis in the Loring Arena conference room. Committee members include Mark Gallagher, Robert Lewis, Susie Brown, Joseph Tersoni, Donald Trischitta, and Eric Higgins. The Committee's role is to represent the varied skating community and advise the Arena Director on potential challenges and opportunities.

LORING ARENA DEPARTMENT

Full-time staff includes one Arena Director, two Arena Supervisors, and one Arena Administrative Assistant II. Part-time staff includes three Arena Laborers, four Skate Guards, and one Cashier (Part-time staff were reduced by 50% in FY'21).

Loring Arena Mission Statement

It is the mission of Loring Arena (and everyone associated with the Arena) to contribute to the overall recreational program of the City of Framingham by providing for the varied skating needs of the community. It is our goal to have Loring Arena serve as a source of pride to the community, while passing on as little cost to the City as possible.

Loring Arena Revenues		
Arena Revenue Category	FY'20	FY'21
Hockey	380,205	329,915
Public Skating	24,752	0
Game Admissions	52,497	0
Skate Club	0	0
Concessions	8,216	4,545
Radiant Heat Unit	333	335
Other Department Revenue (FHS & Recreation Ice Rentals)	55,056	14,055
Advertising	13,650	475
Miscellaneous Non Recurring Revenue (Conference Room Rentals)	2,333	2,065
Total Revenue	537,041	351,390

FY'22 Department Goals

- *Projects Goal Statement:* Undertake projects that increase efficiency, safety, and user experience.
- *Operations and Revenue Goal Statement:* Work with various organizations, user groups, and vendors to increase revenue.
- *Facility and Maintenance Goal Statement:* Prepare for equipment replacement that increases efficiency.

Loring Arena Accomplishments

Total gross revenue as of June 30, 2021: \$351,390.00

Total operational expenditures as of June 30, 2021: \$558,701.74

This year was the 57th year of operation for Loring Arena. Loring Arena currently has four full-time staff, with an average of over 25 years of experience: one Arena Director, two Arena Supervisors and one Administrative Assistant. There are six (6) part-time seasonal staff, four (4) of which have been with the Arena for more than 15 years. The ammonia compressor system was completely rebuilt by the Arena Director as is done every other year. Four new cylinder blocks were installed on the 57-year-old machines and end bearings. Replacing the cylinder heads reduced our electric costs, as they ran more efficiently. The staff repainted all of the locker rooms, as well as 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. The Arena staff serviced the Zambonis, as well as all of the mechanical equipment throughout the Arena. Four nets were completely restrung for the upcoming season. The boards and glass were cleaned and maintained throughout the season. In addition to annual maintenance, the Arena staff prepared the rink for Opening. Building maintenance is a top priority.

On September 13, 2020 Loring Arena opened for the season. Loring was one of the very few City-owned buildings that remained fully open during the pandemic. We secured disinfecting products and electrostatic guns and backpacks before opening in September. We also helped other departments in getting supplies and electrostatic guns for disinfecting. Loring staff continued to operate on 7-days a week schedule despite the challenges of COVID-19. The start of the season was very different in comparison to previous years. Loring staff created one the first and top COVID-19 Management plans in the state. A QR code was generated at the Arena Director's request with a form created by the Arena Administrator to maximize contact tracing and reduce overall exposure to the virus. This became a vital part in reducing exposure and contacting potential close contacts throughout the season. Between the Arena Director Rich Weston, Arena Administrator Barbara Pfrang, Parks Director Jim Snyder, and the great help of Derek at the Board of Health, we successfully traced hundreds of contacts over the entire season. Creating an environment that was safe while supporting the social and emotional needs of the community members who skate here was of utmost importance to all of us here at Loring.

On October 21, 2020 Loring Arena's Director cancelled the contract of a men's user group for non-compliance to the rink's COVID-19 protocols. October 23, 2020 the Governor shut down all of Massachusetts hockey rinks in the state for two weeks until November 7, 2020. This closure was a direct result of high COVID-19 cases and some hockey players not being compliant with regulations throughout the state. Loring Arena was recognized for being ahead of the curve, as our protocols were highlighted in the news.

The Loring Arena staff was commended for the outstanding disinfecting protocols put in place in the early days of the pandemic. Disinfecting was done religiously every 50 to 60 minutes to all areas of the arena that were accessed by the public. Many members of the community relayed to arena staff that Loring Arena was, in their opinion, the safest place they had been in since the beginning of the season.

Framingham State University as well as Framingham High School cancelled their entire hockey seasons. There was no public skating or stick time. Ashland and Holliston High Schools were supposed to start their season in early December, however, due to delays and the everchanging uncertainty with cases, both schools did not start until January 11, 2021. A normal season starts in November. Aside from the cancelled seasons we did manage to host six high school games for Ashland and Holliston high schools. There were no fans or parents in attendance at these games. There were many scheduling adjustments made to accommodate the needs of the user groups this past season. The Arena worked with Framingham

Youth Hockey in creating more ice times to meet their demands. Framingham Youth created more ice times for the age groups between 14 and 18 for them to play, as there wasn't any high school hockey in Framingham. With a 10 PM curfew implemented by the Governor, Loring lost three user groups that typically skate at 10 PM.

Teams that had COVID-19 issues or positive cases were not allowed to skate until all quarantine and CDC guidelines were met. During the pandemic Loring Arena was one of the only City buildings that was open to users every day Sunday through Saturday with restrictions. Even with the incredible loss of skaters and user groups, Loring was still able to successfully generate significant revenue.

During the pandemic, the part-time seasonal staff salary budget was reduced by half. Working with a limited staff proved challenging in many aspects. At times, there were staff members that needed to quarantine for their own exposure or needed to await test results. During these times, some staff members had more shifts or longer hours to accommodate the needs of the Arena while maintaining safety for our community and staff.

Loring Ice Arena Services/Programs

Staff are responsible for performing arena maintenance and providing safe and clean space for skating including:

- Providing over 2,000 recreational skating events annually
- Special events
 - Bruins Alumni games
 - Police and Fire games
 - Hockey tournaments
 - Private rentals and birthday parties.
- More than 20 user groups served
 - Framingham Recreation instructional lessons and events
 - Public skating
 - Figure skating
 - Framingham Youth Hockey with 500+ participants
 - Framingham High School boys' and girls' hockey
 - Framingham State University
 - Local school and adult groups.



FY'2021-FY'2022 Budget Comparisons

Our Arena part time salaries (comprised of Arena Laborers, Skate Guards, and Cashier) were cut by 50% in FY'21. As the state moves further along in the reopening process, nearing a "new normal", skating activities will start to increase. All of these activities require adequate part-time funding for successful completion. The part-time staff is critical to managing the Arena during public events, games, tournaments, and public skate. Current part-time staffing is not sufficient and could result in lost revenues and increased safety concerns. Therefore, we are recommending the approval of the funding restoration for the Arena part time salaries.

Please note, the \$41,360 requested for FY'22 DOES NOT represent full funding; it represents the incremental increase needed to reach the fully funded FY'20 level and needs to be added to the FY'21 Adopted Budget for Arena part-time

salaries to get a fully funded dollar amount. The FY'22 fully funded dollar amount is \$70,465 (\$41,360 FY'22 incremental increase + \$29,105 FY'21 Arena part-time salaries Adopted Budget). Included in the \$41,360 is \$8,497 for two additional Skate Guards which would allow us to maintain an effective level of disinfection, cleaning, greeting of patrons, security, general maintenance, and insurance compliances. These two positions would each work 10 hours per week. The addition of these two new positions is paramount to maintaining the 85,000 square foot building. It is almost impossible to keep up with the necessary needs of the building and its user groups without more staff. With appropriate staffing levels, we will be able to achieve the revenue that is expected during a normal year.

The Arena Maintenance Building & Grounds Account was reduced by \$10,784 in FY'21 as part of the 10% Operating Expense budget reductions. We paid our vendor, FM&M, over \$16,000 out of this account in FY'20 for twice-a-week Arena cleaning services. The vendor has been responsible for cleaning the bathrooms on both floors, which includes 46 toilets as well as showers, locker rooms, meeting spaces, bleachers, and viewing areas. This service was funded out of the CARES Act in FY'21. The reduced funding may not allow us to continue to provide this level of service.

Impact of COVID Pandemic on Loring Arena Services/Staffing/Spending

COVID-19 had severe impacts to the operation of Loring Arena. The Arena was closed to the public from March 13, 2020 to September 1, 2020 due to the pandemic. The Director of Loring Arena immediately secured PPE and sanitizer to keep staff and the public safe. A maintenance plan was created, including a combination of outsourcing a cleaning company to deep clean several times a week while Arena staff disinfected the facility multiple times daily. In addition, air exchangers and purifiers were added to the facility to assist filtering the air within the facility.

Loring Arena also created COVID-19 protocols utilizing the State Guidelines including face coverings, hand washing, social distancing, and capacity and visitation limits. The protocols were discussed with the Health Department for accuracy and compliance, and then implemented at Loring Arena. Some of these protocols included QR coding to receive a COVID checklist and contact tracing, traveling through the building in sections with separate entrance and exit, and disinfection in-between groups, contact with user groups to ensure protocols are being followed, follow-up with parents and teams when a person tested positive for COVID, and working with the Public Health Nurse to ensure proper contact tracing was followed.

BOARD OF CEMETERIES TRUSTEES

Dennis Cardiff (Chair), Peter Whiting, John Feeney, George King, and Susan Silva.

The Board of Cemetery Trustees shall have all powers which are provided by the general laws and any additional powers and duties that may be assigned by the Charter, by ordinance, or otherwise and are not inconsistent with this charter. The powers and duties of the Board of Cemetery Trustees shall include the following:

- To make all reasonable rules and regulations for the operation of the Edgell Grove Cemetery and any other municipal cemeteries as may be allowed by ordinance and for conducting the business of the Board of Cemetery Trustees as may be considered necessary or desirable.
- To advise and make recommendation to the mayor for an annual operating budget for the Cemetery Department.
- To advise the mayor on all matters concerning the Cemetery Department, equipment, and buildings and grounds.
- To recommend to the mayor for appointment a candidate for Cemetery Director.
- To accept donations and manage funds in its trust.

CEMETERIES DEPARTMENT

Cemeteries Mission Statement

To protect the history and integrity of Edgell Grove Cemetery buildings and grounds while assisting those who have chosen these hallowed grounds as their final resting place.

FY'22 Edgell Grove Cemetery Goals

- Operations Goal Statement:* The operational goal for FY'22 will be to begin transitioning the three City cemeteries into Edgell Grove Cemetery (Old South Cemetery, Main Street Cemetery, and Edwards Cemetery).
- Facilities and Maintenance Goal Statement:* Implement the facility review to appropriately incorporate management of the six facilities at Edgell Grove Cemetery into the City's operations and planning.
- Cemetery Goal Statement:* Transition the current cemetery website onto the City's system.

Edgell Grove Accomplishments

- Completed 141 burials
- Created a 5-year and 25-year Facilities Study to address structural and safety concerns on our six buildings
- Removed the brush and tree dump from our property
- Removed the leaf and loam dump from our property
- Shored up the driveway around the garage with recycled road millings
- Removed 140 hazardous trees and ground down stumps
- Had gas lines run to the house and garage for the future heating source
- Replaced our old Rough Terrain Vehicle with a new one, due to safety and structural concerns
- Installed a telephone pole for electricity to the garage

Edgell Grove Cemetery Services/Programs

Edgell Grove Cemetery, consisting of about 50 acres is listed on the National Register of Historic Places and still retains its gravel roads and its simplicity is its greatest asset. It was designed to unite and shape the rolling landscapes into a country cemetery for the living, and a reminder of the pastoral landscapes of Framingham Centre. Edgell Grove Cemetery

Cemetery Burials - By the Numbers		
Cemetery Name	FY'20 Burials/ Cremations	FY'21 Burials/ Cremations
Edgell Grove	109	141
Edwards	1	8
Old Burial Ground	0	0
Old South	0	0

Cemeteries - By the Numbers		
Category	FY'20	FY'21
Fertilizer (Pounds)	800	1,000
Grass Seed (Pounds)	1,000	1,500
Loam / Sand soil (Cubic Yards)	400	500
Bark Mulch (Yards)	50	50



Stump removal before and after



provides a long history of exemplary care for those who have lost a loved one or wish to plan ahead for their own interment. Edgell Grove Cemetery staff consist of a Cemetery Superintendent, one Working Supervisor, one Medium Equipment Operator, and one Administrative Assistant III who help facilitate and manage funeral services, maintain facilities and grounds, and implement capital and service improvements for the future.

There are several choices for burial and commemoration:

- Traditional earth burial for caskets or cremated remains
- Outdoor niches for cremated remains in newly designed columbarium
- Mausoleum entombment for indoor or outdoor crypts

The caring staff at Edgell Grove Cemetery provide calming and well-maintained grounds built to meet the needs of every family and to commemorate the lives of those buried around the grounds.

FY'2021-FY'2022 Budget Comparisons

FY'20 was the first year that the Edgell Grove Cemetery operating budget was funded through the City's General Fund. Previously, it was funded through a trust fund overseen by the Edgell Grove Cemetery Board of Trustees. As the professional staff became more familiar with the Edgell Grove operating expenses, more line-item expenses were added in FY'21 that were not included in the FY'20 operating budget causing the increase from FY'20 to FY'21. These added line-item expenses included Maintenance Vehicles, Vehicle Supplies, Rental Equipment, Postage, Telephone, Cell Phone, and Unleaded Gas.

Impact of COVID Pandemic on Edgell Grove Cemetery Services/Staffing/Spending

Edgell Grove Cemetery remained fully operational during the pandemic, offering burial and cremation services for the public. COVID-19 operation plans were developed with the Health Department to help manage the spread of the pandemic. Buildings were initially closed to the public while the City reviewed the Massachusetts COVID-19 guidelines and began limiting access to the City facilities. Cemetery staff are considered essential, and PPE and protective clothing were provided and utilized during burials and ceremonies. As the capacity limits were lifted, visits could be made by appointment to the mausoleum and main office with hand sanitizer and wipes provided by staff. The staff has made every effort to keep the public as safe as possible under the circumstances.



I. Introduction & Overview

Christopher J. Petrini of Petrini & Associates, P.C. (“P&A”) is pleased to provide the FY2021 Annual Report of the Office of the City Solicitor. P&A operates the Office of the City Solicitor in accordance with Article II, Section 4 of the General Ordinances and Article III.3.e of the Framingham Charter. Christopher J. Petrini was appointed City Solicitor by Mayor Yvonne Spicer early in 2018, and previously served as Town Counsel for the Town of Framingham from 2001-2017. Mr. Petrini has served as the Chief Legal Officer for the Town and now City of Framingham for the past 20 consecutive years.

Mr. Petrini and P&A represents the city in litigation and appear 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 Ordinances 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, 2020 and August 30, 2021, as required by Article II, Section 4.8 of the General Ordinances. 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’21.

II. FY’21 Report on Status of Framingham Cases

In accordance with Art. II, Sections 1.4 & 4.8 of the General Ordinances, below is a list of the Framingham cases that were active between July 1, 2020-August 30, 2021. I have included the case name, type of case, and a brief description of the case with the FY2021 activities and FY2022 activities through August 30, 2021 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.)

A. 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 June 14, 2018 decision 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 Howard One Grant, LLC as a defendant, 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 appear close to finalizing a negotiated resolution of the matter.

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.
Asinovski (formerly Rossen) v. Planning Board (1062 Grove St.)	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. The parties have filed cross-motions for Summary Judgment, which may lead to a resolution of this matter. A hearing has not yet been scheduled by the court.
Bicalho v. ZBA and City of Framingham (243 Howard St.)	Zoning	The parties filed cross-motions for summary judgement, leading to a mixed decision from the court. The court upheld the ZBA's decision to terminate modifications to the special permit, but also held that the property owner still has the right to conduct a transmission repair business at the property under the original 2001 special permit. Neither the City nor the property owner appealed the Court's decision, and this case is now closed.
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. Discovery has been completed and the parties have filed cross-motions for summary judgment, which are scheduled for hearing in September, 2021.

MATTER	TYPE	STATUS
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 city negotiated a settlement whereby the Developer agreed to fully comply with the Special Permit Decision, including making over \$1.5 million in payments for construction of the replacement Blackberry Pump Station as required by the Decision, due to the additional impacts on the City's wastewater system that will be brought by the 129 units of new construction on the project.
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. This office was successful in compelling the owner to comply and the matter has been resolved.
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. A trial was held, and the property owner was adjudged to be in violation of the zoning bylaw. The matter is presently before the court on the ISD's Complaint for Contempt whereby this office is seeking to compel the property owner to comply with the court's judgment and orders.

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 property owner is now deceased, and this matter has been resolved.
Colafella v. Framingham Planning Board (Baiting Brook Lane & 818 Grove Street)	Zoning	This matter concerns the appeal by an abutter of the Planning Board's approval of a modification to special permit. The successful applicant will primarily be responsible for the defense of this case. The parties in interest are presently in negotiations, seeking a possible settlement. This office will continue to monitor this matter.
COVID-19 Response	Advising Mayor and City Departments and Boards and Commissions	In FY'21, the City Solicitor continued to assist and advise 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, including advice with respect to the impact of COVID-19 on labor and employment issues, regulatory enforcement, Board of Health and Mayor powers and open meeting issues.
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. Due to changes in the law at the state level, the defendant municipalities filed a Motion to Stay with the court, which was allowed. The matter was subsequently resolved and dismissed in February 2021. The Framingham Board of Health Regulations with respect to sale of flavored tobacco/nicotine products remain in full force and effect and were not impaired or limited by this action. This matter is now closed.

MATTER	TYPE	STATUS
Filippova v. Framingham 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. In June of 2021 the court issued a judgment in favor of the property owner and ordered that the building permit be reinstated. The abutting neighbor has filed an appeal. This office will continue to monitor the case.
Framingham Firefighters & Deputy Fire Chiefs, Local 1652 & City of Framingham (JLMC-20-8249/50)	Labor	These two consolidated matters are currently before the Joint Labor Management Committee ("JLMC") regarding an impasse in negotiations between the City and the Fire Unions regarding a successor contract agreement. The JLMC ordered the matter to be resolved by interest arbitration. The parties presented their positions at a hearing in June 2021 and recently submitted post-hearing briefs. It is anticipated that the arbitration panel will issue an award sometime in the fall of 2021.
Framingham Police Officers Union & City of Framingham (MUP-18-6704)	Labor	This matter concerned an allegation of unfair labor practices where Framingham Police Officers Union ("FPOU") alleged 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 denied the allegations. After 3 days of hearing held before the Department of Labor Relations between January 2020 and August 2020, and the submission of post-hearing briefs, the Department issued a decision in March 2021 finding that the City did not commit any unfair labor practices. This matter is now closed.
Hamed v. Framingham	Civil Service	This matter concerned an appeal of promotional bypass for the position of Deputy Fire Chief. The matter was resolved by agreement and dismissed. This matter is now closed.

MATTER	TYPE	STATUS
Lupachino & Salvatore, Inc. v. City of Framingham	Construction	This matter concerned 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. This matter was resolved, and the lawsuit was dismissed in February 2021. This matter is now closed.
Mormax Corporation, d/b/a BJ's Wholesale Club v. City of Framingham ABCC appeal	Alcohol Licensing	This matter is an appeal to the Alcoholic Beverages Control Commission of the denial by the City of Framingham Board of License Commissioners of an application for a transfer of an all-alcoholic beverages package store license to Mormax Corporation from Village Wine & Spirits, Inc. d/b/a Route 9 Wine and Spirits. The ABCC conducted a remote hearing on January 20, 2021. The parties are awaiting the decision.
Parrasio v. City of Framingham	Parking Ticket Appeal	This matter concerns an appeal of a parking ticket for parking in a handicapped zone. The City filed the certified record of proceedings but the plaintiff never proceeded to file a motion for judgment on the pleadings as required by the pertinent Court order for these types of appeals. The City Solicitor's office will continue to monitor this matter until it likely is dismissed by the Court for lack of prosecution.
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 parties have filed cross-motions for Summary Judgment, which may lead to a resolution of this matter. A hearing before the court is scheduled for October, 2021.

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. The matter is presently stayed, while the applicant seeks a Site Plan Review from the Planning Board. This office will continue to monitor this matter.
Winch Millwood Realty Trust v. Framingham Conservation Commission (1060 Grove St.)	Wetlands	This matter concerns the appeal by landowner/developer of an NOI denial by the Conservation Commission. The matter is pending in the Superior Court and the DEP. The parties have conducted a lengthy negotiation and a resulting proposed amended plan will be back before the Conservation Commission in September 2021.

B. 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
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 remaining claims were tried to a jury in August 2021, resulting in a defense verdict on all counts in favor of the city and the individual defendants. The appeal period for this matter is ongoing.

MATTER	TYPE	STATUS
Crupi v. City of Framingham	Tort	This matter concerned a claim for personal injury for an alleged accident at the Framingham High School. Travelers, the City's insurer, assigned the Law Offices of Steven B. Stein to defend the city. This matter was settled prior to trial and dismissed in April 2021. This matter is now closed.
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 bell weather 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 involved 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, which issued a decision affirming the lower court's judgment in April 2021. The city fully prevailed in this litigation and the matter is now closed.

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 (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 responded to the charge. The parties are currently awaiting MCAD's scheduling of an investigative conference.
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 has been completed and a trial is scheduled for February 2022.
Slattery v. City of Framingham et al	Employment/ Civil Rights	This federal lawsuit involved 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 alleged that he was retaliated against for alleged whistleblower complaints he made while serving as a Deputy Police Chief. The city and both former chiefs denied 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 moved for summary judgment, which was allowed in a November 2020 decision on 14 of the 15 counts alleged. The matter was resolved and dismissed in January 2021. This matter is now closed.

MATTER	TYPE	STATUS
Stuart v. City of Framingham et al	Employment/ Civil Rights	This federal lawsuit involved 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 alleged that he was retaliated against for making a complaint regarding Mr. Simoneau to the Chief of Police. Framingham and Mr. Simoneau denied the allegations. The City's insurer, Travelers, assigned the law firm of Pierce, Davis and Perritano to represent the City and Mr. Simoneau is this matter. The Court granted summary judgment in favor of the City and Mr. Simoneau on all claims in January 2020, which was affirmed by the United States Court of Appeals of the First Circuit in an opinion issued in February 2021. The city fully prevailed in this litigation and the matter is now closed.
Tierney v. City of Framingham et al.	Civil Rights	This matter concerned claims of violation of civil rights against the City and a number of individual state and local officials. After the defendants moved to dismiss the complaint, the Court issued a decision in favor of all defendants dismissing the complaint in February 2021. This matter is now closed.

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 Section 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 and issued a decision in September 2020 partially vacating the dismissal of the case and remanding the matter back to the trial court for further proceedings. A trial on the remaining counts in the case is currently scheduled for January 2022.

C. 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 concerned 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 was defended in the matter by School Labor Counsel, Morgan, Brown & Joy. The matter was resolved and dismissed in July 2020. This matter is now closed.

III. Budgetary Overview

The City's legal budget plays an integral role in the protection of the City's interests and in the preservation of its neighborhoods and promotion of its fiscal well-being. Properly targeted legal services often yield, directly and indirectly, real net additional income for a municipality, in terms of additional revenue and mitigation and avoided judgments, costs and expenses. Framingham's legal expenditures historically have yielded significant fiscal benefits, on an annual basis easily 200-300% in excess of the General Fund Legal Services annual budget. Below is a chart summarizing the revenue, mitigation and avoided expenses achieved in FY'21 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'21 Revenue, Mitigation and Avoided Expenses

Matter:	Description:
Payments Received from Ashland for sewage transport in FY'21) <i>\$1,022,366.32</i> (Revenue)	Payments received in FY'21 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 nearly \$15 million dollars in payments from Ashland (\$14,983,357.72) 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.

Matter:	Description:
Police Litigation Matters \$3,000,000 (Avoided Expense)	Through close coordination of the City's defense with insurance defense counsel, our office was able to assist in the successful defense of all three major police litigation matters (the Gutwill, Slattery and Stuart cases discussed above) helping the City avoid costly judgments or settlement payments that might have resulted in a declination of coverage by the insurer or, at a minimum, would have raised the City's insurance premiums. The estimated amount of the three avoided judgments is conservatively estimated at approximately \$3,000,000.
Beaver Street Bridge \$423,870 (Avoided Expense)	The City Solicitor's office negotiated a settlement with Eversource to make a direct payment to the City's contractor on a DPW project for the contractor's work to remediate certain contamination discovered during the project that was attributable to contamination emanating from 300-350 Irving Street.
Capital Group Properties (Millwood Project) \$1,942,699 (Revenue)	The City Solicitor's Office negotiated settlement of pending litigation whereby Developer agreed to honor Planning Board Special Permit Decision conditions requiring funding of the construction of a new Blackberry Road Sewer Pump station (\$1,517,599) and peer review services (\$424,700), and such funds totaling \$1,942,699 have been paid to the City and the lawsuit filed by the Developer has been dismissed with prejudice.
TOTAL FY'21: \$6,920,366.32	

While we cannot promise that the revenue, mitigation and avoided expenses achieved in FY'21 will continue at the same level in the future, but we will promise to continue to exercise our best legal skill, diligence, and creativity to address all legal issues and 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

FY'21 Revenue and Expenditure Reports

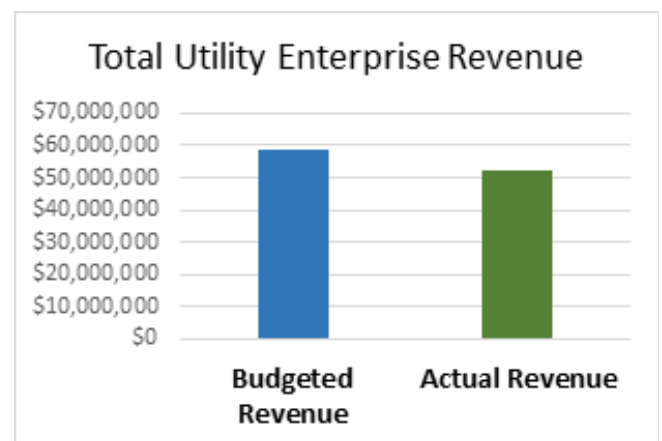
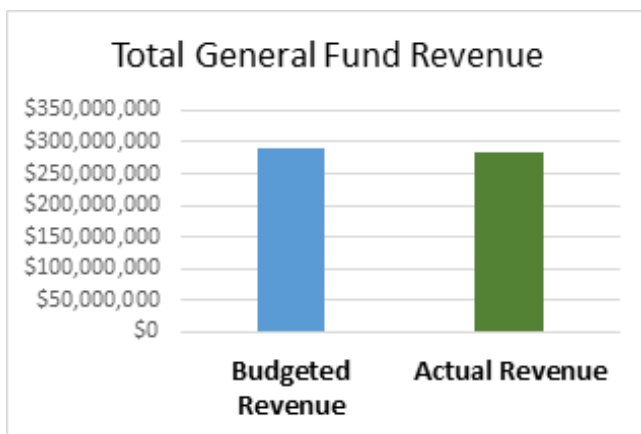


FY'21 REVENUE AND EXPENDITURE REPORTS

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 9, 2021. The revenue report is for revenue recorded through September 9, 2021. 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.

The 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 \$1,707,703. The overlay amount must be subtracted from the available balance, as the account is a reserve for tax abatements filed in FY'21 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 in the General Fund is \$4.2 million at this point in time; less the overlay, the balance is \$2.5 million. (2) The FY'21 school balance is \$6.8 million available. The available balance will be reduced through journal entries in the near future. Once the final available balance amount is reached after the journal entries are completed, \$411,000 will be returned to the City's general fund per City Council Order 2020-112, and the remainder will be expended through reclassifications of expenditures originally made from the District's Circuit Breaker account. The balance of the FY'21 Circuit Breaker account will then be carried forward into FY'22 to balance the budget and cover unanticipated special education tuition costs as planned by the District through the FY'22 budget process.



**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY REVENUE REPORT**

CITY DEPARTMENTS Category Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
122 - Mayor										
Licenses & Permits	269,500	269,500	6,170	126,233	(38,300)	8,916	103,019	-	166,481	38.2%
Tax Deferral	-	350,000	32,862	115,303	125,468	135,060	408,693	-	(58,693)	116.8%
Fees	-	-	-	-	-	3,681	3,681	-	(3,681)	- %
Other Departmental Revenue	2,000	2,000	-	400	(300)	-	100	-	1,900	5.0%
Non Recurring Miscellaneous	50,000	50,000	-	-	50,000	65	50,065	-	(65)	100.1%
Total Local Receipts	321,500	671,500	39,032	241,936	136,868	147,722	565,558	-	105,942	84.2%
Total Mayor	321,500	671,500	39,032	241,936	136,868	147,722	565,558	-	105,942	84.2%
161 - City Clerk										
Licenses & Permits	92,550	92,550	15,050	10,293	56,410	17,610	99,363	-	(6,813)	107.4%
Fees	130,500	130,500	31,057	29,640	37,972	32,481	131,150	-	(650)	100.5%
Other Departmental Revenue	200	200	-	-	-	-	-	-	200	- %
Fines and Forfeits	100	100	-	50	-	-	50	-	50	50.0%
Non Recurring Miscellaneous	2,500	2,500	777	526	664	588	2,555	-	(55)	102.2%
Total Local Receipts	225,850	225,850	46,884	40,509	95,046	50,679	233,118	-	(7,268)	103.2%
Total City Clerk	225,850	225,850	46,884	40,509	95,046	50,679	233,118	-	(7,268)	103.2%
133 - Chief Financial Officer										
Non Recurring Miscellaneous	50,000	50,000	2,085	-	-	-	2,085	-	47,915	4.2%
Net Metering Credit	475,396	483,000	130,442	98,825	27,650	240,520	497,437	-	(14,437)	103.0%
Total Local Receipts	525,396	533,000	132,527	98,825	27,650	240,520	499,522	-	33,478	93.7%
Total Chief Financial Officer	525,396	533,000	132,527	98,825	27,650	240,520	499,522	-	33,478	93.7%
135 - Town Accountant										
Non Recurring Miscellaneous	35,000	35,000	-	-	-	24,773	24,773	-	10,227	70.8%
Total Local Receipts	35,000	35,000	-	-	-	24,773	24,773	-	10,227	70.8%
Total Town Accountant	35,000	35,000	-	-	-	24,773	24,773	-	10,227	70.8%
138 - Purchasing Agent										
Non Recurring Miscellaneous	-	-	450	45,000	-	-	45,450	-	(45,450)	- %
Total Local Receipts	-	-	450	45,000	-	-	45,450	-	(45,450)	- %
Total Purchasing Agent	-	-	450	45,000	-	-	45,450	-	(45,450)	- %
141 - Assessors										
Fees	9,000	9,000	2,580	1,435	1,950	2,145	8,110	-	890	90.1%
Total Local Receipts	9,000	9,000	2,580	1,435	1,950	2,145	8,110	-	890	90.1%
Total Assessors	9,000	9,000	2,580	1,435	1,950	2,145	8,110	-	890	90.1%

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY REVENUE REPORT**

CITY DEPARTMENTS Category Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
145 - Treasurer Collector										
Personal Property tax	10,671,486	10,387,103	3,160,312	2,192,054	124,579	4,895,026	10,371,972	-	15,131	99.9%
Real Property tax	186,484,099	185,683,047	47,047,431	47,905,941	10,739,294	79,668,839	185,361,505	-	321,542	99.8%
Pro Forma Taxes	-	-	-	788	-	-	788	-	(788)	- %
Tax Liens	-	-	1,039,674	332,026	82,269	417,270	1,871,239	-	(1,871,239)	- %
Total Property Tax Revenue	197,155,585	196,070,149	51,247,417	50,430,810	10,946,142	84,981,136	197,605,504	-	(1,535,355)	100.8%
Motor Vehicle Excise	8,475,000	8,675,000	975,252	555,042	5,336,473	1,472,746	8,339,512	-	335,488	96.1%
Other Motor Vehicle Excise	-	10,000	1,496	1,294	1,463	1,320	5,573	-	4,427	55.7%
Penalties & Interest	1,491,344	1,091,344	277,543	259,241	185,576	399,662	1,122,023	-	(30,679)	102.8%
Pay in Lieu of Taxes	657,949	657,949	300	75,053	327,536	159,340	562,229	-	95,720	85.5%
Tax Deferral	2,269,167	1,648,167	231,838	450,851	307,225	433,382	1,423,296	-	224,871	86.4%
Parking Charges	2,000	2,000	150	320	560	110	1,140	-	860	57.0%
Fees	50,000	50,000	16,850	15,031	13,279	13,150	58,310	-	(8,310)	116.6%
Rentals	-	-	-	-	4,247	18,950	23,197	-	(23,197)	- %
Other Departmental Revenue	1,000	1,000	310	85	27	274	695	-	305	69.5%
Investment Income	500,000	560,000	51,945	86,081	21,113	343,907	503,045	-	56,955	89.8%
Maynard Debt Service	141,000	141,000	137,124	-	-	-	137,124	-	3,876	97.3%
Non Recurring Miscellaneous	4,500	4,500	50	(1,428)	1,610	(53)	179	-	4,321	4.0%
Total Local Receipts	13,591,960	12,840,960	1,692,858	1,441,569	6,199,109	2,842,787	12,176,322	-	664,638	94.8%
Total Treasurer Collector	210,747,545	208,911,109	52,940,274	51,872,379	17,145,251	87,823,922	209,781,826	-	(870,717)	100.4%
152 - Human Resources										
Non Recurring Miscellaneous	11,040	11,040	-	-	1,001	108	1,109	-	9,931	10.0%
Total Local Receipts	11,040	11,040	-	-	1,001	108	1,109	-	9,931	10.0%
Total Human Resources	11,040	11,040	-	-	1,001	108	1,109	-	9,931	10.0%
155 - Technology Services										
Other Departmental Revenue	-	-	-	-	-	369	369	-	(369)	- %
Non Recurring Miscellaneous	7,000	7,000	-	-	-	-	-	-	7,000	- %
Total Local Receipts	7,000	7,000	-	-	-	369	369	-	6,631	5.3%
Total Technology Services	7,000	7,000	-	-	-	369	369	-	6,631	5.3%
171 - Conservation										
Non Recurring Miscellaneous	-	-	-	200	-	-	200	-	(200)	- %
Total Local Receipts	-	-	-	200	-	-	200	-	(200)	- %
Total Conservation	-	-	-	200	-	-	200	-	(200)	- %
172 - Planning Department										
Non Recurring Miscellaneous	-	-	16	-	-	-	16	-	(16)	- %
Total Local Receipts	-	-	16	-	-	-	16	-	(16)	- %
Total Planning Department	-	-	16	-	-	-	16	-	(16)	- %

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY REVENUE REPORT**

CITY DEPARTMENTS Category Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
173 - Zoning Board										
Fees	20,000	20,000	7,000	2,600	2,450	4,100	16,150	-	3,850	80.8%
Total Local Receipts	20,000	20,000	7,000	2,600	2,450	4,100	16,150	-	3,850	80.8%
Total Zoning Board	20,000	20,000	7,000	2,600	2,450	4,100	16,150	-	3,850	80.8%
175 - Planning Board										
Licenses & Permits	11,500	11,500	-	4,400	4,200	200	8,800	-	2,700	76.5%
Fees	42,100	42,100	-	12,657	6,760	1,615	21,032	-	21,068	50.0%
Non Recurring Miscellaneous	50,000	1,067,500	-	1,047,500	-	-	1,047,500	-	20,000	98.1%
Total Local Receipts	103,600	1,121,100	-	1,064,557	10,960	1,815	1,077,332	-	43,768	96.1%
Total Planning Board	103,600	1,121,100	-	1,064,557	10,960	1,815	1,077,332	-	43,768	96.1%
192 - Building Services										
Licenses & Permits	1,000	1,000	125	25	50	100	300	-	700	30.0%
Parking Charges	265,000	265,000	9,961	20,042	5,827	10,171	46,002	-	218,998	17.4%
Rentals	178,723	178,723	42,569	28,380	42,569	44,361	157,879	-	20,844	88.3%
Other Departmental Revenue	1,500	1,500	71	87	131	7,380	7,670	-	(6,170)	511.3%
Non Recurring Miscellaneous	7,500	7,500	-	4,500	27,698	15	32,213	-	(24,713)	429.5%
Total Local Receipts	453,723	453,723	52,727	53,034	76,276	62,028	244,064	-	209,659	53.8%
Total Building Services	453,723	453,723	52,727	53,034	76,276	62,028	244,064	-	209,659	53.8%
199 - Non Departmental										
Premium on Borrowing	-	-	1,030	1,030	1,030	29,866	32,956	-	(32,956)	- %
Free Cash	6,420,000	10,302,643	2,873,361	1,605,000	3,705,000	2,119,282	10,302,643	-	-	100.0%
Transfers	845,326	867,398	78,002	108,418	175,980	232,736	595,136	-	272,262	68.6%
Total Other Financing Sources	7,265,326	11,170,041	2,952,393	1,714,447	3,882,010	2,381,884	10,930,734	-	239,307	97.9%
Total 9Undefined	1,082,572	1,082,572	270,643	270,643	270,643	270,643	1,082,572	-	-	100.0%
Total Non Departmental	8,347,898	12,252,613	3,223,036	1,985,090	4,152,653	2,652,527	12,013,306	-	239,307	98.0%
210 - Police										
Licenses & Permits	57,000	57,000	31,955	(6,760)	1,733	(6,723)	20,205	-	36,795	35.4%
Fees	482,500	482,500	69,131	62,023	66,284	61,796	259,234	-	223,266	53.7%
Other Departmental Revenue	6,000	1,000	380	530	640	1,240	2,790	-	(1,790)	279.0%
Fines and Forfeits	365,000	365,000	83,327	71,084	68,693	68,004	291,108	-	73,892	79.8%
Non Recurring Miscellaneous	57,000	57,000	1,168	-	32,028	432	33,628	-	23,372	59.0%
Total Local Receipts	967,500	962,500	185,961	126,877	169,377	124,750	606,965	-	355,535	63.1%
Total Police	967,500	962,500	185,961	126,877	169,377	124,750	606,965	-	355,535	63.1%

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY REVENUE REPORT**

CITY DEPARTMENTS Category Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
220 - Fire										
Licenses & Permits	183,000	186,000	105,025	41,325	25,180	34,705	206,235	-	(20,235)	110.9%
Fees	10,000	10,000	-	-	-	-	-	-	10,000	- %
Other Departmental Revenue	30,060	30,060	5,050	4,225	4,425	6,939	20,639	-	9,421	68.7%
Non Recurring Miscellaneous	1,000	1,000	-	-	-	32	32	-	968	3.2%
Total Local Receipts	224,060	227,060	110,075	45,550	29,605	41,676	226,906	-	154	99.9%
Total Fire	224,060	227,060	110,075	45,550	29,605	41,676	226,906	-	154	99.9%
241 - Building Inspector										
Licenses & Permits	3,031,000	3,337,701	649,327	864,576	773,004	976,308	3,263,214	-	74,487	97.8%
Other Departmental Revenue	500	500	-	268	-	-	268	-	232	53.6%
Fines and Forfeits	27,750	27,750	925	100	200	885	2,110	-	25,640	7.6%
Non Recurring Miscellaneous	100	100	-	-	-	-	-	-	100	- %
Total Local Receipts	3,059,350	3,366,051	650,252	864,944	773,204	977,193	3,265,592	-	100,459	97.0%
Total Building Inspector	3,059,350	3,366,051	650,252	864,944	773,204	977,193	3,265,592	-	100,459	97.0%
244 - Sealer of Weights & Measure										
Fees	53,000	53,000	22,615	11,330	1,275	10,990	46,210	-	6,790	87.2%
Other Departmental Revenue	-	-	-	-	130	-	130	-	(130)	- %
Non Recurring Miscellaneous	2,000	2,000	-	-	-	-	-	-	2,000	- %
Total Local Receipts	55,000	55,000	22,615	11,330	1,405	10,990	46,340	-	8,660	84.3%
Total Sealer of Weights & Measure	55,000	55,000	22,615	11,330	1,405	10,990	46,340	-	8,660	84.3%
292 - Animal Control										
Fees	2,500	2,500	-	490	395	-	885	-	1,615	35.4%
Other Departmental Revenue	200	200	-	-	-	-	-	-	200	- %
Fines and Forfeits	7,000	7,000	-	-	150	100	250	-	6,750	3.6%
Total Local Receipts	9,700	9,700	-	490	545	100	1,135	-	8,565	11.7%
Total Animal Control	9,700	9,700	-	490	545	100	1,135	-	8,565	11.7%
300 - Commonwealth of Massachusetts										
State Aid	66,028,777	69,190,156	16,705,499	17,424,794	17,321,006	17,268,768	68,720,067	-	470,089	99.3%
Total State Aid	66,028,777	69,190,156	16,705,499	17,424,794	17,321,006	17,268,768	68,720,067	-	470,089	99.3%
Other Motor Vehicle Excise	220,000	220,000	-	-	-	218,758	218,758	-	1,242	99.4%
MCI Host Community Reimb.	94,100	94,100	-	-	65,822	-	65,822	-	28,278	69.9%
Medicare Subsidy	68,960	68,960	-	-	-	-	-	-	68,960	- %
Total Local Receipts	383,060	383,060	-	-	65,822	218,758	284,580	-	98,480	74.3%
Total Commonwealth of Massachusetts	66,411,837	69,573,216	16,705,499	17,424,794	17,386,828	17,487,526	69,004,647	-	568,569	99.2%

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY REVENUE REPORT**

CITY DEPARTMENTS Category Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
312 - Workers Comp										
Non Recurring Miscellaneous	30,000	30,000	703	26	26	12	768	-	29,232	2.6%
Total Local Receipts	30,000	30,000	703	26	26	12	768	-	29,232	2.6%
Total Workers Comp	30,000	30,000	703	26	26	12	768	-	29,232	2.6%
314 - Group Insurance										
Fees	1,500	1,500	-	-	-	-	-	-	1,500	- %
Total Local Receipts	1,500	1,500	-	-	-	-	-	-	1,500	- %
Total Group Insurance	1,500	1,500	-	-	-	-	-	-	1,500	- %
411 - Engineering										
Fees	1,000	1,000	20	-	10	5	35	-	965	3.5%
Total Local Receipts	1,000	1,000	20	-	10	5	35	-	965	3.5%
Total Engineering	1,000	1,000	20	-	10	5	35	-	965	3.5%
421 - PW Administration										
Licenses & Permits	7,500	7,500	1,600	2,800	9,800	3,400	17,600	-	(10,100)	234.7%
Other Departmental Revenue	14,500	62,040	34,150	7,246	11,133	10,475	63,005	-	(965)	101.6%
Non Recurring Miscellaneous	100	100	-	-	-	-	-	-	100	- %
Total Local Receipts	22,100	69,640	35,750	10,046	20,933	13,875	80,605	-	(10,965)	115.7%
Total 9Undefined	-	-	67,142	-	-	-	67,142	-	(67,142)	- %
Total PW Administration	22,100	69,640	102,891	10,046	20,933	13,875	147,746	-	(78,106)	212.2%
433 - Sanitation										
Sanitation Service Charges	261,500	311,500	114,691	68,049	61,343	111,043	355,126	-	(43,626)	114.0%
Total Local Receipts	261,500	311,500	114,691	68,049	61,343	111,043	355,126	-	(43,626)	114.0%
Total Sanitation	261,500	311,500	114,691	68,049	61,343	111,043	355,126	-	(43,626)	114.0%

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY REVENUE REPORT**

CITY DEPARTMENTS Category Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
440 - Sewer Enterprise										
Utility Rate Revenue	26,959,388	24,959,388	6,238,009	6,179,980	5,949,303	4,940,190	23,307,483	-	1,651,905	93.4%
Lien Revenue	-	-	40,526	44,191	55,885	376,479	517,081	-	(517,081)	- %
Total Utility Rate Revenue	26,959,388	24,959,388	6,278,534	6,224,171	6,005,189	5,316,670	23,824,564	-	1,134,824	95.5%
Sewer Fees	2,037,366	2,037,366	1,081,821	30,020	562,536	56,240	1,730,616	-	306,750	84.9%
Sewer Penalties/Interest	175,000	175,000	42,751	66,005	47,011	5,514	161,281	-	13,719	92.2%
Total Local Receipts	2,212,366	2,212,366	1,124,572	96,025	609,546	61,754	1,891,897	-	320,469	85.5%
Sewer Indirect Cost Reimb	-	-	-	-	-	-	-	-	-	- %
Debt Service	94,000	94,000	-	93,795	-	-	93,795	-	205	99.8%
Betterment Transfer	-	1,900,000	-	-	1,900,000	-	1,900,000	-	-	100.0%
Investment Income	4,000	4,000	-	-	-	-	-	-	4,000	- %
Misc Non Recurring Revenue	-	-	-	-	-	11,770	11,770	-	(11,770)	- %
Town Vehicle Employee Reimbrse	-	-	78	42	-	-	120	-	(120)	- %
Total Other Financing Sources	98,000	1,998,000	78	93,837	1,900,000	11,770	2,005,685	-	(7,685)	100.4%
Total Sewer Enterprise	29,269,754	29,169,754	7,403,184	6,414,034	8,514,735	5,390,193	27,722,146	-	1,447,608	95.0%
450 - Water Enterprise										
Utility Rate Revenue	22,444,853	21,944,853	5,365,788	6,417,363	4,731,048	3,853,638	20,367,837	-	1,577,016	92.8%
Lien Revenue	-	-	14,550	28,199	40,516	254,498	337,763	-	(337,763)	- %
Total Utility Rate Revenue	22,444,853	21,944,853	5,380,338	6,445,562	4,771,565	4,108,136	20,705,600	-	1,239,253	94.4%
Sewer Fees	145,000	145,000	30,869	18,666	79,277	55,536	184,348	-	(39,348)	127.1%
Sewer Penalties/Interest	175,000	175,000	16,320	47,087	33,691	17,118	114,215	-	60,785	65.3%
Total Local Receipts	320,000	320,000	47,188	65,753	112,968	72,654	298,564	-	21,436	93.3%
Water Indirect Cost Reimb	-	-	-	-	-	-	-	-	-	- %
Betterment Transfer	120,000	520,000	-	-	400,000	115,095	515,095	-	4,905	99.1%
Disposition of Inventory	-	-	56,625	-	-	-	56,625	-	(56,625)	- %
Investment Income	11,000	11,000	3,833	1,632	383	550	6,398	-	4,602	58.2%
Misc Non Recurring Revenue	440	440	-	-	-	92	92	-	349	20.8%
Total Other Financing Sources	131,440	531,440	60,458	1,632	400,383	115,736	578,210	-	(46,770)	108.8%
Total Water Enterprise	22,896,293	22,796,293	5,487,985	6,512,947	5,284,916	4,296,526	21,582,373	-	1,213,920	94.7%
491 - Cemeteries										
Other Departmental Revenue	180,000	180,000	-	-	-	-	-	-	180,000	- %
Total Local Receipts	180,000	180,000	-	-	-	-	-	-	180,000	- %
Total Cemeteries	180,000	180,000	-	-	-	-	-	-	180,000	- %

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY REVENUE REPORT**

CITY DEPARTMENTS Category Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
511 - Board of Health										
Licenses & Permits	129,749	129,749	6,775	48,015	34,418	16,395	105,603	-	24,147	81.4%
Other Departmental Revenue	1,500	500	50	-	-	-	50	-	450	10.0%
Fines and Forfeits	200	200	-	4,925	7,675	625	13,225	-	(13,025)	6612.5%
Non Recurring Miscellaneous	500	500	-	-	82	3,878	3,959	-	(3,459)	791.9%
Total Local Receipts	131,949	130,949	6,825	52,940	42,174	20,898	122,837	-	8,112	93.8%
Total Board of Health	131,949	130,949	6,825	52,940	42,174	20,898	122,837	-	8,112	93.8%
541 - Council on Aging										
Non Recurring Miscellaneous	100	100	172	-	-	-	172	-	(72)	172.3%
Total Local Receipts	100	100	172	-	-	-	172	-	(72)	172.3%
Total 9Undefined	-	-	-	-	-	613	613	-	(613)	-
Total Council on Aging	100	100	172	-	-	613	785	-	(685)	785.2%
610 - Library										
Library Fines	25,000	25,000	122	233	269	127	750	-	24,250	3.0%
Non Recurring Miscellaneous	500	500	-	-	-	-	-	-	500	-
Total Local Receipts	25,500	25,500	122	233	269	127	750	-	24,750	2.9%
Total Library	25,500	25,500	122	233	269	127	750	-	24,750	2.9%
650 - Parks & Recreation										
Other Departmental Revenue	1,500	1,000	-	216	189	258	664	-	336	66.4%
Boston Marathon Parking	66,500	66,500	-	-	-	-	-	-	66,500	-
Total Local Receipts	68,000	67,500	-	216	189	258	664	-	66,836	1.0%
Total 9Undefined	-	-	6,845	-	-	-	6,845	-	(6,845)	-
Total Parks & Recreation	68,000	67,500	6,845	216	189	258	7,509	-	59,991	11.1%
680 - Arena										
Licenses & Permits	7,500	7,500	-	-	475	-	475	-	7,025	6.3%
Arena Revenue	329,338	450,000	1,476	78,450	197,165	57,704	334,795	-	115,205	74.4%
Other Departmental Revenue	-	-	-	-	6,000	8,055	14,055	-	(14,055)	-
Non Recurring Miscellaneous	2,500	2,500	-	315	1,500	250	2,065	-	435	82.6%
Total Local Receipts	339,338	460,000	1,476	78,765	205,140	66,009	351,390	-	108,610	76.4%
Total Arena	339,338	460,000	1,476	78,765	205,140	66,009	351,390	-	108,610	76.4%
Total CITY DEPARTMENTS	344,762,033	351,688,198	87,243,841	87,016,806	54,140,803	119,552,503	347,953,954	-	3,734,245	98.9%

**FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2021
QUARTERLY SCHOOL BUDGET**

9/9/2021
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Through Period 13

Department Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	324,534	324,534	64,932	88,759	75,008	113,503	342,202	-	(17,668)	105.4%
Operating	53,100	53,100	21,284	11,900	2,904	204	36,291	-	16,809	68.3%
Superintendent (960)	377,634	377,634	86,216	100,659	77,912	113,706	378,493	-	(859)	100.2%
Personnel	337,662	459,624	46,795	61,487	51,738	84,015	244,034	-	215,590	53.1%
Operating	130,361	130,361	11,796	29,095	24,408	135,139	200,437	-	(70,076)	153.8%
Assistant Superintendent (961)	468,023	589,985	58,591	90,582	76,146	219,153	444,471	-	145,514	75.3%
Personnel	582,204	582,204	125,748	157,004	117,375	154,537	554,666	-	27,538	95.3%
Operating	124,247	124,247	4,781	53,695	13,304	43,736	115,516	907	7,824	93.7%
Business Administration Dept (970)	706,451	706,451	130,530	210,700	130,679	198,274	670,182	907	35,363	95.0%
Personnel	2,858,283	2,858,283	183,432	563,863	518,414	1,154,059	2,419,768	-	438,515	84.7%
Operating	496,863	496,863	48,550	145,368	56,848	204,338	455,104	541	41,218	91.7%
Human Resources Department (965)	3,355,146	3,355,146	231,981	709,232	575,261	1,358,397	2,874,871	541	479,733	85.7%
Personnel	96,886	96,886	19,219	25,975	22,354	28,979	96,526	-	360	99.6%
Operating	5,500	5,500	391	56	1,491	190	2,128	-	3,372	38.7%
Grants Development (968)	102,386	102,386	19,610	26,030	23,844	29,169	98,654	-	3,732	96.4%
Operating	300,000	300,000	43,050	64,575	43,050	107,625	258,300	-	41,700	86.1%
Media Services-School (979)	300,000	300,000	43,050	64,575	43,050	107,625	258,300	-	41,700	86.1%
Personnel	113,757	113,757	22,802	31,014	26,252	34,127	114,195	-	(438)	100.4%
Operating	143,900	143,900	599,727	(416,739)	198,755	52,180	433,923	19,592	(309,615)	315.2%
Safety & Security (976)	257,657	257,657	622,529	(385,725)	225,007	86,307	548,118	19,592	(310,053)	220.3%
Personnel	120,000	120,000	19,087	25,210	35,783	44,291	124,371	-	(4,371)	103.6%
Operating	52,519	52,519	47,404	(173)	285	946	48,463	-	4,056	92.3%
Communications (978)	172,519	172,519	66,492	25,037	36,068	45,237	172,834	-	(315)	100.2%
Total ADMINISTRATION	5,739,816	5,861,778	1,258,999	841,089	1,187,967	2,157,868	5,445,923	21,040	394,815	93.3%

**FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2021
QUARTERLY SCHOOL BUDGET**

9/9/2021
2:26:12PM
Through Period 13

Department Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	712,438	712,438	123,368	152,615	128,068	251,022	655,073	-	57,365	91.9%
Operating	1,221,712	1,221,712	342,239	513,572	99,006	484,113	1,438,930	-	(217,218)	117.8%
Curriculum Services (963)	1,934,150	1,934,150	465,608	666,187	227,074	735,134	2,094,003	-	(159,853)	108.3%
Personnel	1,103,024	1,103,024	160,577	224,078	193,326	256,831	834,812	-	268,212	75.7%
Operating	162,571	162,571	23,938	35,985	40,717	24,152	124,792	-	37,779	76.8%
Bilingual Education (962)	1,265,595	1,265,595	184,515	260,062	234,043	280,984	959,605	-	305,990	75.8%
Personnel	125,198	125,198	26,628	33,575	28,835	35,341	124,380	-	818	99.3%
Adult ESL (989)	125,198	125,198	26,628	33,575	28,835	35,341	124,380	-	818	99.3%
Personnel	474,263	474,263	48,204	102,016	87,856	200,258	438,333	-	35,930	92.4%
Operating	151,518	151,518	35,562	(6,912)	23,248	88,731	140,629	-	10,889	92.8%
Fine Arts Dept (997)	625,781	625,781	83,766	95,103	111,104	288,990	578,962	-	46,819	92.5%
Personnel	101,753	101,753	3,854	13,489	11,562	21,197	50,101	-	51,652	49.2%
Operating	24,252	24,252	-	-	784	23,143	23,926	-	326	98.7%
Gifted & Talented (994)	126,005	126,005	3,854	13,489	12,345	44,339	74,027	-	51,978	58.7%
Total EDUCATION	4,076,729	4,076,729	764,371	1,068,416	613,402	1,384,788	3,830,977	-	245,752	94.0%

**FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2021
QUARTERLY SCHOOL BUDGET**

Department Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	2,068,032	2,068,032	392,706	484,363	418,028	627,914	1,923,011	-	145,021	93.0%
Operating	1,885,231	1,885,231	45,439	161,701	120,432	1,437,834	1,765,406	217	119,608	93.7%
Special Education Department (980)	3,953,263	3,953,263	438,145	646,063	538,461	2,065,748	3,688,417	217	264,629	93.3%
Personnel	170,000	170,000	2,848	38,667	30,939	47,257	119,711	-	50,289	70.4%
Operating	735,000	735,000	119,526	235,516	287,538	396,008	1,038,589	-	(303,589)	141.3%
SPED Services (982)	905,000	905,000	122,374	274,183	318,477	443,265	1,158,299	-	(253,299)	128.0%
Operating	35,500	35,500	-	4,528	14,568	11,045	30,141	-	5,359	84.9%
Psychology Services (991)	35,500	35,500	-	4,528	14,568	11,045	30,141	-	5,359	84.9%
Personnel	-	-	4,875	285	225	15	5,400	-	(5,400)	- %
Operating	9,078,140	9,078,140	1,315,944	3,143,858	2,176,711	2,814,168	9,450,680	-	(372,540)	104.1%
Tuition-Out District Placement (981)	9,078,140	9,078,140	1,320,819	3,144,143	2,176,936	2,814,183	9,456,080	-	(377,940)	104.2%
Operating	403,608	403,608	-	144,262	3,150	147,502	294,914	-	108,694	73.1%
Occupational Education (983)	403,608	403,608	-	144,262	3,150	147,502	294,914	-	108,694	73.1%
Total SPED	14,375,511	14,375,511	1,881,338	4,213,179	3,051,592	5,481,742	14,627,852	217	(252,558)	101.8%

**FRAMINGHAM PUBLIC SCHOOLS
 FISCAL YEAR 2021
 QUARTERLY SCHOOL BUDGET**

Department Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	377,194	377,194	59,322	81,689	76,994	99,532	317,537	-	59,657	84.2%
Operating	6,366,580	6,366,580	20,549	90,212	1,058,297	2,560,626	3,729,685	511	2,636,384	58.6%
Transportation Department (973)	6,743,774	6,743,774	79,871	171,902	1,135,291	2,660,158	4,047,222	511	2,696,042	60.0%
Total TRANSPORTATION	6,743,774	6,743,774	79,871	171,902	1,135,291	2,660,158	4,047,222	511	2,696,042	60.0%

**FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2021
QUARTERLY SCHOOL BUDGET**

Department Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	1,289,663	1,289,663	245,762	325,970	277,325	369,752	1,218,809	-	70,854	94.5%
Operating	1,902,863	1,902,863	493,602	305,839	592,745	113,647	1,505,833	26,678	370,352	80.5%
Technology Department (974)	3,192,526	3,192,526	739,365	631,808	870,070	483,399	2,724,642	26,678	441,206	86.2%
Personnel	21,000	21,000	-	-	-	-	-	-	21,000	- %
Operating	106,653	106,653	17,453	12,411	32,347	37,051	99,262	702	6,689	93.7%
Library/Media (977)	127,653	127,653	17,453	12,411	32,347	37,051	99,262	702	27,689	78.3%
Total TECHNOLOGY SERVICES	3,320,179	3,320,179	756,818	644,219	902,417	520,450	2,823,904	27,380	468,895	85.9%

**FRAMINGHAM PUBLIC SCHOOLS
 FISCAL YEAR 2021
 QUARTERLY SCHOOL BUDGET**

Department Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	5,071,922	5,239,310	969,632	1,271,068	1,110,742	1,496,096	4,847,538	-	391,772	92.5%
Operating	4,108,357	4,108,357	588,228	655,377	1,067,800	1,525,628	3,837,033	38,797	232,528	94.3%
Building & Grounds Department (971)	9,180,279	9,347,667	1,557,860	1,926,445	2,178,542	3,021,724	8,684,571	38,797	624,300	93.3%
Total BUILDINGS & GROUNDS	9,180,279	9,347,667	1,557,860	1,926,445	2,178,542	3,021,724	8,684,571	38,797	624,300	93.3%

**FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2021
QUARTERLY SCHOOL BUDGET**

Department Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	112,772	112,772	24,976	29,179	25,665	31,156	110,977	-	1,795	98.4%
Operating	25,500	25,500	950	7,180	100	85	8,315	-	17,186	32.6%
School Committee (966)	138,272	138,272	25,926	36,359	25,765	31,241	119,291	-	18,981	86.3%
Personnel	-	401,220	-	80,884	262,951	-	343,836	-	57,384	85.7%
School Food Services (972)	-	401,220	-	80,884	262,951	-	343,836	-	57,384	85.7%
Operating	494,000	494,000	39,687	120,642	65,673	124,203	350,205	-	143,795	70.9%
Copier & Printers (975)	494,000	494,000	39,687	120,642	65,673	124,203	350,205	-	143,795	70.9%
Personnel	676,572	676,572	46,098	104,759	92,065	330,850	573,771	-	102,801	84.8%
Operating	357,685	357,685	8,382	44,564	23,402	186,773	263,120	70	94,495	73.6%
Athletics Department (993)	1,034,257	1,034,257	54,480	149,322	115,466	517,623	836,891	70	197,296	80.9%
Personnel	1,006,753	1,022,822	98,705	216,899	214,783	335,134	865,521	-	157,301	84.6%
Operating	312,072	312,072	62,533	67,949	27,466	3,921	161,869	-	150,203	51.9%
Health Services (964)	1,318,825	1,334,894	161,238	284,848	242,249	339,055	1,027,390	-	307,504	77.0%
Personnel	568,379	968,379	61,023	345,032	382,201	596,450	1,384,707	-	(416,328)	143.0%
Operating	168,580	168,580	7,060	290	6,527	31,211	45,088	381	123,111	27.0%
Community Resource (986)	736,959	1,136,959	68,083	345,322	388,728	627,661	1,429,795	381	(293,216)	125.8%
Personnel	407,235	407,235	86,102	97,982	87,820	109,737	381,642	-	25,593	93.7%
Operating	59,000	59,000	33,502	2,729	287	107,952	144,470	-	(85,470)	244.9%
Parent Information Center (995)	466,235	466,235	119,605	100,711	88,107	217,690	526,112	-	(59,877)	112.8%
Personnel	16,500	16,500	1,269	4,442	3,808	6,981	16,500	-	-	100.0%
Operating	38,730	38,730	4,000	369	13,359	22,161	39,889	232	(1,391)	103.6%
Physical Education (992)	55,230	55,230	5,269	4,811	17,167	29,142	56,389	232	(1,391)	102.5%
Personnel	218,652	-	-	-	-	-	-	-	-	- %
Undistributed School Costs (999)	218,652	-	-	-	-	-	-	-	-	- %
Total GENERAL SCHOOL	4,462,430	5,061,067	474,288	1,122,900	1,206,107	1,886,614	4,689,909	683	370,475	92.7%

**FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2021
QUARTERLY SCHOOL BUDGET**

Department Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	20,522,429	20,522,429	1,822,414	5,737,752	4,872,183	8,051,005	20,483,355	-	39,074	99.8%
Operating	344,241	344,241	40,687	38,616	51,149	191,351	321,804	3,200	19,237	94.4%
Framingham High School (910)	20,866,670	20,866,670	1,863,101	5,776,369	4,923,333	8,242,357	20,805,159	3,200	58,311	99.7%
Personnel	734,309	734,309	55,327	199,985	169,549	302,260	727,120	-	7,189	99.0%
Operating	8,000	8,000	260	-	-	1,938	2,198	-	5,802	27.5%
Alternative HS Thayer Campus (911)	742,309	742,309	55,587	199,985	169,549	304,198	729,318	-	12,991	98.2%
Total HIGH SCHOOLS	21,608,979	21,608,979	1,918,688	5,976,353	5,092,882	8,546,554	21,534,477	3,200	71,302	99.7%

**FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2021
QUARTERLY SCHOOL BUDGET**

Department Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	6,613,864	6,657,553	567,684	1,798,866	1,543,038	2,603,494	6,513,082	-	144,471	97.8%
Operating	31,360	31,360	2,305	6,027	2,243	9,996	20,570	-	10,790	65.6%
Cameron Middle School (920)	6,645,224	6,688,913	569,989	1,804,893	1,545,281	2,613,489	6,533,652	-	155,261	97.7%
Personnel	7,272,698	7,351,787	621,788	2,003,134	1,722,262	2,812,307	7,159,492	-	192,295	97.4%
Operating	25,582	25,582	449	462	2,039	15,338	18,287	-	7,295	71.5%
Fuller Middle School (921)	7,298,280	7,377,369	622,237	2,003,596	1,724,301	2,827,645	7,177,778	-	199,591	97.3%
Personnel	9,030,056	9,073,745	759,724	2,480,312	2,095,214	3,544,185	8,879,436	-	194,309	97.9%
Operating	31,698	31,698	995	1,107	525	1,276	3,903	-	27,795	12.3%
Walsh Middle School (922)	9,061,754	9,105,443	760,719	2,481,420	2,095,739	3,545,461	8,883,339	-	222,104	97.6%
Total MIDDLE SCHOOLS	23,005,258	23,171,725	1,952,945	6,289,909	5,365,321	8,986,595	22,594,769	-	576,956	97.5%

**FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2021
QUARTERLY SCHOOL BUDGET**

Department Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	6,604,828	6,712,588	509,858	1,805,281	1,511,363	2,416,624	6,243,127	-	469,461	93.0%
Operating	34,650	34,650	17	3,345	7,938	8,381	19,681	-	14,969	56.8%
Barbieri Elementary School (930)	6,639,478	6,747,238	509,875	1,808,626	1,519,301	2,425,005	6,262,807	-	484,431	92.8%
Personnel	4,903,258	4,980,670	398,026	1,376,114	1,166,663	1,939,372	4,880,175	-	100,495	98.0%
Operating	26,350	26,350	-	3,027	7,844	7,237	18,109	133	8,109	69.2%
Brophy Elementary School (931)	4,929,608	5,007,020	398,026	1,379,141	1,174,507	1,946,609	4,898,284	133	108,604	97.8%
Personnel	4,933,587	5,100,065	404,361	1,406,516	1,173,584	1,980,603	4,965,064	-	135,001	97.4%
Operating	32,400	32,400	-	4,504	7,407	5,783	17,694	-	14,706	54.6%
Dunning Elementary School (932)	4,965,987	5,132,465	404,361	1,411,020	1,180,991	1,986,386	4,982,758	-	149,707	97.1%
Personnel	5,207,865	5,318,858	409,426	1,432,729	1,219,043	2,081,326	5,142,524	-	176,334	96.7%
Operating	27,600	27,600	-	7,719	3,555	9,539	20,813	340	6,447	76.6%
Hemenway Elementary School (933)	5,235,465	5,346,458	409,426	1,440,448	1,222,598	2,090,865	5,163,337	340	182,781	96.6%
Personnel	3,559,353	3,625,549	286,339	978,206	838,358	1,325,436	3,428,339	-	197,210	94.6%
Operating	24,800	24,800	-	676	6,691	12,687	20,054	611	4,134	83.3%
King Elementary School (935)	3,584,153	3,650,349	286,339	978,882	845,050	1,338,123	3,448,393	611	201,344	94.5%
Personnel	6,011,475	6,152,993	484,210	1,621,107	1,378,833	2,367,601	5,851,752	-	301,241	95.1%
Operating	31,700	31,700	751	2,113	9,152	4,854	16,870	47	14,783	53.4%
McCarthy Elementary School (936)	6,043,175	6,184,693	484,961	1,623,221	1,387,985	2,372,455	5,868,622	47	316,025	94.9%
Personnel	4,190,739	4,298,071	344,340	1,158,082	1,009,465	1,722,421	4,234,308	-	63,763	98.5%
Operating	29,950	29,950	2,624	6,541	4,825	8,507	22,496	112	7,342	75.5%
Potter Road Elementary School (937)	4,220,689	4,328,021	346,964	1,164,623	1,014,290	1,730,928	4,256,805	112	71,105	98.4%
Personnel	4,564,684	4,663,191	366,538	1,305,372	1,108,521	1,878,596	4,659,027	-	4,164	99.9%
Operating	24,100	24,100	1,093	6,318	5,310	7,788	20,509	41	3,550	85.3%
Stapleton Elementary School (938)	4,588,784	4,687,291	367,631	1,311,690	1,113,831	1,886,384	4,679,536	41	7,714	99.8%
Personnel	4,976,422	5,178,417	392,555	1,346,653	1,125,187	1,881,241	4,745,635	-	432,782	91.6%
Operating	83,800	83,800	315	26,952	8,397	43,512	79,176	321	4,303	94.9%
W. Wilson Elementary School (939)	5,060,222	5,262,217	392,869	1,373,605	1,133,583	1,924,753	4,824,811	321	437,085	91.7%
Operating	16,015	16,015	-	5,029	250	9,887	15,166	-	849	94.7%
Early Education (944)	16,015	16,015	-	5,029	250	9,887	15,166	-	849	94.7%
Personnel	3,152,903	3,320,258	250,375	904,864	1,377,853	1,122,031	3,655,122	-	(334,864)	110.1%
Preschool/BLOCKS (945)	3,152,903	3,320,258	250,375	904,864	1,377,853	1,122,031	3,655,122	-	(334,864)	110.1%
Total ELEMENTARY & PRE-K SCHOOLS	48,436,479	49,682,025	3,850,827	13,416,505	11,954,882	18,833,426	48,055,640	1,604	1,624,781	96.7%

**FRAMINGHAM PUBLIC SCHOOLS
FISCAL YEAR 2021
QUARTERLY SCHOOL BUDGET**

9/9/2021
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Through Period 13

Department Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	111,233,146	113,533,146	10,510,930	30,130,634	26,575,877	42,457,536	109,674,977	-	3,858,169	96.6%
Operating	29,716,288	29,716,288	3,985,073	5,540,284	6,112,525	11,022,384	26,660,266	93,432	2,962,590	90.0%
GRAND TOTAL	140,949,434	143,249,434	14,496,003	35,670,918	32,688,402	53,479,919	136,335,242	93,432	6,820,760	95.2%

PERSONNEL & OPERATING TOTALS

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY CITY BUDGET**

GENERAL GOVERNMENT DIVISION												
Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent		
Personnel	784,570	848,070	172,328	212,003	199,195	258,197	841,724	-	6,346	99.3%		
Operating	53,883	50,383	719	3,000	25,230	17,808	46,758	1,244	2,381	95.3%		
Mayor (122)	838,453	898,453	173,047	215,004	224,425	276,006	888,482	1,244	8,727	99.0%		
Personnel	137,357	141,457	32,545	28,989	40,367	39,940	141,841	-	(384)	100.3%		
Operating	107,615	119,615	11,415	6,870	(1,682)	88,447	105,050	10,430	4,135	96.5%		
City Council (111)	244,972	261,072	43,960	35,859	38,685	128,387	246,891	10,430	3,751	98.6%		
Personnel	300,648	300,648	66,994	73,215	67,168	71,847	279,224	-	21,424	92.9%		
Operating	18,965	18,965	4,104	3,927	6,811	763	15,606	1,239	2,120	88.8%		
City Clerk (161)	319,613	319,613	71,097	77,142	73,980	72,610	294,830	1,239	23,544	92.6%		
Operating	713,500	713,500	106,557	155,203	180,327	199,200	641,287	67,214	4,998	99.3%		
Legal (151)	713,500	713,500	106,557	155,203	180,327	199,200	641,287	67,214	4,998	99.3%		
Personnel	1,191,458	1,155,758	243,005	312,423	257,017	314,013	1,126,458	-	29,300	97.5%		
Operating	1,043,010	996,539	131,948	185,879	225,498	302,529	845,854	26,905	123,780	87.6%		
Facilities Management (192)	2,234,468	2,152,297	374,953	498,301	482,515	616,542	1,972,312	26,905	153,080	92.9%		
Personnel	65,722	65,722	17,697	19,487	16,455	12,083	65,722	-	-	100.0%		
Operating	143,325	143,325	58,298	44,051	11,192	15,040	128,581	329	14,415	89.9%		
Elections (162)	209,047	209,047	75,995	63,537	27,647	27,123	194,303	329	14,415	93.1%		
TOTAL GENERAL GOVERNMENT DIVISION	4,560,053	4,553,982	845,610	1,045,047	1,027,580	1,319,867	4,238,104	107,362	208,516	95.4%		

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY CITY BUDGET**

FINANCE DIVISION

Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	350,690	362,690	77,497	93,781	80,169	105,865	357,312	-	5,378	98.5%
Operating	388,358	504,744	107,473	81,731	29,471	230,517	449,192	85	55,467	89.0%
Chief Financial Officer (133)	739,048	867,434	184,970	175,512	109,640	336,382	806,504	85	60,845	93.0%
Personnel	577,213	577,213	126,306	153,766	132,061	159,945	572,079	-	5,134	99.1%
Operating	9,600	9,600	457	582	2,347	589	3,975	92	5,534	42.4%
Accounting (135)	586,813	586,813	126,763	154,348	134,408	160,533	576,053	92	10,668	98.2%
Personnel	78,583	78,583	17,066	20,847	17,655	22,432	77,999	-	584	99.3%
Operating	124,410	124,410	33,395	25,319	23,263	27,035	108,997	3,720	11,693	90.6%
Purchasing (138)	202,993	202,993	50,461	46,166	40,917	49,467	186,996	3,720	12,277	94.0%
Personnel	525,713	510,713	121,028	132,683	121,417	123,504	498,632	-	12,081	97.6%
Operating	100,060	100,060	35,540	14,637	15,012	14,499	79,687	-	20,373	79.6%
Assessing (141)	625,773	610,773	156,568	147,320	136,429	138,003	578,319	-	32,454	94.7%
Personnel	484,182	464,182	100,629	122,818	105,009	129,853	458,309	-	5,873	98.7%
Operating	109,927	109,927	10,825	18,815	23,582	51,768	104,990	-	4,937	95.5%
Treasurer / Collector (145)	594,109	574,109	111,454	141,633	128,591	181,621	563,299	-	10,810	98.1%
Personnel	842,168	842,168	184,373	222,981	191,374	237,051	835,779	-	6,389	99.2%
Operating	1,392,319	1,392,319	939,048	210,096	156,707	69,002	1,374,853	-	17,466	98.7%
Technology Services (155)	2,234,487	2,234,487	1,123,421	433,077	348,081	306,053	2,210,631	-	23,856	98.9%
Personnel	182,483	157,483	30,817	37,404	31,846	55,621	155,687	-	1,796	98.9%
Operating	198,869	220,941	2,705	5,189	99,834	45,720	153,449	4,707	62,786	71.6%
Media Services (194)	381,352	378,424	33,522	42,593	131,680	101,341	309,136	4,707	64,581	82.9%
TOTAL FINANCE DIVISION	5,364,575	5,455,033	1,787,158	1,140,649	1,029,746	1,273,400	5,230,938	8,604	215,491	96.0%

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY CITY BUDGET**

HUMAN RESOURCES DIVISION

Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	509,243	494,243	113,347	138,577	104,498	131,457	487,879	-	6,364	98.7%
Operating	64,080	64,080	3,354	16,850	6,032	18,834	45,070	11,381	7,629	88.1%
Human Resources (152)	573,323	558,323	116,701	155,427	110,530	150,291	532,949	11,381	13,993	97.5%
Personnel	116,566	128,616	25,396	30,650	26,822	40,919	123,787	-	4,829	96.2%
Operating	466,125	388,557	86,592	90,685	81,454	77,403	336,134	46,074	6,349	98.4%
Veterans Services (543)	582,691	517,173	111,987	121,335	108,276	118,323	459,920	46,074	11,178	97.8%
TOTAL HUMAN RESOURCES DIVISION	1,156,014	1,075,496	228,688	276,762	218,805	268,614	992,870	57,455	25,171	97.7%

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY CITY BUDGET**

**COMMUNITY & ECONOMIC
DEVELOPMENT DIVISION**

	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	698,806	613,806	125,388	144,658	133,133	182,558	585,737	-	28,069	95.4%
Operating	127,404	127,404	14,702	8,739	4,218	56,303	83,962	5,411	38,031	70.1%
Planning & Community Development (174)	826,210	741,210	140,090	153,397	137,351	238,861	669,698	5,411	66,100	91.1%
TOTAL COMMUNITY & ECONOMIC DEVELOPM	826,210	741,210	140,090	153,397	137,351	238,861	669,698	5,411	66,100	91.1%

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY CITY BUDGET**

POLICE DIVISION

Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	15,120,583	13,845,583	2,826,436	4,046,502	2,989,641	3,541,062	13,403,642	3,375	438,566	96.8%
Operating	1,153,536	1,152,501	133,555	260,032	219,594	372,243	984,950	115,832	51,720	95.5%
Police Department (210)	16,274,119	14,998,084	2,959,991	4,306,534	3,209,235	3,913,305	14,388,591	119,207	490,286	96.7%
Operating	62,239	62,239	22,781	201	2,982	36,344	62,109	-	130	99.8%
Framingham Emergency Management Agency	62,239	62,239	22,781	201	2,982	36,344	62,109	-	130	99.8%
Personnel	162,789	162,789	34,045	42,638	36,249	44,233	157,164	-	5,625	96.5%
Operating	18,058	18,058	1,092	1,248	3,251	3,532	9,123	2,041	6,894	61.8%
Animal Control (292)	180,847	180,847	35,137	43,886	39,499	47,765	166,287	2,041	12,519	93.1%
TOTAL POLICE DIVISION	16,517,205	15,241,170	3,017,909	4,350,621	3,251,717	3,997,415	14,616,987	121,248	502,935	96.7%

**CITY OF FRAMINGHAM
 FISCAL YEAR 2021
 QUARTERLY CITY BUDGET**

FIRE DIVISION

Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	13,941,085	13,941,085	2,586,904	4,289,235	2,902,957	4,190,749	13,969,845	-	(28,760)	100.2%
Operating	755,501	746,482	145,365	168,647	172,614	237,004	723,630	-	22,852	96.9%
Fire Department (220)	14,696,586	14,687,567	2,732,269	4,457,881	3,075,571	4,427,754	14,693,475	-	(5,908)	100.0%
TOTAL FIRE DIVISION	14,696,586	14,687,567	2,732,269	4,457,881	3,075,571	4,427,754	14,693,475	-	(5,908)	100.0%

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY CITY BUDGET**

PUBLIC WORKS DIVISION

Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	422,292	397,292	99,144	107,079	88,339	92,140	386,702	-	10,590	97.3%
Operating	527,658	517,813	90,381	109,532	113,472	191,680	505,065	10,476	2,272	99.6%
Streetslights (424)	949,950	915,105	189,525	216,611	201,810	283,821	891,767	10,476	12,862	98.6%
Personnel	864,343	844,343	187,571	229,719	193,017	226,494	836,802	-	7,541	99.1%
Operating	64,350	64,350	6,501	7,110	12,050	29,061	54,721	1,534	8,096	87.4%
Engineering (411)	928,693	908,693	194,072	236,829	205,066	255,555	891,522	1,534	15,637	98.3%
Personnel	414,662	409,662	88,900	107,221	92,104	112,410	400,635	-	9,027	97.8%
Operating	26,097	26,097	6,676	3,108	2,647	12,099	24,530	549	1,018	96.1%
Administration (421)	440,759	435,759	95,575	110,330	94,751	124,509	425,165	549	10,045	97.7%
Personnel	2,511,026	2,291,026	556,673	598,126	470,795	661,212	2,286,805	-	4,221	99.8%
Operating	1,202,709	1,202,709	203,612	250,200	143,561	569,388	1,166,559	28,769	7,380	99.4%
Highway (422)	3,713,735	3,493,735	760,286	848,325	614,355	1,230,599	3,453,365	28,769	11,601	99.7%
Personnel	519,338	608,211	10,274	181,785	414,698	1,454	608,211	-	-	100.0%
Operating	1,135,350	1,751,759	38,227	593,530	972,827	147,176	1,751,759	-	-	100.0%
Snow & Ice (423)	1,654,688	2,359,970	48,501	775,315	1,387,524	148,630	2,359,970	-	-	100.0%
Personnel	607,695	599,695	133,921	158,069	130,706	170,378	593,075	-	6,620	98.9%
Operating	561,721	561,721	133,319	177,922	155,783	80,290	547,313	8,570	5,839	99.0%
Fleet, Facilities & Communications (429)	1,169,416	1,161,416	267,240	335,991	286,489	250,668	1,140,387	8,570	12,459	98.9%
Personnel	1,656,427	1,618,427	407,292	463,965	348,245	402,833	1,622,334	-	(3,907)	100.2%
Operating	2,670,795	2,670,795	524,954	711,169	654,492	729,352	2,619,968	16,076	34,751	98.7%
Sanitation (433)	4,327,222	4,289,222	932,246	1,175,134	1,002,737	1,132,185	4,242,302	16,076	30,844	99.3%
TOTAL PUBLIC WORKS DIVISION	13,184,463	13,563,900	2,487,444	3,698,535	3,792,733	3,425,967	13,404,478	65,974	93,448	99.3%

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY CITY BUDGET**

PARKS & RECREATION DIVISION

Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	233,172	221,172	45,808	54,664	39,144	58,456	198,072	-	23,100	89.6%
Operating	108,985	107,424	11,384	16,204	9,351	37,256	74,196	9,677	23,552	78.1%
Cemeteries (491)	342,157	328,596	57,192	70,868	48,496	95,712	272,268	9,677	46,651	85.8%
Personnel	490,369	490,369	101,668	118,584	101,050	124,541	445,844	-	44,525	90.9%
Operating	17,036	17,036	1,890	2,687	2,229	7,188	13,994	-	3,042	82.1%
Council on Aging (541)	507,405	507,405	103,558	121,271	103,279	131,729	459,838	-	47,567	90.6%
Personnel	2,028,052	1,918,052	464,512	484,874	357,842	505,676	1,812,904	-	105,148	94.5%
Operating	607,587	580,085	58,365	119,555	101,063	258,735	537,718	-	42,367	92.7%
Parks & Recreation (650)	2,635,639	2,498,137	522,878	604,429	458,904	764,411	2,350,622	-	147,515	94.1%
Personnel	319,286	319,286	60,224	85,076	77,395	92,976	315,671	-	3,615	98.9%
Operating	270,708	253,255	35,063	59,735	63,534	84,761	243,094	140	10,021	96.0%
Arena (680)	589,994	572,541	95,287	144,811	140,930	177,737	558,765	140	13,636	97.6%
TOTAL PARKS & RECREATION DIVISION	4,075,195	3,906,679	778,915	941,379	751,609	1,169,590	3,641,493	9,817	255,369	93.5%

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY CITY BUDGET**

INSPECTIONAL SERVICES DIVISION

Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	1,089,857	1,071,857	233,261	289,609	243,479	277,606	1,043,955	-	27,902	97.4%
Operating	52,650	52,650	12,745	18,376	10,846	29,489	71,456	128	(18,935)	136.0%
Building Inspection (241)	1,142,507	1,124,507	246,006	307,985	254,326	307,094	1,115,411	128	8,968	99.2%
Personnel	67,342	67,342	15,066	18,184	15,587	18,964	67,801	-	(459)	100.7%
Operating	4,700	4,700	1,003	1,435	664	1,008	4,112	-	588	87.5%
Weights & Measures (244)	72,042	72,042	16,069	19,620	16,251	19,972	71,912	-	130	99.8%
TOTAL INSPECTIONAL SERVICES DIVISION	1,214,549	1,196,549	262,075	327,605	270,577	327,067	1,187,323	128	9,098	99.2%

**CITY OF FRAMINGHAM
 FISCAL YEAR 2021
 QUARTERLY CITY BUDGET**

PUBLIC HEALTH DEPARTMENT

Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	1,025,329	955,329	205,935	261,767	233,474	233,245	934,421	-	20,908	97.8%
Operating	177,289	174,489	19,736	22,773	43,047	52,625	138,181	930	35,377	79.7%
Health Department (511)	1,202,618	1,129,818	225,672	284,540	276,521	285,870	1,072,602	930	56,285	95.0%
TOTAL PUBLIC HEALTH DEPARTMENT	1,202,618	1,129,818	225,672	284,540	276,521	285,870	1,072,602	930	56,285	95.0%

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY CITY BUDGET**

ELECTED BOARDS

Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	2,441,475	2,441,475	500,300	621,416	514,933	672,128	2,308,777	-	132,698	94.6%
Operating	554,758	554,758	179,516	107,798	106,491	122,951	516,060	3,190	35,508	93.6%
Library (610)	2,996,233	2,996,233	679,816	729,214	621,424	795,079	2,824,837	3,190	168,206	94.4%
TOTAL ELECTED BOARDS	2,996,233	2,996,233	679,816	729,214	621,424	795,079	2,824,837	3,190	168,206	94.4%

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY CITY BUDGET**

WATER & SEWER DIVISION

Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	3,256,189	3,221,189	751,145	816,460	641,447	752,468	2,961,520	-	259,669	91.9%
Operating	19,640,104	19,575,104	3,032,217	8,789,755	3,591,367	4,026,303	19,408,345	128,111	38,648	99.8%
Water Department (450)	22,896,293	22,796,293	3,783,361	9,606,214	4,232,815	4,778,771	22,369,865	128,111	298,317	98.7%
Personnel	2,838,578	2,758,578	595,490	683,701	538,387	660,665	2,478,244	-	280,334	89.8%
Operating	26,431,176	26,411,176	7,265,967	8,934,074	5,288,988	4,853,349	26,310,370	66,145	34,661	99.9%
Sewer Department (440)	29,269,754	29,169,754	7,861,458	9,617,775	5,827,375	5,514,014	28,788,614	66,145	314,995	98.9%
TOTAL WATER & SEWER DIVISION	52,166,047	51,966,047	11,644,819	19,223,989	10,060,190	10,292,785	51,158,479	194,256	613,312	98.8%

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY CITY BUDGET**

MISCELLANEOUS	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Miscellaneous	35,543,681	38,138,681	9,145,478	9,289,945	10,426,685	9,013,098	37,875,207	102,591	160,883	99.6%
UNCLASSIFIED (900)	35,543,681	38,138,681	9,145,478	9,289,945	10,426,685	9,013,098	37,875,207	102,591	160,883	99.6%
Retirement/FICA/OPEB	19,722,826	19,775,244	463,989	657,749	554,361	18,091,527	19,767,626	-	7,618	100.0%
RETIREMENT (316)	19,722,826	19,775,244	463,989	657,749	554,361	18,091,527	19,767,626	-	7,618	100.0%
Debt	12,917,057	13,221,897	145,378	10,021,171	374,003	2,579,800	13,120,353	-	101,544	99.2%
DEBT (759)	12,917,057	13,221,897	145,378	10,021,171	374,003	2,579,800	13,120,353	-	101,544	99.2%
Non-Appropriated	10,855,671	11,099,781	2,078,149	2,294,083	2,234,766	2,136,295	8,743,293	-	2,356,488	78.8%
NON-APPROPRIATED ITEMS (145)	10,855,671	11,099,781	2,078,149	2,294,083	2,234,766	2,136,295	8,743,293	-	2,356,488	78.8%
TOTAL MISCELLANEOUS	79,039,235	82,235,603	11,832,994	22,262,949	13,589,816	31,820,720	79,506,479	102,591	2,626,533	96.8%

**CITY OF FRAMINGHAM
 FISCAL YEAR 2021
 QUARTERLY CITY BUDGET**

KEEFE TECHNICAL

Description	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Operating	9,468,116	9,468,116	2,367,029	2,367,029	2,367,029	2,367,029	9,468,116	-	-	100.0%
Keefe Technical (901)	9,468,116	9,468,116	2,367,029	2,367,029	2,367,029	2,367,029	9,468,116	-	-	100.0%
TOTAL KEEFE TECHNICAL	9,468,116	9,468,116	2,367,029	2,367,029	2,367,029	2,367,029	9,468,116	-	-	100.0%

**CITY OF FRAMINGHAM
FISCAL YEAR 2021
QUARTERLY CITY BUDGET**

PERSONNEL & OPERATING TOTALS	FY 2021 Adopted	FY 2021 Revised	FY 2021 Q1 Actual	FY 2021 Q2 Actual	FY 2021 Q3 Actual	FY 2021 Q4 Actual	FY 2021 Actual	FY 2021 Encumb	FY 2021 Balance	FY 2021 % Spent
Personnel	56,797,791	54,866,614	11,345,568	15,388,582	11,939,302	14,709,161	53,382,612	3,375	1,480,626	97.3%
Operating	70,630,073	71,115,186	15,851,925	23,608,066	14,941,552	15,480,135	69,816,788	571,001	727,396	99.0%
Non-Operating	79,039,235	82,235,603	11,832,994	22,262,949	13,589,816	31,820,720	79,506,479	102,591	2,626,533	96.8%
GRAND TOTAL	206,467,099	208,217,403	39,030,487	61,259,597	40,470,669	62,010,017	202,705,880	676,968	4,834,555	97.7%

FRAMINGHAM MASSACHUSETTS

FY'21 Annual Report



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